

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Tuesday, July 6, 2010 – 10:00 a.m.
County Administration Building – Room 106-B
18500 Murdock Circle, Port Charlotte, FL 33948

(These minutes are not official until they have been approved by the Charlotte Harbor CRA Advisory Committee.)

Members Present

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

Staff Present

Debrah Forester, Redevelopment Manager
Simone N. Petche, Recorder

Members Absent (excused)

Garland Wilson
Michael Haymans, *Vice Chairman*

Guests

Clif Lundberg, Clif Art & Design
Dale Phillips, Charlotte County Sheriff's Office
Dan Fitzgerald, Advance Auto Parts
Dennis Wood, McVay-Wood Eng. LLC

I. Call to Order

Chairman Herston called the July 6, 2010 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:08 a.m. in Room 106-B 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

Chairman Herston asked that a discussion on Jungle Gulf be added to the agenda under New Business.

V. Approval of Minutes

A motion was presented by Ms. Amodeo and seconded by Ms. Ventola to approve the Minutes of the June 7, 2010 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

a. ADVANCE AUTO PARTS – Site Plan and Architectural Review

Dan Fitzgerald and Dennis Wood presented the site plan for the new Advance Auto Parts store, which will be a replacement for the current store in Charlotte Harbor. Mr. Herston noted that there is a master stormwater system for the area they plan to build in and that there is no place to discharge. Mr. Wood was not aware of the master stormwater system. After looking at the site plan, the Committee asked if it would be possible to add more architectural features to a blank side of the building, possibly with the extension of the porch or false windows with added landscaping, which would give them the missing extra point they need for architectural approval by the Committee. Ms. Forester asked what their lighting standards would be for the

parking lot. Plans were to install lighting with 1.5 foot candles. The Committee asked that Mr. Wood and Mr. Fitzgerald look at the lighting in Bayshore Live Oak Park and use similar fixtures for its plans, which they said they would do. ***Ms. Ventola made a motion to approve Advance Auto Parts' site plan for a new building, provided that false windows, extra landscaping, and gingerbread are added into the plan. Motion was seconded by Mr. Cooley and passed unanimously.*** Chairman Herston said he will email an approval letter to Mr. Fitzgerald.

IX. Old Business

- a. Neighborhood Watch Meeting Report: Ms. Phillips reported that 21 people attended the Neighborhood Watch Meeting, which informed people of the do's and don'ts of watch protocol. At the end of the meeting, she requested that someone come forward as the captain for leading the Watch, but no one volunteered for the position. Until someone comes forward, there will not be an official Watch in Charlotte Harbor. Ms. Phillips emphasized that the captain should be a resident of Charlotte Harbor and although there is always an element of danger, the main role of the captain would be to call the Sheriff's Office with any reports of activity.
- b. Sheriff's Office Update: Ms. Phillips reported that over the last 30 days, there has been directed patrol, a DUI checkpoint in Charlotte Harbor, and monitoring of homeless camps. Bayshore Park has had several calls about vagrants, who were approached by police. She asked that residents continue to use the resources that are available (9-1-1, crime tips). Mr. Cooley asked if the Open Container Ordinance currently applies to Bayshore Park. Ms. Phillips replied that the Ordinance applies to streets and roads, but is allowed in the park. Signs must be placed notifying the citizens of the regulation. Community Services should be notified to order the signs.
- c. Logo/Marketing – Cliff Lundberg presented his proposals for the branding and logo design as well as for a promotional map of the Bayshore Park. He will choose five drafts, from which the Committee will look at three. Ms. Ventola made a motion to approve Mr. Lundberg's proposal. Motion was seconded by Ms. Loeffler and was passed unanimously. Mr. Cooley stated that he would like to receive advanced notice of any additional costs that may be incurred. ***Ms. Ventola amended her motion to approve Mr. Lundberg's proposal and receive advanced notice of additional costs. Motion was seconded by Ms. Loeffler and passed unanimously.***

The Committee discussed ideas for the design of the logo, saying that it would like to see something fun and light, similar to the logo that Ft. Myers or North Port has, but tying in the old time feel of Charlotte Harbor with the establishment date. Ms. Forester mentioned to Mr. Lundberg that the most recent issue of the Harbor Style Magazine, which focused on the history of Charlotte County, might be useful to look at for ideas. Mr. Lundberg said he would send the design information to Ms. Forester once he has put it together. Chairman Herston asked that someone from the Public Works sign department be asked to attend next month's meeting.

- d. Harborwalk Project: Ms. Forester brought a large copy of the Harborwalk design plans, pointing out a sidewalk connection to the beach area was added to the plans and would accommodate the small sailboat launching as previously discussed at earlier meetings. The Public Works Department has provided comments and once the lighting department gives its comments, Kelly Slaughter will pull remarks together and send to Peter VanBurskirk who will make the design changes. The plans have also been given to FDOT, who will make the

final changes. Once FDOT has given its comments, the plans will be revised and finalized. To receive FDOT's enhancement dollars, the plan will need to meet all federal guidelines.

- e. Status Report on Neighborhood Business Residential District: Planner Sean Smith was unable to attend the meeting, but provided a letter of recommendation for the map change. Growth Management Staff has completed a preliminary review and is concerned with changing the currently designated NBR properties to Commercial. Members of the Committee expressed frustration at the amount of time spent on the map change and the recommendation they presented to the BCC. Chairman Herston suggested setting up a special meeting with the Growth Management staff and Derek Rooney to talk about the map change. The committee agreed that would be important since the staff report is due at the end of July. Ms. Forester suggested that the zoning revision to the NBR also be added to the Special Meeting Agenda, so that they could be processed as well. The Committee agreed and Ms. Forester will work with staff to schedule a meeting.
- f. CIP Projects and Funding Options: Ms. Forester reminded the committee that they discussed the option to pursue a loan to move forward on the Capital Improvement projects and the June meeting and the consensus was to support further discussions with appropriate staff. Ms. Forester reviewed the proposed loan amounts and asked that the committee consider a recommendation to the BCC to support a loan for the CRA projects, and if they did, she would request their support in presenting it to the BCC. The Committee discussed whether it would like to go forward with asking the BCC for a commercial loan and expressed concerns about borrowing money at a time when the economy is uncertain.

The proposed loans were divided as follows:

\$2.2 million for Gateway
\$1.7 million for trail and wayfinding
\$0.5 million for stormwater improvements
\$4.4 million total

Several options were discussed. The focus of discussion was on completing the Harbor Walk project and the ability to receive funding from the FDOT Enhancement Grants. The project is scheduled to receive \$1.2 million in 2014 and another grant application will be submitted this year for another \$1.2 million. There was also discussion on purchasing or swapping properties similar to what the Economic Development Working Group is proposing. Chairman Herston stated that he thought it would be wise to investigate pursuing properties, although not necessarily borrowing funds for the acquisitions.

A motion was made by Mr. Cooley to support a loan to complete the construction phase of the Harborwalk project. Motion was seconded by Chairman Herston and passed with three votes in favor and two against (Ms. Ventola and Ms. Amodeo).

- g. Housing Rehabilitation Grant Update: Ms. Forester reviewed the handout and provided an overview of the updates: Jeff Kohlman corrected his violation, which makes the status of his grant application 'approved.' The Academy of Little Achievers has already completed its work without the grant application being approved and will be removed from the list. Ms. Forester noted that she has called and left a message with the owners. Ms. Forester received one new commercial application for the installation of new windows on 23212 Freedom Avenue. If this application is approved, the balance for the grants will remain the

same; the funding for the Academy of Little Achievers would be transferred towards improvements for the Freedom Avenue house. It was noted that applicants have six months from the date of approval to complete work. **Mr. Cooley made a motion to remove The Academy of Little Achievers from the list and approve the new application for 23212 Freedom Avenue. Motion was seconded by Ms. Ventola and passed, with Ms. Amodeo not approving.**

- h. Lot Maintenance Update: After going through the County process, there is now a contractor onboard to do lot maintenance. A letter to the property owners has been written and is waiting approval by the Attorney's Office. A lien will go on the owner's property and can be paid upfront or when the property is sold. The cost per lot to mow, remove undergrowth, mulch, and remove the exotics is \$800. Staff will coordinate with the Sheriff's Office and Community Services to remove any trash prior to the clearing. Ms. Forester will send out the letters to the property owners as soon as the Attorney's office provides the approved forms.

X. New Business

- a. Trail and Wayfinding Scope of Work: Ms. Forester stated that the Scope of Work is under Kimley Horn and consists of the area from Sibley to Bayshore, Bayshore to US 41, and the intersection of Central and US 41. The estimate for designing the Sibley – Bayshore stretch is \$44,000. The Scope of Work will be finalized at next month's meeting.
- b. Jungle Golf: Chairman Herston reported that the owners of property at the corner of US 41 and Bayshore (except for Seahorse Marina) contacted him asking if Charlotte County would consider purchasing their property. They have invested \$6.5 million in the project. They are willing to accept any terms and would agree to finance. Ms. Loeffler suggested waiting until the private sector improved so that someone might develop the area and increase the tax base, in place of adding park space. Ms. Forester noted the area is in the Riverwalk and several meetings have been held regarding efforts to consolidate the property and market it as one parcel. However, not all the property owners have participated. One of the concepts was looking at swapping property as mentioned previously. Mr. Herston said he would follow-up with the property owner.

XI. Correspondence/Communications

- a. Elizabeth Spicer Monthly Report- Ms. Spicer was not at the meeting, but her report was passed out to Committee members. At the July 4th event at Bayshore Park, Mr. Cooley said that the band was not able to play and attendance was low in the afternoon because of rain. However, the numbers increased significantly by nightfall to about 1,000 people who came to watch the fireworks. Next year, he believes, if the weather is good, the band will be well received and should play until 9:30 p.m.
- b. Minutes from the Punta Gorda CRA meetings of June were passed out as an informational sheet.
- c. The Watershed Management Program Report was distributed to Committee members. Ms. Forester noted that the consultants will be at the August meeting to present the report.

XII. Public Comments none

Staff Comments none

XIII. Attorney Comments – none

XIV. Member Comments – Ms. Loeffler noted that during his radio show, Mr. Haymans stated that both a fence and a no-trespassing sign were needed to prevent people from

camping on private property. She questioned whether or not both requirements were needed. Ms. Forester stated that at the next meeting, she will ask Mr. Rooney for clarification.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, August 2, 2010 at 11 a.m. in Room 119 of the Charlotte County Administration Center**. Ms. Forester will look into scheduling a special meeting before August 2, 2010 to discuss the Comprehensive Plan.

XVII. Adjournment

There being no further business, the meeting **ADJOURNED** at 12:42 p.m.

Respectfully submitted,

Simone N. Petché, Recorder
/snp

Approved: _____