



**CCRA Board Minutes
March 27, 2008**

Roll Call

CCRA Board:

*Stephen Thompson, Chairman
Irene Ingram, Vice Chair*

City & CCRA Staff:

*William R. Lisch, City Attorney
Sherod Halliburton, Executive Director
Rebekah Brightbill, Community Dev Specialist*

Call to Order

Mr. Thompson calls the board meeting to order at 5:13 PM without a quorum. The agenda items that do not require a quorum will be addressed until a quorum is reached (if one is).

Love Note Restructuring

In order to facilitate the budget readjustments, the Love Note was restructured, and Mr. Halliburton presents a copy of the note has been brought to the meeting for the board to review. The total amount of the note to be paid on November 1, 2008 is \$250,000. The remaining \$250,000, plus \$824.85 interest shall be amortized over 2 ½ years. The quarterly payments are in the amount of \$27,559.47, beginning March 1, 2009. The interest rate will increase from 5% to 7%. The balloon payment on the note was (under the previous agreement) a \$500,000 payment due November 1, 2008, but under the restructured note, \$250,000 will be due on November 1, 2008, and the remaining portion will be paid in quarterly installments (as previously stated). Mr. Thompson asks if the restructured note has been reviewed by Mr. Leonard and Mr. Lisch, and Mr. Halliburton states that it has been.

MLK Landscape Improvement Project Update (North Side)

Mr. Halliburton acknowledges the Downtown Development Authority (DDA), and their Executive Director, Mr. Mike Kennedy, for the landscape improvement project that was authorized and recently completed. \$55,000 of landscaping and irrigation were installed along Martin Luther King Avenue between 1st Street East and 9th Street East, congruous with the south side landscaping, bringing the project to a feeling of completion. Mr. Halliburton thanks the DDA for their work in the Martin Luther King Avenue area, and states that Mr. Kennedy has stated that the DDA has stated a desire to be present throughout all phases of projects that both agencies will be collaborating on. Mr. Thompson requests that the CCRA write a letter to the DDA board formally thanking them for their collaboration and interest in future collaborations

on common projects. The DDA previously contributed funds for the lighting component of this project. Mr. Thompson also requests that the CCRA coordinate with the DDA on their land use plans for the north side of MLK. Ms. Ingram thanks Mr. Kennedy and the DDA for the quality of the improvements that have been done on MLK and how they have made the street what it ought to be, and that she supports coordinated planning efforts between the DDA and CCRA.

MLK Mixed Use

Mr. Ed Jennings of Jennings Development Group provides an update on the MLK Mixed Use project. The two issues Mr. Jennings has been working on since the last meeting are water retention and parking. Mr. Jennings has met with SWFMD regarding one of the options. Included in the board packets is a preliminary conceptual site plan created by King Engineering. Discussion of parking options. Discussions are in process with the Church of Christ adjoining the space regarding a long-term use agreement to use their space for parking. Mr. Halliburton suggests a second option of acquiring a neighboring lot that is for sale, to be used for water treatment. The parking and water retention issues are interrelated. Water treatment options are as follows: 1) an underground vault system (the most costly option at \$50-60,000), 2) acquisition of a contiguous site for above ground treatment (\$20-\$30,000), 3) use of CCRA property to the east for limited regional treatment, or 4) a larger CCRA regional site with potential for future development retention needs. These will determine the parking options that are chosen. SWFMD has stated that they do fund projects such as a regional water retention site, but their project cycle does not begin until December 1, 2008, and their funding is not disbursed until October 2009. Mr. Jennings is in contact with SWFMD to see if this type of project is funded out of cycle. SWFMD does not fund land acquisition, but land acquisition costs can be used as a match. Mr. Thompson asks the amount of land need for a retention area. Mr. Heath Johnson of King Engineering states that the retention pond is generally 10% of the size of the area treated. Mr. Thompson asks the size of the Tropicana retention pond, and Mr. Johnson states that King Engineering will have to research and coordinate that with Tropicana. Mr. Halliburton states that Tropicana has indicated that even though they are not maximizing that retention pond currently, they intend on building additional juice storage tanks in the future that will maximize its use. Mr. Thompson states that he is in favor of exploring the regional retention option. Mr. Halliburton has been exploring several sites in the Washington Park area close to 9th Street that could potentially be used as a master site. Mr. Thompson and Mr. Halliburton express hesitancy with placing the retention area at the site of the Love Apartments due to the development plans for the area. Discussion of options for both areas. Mr. Thompson asks Mr. Johnson about the treatment options existing in the area. Currently, the water drains into the Manatee River. Mr. Thompson asks what the plans are for the north side of MLK, and their vacant lots. Ms. Ingram states that she would like to ensure that the master drainage discussions are coordinated with the DDA. Mr. Halliburton states that the largest undeveloped lot is at 9th Street East and 6th Avenue East. Mr. Jennings states that to have King Engineering prepare the application for SWFMD funding would be a separate fee for services contract. Mr. Thompson states that he supports having King analyze the options for retention. Mr. Halliburton states that he would like to procure their assistance in outlining any potential development sites, so as to determine the size that the retention pond would need to be. Mr. Halliburton recommends that the board move forward with this contract. Mr. Thompson asks Mr. Johnson if the product from the agreement would be a plan with the types of development and the sites that the retention system would

support, and Mr. Johnson says that it will be. Mr. Halliburton asks if the King study should be done before or after the sites are identified by WilsonMiller. King will coordinate with WilsonMiller. Additional discussion. Mr. Jennings suggests that the soft cost budget for the second part of the year be adopted, since there are several architect RFP's that have been received that will save the project \$13,000 on that portion of the budget (the bids received range from \$72,000 - \$98,000). Mr. Halliburton states that further discussion on the architecture RFP will be postponed until the next meeting when there is a board quorum. Mr. Thompson thanks Mr. Jennings for his report. Ms. Ingram asks Mr. Jennings about the parking for the project and expresses concern with the number of parking spaces designated to the project. Discussion about parking options.

Washington Park Neighborhood Association Update

Ms. Brightbill presents an update on the Neighborhood Association. The Neighborhood Association had an anti-Crime Walk on March 15th. This was the first event that was completely initiated by the Neighborhood Association, and over 30 people attended the Walk. There were many new faces that participated in the Walk, and there was good press coverage of the event from the local newspaper. Mr. Halliburton states that Ms. Brightbill has been working with the residents of the neighborhood, and Ms. JoAnn Spencer has been doing an excellent job as president of the association. A commitment has been made to the Neighborhood Association that the Crime Walk will not be the beginning and the end of crime prevention efforts in the neighborhood, but rather a beginning. Discussions are in process with the Bradenton Police Department and other community organizations so that traditional policing and community policing can work in concert to revitalizing the community. Mr. Halliburton congratulates Ms. Brightbill for her work on this project. Mr. Thompson asks if there are statistics that show the impact of the Bradenton Police Department Community Workstation on crime on the neighborhood. Mr. Halliburton states that the numbers have shrunk for that portion of town, although there is the distinct possibility that the numbers are low because people do not tend to report crimes. Further discussion of the Bradenton Police Community Workstation, crime in Washington Park, and the possibility of a Community Resource Officer.

Norma Lloyd Update

Mr. Halliburton presents a memo from Ms. Hewitt with task list for the Norma Lloyd Park Project. Mr. Halliburton and Ms. Hewitt have been sitting on a bi-weekly Norma Lloyd Planning Committee at Manatee County, where Cheri Coryea is the project manager. Additional sub-committees meet as needed. There is now great progress on the project. The first task scheduled for completion is the soccer field, with a January 1, 2009 completion date. The engineering firm has been hired to complete site designs. Ground will be broken on the soccer fields and basketball fields in September of 2008. The concessions and restrooms were completed in the fall of 2007. United Community Centers is making a good deal of progress on their fundraising goals with several strong avenues being pursued, and several funding streams secured. The project also received a Kaboom! Grant for the playground equipment. This project will involve community volunteers in the design and installation phase. Once a week an update is sent out on the status of what has happened on the project during the week. Mr. Thompson states that he would like to see the library revisited, and would like for the committee to be

reestablished. Mr. Thompson states that he would be willing to sit on any library committee. Mr. Halliburton states that he will contact Commissioner Gwen Brown about setting a meeting of the Friends of the Library group. Ms. Ingram states that the CEDC, Inc can be of help through the VISTA volunteer who can engage community members as volunteers for the committee.

Workforce Development Collaborative

Mr. Halliburton provides the board members with a list of the invitees to the meeting, with the invitees divided by sector. The Knight Foundation was pleased with the level of turnout at the meeting. Mr. Halliburton has been meeting with the different potential partners to determine sector needs and the alignment of matching dollars. The Knight Foundation has sent surveys to the invitees on the level of interest in pursuing the grant this year as opposed to subsequent years. The Knight Foundation is prepared to provide financial support this year. Discussion on partnering opportunities. A second meeting will most likely be held within the next 2-3 weeks.

Central Economic Development Center, Inc.

Ms. Veatrice Farrell presents the CEDC, Inc update. She thanks the CCRA for their foresight in assisting in the creation of the separate non-profit agency. The CEDC's first event will be held April 25, 2008 in conjunction with the SBDC, DDA, the Palmetto CRA, the CCRA, and the EDC of the Manatee Chamber of Commerce. The Small Business Financing Fair will be held at the Convention and Civic Center in Palmetto, in the Longboat Key Room in a Trade Fair format. 15-25 banks are intended to participate. Information on the event is being sent directly to the banks, and then flyers will be put in those participant bank's branches. Press releases will be sent out on March 26. The EDC is sending notice out to their e-list. The notice will also be posted on the marquee at the Civic Center.

Ms. Ingram states that at the last CEDC board meeting, Ms. Alison Hewitt was appointed as the CEDC Executive Director. The consultants have been very busy in moving the goals and objectives of the CEDC forward. Ms. Ingram is very glad to have groups within the community coming to the CEDC asking them to work on projects. Ms. Farrell thanks Ms. Ingram for her work as Board President of the CEDC, and the CCRA again for their efforts on behalf of the CEDC. Mr. Halliburton commends the CEDC for the partnerships they have been able to begin to potentially forge in this short time.

Mr. Halliburton draws the board's attention to the memo from the CEDC VISTA volunteer regarding free tax preparation. The CCRA site has prepared 125 returns for a 600% increase.

Director's Report

The annual Florida Redevelopment Association conference will be held in Tampa in October. The Central CRA will be included in tour of Manatee County CRA's. Ms. Brightbill is sitting on a planning committee with the other local CRA's. Mr. Thompson asks that the board members be included with registration information.

Mr. Halliburton has been approached about applying to participate in Leadership Florida. Discussion of the time commitment and financial sponsorship. Mr. Thompson and Ms. Ingram request that it be added to the agenda at the next meeting.

Board Comments

None.

Citizen Comments

None.

Next Meeting Dates

- Possible Special Board Meeting on April 3, 2008 or April 10, 2008.
- *Joint Committee Meeting*: April 17, 2008 (8:00-9:30 AM)
- *Board Meeting*: April 24, 2008 (5:00-7:00 PM)

Adjournment

The meeting ends at 6:58 PM, without a formal adjournment, due to a lack of quorum.

Minutes Submitted By: _____

Minutes Approved By: _____