

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Monday, February 4, 2013 – 10:30 a.m.**  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Garland Wilson, *Vice Chairman*  
Nathaniel Cooley  
Michael Haymans  
Charlotte Ventola  
Delmar Wooden

**Staff Present**

Commissioner Ken Doherty  
Debrah Forester, Redevelopment Manager  
Roxann Read, Planner II  
Elizabeth Spicer, Event Planner  
Kathy Knee, Recorder

**Guests**

**Members Absent**

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**I. Call to Order**

Chairman Jim Herston called the February 4, 2013 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:31 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 by Kathy Knee; a quorum was present.

**IV. Additions/Deletions to Agenda – Debrah Forester requested the following additions under New Business: At-Large Applicants; and Election Announcement for Secretary Position.**

**V. Approval of Minutes**

**A Motion was presented by Charlotte Ventola, seconded by Garland Wilson and unanimously approved to accept the Minutes of the January 7, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as written.**

**VI. Commissioner Comments – Commissioner Doherty noted that he enjoyed the Hands Across the Harbor event and extended his thanks to the sponsors and staff.**

**VII. Public Comments – None.**

**VIII. Development Review Report – Jim Herston noted there is no new development to report but there were a few sign permits issued.**

**VIII. Old Business**

a. Elizabeth Spicer's Report – Elizabeth Spicer reviewed her monthly report which was distributed at the start of the meeting. Ms. Spicer mentioned the upcoming events and noted that the events are growing. Garland Wilson asked for a calendar of the upcoming events which Ms. Spicer noted she will furnish. Ms. Spicer suggested the Bayshore Pavilion be used as a VIP viewing area for future regattas and other events.

- b. Drainage Projects – Ms. Forester reported the Notice to Proceed was received on February 11, 2013 with 45 days to complete. This project should improve drainage.
- c. Bayshore Live Oak Park - Project Updates – Ms. Forester reported the Facilities Department was able to finish the sidewalk in the park just in time for Hands Across the Harbor event. The restroom is being worked on and the playground should start shortly.
- d. Hands Across the Harbor Event – Final Report – Ms. Forester noted this year there were over 350 registered participants; highest registration to date; the Commissioner Doherty helped present the awards; Michael Haymans and Rachel Keesling emceed the event. Michael Haymans credited the positive growth of the event is, in part, due to the partnership with the Charlotte Harbor Environmental Center.
- e. Rules and Procedures – Ms. Forester recommended a review of the Committee’s Rules and Procedures and discussion followed.
  - Officers: Maintain Chair, Vice Chair and Secretary.
  - Terms: Currently no term limits and the Committee recommended this remain as is.
  - Meeting Schedule: **A Motion was presented by Michael Haymans, seconded by Jim Herston and unanimously approved to change Article VI Meetings to read: Regular Advisory Committee meetings shall be held monthly on a day and time approved by the majority vote of the committee. An annual meeting schedule will be approved at the regular meeting in January and will be posted by the County. Any changes to the approved schedule will be approved by a majority vote of the committee and posted to meet all legal requirements. Any regular meeting may be adjourned to a definite date and time as established by a majority vote.**
  - Agenda: **A Motion was presented by Michael Haymans, seconded by Nate Cooley and unanimously approved to amend Article VIII to allow for Agenda items to be submitted two weeks prior to the meeting date.**
  - Article X11 Voting/Section 4: Garland Wilson suggested this language be amended to allow the chairman to vote as an ex-officio member of all sub-committees.

Ms. Forester noted she will update the document as discussed and a strike-through copy will be distributed in March for review and approval.
- f. Annual Report – Ms. Forester advised the Annual Report is due to the State of Florida on March 31. This is a legal requirement for a CRA. Ms. Forester recommended the following items be included in the report: Dick Loftus Bridge; final permit for Harborwalk Project; improvements to Bayshore Park, i.e., restroom, playground and sidewalk; map of Bayshore Park being used as a marketing tool; grant from Walkable Communities and its recommendations; P&Z changes pending with Community Development; two approved drainage projects with construction in 2013; Sibley Bay property cleared and available for redevelopment; 1872 is the confirmed “Established Date”; Grace Amodeo’s service to the CRA; and establishment of the Enterprise Zone which includes parts of Charlotte Harbor.

**X. New Business**

- a. Grace Amodeo Proclamation – Ms. Forester reported the BCC will recognize Grace Amodeo at its February 12 BCC Meeting. Paul Amodeo and Dick Loftus will be present at that meeting. Ms. Forester noted a plaque will be put on a bench near the playground when complete to honor Grace Amodeo; Community Services has suggested a tree be planted in her honor too.
- b. Agenda for the March 7 Community Meeting – Ms. Forester suggested a change of the Community Meeting time from 5:00 p.m. to 5:30 p.m. to accommodate work schedules. The Committee agreed. Discussion followed regarding the Agenda for the Community Meeting. Although Community Development asked that the Revitalization Plan be removed from the Agenda, the Advisory Committee thought the Community Meeting would be a good opportunity to engage the property owners and help them understand what will be happening. Mr. Herston asked Michael Haymans to do the presentation since he understands the legal aspects. It was suggested that Items 5, 6 and 7

be consolidated into one item – Proposed Lane Use Changes. Mr. Haymans agreed to do the presentation but noted that staff needs to get into position to start facilitating the process so property can be obtained at an affordable price. It is becoming critical to get this done right now.

Jim Herston asked if staff heard back from the Commissioners regarding the letter the Committee sent. Commissioner Doherty noted he would be attending the March 7 Community Meeting. He would like to hear public comments and then he will bring it up at a BCC meeting to set a joint meeting.

Ms. Forester noted that presentations will be done by the following staff: Kelly Slaughter – Melbourne Bridge; Joann Vernon – drainage project update; Elizabeth Spicer - Bayshore Live Oak Park event update. Ms. Forester noted she will do a presentation on the certified site proposal, the Enterprise Zone and the Enhancement Zone (Brownfield) Option. Nate Cooley stated it is very important that the community knows what the Committee is doing and asked how notification to property owners will be handled. Public Input should be included on the Agenda. Ms. Forester noted the Agenda will be updated and a Save the Date will be sent out by e-mail. Direct mail invitations will be sent to property owners.

Charlotte Ventola asked for a list of what is available for coastal high hazard density transfers. Roxann Read noted there is nothing available now because the SLOSH map is being updated and that is part of the comp plan amendments. This change would trigger the opportunity. Staff will get a copy of Inga Williams' presentation and distribute it to the Committee.

- c. At-Large Members – Ms. Forester noted two applications have been received for the At-Large vacancy. These applications will go before the BCC on February 26. Both applicants were present and introduced themselves. Susan Dupper is a Charlotte County resident and a property owner in the Charlotte Harbor CRA; her husband previously served on this Advisory Committee; she is a retired human resources consultant. Rick Page, a licensed realtor, is a long time property owner in Charlotte Harbor and believes Charlotte Harbor has lots of potential.
- d. Secretary Position – Ms. Forester noted the Committee Rules and Regulations require mentioning the need to fill a position prior to selection. The Secretary position needs to be filled and the selection will take place at the next meeting.

XI. **Correspondence/Communications** – The following information was forwarded with the meeting packet:

- Minutes from Punta Gorda CRA meeting of January 2, 2013.

XII. **Public Comments** –

Evelyn Loeffler asked for clarification of whose available properties could be considered for certified sites; using only commercial realtors would be showing favoritism. Ms. Loeffler did not think renters would be interested in the Community Meeting. Michael Haymans responded that all properties will be listed whether broker or private.

Commissioner Doherty asked the Committee to confirm they would like a joint meeting after the March 7 meeting. The Committee confirmed – Yes they would.

XIII. **Staff Comments** – None.

XIV. **Attorney Comments** – None.

XV. **Member Comments**

Delmar Wooden stated it was his pleasure to be on the Advisory Committee; the other Committee members welcomed him.

Charlotte Ventola noted she felt the Charlotte Harbor CRA Committee is being ignored and wonders if there is a regulation that could help them get heard.

Nate Cooley noted his frustration also and suggested the charter be reviewed to determine. A Workshop with the Commissioners is important. The time and work of this Committee is being ignored and things need to move along.

Michael Haymans noted he will be broadcasting live at the Business EXPO on Thursday.

Jim Herston stated he was glad to have Commissioner Doherty on board. Mr. Herston also voiced that the Committee has been working with staff for several years with no results.

Debrah Forester noted a free Brownfield Symposium will be held in Fort Myers on March 1 and distributed a flyer.

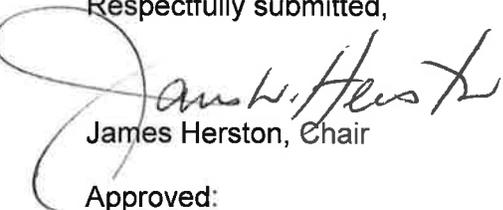
**XVI. Next Meeting Date**

The next meeting of the Charlotte Harbor CRA Advisory Committee is scheduled for March 4, 2013 at 10:30 a.m. in Room 119.

**XVII. Adjournment**

There being no further business, the meeting ADJOURNED at 11:47 a.m.

Respectfully submitted,

  
James Herston, Chair

Approved: