

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, September 9, 2013 – 10:30 a.m. - Corrected
County Administration Building – Room 119
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Garland Wilson, *Vice Chairman*
Charlotte Ventola, *Secretary*
Susan Dupper
Michael Haymans
Delmar Wooden

Staff Present

Commissioner Ken Doherty
Debrah Forester, Redevelopment Manager
Jie Shao, Planner III
Elizabeth Spicer, Event Planner
Dianne Quilty, Budget
Kathy M. Knee, Recorder

Members Absent

Nathaniel Cooley

Guests

Peter VanBuskirk, Kimley-Horn

I. Call to Order

Chairman Herston called the September 9, 2013 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:30 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 Charlotte Ventola confirmed a quorum was present.

IV. Additions/Deletions to Agenda – None.

V. Approval of Minutes

- A Motion was presented by Garland Wilson, seconded by Susan Dupper and unanimously approved to accept the Minutes of the June 25, 2013 Height Ordinance Workshop of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.
- A Motion was presented by Garland Wilson, seconded by Susan Dupper and unanimously approved to accept the Minutes of the July 1, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.
- A Motion was presented by Garland Wilson, and seconded by Susan Dupper and unanimously approved to accept the Minutes of the August 5, 2013 Special Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.

VI. Commissioner Comments

Commissioner Doherty noted he missed a few meetings due to scheduling conflicts and vacation but has reviewed the meeting packet.

VII. Public Comments – None.

VIII. Development Review Report

Chairman Herston reported on the following: gas tanks are being removed from the 7-Eleven but not yet sure what will take its place; the work being done at Coral Rock meets design standards; old Hogbodies is being demolished; and there continues to be interest in the property by the bridge, southbound side.

IX. Old Business

Elizabeth Spicer's Report – Debrah Forester advised that Community Services, who has agreed to include this position in their budget beginning in October, has decided to change the position from a contracted employee to a part time County employee. The position must be posted and Ms. Spicer can apply for the position. Ms. Forester noted that Ms. Spicer has been doing an excellent job and hopes she will consider applying for the position.

Michael Haymans asked why this change was not discussed with the Advisory Committee prior to this decision. Ms. Forester noted that the change in the funding of the position had been brought to the attention of the committee earlier and mentioned the County seems to be doing away with contracted positions. Discussion followed regarding the new position's salary, hours and duties. Ms. Forester suggested that Tommy Scott, the Director of Community Services be invited to the ~~September~~October meeting.

Elizabeth Spicer reported the following:

- o Sponsors have been secured for this year's upcoming events and she hopes these events will go on as planned.
- o Events pay for themselves with the sponsors' fees.
- o The new playground is a huge attraction. Many people would like to reserve it use but it is not being rented at this time.
- o Fencing is broken and has sharp pieces exposed. This has been reported to Community Services.
- o Safety at the playground is a concern. Children might run into the street. (Committee members suggested that stop signs, fencing, slow down for children signs or bumps in road similar to speed bumps could be considered.)
- o Suggested a kiosk be installed at the playground so upcoming events can be posted.
- o Her contract expires 9/30. She has had a great 5 years and liked working with the Committee members.

Harbor Walk Phase 1B – Design Services – Debrah Forester advised that, if approval is received from the Committee, 60% plans will be ready to go to FDOT by July 2014. In order to maintain funding for Phase 1B which is scheduled for the 15/16 fiscal year, the report must be filed with FDOT by October 2014. The original scope of work, as well as the revised scope, was included in today's meeting packet. Staff recommends the revised scope goes to the BCC for approval.

There was discussion about the pros and cons of moving forward with the design plans at this time. Comments included:

- o Putting cart before the horse, paying for design fees and waiting for funds from FDOT.
- o Funding from Marine Advisory requires project to be under construction.
- o Taxes are not much different this year from last year so there won't be much money available if over budget.
- o Are there separate contracts with Johnson Engineering and Universal? The additional services listed at the end of the report are not funded. (Peter VanBuskirk responded: Johnson Engineering and Universal are included in the scope. The additional services are listed as an option; they are not necessary to complete the scope.)
- o Drainage issues should be funded not this. (Debrah Forester responded - 3 stormwater projects are being funded by CRA. Additional projects will be done as MSBU funds become available.)
- o Design plans do not go stale.
- o Having design plans in hand helps to get funding from other sources.
- o This has been a signature project for the Committee and funds have been allocated to this project for several years as noted in the adopted CIP.

The Committee decided to divide the project into two segments. First should the project move forward and second should the scope and fees as presented be recommended for approval.

A Motion was presented by Michael Haymans and seconded by Susan Dupper to recommend the proposed project be moved forward based on the time schedule identified, pending discussion of the details. This Motion carried 4:2, Charlotte Ventola and Garland Wilson opposing.

Discussion of the project's details followed. Peter VanBuskirk confirmed the 60% design plans are due to FDOT in October 2014 but work needs to begin now to meet this deadline, including answering questions that might be raised once the application has been submitted and reviewed by FDOT.

Mr. VanBuskirk was asked if the project is ADA approved; his response: the sidewalk and ramp will meet ADA requirements; the stairway would be an alternate use for the general public. Mr. VanBuskirk advised that the 60% plans will be brought to the Committee prior to submitting the application.

Submerged land lease was discussed. This should not be a problem because this is a public project with public benefits.

A Motion was presented by Susan Dupper and seconded by Michael Haymans to approve the Kimley-Horn contract as presented and recommend approval by the BCC. This Motion carried 4:2, Charlotte Ventola and Garland Wilson opposing.

Height Ordinance – Debrah Forester noted the meeting packet included the version dated July 2 from the Special Meeting on June 25 meeting. No action is needed at this time. This is not a final version. The amount of contribution and side set back information is still needed. A new planner will be starting next week with CRA experience and hopefully she will assist in further developing the Height Ordinance.

It was suggested that at 1.b.1 another word for "shore" be substituted. Discussion followed regarding the public walkway and issues faced by Punta Gorda. The Charlotte Harbor CRA public walkway will be within the 20 foot shoreline easement which the property owner cannot utilize for the construction of the building.

Community Development Department Update – Jie Shao reported that Community Development staff has been working on Charlotte Harbor CRA issues: comp plan amendment, future land use map changes, specific policy to address the density, and how to incorporate the redevelopment plan into the comp plan. Ms. Shao noted that more details will be available next month. Ms. Forester will add this item to next month's Agenda.

X. New Business

Grace Amodeo Dedications – Debrah Forester noted there are two upcoming dedications to Grace Amodeo. On October 8 the BCC will dedicate a tree in the front of Administration Building during a break in the BCC meeting. On October 12, the same day as the Beer & Wine Festival, a decorated bench at the Bayshore Park playground will be dedicated at 5 p.m. Mr. Amodeo will be at both events; he is very appreciative of the recognition being given to Grace.

Parmely Street Design Services – Debrah Forester mentioned that the Parmely Street Design, wayfinding and street directions, will be in next month's meeting packet. This is a CIP project that will create a pedestrian crossover and connections to Kings Highway, US 41 and Parmely. A sidewalk will extend to Bayshore Park.

2014 Hands Across the Harbor – Debrah Forester reported that this event may be adding another category - longboarders. This event will be held on January 25. Commissioner Doherty will be the MC.

XI. Correspondence/Communications

The following materials were distributed in the meeting packet:

- Minutes from Punta Gorda CRA meetings of July 3, August 14, and September 4, 2013
- BCC Letter to FDOT
- Newspaper Clippings

XII. Public Comments

Bill Schmidt mentioned there is a lot of talk regarding Mote and the aquarium location. Mr. Schmidt suggested the Chair write a letter to the exploratory committee of the aquarium requesting they consider a site in Charlotte Harbor. Mr. Schmidt asked about the County's policy when a developer is interested in the area.

Delmar Wooden stated he would support the proposal to submit a letter to Mote and/or the exploratory committee. Tom Patton mentioned he is going to a reception this evening where the consultant hired to prepare the feasibility study will be present. He believes the consultant is looking throughout the community for a possible project. It was the consensus of the Advisory Committee to have staff prepare a letter that will be sent to both the consultant and Mote regarding Charlotte Harbor CRA as a possible location.

Harry Thomas stated that when asking for donations it was all about Mote and now it sounds like that is not the case. Staff noted that this project is now being called the Charlotte Harbor Aquarium.

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

- The property next to the Harborwalk, the old motel site, is now up for sale.
- Staff has requested that FDOT mow the future Harbor Walk site.
- Delmar Wooden's house has been completed and his application for Enterprise Zone incentives has been submitted. Upon approval by the State of the incentives, a press release will be done.

XIV. Attorney Comments - None.

Member Comments - None.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, October 7, 2013 at 10:30 a.m. in Room 119 of the Charlotte County Administration Center.**

XVII. Adjournment

There being no further business, the meeting **ADJOURNED** at 12:29 p.m.

Respectfully submitted,


Charlotte Ventola, Secretary

/kmk

Approved: 10/07/13