

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Monday, August 2, 2010 – 11:00 a.m.**  
County Administration Building – Room 119  
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*  
Michael Haymans, *Vice Chairman*  
Grace Amodeo, *Secretary*  
Evelyn Loeffler  
Garland Wilson

**Staff Present**

Debrah Forester, Redevelopment Manager  
Roxann Read, Planner II  
Joanne Vernon, Stormwater Management Manager  
Kathy M Knee, Recorder

**Members Absent (excused)**

Nathaniel Cooley  
Charlotte Ventola

**Guests**

John Swen, Charlotte Engineering  
David DeLoach, Ardaman & Associates  
Peter VanBuskirk, Kimley Horn

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**I. Call to Order**

Chairman Herston called the August 2, 2010 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 11:03 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**

Chairman Herston asked for a moment of silence in honor of Audrey Seay, who recently passed. Chairman Herston asked to add Comp Plan Report by Roxann Read to the Agenda at IX.g. Chairman Herston asked for the removal of the following items: Approval of Minutes, Commissioner Comments and Attorney Comments. Commissioner Loftus and Derek Rooney could not attend this meeting.

**V. Approval of Minutes – Removed.**

**VI. Commissioner Comments - Removed.**

**VII. Public Comments – David McIvor asked the Committee to consider his Revitalization Grant. One piece of paperwork was inadvertently omitted which he has since submitted.**

**VIII. Development Review Report -**

Bayshore Park Bathroom Facility - Chairman Herston noted Attachment A, the plans for the Bayshore Park bathroom facility, is part of the Agenda packet. Debrah Forester introduced John Swen, Charlotte Engineering, who explained the bathroom facilities were omitted from original plan. Because the facilities are required by law, the plans were reworked. The building, although simple due to cost restraints, architecturally compliments the existing structures and is situated within 500 feet of the pavilion. Discussion followed. Chairman Herston noted that the structure meets 4 points of the architectural standards. ***A motion was presented by Mr. Haymans and seconded by Ms. Amodeo to approve the architectural standards of the proposed Bayshore Park bathroom facility as presented. Motion carried unanimously.***

## **IX. Old Business**

- **BMP Alternatives Summary and Ranking Report** – Debrah Forester noted that last month the Committee received a hard copy of Charlotte Harbor Community Redevelopment Area Watershed Management Program BMP Alternatives Summary and Ranking Report, which was prepared by Ardaman & Associates, for review. Today, David DeLoach, from Ardaman, presented a PowerPoint overview of the report and was available for questions. The Charlotte Harbor CRA's program has been worked on since 2006. Charlotte County has been receiving reports throughout the years and now after 4 years of analysis, the project is proceeding and the conceptual permit, not a construction permit, has been filed with the Southwest Florida Water Management District. Requests for additional information will be part of the process of obtaining the conceptual permit. Discussion followed and included:
  - Look of finished ponds.
  - Pond will be about 1½ - 2½ acres in size to treat the 41 Corridor. Specific pond sites not yet determined.
  - The high density multi-family area around Bayshore should be considered a priority area. A future developer might benefit from creating its own regional facility instead of the CRA trying to plan now which could result in too many constraints on the developer.
  - Joanne Vernon is working on this project for the County. Once conceptual permit is obtained the County's Public Works Department may go forward with some improvements using grant monies. If grant is approved, a 50/50 match will be required prior to obtaining grant monies.
  - Ardaman, Kimley Horn and Public Works should continue talking with each other.
- **Travel and Wayfinding Scope of Work** – Debrah Forester asked Peter VanBuskirk to speak about wayfinding in the Historical District, Bayshore Park and church area. Ms. Forester mentioned that the cities of Punta Gorda and Northport both have wayfinding signage. Mr. VanBuskirk gave an overview of what has been done in other areas and explained how an Invite Sign briefly lists what can be found in the general area and then smaller signage will identify the specific locations. Signs will be similar in shape, color and theme. Discussion followed and included:
  - Cautioned not to overdo signage.
  - Sidewalks and entry points.
  - Ms. Forester will bring CIP sheet to next meeting to identify priorities.
- **Harbor Walk – Status Update on 90% Plans and CIP project sheet.** Debrah Forester mentioned that Peter VanBuskirk will give an update which included:
  - 90% plan was submitted to Public Works; received their comments and are addressing them.
  - 90% plan and permits for right-of way use, utility and drive way connect have been submitted to FDOT; comments have been received and are being addressed.
  - Telephone conference was held with FDOT about CIP and its LAP project procedures.
  - Two issues remain with Water Management District: DOT must sign application and due to changes in District requirements Charlotte Harbor is now considered an impaired water body so the stormwater system had to be redesigned to meet requirements.
  - Still coordinating with several departments within FPL.

Discussion followed regarding access, potential traffic congestion and a swimming site for Hands Across the Harbor.

Debrah Forester mentioned the County's Gateway CIP is a multi-year; multi-faceted project which totals \$13M. The Harborwalk is only one of the elements of the Gateway project; other elements include original welcome sign, landscaping, connection from Bayshore Park to Chester Roberts Park, sidewalks. An application has been submitted on behalf of the Charlotte Harbor CRA through the MPO for FDOT funds in the amount of \$714,000 to help complete the upcoming phase. Ms. Forester explained how funding would be obtained and spent moving forward.

Ms. Forester also noted that available waterfront properties were being reviewed.

- Rehabilitation Grant Update – Debrah Forester referred to the spreadsheet which was distributed with the Agenda packet and mentioned that the new applications are for Christine Hensley and David McIvor, who spoke earlier in the meeting. ***A motion was presented by Mike Haymans and seconded by Grace Amodeo to approve both applications. Motion carried unanimously.*** Ms. Forester also mentioned the application from William Nolan (#21) because although the awning makes sense, she would like input for funding the painting of the facility. ***A motion was presented by Mike Haymans and seconded by Evelyn Loeffler to approve Mr. Nolan's entire project. Motion carried unanimously.***
- Logo Update – Clif Lundberg, Clif/art&design, was scheduled to present logo options but this will need to be rescheduled for next month.
- Comp Plan Update - Roxann Read, Growth Management reported that after last week's meeting the Growth Management Department decided to go forward with 15 properties. Owners of properties that will change from NBR to Commercial will be sent letters of interest and notice of the changes that would occur if approved. If the property owner is in agreement that property will move forward in the process. Ms. Read advised that some density units will be lost with this change. Mike Haymans pointed out that at last week's meeting the Committee agreed that all properties would be included and those owner that were not in agreement would be pulled out of the process. Ms. Read explained that staff did not include all recommendations but this could be readdressed during the next cycle for changes which will be September. The P&Z Hearing for this item is on August 9; a presentation to the BCC will be on September 21.

#### **X. New Business**

- Signage – Debrah Forester asked the Public Works' sign department an approximate cost for park signage and was told it would be between \$50-\$100 to make and install the signs. Ms. Forester asked the Committee if they would want to do this now or wait for wayfinder installation. It was the consensus of the Committee to wait and make this a consolidated effort.
- Business Directory – Debrah Forester advised that the EDO interns worked on the Business Directory during the past year and asked the Committee to review the Directory and let her know if a business is missing. When finalized, the Directory will be available on the website and updated annually. Michael Haymans noted that after a quick scan he thinks the VFW is missing from community organizations and asked if Buelows Tax Service was within the CRA. Ms. Forester will put this item under Old Business next month for updates from members.
- FDOT Enhancement Grants Overview – This item was covered during the Harborwalk discussion. The MPO grant was submitted.
- Land Swaps – Debrah Forester suggested that land swaps may be an option in acquiring properties for water retention and parking. Properties outside the CRA owned by the County could be swapped for the necessary property within the CRA. It was suggested that Jungle Golf be traded for property in Murdock Village.

**XI. Correspondence/Communications** – Attachments to the Agenda packet included:

- a. Minutes from the Punta Gorda CRA meetings of July 7, 2010.
- b. Elizabeth Spicer's Event Report, which was reviewed by Debrah Forester in Ms. Spicer's absence.
- c. The Florida Redevelopment Association Conference Flyer - Ms. Forester noted there will be a Developer Match Up Process highlighted at this event and suggested Riverwalk property owners who agree to work together with a set price could be promoted at the conference to get developers to look at the site. This would be good exposure for Charlotte Harbor.

Ms. Forester also noted the Florida Main Street Conference will be held at the Event Center. Ms. Forester has asked Dan Berdin, a walkability guru, to do a walk around Charlotte Harbor and give feedback as to how connections can be made between Edgewater and 41. Ms. Forester will put this item on next month's agenda if Mr. Berdin accepts her invitation.

Garland Wilson asked if Ms. Spicer could give a report next month on the feedback she has received on events held this past year – how many people showed up, would they come back again, comments and concerns such as parking and rest room availability. Mr. Wilson suggested parking be addressed before it becomes a problem. Mr. Wilson advised that a disabled world sailing event will take place in Charlotte Harbor in January 2012 and recommended that Ms. Spicer get together with Brian Gleason on this event.

Ms. Forester will mention Mr. Wilson's comments to Ms. Spicer and addressed a few of his concerns: the feedback from the dog show indicated it was very well received; the parking issue has been discussed but available property and funding is needed; port-a-potties could be used during events. Ms. Forester advised that Ms. Spicer has a talk show on Tuesday so will not be able to attend the September meeting; Ms. Spicer will be at the October meeting.

- d. Open Container Ordinance. Ms. Forester advised that drinking is still allowed in the park but not the right-of-ways.

**XII. Public Comments**

- Beth Adomchek asked when the next discussion about the Dumas property and pond is scheduled. Ms. Forester advised it would be during the September 7 meeting and will ask Roxanne Read for an update. Ms. Adomchek also asked when the next discussion is scheduled for the NBR property. Ms. Forester and Michael Haymans advised that the CRA Committee has completed its part of the NBR project; it will be going to the Planning & Zoning Board on August 9.
- Cliff Clewley suggested that since Charlotte Harbor is the oldest community in the County marketing should focus on it being the best and still is. He suggested that the historical committee come up with an informational sheet of interesting facts which could be included in a marketing campaign.
- Mary Kaufman, a resident on Banyan Street, questioned why new entryways are needed on the smaller streets. She noted that the Sibley area is not very appealing and asked to have the entry on Parmeley since the light is already there.
- Mr. Woodruff asked about his Englewood property. Jim Herston noted that this Committee's focus is the Charlotte Harbor CRA. Mike Haymans said he would talk with Mr. Woodruff after the meeting if he could wait.

**XIII. Staff Comments** – Debrah Forester reported on the following:

- a. At the last meeting, it was suggested that the Charlotte Harbor CRA regular meetings be moved to a new time and day. Staff reviewed the calendar for Room 119 and Thursday afternoon looks best for availability. Ms. Forester asked the Committee if this would work on their calendars. Those present were available. It was suggested that beginning in October meetings would be held on the fourth Thursday of each month at 2 p.m.
- b. An information sheet regarding Frequently Asked Questions on the Tax Exemption Referendum was distributed to Committee members. This referendum will be on the August 24 ballot. Feel free to share this information; it is also on the County's website.
- c. A registration packet was distributed to Committee members for the upcoming Energy Option Conference and Expo.

**XIV. Attorney Comments** – Removed.

**XV. Member Comments**

Evelyn Loeffler asked if the Parks Department could consider a no open alcohol policy for a set period of time.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Tuesday, September 7, 2010 at 10 a.m. in Room 119 of the Charlotte County Administration Center.**

**XVII. Adjournment**

There being no further business, the meeting **ADJOURNED** at 1:06 p.m.

Respectfully submitted,

Kathy M. Knee, Recorder

/kmk

Approved: \_\_\_\_\_