

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, December 1, 2014 – 10:30 a.m.
County Administration Building – Room 119
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Charlotte Ventola, *Secretary*
Denise Garbacz
Michael Haymans
Delmar Wooden

Staff Present

Debrah Forester, *Redevelopment Manager*
Shaun Cullinan, *Community Development*
Matt Trepal, *Community Development*
Kathy M. Knee, *Recorder*

Members Absent

Garland Wilson, *Vice Chairman*
Vanessa Oliver

- I. **Call to Order**
Chairman Herston called the December 1, 2014 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 by Charlotte Ventola. A quorum was present.
- IV. **Additions/Deletions to Agenda** – None.
- V. **Approval of Minutes**
A Motion was presented by Charlotte Ventola, seconded by Michael Haymans and unanimously approved to accept the Minutes of the November 3, 2014 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.
- VI. **Commissioner Comments** - None. The Committee was notified last month that Commissioner Doherty would not be attending today's meeting.
- VII. **Public Comments** – None.
- VIII. **Development Review Report**
Jim Herston asked staff if they could retrieve his Development Review notes from the Community Development Office so he could report later in the meeting.
- IX. **Old Business**
Harbor Walk Update – Debrah Forester reported that the Right of Entry Agreement will go before the BCC for approval on December 9. The current Agreement expires on January 15, 2015. The property owner has agreed to the extension but there will be a Maintenance Agreement which will require cutting the grass on the two lots. The CRA will be paying for the lot maintenance. Once construction starts, the contractor will be using the lots for staging. ***A Motion was presented by Michael Haymans,***

seconded by Charlotte Ventola and unanimously approved to support the approval of both documents.

Revitalization Plan – Map 6A Revision and Postponed Public Hearing Dates – Matt Trepal reported on the November 5 Public Meeting which was held at the Charlotte Harbor Event Center and highlighted the Charlotte Harbor CRA Revitalization Plan. Attendees seemed to be in favor of the Plan but there were some boundary changes requested. Staff updated the documents as requested and Mr. Trepal distributed them to the Committee. Mr. Trepal also noted that because the County-wide comp plan changes are being challenged, it was staff's decision to postpone submitting the Charlotte Harbor CRA amendments. Discussion followed regarding the current and future SLOSH maps and density units. It was noted the maps would be updated to move a portion of the Riverwalk District into the Melbourne Neighborhood District. **A Motion was presented by Michael Haymans, seconded by Denise Garbacz and unanimously approved to accept the proposed map changes as presented.** The Chair noted the Committee should review the text documents and a vote will be taken at the January Advisory Committee meeting.

Work Plan Update – Debrah Forester noted the County's budget year is from October 1 – September 30. Ms. Forester reviewed the actual TIF dollars spent in Fiscal Year 2013-2014 and the total TIF dollars spent from when TIF funds first became available. TIF funds must be allocated to a specific project or returned to the funding district. Ms. Forester reviewed the project list and explained the expenses incurred and estimated costs for upcoming projects. The new sales tax projects have been included.

Ms. Forester reported that the EDO is helping to fund the marketing for the Charlotte Harbor CRA. Scott Whipple of David Jones & Associates was recently hired to create renderings for Charlotte Harbor and Parkside CRAs. He will be looking at parcels and will bring renderings back to the Committee.

Committee members commented that maintenance of lots and County internal charges seemed high. Ms. Forester explained that maintenance is part of a County wide program and internal charges includes paying Public Works for their time in the review of plans and working with FDOT to update plans and construction documents.

Jim Herston asked that arrangement be made to clean up the pier. Staff will check with Parks. Mr. Herston also asked if CCU will be bring reclaimed water to Charlotte Harbor. Ms. Forester thought it might be brought to Bayshore or down 41 when Edgewater is improved.

Jim Herston gave his Development Review Report noting that there was a primary sign application, a request to move existing fence, a single family addition, the special exception which was discussed by the Committee and two new Habitat Homes. The Committee will be advised when the Habitat homes have their ribbon cuttings.

X. New Business

Sidewalk Master Plan – A copy of the Sidewalk Master Plan was reviewed. This plan is included in the Redevelopment Plan and although it needs to be updated since a number of sidewalks have been constructed since 2006 it does continue to show the intent of creating a pedestrian connected community. Ms. Forester noted that at the community meeting, a number of residents raised their concern regarding the lack of sidewalks on Melbourne Street. Ms. Forester noted that Melbourne Street is identified on the Sidewalk Master Plan. The CRA has been seeking out additional funding sources to complete the Sidewalk Master Plan. One option is through the Trails and Wayfinding Project which is a CIP project. This project includes Parmely Street and several other streets that would

provide access to the neighborhood and the project was approved as a Tier 2 Sales Tax project. The MPO has also been notified of the community's concern regarding the lack of sidewalks in case of any additional funding sources available through FDOT.

- XI. Correspondence/Communications** - The following items were included in the meeting packet.
- Sales Tax Letter from CRA to BCC – Debrah Forester reported that a letter was drafted for Chairman's signature prioritizing the Charlotte Harbor CRA sales tax projects. Jim Herston noted the word vibrate on the last page should be changed to vibrant. It was the consensus of the Advisory Committee to have the Chair sign this letter with noted revision.
 - Plan Amendment Email
 - Minutes from Punta Gorda CRA meeting of November 5, 2014
 - Charlotte Harbor Newspaper Clippings
- XII. Public Comments**
Scott Whipple of David M Jones & Associate gave a brief description of a few of his company's projects.
- XIII. Staff Comments**
Matt Trepal introduced Anthony Rodriguez, the County's new Planner 2. Mr. Rodriguez gave the Committee a brief history of his work background.
- XIV. Attorney Comments** - None.
- XV. Member Comments**
- Denise Garbacz asked for the revised timeline for CRA changes. Matt Trepal responded that the two new amendments are on the January 12 P&Z Agenda and the February 24 BCC Agenda. The Amendments would be transmitted to the State for their review. If everything goes smoothly the final adoption hearing should be complete by April or May.
 - Michael Haymans shared his Christmas poem.
- XVI. Next Meeting Date**
The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, January 5, 2015 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 12:36 p.m.

Respectfully submitted,


Charlotte Ventola, Secretary

/kmk

Approved: 1-5-15