

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Thursday, April 23, 2009 – 10:00 a.m.
County Administration Building – Room 119
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Grace Amodeo, *Secretary*
Nathaniel Cooley
Evelyn Loeffler
David Schmidt
Charlotte Ventola

Members Absent

Michael Haymans, *Vice Chairman*

Staff Present

Commissioner Richard Loftus
Derek Rooney, Assistant County Attorney
Debrah Forester, Redevelopment Manager
Seann Smith, Planner II

Guests

Dale Phillips, Charlotte County Sheriff's Office
Deputy Bill Cassey, Charlotte County Sheriff's Office
Mary Kaufmann
Cassandra Wooden
Christopher Dennen

I. Call to Order

Chairman Herston called the April 23, 2009 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:06 a.m. in Room 119 of the Charlotte County Administration Building.

II. Pledge of Allegiance

Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.

III. Roll Call/Determination of Quorum

Roll call was taken; Secretary Grace Amodeo confirmed a quorum was present.

IV. Additions/Deletions to Agenda – None.

V. Approval of Minutes

A motion was presented by Grace Amodeo and seconded by Charlotte Ventola to approve the Minutes of the March 26, 2009 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written. Motion carried unanimously.

VI. Commissioner Comments – None.

VII. Public Comments – None.

VIII. Development Review Report

Chairman Herston reported on the status of the CVS store currently under construction.

IX. Old Business

a. Community Policing Officer: Debrah Forester introduced Ms. Dale Phillips, Crime Prevention Specialist III, and reminded the Committee of their interest in working with the Sheriff's Department to increase community policing in Charlotte Harbor. Ms. Forester noted that after her meeting with Ms. Phillips and Lt. Dale Ritchhart it appeared that the best avenue to proceed would be to request that we invite Ms. Phillips to the CRA Advisory Committee meeting on a quarterly basis so that the Sheriff's Department could provide updates.

Ms. Phillips reported on two new programs:

1. New Street Crime Unit that works primarily in the evenings in targeted areas.
2. Citizens Observation Patrol (COPs) – training for citizen volunteers that would provide an extra set of eyes and ears for the community. Vehicles are provided by the Sheriff's Department. Ms. Phillips invited anyone interested to participate in the next training that begins May 7. There is no charge for the class, which meets every Thursday evening with graduation scheduled for June 18.

Ms. Phillips suggested that if the Committee wanted to provide extra patrols in Charlotte Harbor for special events, the best approach would be to consider hiring the paid detail. There is a three hour minimum requirement; the cost is approximately \$25/hour. Bike patrols are limited due to the number of officers currently certified to ride. Mr. Schmidt inquired into the training needed to ride the bikes. Ms. Phillips explained that there was a 40 hour training program that is required and noted that there is more to the activity than just riding a bike.

Ms. Phillips introduced Deputy Bill Cassey, who reported on current activities. Deputy Cassey provided the crimes report for the past month. There was one report of property crimes on James Street, two juveniles were arrested. There was one motor vehicle theft in Charleston Cay. At the foot of the south-bound bridge, there have been several incidents of cars being broken into. The Sheriff's Department asked the property owner to block access to the property. Deputy Cassey noted that they expect the problem to start on the south-bound bridge area now and the Sheriff's Department would like to work with the property owners and FDOT to restrict parking on that side as well. Ms. Forester informed the Deputy of the Gateway project that was currently being designed and requested some other options rather than closing off the parking given the amount of use in this area by local fishermen. Discussion followed. Posting signs reminding vehicle owners to lock their doors might be helpful. These signs should be posted at Bayshore Park as well. Staff will look into posting the signage. Deputy Cassey also noted that the Sheriff's Department has an environmental officer that can be called for illegal trash dumping. Deputy Cassey reminded the Committee to call if they have any further questions or concerns.

Ms. Loeffler noted that the narcotics division has also been involved in the making a number of arrests in her neighborhood. She also recommended the COPs program. The committee thanked Ms. Phillips and Deputy Cassey for attending the meeting.

b. MSBU Payoff of \$84,120: Ms. Forester noted that she had received the final pay-off amount for the Sewer MSBU. As noted in the approved work plan, a check in that amount will be sent to CCU to make the payoff. At the May MSBU Board Workshop, the BCC will be informed that the CRA contributed the remaining balance of the MSBU and all the property owners within that assessment area will have a reduction on their taxes. Ms. Forester noted that this budget item will benefit everyone in the area regardless of income levels.

c. Work Plan Report – April: A copy of the Work Plan Report for April was included in the Meeting Packet and distributed to Committee Members. Ms. Forester went through each line item and gave a status report. She reported under the Banner line item, that she is still waiting on an invoice from the City for the cost of the banner removal. She also wanted to request that the Committee consider the offer by Mr. Schmidt to repair

the banners if possible. Mr. Schmidt had volunteered to take the banners and cut off the frayed ends and salvage what he could. Ms. Forester showed an example of the worse banner and what Mr. Schmidt had done. Ms. Forester noted that there are 2 banners that were removed that are in perfect shape and then one banner that Kelly Slaughter has, so there are a total of three banners that could be placed somewhere in the CRA and then there could be a few more after Mr. Schmidt inspects and repairs them. The Committee authorized Mr. Schmidt to go forward on working on the banners. Mr. Schmidt has 22 banners of which 15 banners are probably beyond being repaired to be used as banners and 7 banners that have the potential to be repaired and used as banners again. Ms. Ventola suggested that the banners could be mounted and hung as signs in the CRA, if the Committee was interested in maintaining the idea.

Under the Residential Rehabilitation Program, Mrs. Ventola was concerned with the impact that improvements have on increasing the tax value of homes and requiring people to pay more in property taxes and that this program may not be appropriate at this time. After discussion, the Committee requested that the Property Appraiser be invited to the next meeting to share with the group the assessment process. Ms. Forester will invite the Property Appraiser to the next meeting.

d. Bayshore Live Oak Park Events – Programming Draft Budget: A draft copy of the Bayshore Live Oak Park Programming Budget was included in the Meeting Packet and distributed to Committee Members. The Committee reviewed the draft budget and requested that the Holiday Fest item be reduced and they were in agreement that they did not want to spend funds on snow. The Committee requested that the revisions to the budget be made and that it be discussed again at the May meeting.

e. April 16 Workshop Summary: A copy of the April 16 Workshop Summary was included in the Meeting Packet and distributed to Committee Members. Evelyn Loeffler and Jim Herston both commented on the Workshop and both agreed that the Workshop was productive. Charlotte Ventola was concerned with rezoning any property and cited 163.360 (4)(b) of the Florida Statute. Mr. Rooney will review that section of the statute and report back on it at the next meeting.

The Committee requested that a special meeting be scheduled so they could begin to work through the suggestions received at the April 16 Workshop. The Committee agreed that the meeting would be held in Room 106B. The Committee requested clarification on the existing code language. Ms. Forester will send out the materials that were put together for previous meetings prior to the special meeting for the Committee to review. Ms. Forester will work with Seann Smith from Growth Management to confirm the materials.

X. New Business

a. Historic Preservation Ordinance Draft: A draft copy of the Historic Preservation Ordinance was included in the Meeting Packet and distributed to Committee Members. Ms. Forester stated that she is providing the draft revisions of the Historic Preservation Ordinance to the Committee for their information. Since the Charlotte Harbor Town Local Historic District includes most of the Charlotte Harbor neighborhood and there are several possible structures that will be included in the local register, Ms. Forester felt that the Committee should be aware of the proposed changes and if they wanted to provide comments on the changes they should contact Linda Coleman, the staff liaison to the Historic Preservation Board. There currently is in place a 300 foot buffer criteria, which means that prior to a building permit being issued to any property site within the 300 foot

buffer of a structure that is identified on the local historic list, a review must be done to assure there will be no negative impacts to the historic structure.

Disaster Planning and Recovery Grant Proposal: A copy of the Disaster Planning & Recovery Grant Proposal was included in the Meeting Packet and distributed to Committee Members. Ms. Forester noted that she had been contacted by another CRA in the region that was requesting our involvement in a grant application that the Regional Planning Council was submitting. There is a potential funding requirement from the CRA if they choose to participate. After discussion, the Committee declined to participate. Seann Smith requested that the Committee reconsider their involvement if he can find out more information on the intent of the grant, since he has been working with the RPC on other items. **A motion was presented by Evelyn Loeffler and seconded by Grace Amodeo to forego participation in the Regional Planning council grant application. Motion carried unanimously.**

b. EDO Budget Discussion: A summary of the EDO Budget was included in the Meeting Packet and distributed to Committee Members. Ms. Forester explained that the Economic Development Office was having their budget review on April 27 and each department is asked to propose budget cuts. Ms. Forester noted that the Charlotte Harbor CRA is currently paying for ½ of the Redevelopment Manager's salary. Option 1 of the EDO budget is recommending that the Charlotte Harbor CRA pick up another 25% of salary and benefits. Option 2 would delete the Redevelopment program as a core service from EDO which would require the CRA to pay 100% of administrative staff support from TIF. Internal charges, such as office space, GIS, legal and telephone would still need to be provided either through EDO or another source if the redevelopment program continued under the County. It is up to the BCC's discretion to continue to fund the Charlotte Harbor CRA with tax increment.

Charlotte Ventola was concerned with the amount of tax increment that was being paid to administration: currently ½ of the redevelopment manager and ½ of the Events Coordinator at the park, she felt the current level was enough. Mr. Cooley asked Ms. Forester how much of her time was currently spent on Charlotte Harbor and how much on Murdock Village. Ms. Forester stated that she currently spends more than 50% of her time on Charlotte Harbor and that she continues to give staff support to the Murdock Village Advisory Committee and continues to follow-up on a few outstanding items, but the EDO Director Don Root has begun to work on Murdock Village under the confidentiality agreement that is allowed by Florida Statute that only applies to Economic Development projects. Ms. Forester spends a small amount of time on other projects for Economic Development and of course works on any special projects that the County Administrator requests of her. Mr. Cooley suggested that perhaps a better way to handle the administrative charges would be for the County to hold back a small portion of tax increment from being deposited into the trust fund to use for administration. Ms. Ventola commented that she heard that 8% of a budget for administration was the norm and that the CRA was already contributing that amount. Mr. Herston requested that Ms. Forester let the Committee know the outcome of the budget workshop.

Revisions to Commercial Façade Program: Ms. Forester reminded the Committee of the CDBG Block Grant program that provided two types of commercial façade loans: \$5,000 no match required and a \$12,500 grant that required a match. Ms. Forester has been talking to Mr. Hebert about the \$12,500 loan program and given that the grant period is ending soon, perhaps it would be appropriate to change the program and eliminate the required match. Ms. Forester requested a consensus from the Committee to move forward on this item. Any changes would require BCC action. **A motion was presented by Evelyn Loeffler and seconded by Nat Cooley to support a meeting**

between Debrah Forester and Bob Hebert to discuss the revisions to the loan program to eliminate the match. Motion carried unanimously.

c. Business Incentives: A copy of the Sanford CRA Flyer was included in the Meeting Packet and distributed to Committee Members. Referring to this handout, Ms. Forester mentioned she has had a meeting with one of the banks to discuss this option and she is scheduled to discuss it with one more local bank. Ms. Forester noted that there are funds available under Business Incentives and she would like to move forward on a consensus from the Committee on some options from writing down interest rates or providing rental assistance to targeted businesses. Ms. Ventola supports the concept of Business Incentives being loans not grants. Ms. Forester suggested that she prepare a table of options for the Committee to consider at a future meeting.

d. Land Acquisition Options: Ms. Forester mentioned that she has had several conversations with Brenda Bala regarding a partnership with the Community Land Trust and the CRA for the acquisition of property that could be purchased by the CLT with assistance from the CRA and have those units rehabbed and either sold or rented to targeted businesses as live/work units. She requested confirmation from the CRA to continue discussions with the CLT and develop a proposal to bring back to the Advisory Committee. The Committee agreed to have Ms. Forester continue the discussions.

e. County Property: A copy of the map marked Exhibit A and showing the property on Edgewater Drive and Bayshore Road was included in the Meeting Packet and distributed to Committee Members. Ms. Forester requested that the CRA Advisory Committee consider recommending that the County owned parcel that is located on Edgewater, the portion that was the former YMCA day care site, be deeded from the BCC to the Charlotte Harbor CRA. Ms. Forester noted that the Murdock Village property is now under the Murdock Village CRA instead of the BCC. With the property under CRA ownership, the CRA will be able to fully utilize the site. Some discussion followed with Committee consensus being that Ms. Forester should move forward changing the ownership of the property to the Charlotte Harbor CRA.

XI. Correspondence/Communications

a. Minutes from Punta Gorda CRA meetings of April 1, 2009: The Committee members did not receive a copy of the minutes in their packets. Ms. Forester will ask Kathy Knee to distribute them to the Committee next week.

XII. Public Comments

Mary Kaufmann noted that she attended the April Workshop and she was concerned with commercial traffic being increased in her neighborhood if zoning changes were approved. She noted that the streets are very narrow and any increase in commercial traffic could make it more dangerous. She would like to have the area from Bayshore to Seneca remain Single Family.

Cassandra Wooden expressed her hope that there will be more community meetings prior to any zoning changes. She bought her property in January 2005 and her block (Central from Bayshore to Seneca) has improved significantly. She does not support changing Bayshore from Single Family to Neighborhood Business Residential. She closed by requesting that the Committee save the trees in the neighborhood since that is one of the biggest assets.

Chris Dennen mentioned he is concerned with the littering that is occurring in the neighborhood and he would like to see signage and have the no littering law enforced.

Jim Herston requested that Mr. Dennen create a map showing where the signs should be posted.

XIII. Staff Comments

Ms. Forester announced several community meetings:

- ✓ April 23 - Comprehensive Plan Rewrite Presentation at the Library next to the Cultural Center.
- ✓ April 28 – Transit Workshop at South County Regional Recreation Center – 3 to 6 p.m. Opportunity to share your opinions on the future transit plans for the County. This workshop is an opportunity to share ideas on how transit could work for Charlotte Harbor.
- ✓ April 29 – Transit Workshop at Tringali Recreation Center.
- ✓ June 16 - Future Land Use Element draft will be presented to the BCC.

XIV. Attorney Comments – None.

XV. Member Comments

Mr. Schmidt requested clarification on agenda packets. He does not need a hard copy. It was agreed that only Charlotte Ventola, Evelyn Loeffler and Grace Amodeo would get hard copies. Mr. Cooley requested information on the computer screens that are now on the dais and is hoping that the Committee will be able to access their agenda packets from the screens at the meeting. Ms. Forester will investigate and let them know.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Thursday, May 28, 2009 at 10 a.m. in Room 119 of the Charlotte County Administration Center.**

Mr. Herston clarified for Ms. Ventola that the 28th is the correct date for the next meeting.

XVII. Adjournment

There being no further business, the meeting **ADJOURNED** at 1:13 p.m.

Respectfully submitted,

Kathy M. Knee, Recorder

/kmk

Approved: _____ 05/28/09