

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Tuesday, September 7, 2010 – 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
Garland Wilson

Staff Present

Commissioner Richard Loftus
Debrah Forester, Redevelopment Manager
Erin Mullen-Travis, Licensing Manager
Roxannn Read, Planner II
Elizabeth Spicer, Event Planner
Kelly Slaughter, Public Works
Simone N. Petche, Recorder

Members Absent (excused)

Michael Haymans, *Vice Chairman*
Charlotte Ventola

Guests

Clif Lundberg, Clif Art

I. Call to Order

Chairman Herston called the September 7, 2010 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:04 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 Ms. Amodeo and seconded by Ms. Loeffler to approve the Minutes of the August 2, 2010 Regular Meeting and the July 28, 2010 Special 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 that Hogbody's is set for demolition soon.

VIII. Old Business

- a. **Comprehensive Plan Amendment Update** – Ms. Read stated that the Comprehensive Plan Amendment was approved to go before the Board of County Commissioners (BCC) at the September 21, 2010 meeting. A representative from the CRA Advisory Committee will be needed for attendance at the meeting. Ms. Amodeo

will be able to attend, but all members will check their calendars to confirm. Ms. Forester will review the Comprehensive Plan Amendment package for the meeting and will email to all Committee members.

- b. Code Enforcement Update** – Ms. Mullen-Travis reported that a Lien Relief Program and a new Abandon Home Ordinance have recently been developed. In response to questions from members about the Lot Maintenance Program, she stated that mowing is required on property where cement blocking remains.
- c. Logo Update** – Members reviewed all six logos that Mr. Lundberg designed and discussed their preferences and possible changes they would like to see made. They agreed to keep three of the six logos for consideration and gave Mr. Lundberg the changes for him to redesign the logos for the next meeting. Mr. Lundberg brought additional versions of the logos with him, which were passed out to members for their review.
- d. Wayfinding and Trails Project** – Scope of Work and CIP Update –Ms. Forester asked the Committee to review the Scope of Work for Wayfinding signs at the Sibley Bay – US 41 intersection. Kimley-Horn recommended that surveying not begin until sidewalks can be constructed within a six-month period. Members discussed the pros and cons of constructing Wayfinding signage on Parmeley St. instead of Sibley Bay. In the end, the Committee decided to change the Scope and include an analysis of the intersections between Edgewater and Bayshore for determination of the best location to begin the signage. One of the goals of the project is to provide entrance signature into the Neighborhood Business District.
- e. Hands Across the Harbor** – Members reviewed the sponsorship form for the Hands Across the Harbor event. Ms. Forester reported that a new sponsorship level has been added and event planners are also looking to put together a getaway package. All members were encouraged to participate in the program
- f. Business Directory** – An updated version of the directory was passed out to members for review. The consensus by the Committee was that it was a very good tool to help promote the local businesses in Charlotte Harbor CRA. Ms. Forester noted that Ms. Petche will be leaving the EDO in the near future and thanked her for her work on finalizing the directory.

IX. New Business

- a. Bayshore Live Oak Park Report and Feedback Survey** – Ms. Spicer presented her report to the Committee and answered questions from members about future events planned for the Park. She thought Charlotte County did a wonderful job maintaining the park for the Labor Day holiday. She also announced that she has a new office at the Port Charlotte Beach Complex and will send her contact information to all members.
- b. Sponsorship Request - Concert in the Park.** A soft rock group is interested in putting on a concert at the Park. Ms. Forester asked the Committee if it would be interested in becoming a sponsor. After consideration, the Committee decided it would support the event. ***A motion was made by Mr. Cooley to sponsor the concert and was seconded by Ms. Loeffler. Motion passed unanimously.***
- c. Business Incentives** – Ms. Forester announced that the Economic Development Office (EDO) has a business retention and expansion program and has been looking at developing a loan program for small businesses. She asked the Committee if they are interested in developing/supporting incentives to encourage businesses to expand into

Charlotte Harbor. Members agreed they would like to support economic development in the area, but would like to focus on tourism-related companies and the development of the Riverwalk area.

XI. Correspondence/Communications

- a. The minutes from the Punta Gorda CRA meetings of September 1, 2010 were emailed to members as an informational sheet.

XII. Public Comments

- a. Ms. Mullen-Travis updated the Committee that the demolition permit for the house on Sibley Bay was issued in July.

XIII. Staff Comments

- a. **Update on Public Work Projects** – Kelly Slaughter reported that Public Works is trying to replace the delineators along sidewalks on US 41. She met with the Florida Department of Transportation (FDOT), which provided two other options in place of the delineators. The Committee discussed both options and agreed that the raised concrete was the best substitute. *Ms. Loeffler made a motion to recommend removing the yellow delineators and replacing them with the raised concrete. Motion was seconded by Mr. Wilson and passed unanimously.*
- b. **Update on Rehabilitation Grant Program** – Ms. Forester reported that she has not received any new applications and there is \$2700 remaining in the fund. She was informed verbally that some people are looking to remove their applications, which would free up additional funds in the project.
- c. **Update on Lot Maintenance Program** - Letters have been sent out to property owners who have until September 15th to return their signed affidavits. Owners who have not responded by then will be contacted again.
- d. **Zoning Code Amendment** – Ms. Forester stated that there are some properties zoned NBR that are not in the Arts District. As zoning code changes are made, caution has to be taken so they are not impacted. Ms. Read reported there are five properties that are not included in the petition to go before the BCC on September 21st. The owners of those five properties will be contacted and asked if they would consider rezoning to commercial. The Palm Reader is asking the BCC if its property could be rezoned CI. Committee members and Commissioner Loftus agreed they would not approve of CI zoning, but would like to see it as CG.
- e. **Riverwalk Partnership** – Ms. Forester is planning a follow-up meeting with the Riverwalk Partnership property owners. Mr. Herston volunteered to see if there was space for the meeting at the Central Park office.
- f. **Confirmation of Regular Committee Meeting dates** – Members agreed to meet on the following dates:
-October 28, 2010 @ 2:00 pm
-November 18, 2010 @ 2:00 pm
-December 6, 2010 @ 11:00 am

When the 2011 year starts, regular meetings will be scheduled for the first Monday of every month at 11:00 am.

XIV. Attorney Comments

None

XV. Member Comments

- a. Ms. Loeffler, Ms. Amodeo and Chairman Herston liked the business directory and thanked the staff for its work. Mr. Wilson suggested displaying a GIS map on the television screens in future meetings for visual reference.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Thursday, October 28, 2010 at 2:00 p.m. in Room 119 of the Charlotte County Administration Center.**

XVII. Adjournment

There being no further business, the meeting **ADJOURNED** at 12:41 p.m.

Respectfully submitted,

Simone N. Petcher, Recorder

/snp

Approved: _____