

**ENGLEWOOD COMMUNITY REDEVELOPMENT AREA (CRA)
ADVISORY BOARD
Minutes of Oct. 11, 2007**

A regular meeting of the Englewood Community Redevelopment Area Advisory Board was held on Thursday, Oct. 11, 2007, at 1 p.m., at Lemon Bay Park, 570 Bay Park Blvd., Englewood, FL.

Members Present

John Radkins, Chairman
Harry Colburn, Vice-Chairman
Norman Caldwell
John Davison
Mary Ellen Diez
John Mead
Todd Tracy

Sarasota County Staff Present

Shannon Staub, County Commissioner
Debbie Marks, Interim CRA Coordinator
Jessi Pasternak, Admin. Assistant II CRA
Warren Davis, Manager, Stormwater
Spencer Anderson, Program Management

Call to Order

Chairman John Radkins called the meeting to order at 1 p.m. Debbie Marks introduced Jessi Pasternak to the room, and informed them that she came to the CRA from the Englewood-Cape Haze Area Chamber of Commerce. Roll was taken and Harry Colburn, John Radkins, Todd Tracy, John Mead, Mary Ellen Diez, John Davison, and Norman Caldwell were all present. There was a quorum.

Approval of Minutes

Sept. 13, 2007

John Radkins asked if there were any changes to the minutes. Vice-Chairman Colburn responded with a change to the summery of what he said. He felt that it was incomplete and inaccurate. He asked to replace the third paragraph from the end of the Advisory Board Comments with the following (this paragraph was prepared and distributed to the board, Vice-Chairman Harry Colburn read the statement out loud.):

“Harry Colburn identified himself as the person who made the inquiry. He reported as follows: the inquiry was made because OEVA was proposing permanent county sponsored signs for OEVA’s temporary special events which he believed would add to the signage blight on W. Dearborn Street. He was informed that the issue of permanent no parking signs for the temporary events was about to be presented to the Sarasota County Traffic / Engineering department for review. He approached Zoning to confirm his interpretation of the zoning code provisions which prohibit permanent signs for temporary events. He was advised that his interpretation was correct and that, in addition, the special events were being conducted without required permits and no applications for permits had ever been filed by the event organizer. He objected to Sarasota County being made a sponsor of illegal events.”

Vice-Chairman Colburn would like the record to reflect that he said this, although some may not agree with it. Chairman Radkins asked if there were any other changes so a decision could be made all at once. Todd Tracy commented that he did not.

Debbie Marks explained that they tried to be as brief as possible in this section in order not to bring anymore attention to it. Her concern was that Vice-Chairman Colburn was under the impression that the permanent no parking signs temporary use permit had been sent to the transportation department. However, OEVA hadn't even obtained the necessary signatures that the process required. So, nothing had been filed. Vice-Chairman Colburn communicated that Debbie was the one who told him that it was in the process of being submitted to Traffic Engineering. Debbie expressed that she was explaining to him the process, but nothing had been filed yet. Vice-Chairman Colburn said that Debbie informed him in a meeting at the CRA office, after the OEVA meeting that the paperwork had been filed, and if he wanted to object to it he could object at the next CRA meeting or at a public hearing that Traffic and Engineering would schedule. Debbie finished by saying that she thinks they just had a difference of opinion.

Chairman Radkins suggested that they compromise on the rewording of the minutes. However, Mary Ellen Diez commented that before the board changes the minutes, they should listen to the recording from the Sept. 13 CRA meeting. Todd Tracy felt that it should be an addendum to the minutes as a verbatim transcript from the tape. After some discussion, the board decided to acquire a transcript of the tape and to review it at the next CRA meeting on Nov. 8, 2007. Motion was made to table the minutes until the next meeting. Norm Caldwell seconded the motion. Motion carried unanimously.

Open to the Public

Gene McCall, a building owner on Dearborn Street, wanted to congratulate everyone for moving ahead with the storm water plan. He feels that it is "the issue that will make or break everything that is coming up in Englewood."

Barbara and Peter Matson decided to wait until after the storm water discussion to speak in case they had questions.

Discussion Items

Debbie Marks explained that they have been working with staff over the past 5-6 months and that they are now going to present the most up to date storm water plan. Warren Davis, Manager, Stormwater, apologized for not making it to the last meeting. He discussed how this project was given to him as a "priority project", and there were some decisions that had to be made prior to moving forward. He explained how they felt it would be the most economical to have a below ground system, with minimal land purchases. He commented on how they feel this is the best project to meet the need for this redevelopment. Spencer Anderson, Program Manager presented the status and the next steps for the storm water project. The official name is the "Englewood CRA West Dearborn Coastal Stormwater Improvements." The purpose for the project is to provide

improved storm water infrastructure within the project area for consolidation of necessary commercial district re-development permitting requirements. The plan does not have any open water facilities, no ponds. Some of the objectives are to enhance water quality and treatment with no adverse impacts on existing attenuation or level of service, and to develop a cooperative funding plan.

CRA benefits are: Maximization of parcel re-development within the zoned commercial district, regionalized systems, expedited and minimal cost SWFWMD development permitting, land use combination of stormwater infrastructure with parking and public areas, and improved water quality within Lemon Bay. The first vault, a large cement box, will be in the Cedar Street parking area, construction planned for second or third quarter of 2008 calendar year. The other vault will be on the Green street county owned property. Since the vaults are deep, they will have to have a small pump station to pump the clean filtered water out to the bay. There will be a sand bed filter, that will filter the water and then send it to the pump station where then it is pumped out to the bay. No chemicals will be used, it will be naturally filtered. Eventually, the sand will have to be changed out once it is fouled. The vault on Cedar Street will be approximately 11 feet deep, with the ability to put a parking lot on top of it. But, you will not be able to construct a building or parking garage on it. The Green Street vault will only take up a portion of the property, so there will be space in the future to build a structure or multi level parking garage. Projected schedule is February 2008 for design and permitting, construction to start in April / May 2008, and construction completed by February / March 2009. They hope to have the pipes and everything at Cedar Street finished before November 2008, and then the entire project completed February / March 2009. The estimated project budget is \$380,000 for the design and permitting, \$5,200,000 for construction (including 15 percent contingency), \$60,000 for project management and \$400,000 for Construction Inspection. The total estimated budget is \$6,040,000. Debbie Marks explained that the design costs went up, because the original plan was revamped to look at the Green Street property and to work with the Playhouse and their concerns. Plus, the original plan called for four vaults, whereas the new plan has two large vaults.

Conceptual Cooperative Funding Plan: The initial funding for the project design and construction is provided by the CRA tax increment funding. The Board of County Commissioners requested that the CRA staff develop a cooperative funding plan with benefiting the property owners. An ESU (Environmental Service Unit) is a number which normalizes stormwater runoff from any property to the runoff amount of a residential single family home (RSF).

$$\frac{9,375\text{ft}^2(\text{avg. area of RSF property}) * .3363 (\text{effective \% impervious})}{3,153 \text{ft}^2 (\text{effective impervious area of RSF})} = 1 \text{ ESU}$$

Example Calculation:
 PID: 0497-15-0074 →
 Area = 20,395 ft²
 Existing % Impervious + 57.3

$$\frac{20,395 \text{ ft}^2 (\text{area of property}) * .573 (\text{impervious area})}{3,153 \text{ ft}^2 (\text{effective impervious area of RSF})} = 3.71 \text{ ESUs}$$

Potential System Fee Calculation:

$$\frac{\text{Total Project Cost}}{\text{Total Project Area ESUs}} = \text{Cost/ESU}$$

$$\text{Cost/ESY} * \text{Property ESUs} = \text{System Fee}$$

Estimated Total ESU count w/in the fully developed project area = 275 ESUs
(existing total project area ESU count = 115 ESUs)

Example Calculation:

PID: 0497-15-0074 →

Area = 20,395 ft²

Design % Impervious = 98

$$\frac{20,395 \text{ ft}^2 (\text{area of property}) * .98 (\text{impervious area})}{3,153 \text{ ft}^2 (\text{effective impervious area of RSF})} = 6.34 \text{ ESUs}$$

$$\frac{\$6.04\text{M (Total Project Coast)}}{275 (\text{Total Project Area ESUs})} = \$21,964/\text{ESU}$$

$$6.34 \text{ ESUs} * \$21,964/\text{ESU} = \$139,250 (\text{Potential System Fee for Property})$$

Conceptually the plan may involve a tiered system fee assessment based on the time unit completion of property development or re-development.

For Example:

Time to Develop - % Fee Assessed

2 years:	0%
3 years:	20%
4 years:	40%
5 years:	60%
6 years:	80%
7+ years:	100%

Next Steps:

- Complete final design and permitting
- Meeting will be held to discuss details of conceptual funding plan including county, CRA and Advisory Board Representatives.
- Presentation and discussion of plan at the CRA advisory board.
- Create stormwater project district.

- Presentation for approval of funding plan, district and construction contract at the Board of County Commissioners.

Spencer fielded questions from the audience including going over the time line again, explaining exactly how much run off the vaults can handle and the maintenance of the vaults. He also explained what would happen if the two properties that have current stormwater decide to redevelop at a later date, the current plan does not include these parcels. Elaine Miller-Sanchez questioned if they would be promoting pervious pavement and if there would be any type of credit to the system for those businesses that use it. Spencer explained that they always encourage those types of products; however there is not any kind of credit available at this time. Elaine also explained that she recently had a design plan developed for one of her properties similar in size and the stormwater plan for it was going to cost her a half a million dollars. So, even if a business has to pay the entire \$139,000 it is still a bargain. She thanked Spencer and the county for developing an affordable plan. Spencer also explained how the plan is not providing any increased continuation or flood control; the system is designed to treat the volume of run off for an inch and an half of rain. There were some additional questions about the time line, and when officially it begins. Debbie Marks explained that the committee that will be created is going to look at and further define those specific details. Mary Ellen Diez questioned if there is a mechanism in place for obtaining the actual bond money and how does it happen. Debbie Marks discussed that she has been meeting with the financial department in the county and they will be back to the community and the Board within the next few months with a plan incase they are not able to bond. They will be ready with a financial plan so when the construction is ready to begin they will be ready with a financial packet. Mary Ellen also asked if hooking up will be mandatory if a business redevelops. Spencer explained that yes, he believes it would be. Joyce Giordoano wanted to know if any consideration was given to using the tax money generated from the redevelopment being created to help pay back the loan. County Commissioner Shannon Staub explained that yes they did discuss using the tax money; however, they still felt that it should be cost shared because the tax money coming back into the CRA will go to funding other projects.

Debbie Marks showed a photo of the Englewood Welcome sign located on East Dearborn Street, and explained how the lettering would be installed soon and then possibly a community project would be planned for the landscaping.

Staff Comments/Reports

Events on Dearborn Street: Debbie Marks gave an update that it has been determined by the Zoning Administrator that events such as Cruz In and Saturday Nite Live do not require special event permits. The county does not issue special event permits for activities in the right-of-way and therefore no special permit is required. The activities during Saturday Nite Live are determined to be accessory uses to those business on Dearborn and therefore do not require additional permits. If Dearborn Street is closed off to vehicular traffic then a right-of-way use permit would be required by Public Works. Staff also verified with the Sheriff's Office that no permits are required unless the road is

being closed to vehicular traffic or alcohol is being sold in the right-of-way. It has been determined that the current special events are allowed to continue.

Vice-Chairman Colburn asked what the status of the no parking signs on Dearborn Street is, and Debbie explained that it is a dead issue.

Marketing Plan: Chairman Radkins explained that the marketing committee has been working on publications and one highlight is renewing the lease for the billboard on S.R. 776. Mary Ellen Diez questioned the money that was budgeted for Clear Channel advertising, Debbie explained that the figure that was on the spreadsheet is a maximum figure to be used for event specific advertising. The next committee meeting has not been determined because they are trying to accommodate Virginia Haley and the Sarasota Convention and Visitors Bureau.

Signage: Staff is working on the direction sign for Old Englewood Road. It was constructed prior to the changes in the zoning code which restricted the sign to 12 square feet. The sign is being modified to remove the Web site and directional arrow. The new Web site address will be added as a drop down arrow off the sign at a later date. The signs at the corner of S.R. 776 and Dearborn also have the old Web site and they will be updated as well. Staff is also working with Environmental Services on a proposed design for the welcome sign at the Manasota Beach Road and S.R. 776. The design will incorporate the Scrub Jay Preserve sign that currently exists on the site. Environmental Services would like to see the proposed design prior to granting approval of the site for the sign.

Harry Colburn also discussed how at the previous CRA Advisory Board meeting he voiced his concerns about the blighted business signage in the community, in particular on W. Dearborn Street. He explained that there wasn't a resolution created from the Advisory Board in order to create a committee. Commissioner Shannon Staub explained that there is already an updated county zoning ordinance in regards to signage, although they are going to look at it again. However, the CRA could create their own design plan. Chairman Radkins commented that the plan could be appended to the RCTOD plan. Harry suggested creating a design review committee to pre-screen the designs to help ease the burden on the zoning department. Chairman Radkins read the resolution, and informed the group that the committee would be a fact finding body only and to report to the Advisory Board.

Chairman Radkins asked if we have a motion to create a sign committee to look at sign requirements within the town center. Mary Ellen Diez made a motion, and Todd Tracy seconded the motion. Norm Caldwell suggested the OEVA should be leading the discussion. Todd asked Harry if he wanted to Chair the committee and Harry agreed. Mary Ellen asked for a discussion and suggested that it is going to be hard to issue mandatory requirements for signs. She commented on the mandatory requirements that are in the RCTOD plan. John Radkins made the motion, four members were in favor. Norm Caldwell and John Davison were opposed.

Code Revisions and RCTOD rezone: CRA and planning staff are completing the review of the RCTOD and Town Center Plan amendment petitions received from the consultants and are awaiting information from the County Attorney's Office.

CRA Properties: Staff met to discuss the potential use of the waterfront properties. Facilities staff noted that there are several issues which would need to be addressed if the existing structures were converted to uses other than residential. Handicapped accessibility, along with the flood elevation issues make the rehabilitation of the Cherokee properties too expensive and will most likely trigger the 50 percent rule as it applies to elevating the structure. Staff is proposing to move forward, as soon as possible, to demolish the 61 and 67 Cherokee Street properties and then construct 2-3 two pole shelters with picnic tables and benches on the lots. Construction of a pedestrian path linking the properties to Dearborn is also being proposed. The pier can easily be made ready for public fishing with installation of hand rails. This plan doesn't prohibit some other type of structure or building being constructed in the future, but at least this way the properties can be used by the public. Commissioner Shannon Staub requested that staff look closely at the cost, and confirm that removing the buildings is the best decisions.

Halloween Safe Walk: Debbie Marks requested the board to authorize some money for CRA staff to distribute candy at the Halloween Safe Walk. Vice-Chairman Colburn made a motion to approve \$250 for Halloween Candy. The motion was seconded by Todd Tracy, and was carried unanimously.

Debbie Marks also reminded the board that next month is the election of officers.

Open to the Public

Peter Matson thanked everyone who attended the meeting and asked them to return next month too. Barbara Matson asked who was allowed to distribute candy at the Halloween Safe Walk. Chairman Radkins referred her to OEVA. Toni Hopper thanked the CRA for their support and gave an update on the Lemon Bay Fest.

Advisory Board Comments

Norman Caldwell asked Debbie Marks about the architectural guidelines.

John Davison reconfirmed that he believes Dearborn Street and its merchants need to be supported in every way possible from the CRA and its board.

Mary Ellen Diez had no comment.

John Mead shared John Davison's enthusiasm. He also thanked Spencer for the presentation, and Commissioner Shannon Staub for attending the meeting.

Todd Tracy thanked Spencer and his department for the presentation. He also thanked Commissioner Shannon Staub for attending, and he thanked Peter Matson for the behind the scenes e-mail activity. Todd also extended an invitation to the room asking people to join him on the ESU committee.

Harry Colburn thanked Commissioner Shannon Staub for attending today's meeting. He commented on a recent decision from the Board of County Commissioners that he disagreed with, not giving them a pay increase.

John Radkins echoed John Davison's comments. He thanked everyone for attending, and asked them to vote for the tax increase.

Adjournment

John Radkins made a motion to adjourn. Meeting adjourned at 3:20 pm.