

**CORRECTED MINUTES**  
**REGULAR MEETING**  
**CHARLOTTE HARBOR**  
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE**  
**Monday, February 2, 2015 – 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*  
Charlotte Ventola, *Secretary*  
Denise Garbacz  
Michael Haymans  
Vanessa Oliver  
Delmar Wooden

**Staff Present**

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

**Members Absent**

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**I. Call to Order**

Chairman Herston called the February 2, 2015 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** – Debrah Forester asked to add discussion about the Habitat for Humanity homes; the Chair noted it could be added to the Agenda at the end of Old Business.

**V. Approval of Minutes**

***A Motion was presented by Charlotte Ventola, seconded by Michael Haymans and unanimously approved to accept the Minutes of the January 5, 2015 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.***

**VI. Commissioner Comments** - Commissioner Doherty greeted the Committee and noted the Hands Across the Harbor event was a great success. He thanked sponsors, volunteers and staff.

**VII. Public Comments** – Harry Thomas asked what happened to the farmers market that was proposed by Louie Desquin. Mike Haymans noted the YMCA seems to be backing off. Other suggested locations were Melbourne and 41 or at Bayshore Park which now has a new parking area. Mr. Thomas thought Mr. Desquin seemed flexible; Mr. Haymans noted Mr. Desquin is still interested but is looking for an alternative location. It was noted that the Historical Center will be demolished and could be used for parking or perhaps a Seminole Indian chickee hut.

~~Bill Schmitz asked Debrah Forester if anyone had been in contact with her or the CRA board regarding the Riverwalk properties for sale in the Charlotte Harbor Riverwalk. He asked because he recently referred someone to her. Ms. Forester noted that currently she and the Chair are working with one party. Mr. Schmitz then asked the protocol when someone comes directly to County staff or the CRA board regarding the Riverwalk or any other properties for sale. Is the county staff or the CRA board obligated to refer them to contact the property owner. Bill Schmidt asked Debrah Forester is someone interested in the Charlotte Harbor Riverwalk has contacted her. He asked because he referred~~

~~someone to her. Ms. Forester noted that currently she and the Chair are working with one party. Mr. Schmidt then asked the protocol when someone comes directly to County staff. Ms. Forester noted that when she goes to trade shows she would recommend the interested party contact the property owner directly. Ms. Forester does share the marketing materials with the interested party as well as the plans for the Harborwalk and incentives that may be available.~~

**VIII. Development Review Report**

Jim Herston reported he reviewed two permits in January: parking lot improvements at Carpet World; and new signage for the Millennium Group.

**IX. Old Business**

23112 Central Renovation – Debrah Forester noted that Garland Wilson requested this item be put on the Agenda. Zoning cannot be here today. Mr. Wilson stated that this home renovation seemed to slip through the cracks because it was not discussed by the Committee. He asked how staff determines what is presented to the CRA committee. Jim Herston noted he is the contact/liaison between staff and the Committee and is notified when permits are requested within the Charlotte Harbor CRA. In the past, there was an issue with a Zoning Tech but that person is no longer in that department. This renovation was not brought to his attention. The Zoning Department determines if a property is within CRA. Discussion followed, which included the 50% rule. It was the consensus of the Committee that the improvements to this property are positive but it would have been nice to have input to suggest better compliance with the design standards.

Comprehensive Plan Amendment Update – Charlotte Ventola attended the P&Z Meeting and there were no questions. Ms. Forester stated the Comprehensive Plan Amendment will be on the February 24 BCC Agenda which will be scheduled for 1:30 p.m. It will then go to Tallahassee for review and comment. A final adoption hearing will be needed. It will still take a few months but it is moving through the process.

Parmely Street Update – Debrah Forester noted there was discussion about having a sign similar to the welcome sign at the bridge but it was expensive. Johnson Engineering prepared new signage which was included in the meeting packet. The cost would be about \$10,000 and will give the area a sense of place by identifying Charlotte Harbor through signage. The sign would be located outside of the FDOT right of way near KFC; it would be visible to those travelling south. The second sheet of signage information shows street signs that would complement the street lights already in existence. Discussion followed and it was the consensus that these signs should look similar to the existing ones – not too ornate - black poles, pineapple, scallops. Ms. Forester will bring this information to the consultant.

Harbor Walk Project Update – Ms. Forester noted the bids were opened on January 23. There were 3 bids but all were over budget. Funds are available from FDOT, the Boating Improvement Fund and TIF. The TIF funds were going to be used for a consultant. The final engineering cost is \$1.8M; the lowest bid was \$2.3M with \$2.7M for the complete project with contingencies. A call has been made to FDOT for additional funds. Staff will also look into additional funds from the Boating Improvement Fund and WCIND. Staff will check with Administration to see if additional funds could come from reserves or sales tax money. This item will be brought to the BCC on February 24; the BCC will be asked for approval to move forward. Mike Haymans also noted that some money may become available from BP funds and a Restore Act Application should be completed when available. (The Restore Act Applications are going to the BCC in about 2 weeks.) Jim Herston suggested he could meet with Commissioner Doherty to review engineering plans. Mr. Herston recommended this project be moved forward. The Committee agreed that this was an important project to the overall redevelopment plan and recommended that the Board move forward with the project. Commissioner Doherty suggested Jim Herston and Debrah Forester get together with the engineer to review the plans.

Hands Across the Harbor – Debrah Forester thanked everyone who participated in the event and noted it was the largest group participation since the event began. Next year's event will be on January 30, 2016. Mike Haymans mentioned that Parks and Rec went above and beyond.

March Meeting – Debrah Forester noted there was previous discussion about having a meeting in Charlotte Harbor but she has learned that the Historical Center has been closed down so if a meeting is to be held at the park it would have to be at the shelter. With regard to Parmely Street and the Committee's interest in doing 4-way stops, Ms. Forester talked with Public Works and because the warrant is not there to make the 4-way stops the option available is to have a public meeting to review the plans, get community support to do the 4-way stops and then at the next CRA meeting the Committee would make an official recommendation to the BCC. Other choices for a meeting place within the community include: the Methodist Church or the Baptist Church or the YMCA which requires the meeting be held after 6 p.m. when the daycare closes. The Event Center is an option but is outside the community. Do we still want an outside meeting next month in the park; should it be a community meeting or a combination CRA meeting forgoing the daytime meeting scheduled for March 2. Golf carts may be difficult to use for a tour. Delmar Wooden asked if the Committee wants 4-way stops; he missed a previous meeting. Ms. Forester advised that because a roundabout could not be done, the 4-way stop was the option brought to the meeting. Mike Haymans likes the 4-way stop option and pointed out that on the corner of Sibley Bay and Central there is a 4-way stop that did not meet warrant requirements but was put in because someone in the neighborhood complained about his cats being run over; that person paid for the stop signs. Ms. Forester will check with Venkat Vattikuti. Mike Haymans thought it would be a good idea to meet in the evening periodically in the CRA. Lights under the pavilion are bright enough to have an evening meeting. It was the consensus of the Committee to have the April 6 Charlotte Harbor CRA Advisory Committee meeting at 6 p.m. at the pavilion in Bayshore Park. Ms. Forester will call Community Services to confirm the pavilion is available. Denise Garbacz asked about the walking tour of the community. Ms. Forester thought those interested could meet at 4 or 4:30 on April 6 and walk the neighborhood.

Habitat Homes – Debrah Forester reported that Habitat for Humanity built two homes on Shady Lane which have met design standards. The Committee was given invitations to attend the dedication of these homes. Ms. Forester noted that when Parkside had its dedication they asked Home Depot to donate a tool kit for the homeowner which was presented at the dedication. Ms. Forester will be unable to attend the dedication. Garland Wilson will try to attend; Mike Haymans will substitute if Mr. Wilson cannot; Jim Herston will also be a backup.

**X. New Business**

Updated Sidewalk Master Plan – Debrah Forester explained that the master plan is included in the Redevelopment Plan and as the Comp Plan is finalized the Redevelopment Plan will be updated. This updated sidewalk master plan shows where the sidewalks have been built and where the proposed sidewalks will go. This does not need to be finalized today but the Committee should review it. Discussion followed. Funds have been requested through the MPO and the sale tax allocation. When complete Melbourne should have sidewalks on one side of the street from Chester Roberts Park to Harborview.

**XI. Correspondence/Communications - The following item was included in the meeting packet.**

- Minutes from Punta Gorda CRA meeting of January 7, 2015.
- Bayshore Live Oak Park Update – There were questions regarding overflow parking for Bayshore Live Oak Park. Trees have been trimmed. Some sod will be replaced. Piers should

be pressure washed in the near future. Mike Haymans reported the metal rails along the pavilion bathroom are eaten up and should be replaced.

**XII. Public Comments** – Harry Thomas stated that during the last few meetings the Committee talked in detail about the house on Central but there has been no mention of the burnt down houses on Bayshore. More people see these and something should be done. These houses are near the Historical Center. Jim Herston noted the homeowners were having issues with the Building Department and this is a code compliance issue. Delmar Wooden passed around 4 code compliance issues and the two houses Mr. Thomas mentioned are included along with a heritage oak and a house on Church Street. In Charlotte Harbor it is up to residents or the general public to turn in complaints. Mr. Thomas did not think a neighbor turning on another was a good situation. County staff is limited. This committee asked for a dedicated code enforcement officer but this has not happened. There is very little the County can actually do if a property is not in compliance and it is someone's homestead.

**XIII. Staff Comments** – None.

**XIV. Attorney Comments** - None.

**XV. Member Comments**

- Mike Haymans mentioned his disappointment with the bids coming in so high on this signature project. The money needs to be found or the project needs to be broken into smaller phases. This project needs to keep moving forward.
- Denise Garbacz asked if there was anything the CRA can do to help with those houses in ruin. Mike Haymans noted that if the property is available the County should acquire it.
- Charlotte Ventola noted an abandoned home seems to have homeless people living in it.
- Jim Herston advised that if engineering costs are lowered in most instances the quality of the project will also decrease.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, March 2, 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 10:55 a.m.

Respectfully submitted,



Charlotte Ventola, Secretary

/kmk

Approved: March 2, 2015