



**CCRA Board Minutes
May 22, 2008**

Roll Call

CCRA Board:

Stephen Thompson, Chairman

Irene Ingram, Vice Chair

Ed Leonard, Treasurer

Lynette Edwards

City & CCRA Staff:

Bill Lisch, City Attorney

Sherod Halliburton, Executive Director

Rebekah Brightbill, Community Dev Specialist

Call to Order

Mr. Thompson calls the board meeting to order at 5:01 PM, and leads the Pledge of Allegiance. A quorum will be reached in a few moments, so the items that do not require a quorum will be moved to the front of the agenda.

Minority Student Engineering Summer Camp

Mr. Halliburton states that a minority student engineering 2-week summer camp will be held at the CCRA facility in concert with Manatee Community College, Thinking Initiatives, and Computer Explorers. The camp will be for 11-12 year minority females, mostly from the CCRA district. MCC will provide the monies for the program, and the CCRA will provide the facilities, and possibly lunch for the students. Next summer, the CCRA will sponsor an engineering, entrepreneurial summer camp for 11th to 12th minority boys through MCC, with the majority of the costs covered by a Perkins Grant. Mr. Thompson asks that Mr. Halliburton speak to the students at the beginning of the camp about the CCRA and its work in the neighborhoods to introduce a younger population to the agency. Ms. Edwards is assisting in identifying students to attend the summer camp.

Approval of Minutes

The April 24, 2008 minutes are up for approval, upon reaching a quorum. Ms. Edwards moves approval of the April 24, 2008 minutes, Ms. Ingram seconds, and the motion carries unanimously with no further discussion.

13th Avenue Celebrity Sports Gala

13th Avenue Community Center is having their 6th Annual Celebrity Sports Night [June 20, 2008]. The CCRA has always been a sponsor, and there are a number of sponsorship levels. Mr. Halliburton suggests the board consider the League Leader level at \$2,500 or the Pro Bowl level at \$2,000. Ms. Ingram makes a motion that the CCRA sponsor the 13th Avenue Celebrity Sports Night at the League Leader level. Ms. Edwards seconds. The motion passes unanimously.

MLK Mixed Use Development Update

Mr. Ed Jennings of JDG presents an update on the progress of the MLK Mixed Use Development Process. The project has recently received a resolution on the parking problem—the City will allow the parcel to be designated as an urban village, which will allow the configuration of the building to be adjusted on the lot to provide more space. This change in configuration will have to be approved by the Department of Community Affairs, and this change should be approved by October 1. Mr. Jennings has been in conversations with the minister of the church to the south of the property. He has been very accommodating in seeking to provide parking through a shared use agreement. The next stage of the process with King Engineering is to approve the next phase of their contract, in the amount of \$14,500, so that they can move forward with SWFMD permitting. Mr. Leonard makes a motion to approve section IV, Permitting and Approval. Ms. Edwards seconds. The motion carries unanimously with no further discussion. Discussion of project budget, and additional funding streams being pursued. Discussion of project architect. JDG (after meetings with King Engineering) recommends that the CCRA execute the contract with C. Allen Anderson Architects. Discussion about contract clauses. The contract has not yet been reviewed by Mr. Halliburton or Mr. Lisch. Therefore, to prevent an untimely delay in its execution, Mr. Halliburton requests that the contract be reviewed by himself and Mr. Lisch, and any board members for their suggestions, with all changes in by Thursday, for a Friday commencement. Mr. Leonard makes a motion to that effect, Ms. Ingram seconds the motion, and the motion is passed unanimously with no further discussion. Mr. Jennings also presents his own contract for a ninety day extension. Mr. Halliburton recommends the second ninety day contract extension, as does Mr. Thompson. Ms. Ingram makes a motion to extend Mr. Jennings contract (through Jennings Development Group) an additional ninety days, and Mr. Leonard seconds the motion. The motion passes unanimously with no further discussion. Mr. Thompson asks about the cost of an underground vault system. Mr. Heath Johnson from King Engineering answers that they anticipate it costing approximately \$50,000. Discussion of the parking and water storage situation. Mr. Halliburton asks for King to bring back estimates of the differing costs of the different storage and surfacing types. Mr. Thompson asks if exterior lighting is being taken into consideration for the parking areas. Ms. Ingram states that she would like to invest the extra monies to pave the lots in blacktop parking as opposed to geo-grid surfacing. Further discussion of negotiation of parking joint use negotiations.

East Bradenton Library Listing Agreement

Mr. Halliburton states that Mr. Anthony Mazzucca of Sperry Van Ness/Blackpoint Realty is the listing agent for the property adjoining the East Bradenton Library Property that fronts Manatee Avenue. Mr. Mazzucca has prepared a listing agreement that will allow him to list the property, in conjunction with the frontage on Manatee Avenue, along with a site plan for development of the site that he will create at his expense. It exempts the CCRA from compensating Mr.

Mazzucca, should the CCRA come to a deal with Habitat for Humanity because that situation had begun to be negotiated before this contract was initiated. Mr. Lisch has reviewed this contract. Mr. Lisch states that he has requested changes to the indemnity section. Discussion. Ms. Edwards asks the value of the property. Mr. Halliburton states that the latest appraised value of the property was \$725,000, immediately before the market began to decline. Mr. Thompson declares a conflict because his firm has represented Mr. Mazzucca, and he gives temporary chair of the meeting to Ms. Ingram for this portion of this meeting. Mr. Thompson asks if DeMorgan homes would also be subject to the same exclusion as Habitat for Humanity, and Mr. Lisch states that they would be. Ms. Ingram asks Mr. Lisch if he made all changes to the contract, and he states that he has. Ms. Edwards asks if the exclusions related to Habitat for Humanity are stated exclusively in the contract, and Mr. Lisch states that they are. Mr. Leonard makes a motion to approve the listing agreement with Mr. Mazzucca and Sperry VanNess/Blackpoint Realty. Ms. Edwards seconds. The motion passes unanimously with no further discussion. Mr. Thompson returns to his role as chair.

Workforce Development Collaborative Grant

Mr. Halliburton announces that the CCRA was formally invited to submit a response to the RFP for the Jobs for the Future collaborative grant. There is a great deal of commitment within the local collaborative, but an RFP will not be submitted in June for this funding cycle because of some pre-application preparation that needs to be done. The Knight Foundation will be committing \$185,000 a year over the next 3 years for workforce development. Additional local fundraising efforts are also underway with the other 3 CRA's. The CCRA will most likely be the fiscal lead, along with the City of Bradenton. At some point, a separate 501(c)3 may possibly be created, if necessary. Additional discussion. There is a program through the State of Florida curriculum review program that assesses individual competency in math, language, and information finding. After assessment testing, they receive certificates that place them at certain levels. They can then take these certificates to certain employers that recognize the credentials. Mr. Halliburton is recommending that the CCRA become an assessment center for the Florida Ready Work Program. The CCRA will receive \$5 for every test administered. The program is still growing in the business sector, but it has a great deal of support within the educational community. Discussion about promoting the program to the business community so that job seekers will be able to take their credentials to a job site and have them recognized. Discussion about the role the CCRA will play as an assessment center. The CCRA will proctor the tests, and direct job seekers to the online resources that can assist them in remediation to bolster their skills. There is some remediation built into the system with the online modules. Ms. Ingram asks if Mr. Halliburton foresees the CCRA becoming more involved in the remediation component. Mr. Halliburton states that a remediation component can be that built into the system, and he sees the CCRA serving as a facilitator. Ms. Ingram states that she would like a provision to be written into the RFP that allows for remediation. Ms. Edwards states that the online training modules have lists of local training resources that are available. Ms. Edwards moves approval of the CCRA becoming an assessment center of the Florida Ready to Work program, Mr. Leonard seconds the motion, and the motion passes unanimously with no further discussion.

Property Tax Update

Mr. Halliburton states that the property appraiser is still assessing the revenues from the CCRA for the upcoming year. There is an anticipation that at the City level there will be a 10% reduction of revenues, but with the majority of the CCRA revenue coming from commercial property, it is uncertain the impact on the revenues—there is an anticipated reduction, but the exact amount of the reduction is uncertain. Mr. Thompson requests that an update on the status of the Florida Supreme Court decision be added to the next month's board meeting.

Norma Lloyd Update

Mr. Halliburton presents an update on Norma Lloyd Park. A formal site plan has been developed and the final site plan is in place. 13th Avenue Community Center is coordinating the renovations of the baseball fields, which will be funded in part by the Tampa Bay Rays and MLB. Ground will be broken on the multi-purpose soccer field in July. Mr. Thompson requests a groundbreaking ceremony before construction begins at the soccer field. Discussion about the different phases of construction on the park. A placeholder has been put into the design for a library and splashpark/swimming pool. The library mobile unit can be placed at the park at the time that the soccer field has been located at the park. Mr. Thompson comments that he would like a publicity campaign initiated so that the community is aware that the CCRA is continuing with the idea of a library at this alternate location. Ms. Ingram asks that the site plan have color coded phases with a time frame added to it so that the community can know how the park will be progressing. Update on the Kaboom! Playground grant. Ms. Ingram enquires as to whether adequate lighting at the park. Ms. Ingram and Ms. Edwards enquires as to the location and number of restrooms. Just for Girls is moving forward with their portion of the facilities at Norma Lloyd Park with an anticipated October 2008 completion date. Just for Girls will be amenable to the committed \$75,000 towards the project being remitted in the next fiscal year.

Inventory of CCRA Property Holdings

Mr. Halliburton presents an update on the properties held by the CCRA. There are a number of vacancies in the properties held by the CCRA, in large part due to the demolition of the 2-story Love Apartment building. An additional outside vendor was required for the demolition due to the size of the job.

Enterprise Center

Mr. Halliburton presents an update on the Enterprise Center. The goal of the Enterprise Center is still moving forward. Private investors are interested in being a part of the project if long-term leases are involved. The time frame for completion of this project is 3 years.

Washington Park Neighborhood Plan

The Central Economic Development Center has created a proposal to finish work on the Washington Park Neighborhood Plan, and conduct workforce housing workshops (per a previous agreement). Mr. Halliburton supports the dollar amount and scope of the contract, but recommends changes to certain clauses within the contract. He recommends that it be stricken

from the contract that a \$20,000 retainer be given (Number 4), inasmuch as the agency does not provide retainers of that amount, and that that details be added to the clause that bills the CCRA for copies and reproductions. Additionally, the clauses pertaining to contract extensions need to have clarity added to them. Discussion about changes to the contract. Mr. Halliburton suggests that the board review the contract, return any comments to him, and he will coordinate with Mr. Lisch to draft the final contract with the CEDC by Thursday, May 29, 2008, barring any drastic changes. Mr. Lisch states that he had not seen the contract, but upon reviewing it in the meeting, he would suggest a change to the liability cause. Mr. Leonard asks that the contract be set up in phases as certain other contracts have been done recently. Ms. Veatrice Farrell of the Central Economic Development Center, along with Mr. Ed Jennings of JDG, come forward to answer question pertaining to the proposed contract. Discussion of contract provisions related to copying and reproduction, and the amount of the retainer. Mr. Thompson requests that the retainer be broken out into phases that show the amount needed to begin the project. Discussion of the duration of the contract. Request for clarification of contract verbiage. Mr. Halliburton will meet with Mr. Lisch and Ms. Alison Hewitt of the CEDC, Inc. to respond to the issues presented by the board during the following week. Mr. Halliburton states, for the record, that the CCRA would like to have Ms. Brightbill do the data collection for the project. Mr. Leonard makes a motion to authorize Mr. Halliburton and Mr. Lisch to negotiate and finalized the contract with the CEDC for the Washington Park Neighborhood Plan. For the record, Ms. Ingram and Mr. Thompson acknowledge their involvement on the CEDC board. Ms. Edwards seconds the motion. The motion passes unanimously with no further discussion.

Economic Planning Committee Report

Mr. Halliburton refers the board to their information packets for updates on the CEDC, Inc, Job Boot Camp, and Tax Preparation.

Finance Report

The preliminary 2008/2009 budget has been based on a 10% reduction in revenues and the Love Note staying at its current repayment condition. Currently, the potential 2008/2009 budget is as certain as it will be until those matters are settled. Discussions are in place with the renegotiation of the Love Note.

All is sound with the April 2008 financials.

Director's Report

The CCRA belongs to the International Council of Shopping Centers, and there is an International Economic Development Council Conference on Public/Private Partnerships coming up that Mr. Halliburton feels would be useful in some of the development opportunities that are becoming available. This will be paid for from the line item for conferences. The board does not object to Mr. Halliburton attending this conference.

Board Comments

Ms. Ingram thanks Rev. Peoples publicly for his rapid response after the last board meeting to the agency's needs, and commitment to partnership and mutual assistance. Mr. Thompson thanks Rev. Peoples as well.

Mr. Thompson thanks the Bradenton Police Officer for his attendance at the meeting, and the department for their support of the agency.

Citizen Comments

None.

Next Meeting Dates

- *Joint Committee Meeting*: May 15, 2008 (8:00-9:30 AM)
- *Board Meeting*: May 22, 2008 (5:00-7:00 PM)

Adjournment

Ms. Ingram makes the motion to adjourn, Mr. Leonard seconds, and the motion carries unanimously with no further comments or questions.

Minutes Submitted By: _____

Minutes Approved By: _____