



CLEARWATER DOWNTOWN DEVELOPMENT BOARD

September 3, 2008 – 5:30 PM - City Hall – 3rd Floor Council Chambers

Members Present:	David Allbritton	Chairman
	Bob Fernandez	Vice-Chairman
	Geri Aranjo	Treasurer
	Dennis Bosi	Member
	Josee Goudreault	Member
	Charles Lykes	Member
	Dean Nichols	Member

Also Present:	John Doran	Ex-Officio/Councilmember
	Carlen Petersen	Ex-Officio/Councilmember
	Geri Campos Lopez	Director of Economic Development & Housing
	Jim Donnelly	Assistant Director of Economic Development & Housing
	Courtney Orr	Downtown Manager
	Anne Fogarty France	Board Administrator/Downtown Programs Coordinator

To provide continuity for research, items are in agenda order although not necessarily discussed in that order.

1. **The Chair called the meeting to order at 5:31 pm at city hall.**
2. **Citizen Comments – Items Not on the Agenda**

Marshall Bowman, 530 Park Street, is concerned with the weeds and trees growing out of control next to his building. He has inquired as to who owns the property and the city stated that the property does not belong to them. He would like to know who is responsible for the maintenance of said property.

Geri Campos Lopez, Director of Economic Development & Housing advised that she would look into property ownership and contact him with this information. Mr. Bowman gave his phone number to the board as 686-3470.

Mr. Bowman also inquired about the length of the parking meter time in front of his building and stated that it hinders his business.

Board attorney, Elise Winters advised Mr. Bowman that this was a city issue not a board-controlled issue. She advised that he should contact the Parking Manager.

3. Approve the Minutes from the August 6, 2008 Regular Monthly Meeting

Member Goudreault moved to approve the minutes of August 6, 2008 as submitted in written summation to each board member. The motion was duly seconded and carried unanimously.

4. Adopt July 2008 Financial Statement for Filing.

Member Aranja moved to adopt the July 2008 Financial Statement as submitted. The motion was duly seconded and carried unanimously.

5. Approve Revised FY 08-09 Budget – Geri Campos Lopez

Ms. Lopez advised there was a change in the CRA Increment payment due to using an estimated number in the initial drafting of the budget. The correct CRA Increment Payment was \$148,146 and this is the number that was reflected in the budget submitted to the board for their approval.

Member Lykes moved to approve the revised budget. The motion was duly seconded and carried unanimously.

6. Approve Revised FY 08-09 Interlocal Agreement – Geri Campos Lopez

Ms. Lopez advised the board that the new CRA Increment payment also needed to be included in the FY 08-09 Interlocal Agreement provided to the board for their approval.

Member Goudreault moved to approve the revised Interlocal Agreement. The motion was duly seconded and carried unanimously.

7. First Public Millage Hearing – Resolution 01-08 – Geri Aranja

Member Bosi moved to adopt Millage Resolution 01-08. The motion was duly seconded and carried unanimously.

8. First Public Budget Hearing – Resolution 02-08 – Geri Aranja

Member Lykes moved to adopt Budget Resolution 02-08. The motion was duly seconded and carried unanimously.

9. Set Second Public Hearing – September 8, 2008, 5:30 p.m., City Hall Economic Development & Housing Department Conference Room

Ms. Fogarty France alerted members that a quorum was needed for the public hearing and advised members to put this hearing on their calendars.

10. Audit Report – Jeanine Bittinger; Davidson, Jamieson & Cristini, P.L.

Ms. Bittinger stated that the board has a strong financial position. She thanked Anne Fogarty France and Jay Ravins of the Finance Department for their assistance during the audit process.

Questions were raised about the increase in the cost of the audit from last year. Ms. Bittinger responded that there were new audit standards that had to be met which resulted in additional staff time.

Ms. Fogarty-France advised the board that Mr. Ravins suggested that the board go out for a Request For Proposal for audit services next year.

Ms. Fogarty France also stated that the board could not have received such a good audit without the assistance of Kimberly Dupont and noted that she is an asset to the Board.

Member Lykes moved to accept the audit report as submitted. The motion was seconded and carried unanimously.

11. Approve Retail & Restaurant Recruitment Grant Program –Courtney Orr

Ms. Orr gave an overview of the changes made to the Grant Program. The location of the grant award area for the clustering of retail and restaurant businesses was on Cleveland Street between Osceola and Myrtle Avenues. The grant provides an incentive to improve the interior appearance and utility of street level storefronts located in the grant award area. Lastly, the maximum amount was not to exceed \$35,000 for retail tenants, and \$50,000 for restaurant tenants.

She also advised that the DDB has the discretion to grant funding outside of the grant award area. Only retail businesses and restaurants that qualify as an Allowable Retail Use per the list in the grant documents, and are moving into the grant award area are eligible to apply for the grant. The Board will annually evaluate the grant to refine the guidelines.

Ms. Winters stated that new business refers to businesses new to the Cleveland Street District.

Members asked about the boundaries of the grant.

Ms Winters stated that the intent of the grant was for the Cleveland Street District and always included Osceola to Myrtle.Avenues.

The Chairman opened the meeting for public comments.

Mike Frisby, 100 Pierce Street, noted that he was excited about downtown and has been watching all the improvements going on.

He noted that he was a former business owner in Chicago. He has difficulty understanding how the city can make such a major investment in downtown to attract people to come down here when the homeless are creating an environment that is very unattractive and making people feel uncomfortable to come downtown.

Ms. Winters advised the Chairman that the gentleman was not addressing the issue of this agenda item and that citizen comments are at the beginning of the meeting.

Marshall Bowman, 530 Park Street, inquired if the grant was available for his business that he started 2-1/2 months ago?

Ms. Winters advised the grant is only available for Cleveland Street businesses from Osceola to Myrtle so unfortunately it is not available for his location. The grant is for recruiting businesses coming into the area.

Ms. Lopez noted that the map does include both sides of Osceola Avenue as the CRA original documents include both sides.

Ex-Officio Councilmember Doran made note that on page 4, the wording "Should not be distributed to" needs to be changed to "shall not".

Ms. Winters advised she would make the change.

Member Goudreault stated that she was not happy that the grant was not available to second floor businesses.

Member Aranja moved to approve the Retail & Restaurant Grant Program. The motion was seconded. Members Fernandez, Bosi, Lykes, Nichols and Chairman Allbritton vote "Aye", Member Goudreault vote "Nay". Motion carried.

12. Proposed Ordinance No. 7999-08, Amending Parking Requirements for Changes of Use within the Downtown (D) District – Robert Tefft

Robert Tefft made a presentation concerning Ordinance 7999-08. The ordinance will amend the parking requirements for changes of use within the Downtown District. The changes will facilitate changes for businesses viable to downtown.

The Chairman asked for citizen comments concerning this item.

Marshall Bowman, 530 Park Street, asked why Cleveland Street was being given special treatment. He noted that he has a business on Garden Avenue that is only a half block away and he doesn't have parking.

The Chairman stated that a starting point was needed and the board decided on Cleveland Street.

The Chairman thanked Mr. Tefft for his presentation.

13. Nominating Committee Report – Bob Fernandez

Member Fernandez advised that there were four seats to be filled on the DDB during this election process.

The election will be held on Tuesday, October 14, 2008, and ballots will be counted at the Clearwater Court House starting at 3:00 p.m. The nominating committee recruited candidates that were qualified for service. The slate of candidates includes: David Allbritton, Rafman Balla, Dennis Bosi, Shelly Copeland, Robin Hod, David Kerr, Doug Linder, Charles Lykes, Dean Nichols, Gen Obolensky, and Michael Riordan.

Member Nichols asked Marshall Bowman if he would be interested in running for a seat on the board. Mr. Bowman agreed and his name was added to the slate.

Member Lykes moved to approve the slate of candidates as presented. The motion was seconded and carried unanimously.

14. Chairman's Report – David Allbritton

Chairman Allbritton stated that the DDB sent out invitations to property owners asking them to attend meetings and get involved in the downtown.

The Jazz Holiday Festival starts on October 16 and the DDB will have a booth and a sign up sheet will be sent out for members to sign up for slots at the festival. He asked that all members get involved in staffing the booth.

The Jazz 'N Artwalk will be a new part of the festival will take place October 18 and 19 on Cleveland Street between Osceola and Fort Harrison.

15. Main Street Report – Anne Fogarty France

Ms. Fogarty France noted that Caliyogurt, 519 Cleveland Street, held their official grant opening recently and alerted viewers to try this great yogurt.

The Main Street Promotion committee meeting will be held next Wednesday, September 10 here at City Hall. One of the discussion items is a concert by the cast of Beatlemania on Friday, October 10 with a car show in conjunction with Q105's in celebration of their 35th anniversary. The concert will be held on Cleveland Street. In Coachman Park, an oldies concert will be held on Saturday and La Nueva, the Latin Radio station, will have their concert on Sunday. She noted she will be sending an e-mail to volunteers asking for their assistance at the event.

Ms. Fogarty France noted that the committee will also talk about including the Holiday Light U with the Holiday Festival. Because Station Square Park is under construction, we are not able to have a tree there but noted that we could light up the trees and buildings as well as have activities for families and children.

The Downtown clean up is on October 25, the weekend after the Jazz Festival.

She also noted that Vice-Chairman Fernandez, Lisa Mansell from the Promotion Committee will be attending the Florida Main Street Annual Conference in Venice on September 17-19 and will have good news to share at the next meeting.

16. Final Comments

Ex-Officio Councilmember Doran stated that it was a very interesting meeting.

Ex-Officio Councilmember Petersen advised that she was pleased to see everything was coming together on Cleveland Street.

Member Lykes noted that it was his fourth meeting and it's a pleasure to serve on this board. He felt that focusing on Cleveland Street was a benefit to everyone and it was a pleasure to have Mr. Bowman consider running for a seat on the board.

Member Arango advised that she had attended the recent Clearwater Downtown Partnership meeting and was really excited. She felt it was evident we are all on the same page. It's nice to see all the people who are behind downtown Clearwater.

Member Goudreault is glad to see so many people interested in joining the DDB and felt that there should be more business people that join. She felt that they know what is needed to make a downtown and to make people come downtown.

Member Bosi thanked the people that came to the meeting tonight. He further stated that the board's job is to help promote activities and we need the input and asked viewers to invite their neighbors to the meeting and provide input on what concerns them.

Vice-Chairman Fernandez reported on the FFEA conference he attended. He felt it was a very informative meeting with good attendance, 35 seminars and workshops and trade shows were going on during the convention. He thanked the board for allowing me to attend the convention. He thanked Ms. Fogarty France for making the arrangements for him and thanked the Nominating Committee for their work in putting together a slate of candidates.

17. Adjournment

Member Goudreault moved to adjourn the meeting at 7:40pm. The motion was duly seconded and carried unanimously.

CLEARWATER DOWNTOWN DEVELOPMENT BOARD MEETING ACTION AGENDA
Wednesday, September 3, 2008 – 5:30 p.m.

09.03.01

Member Goudreault moved to approve the minutes of August 6, 2008 as submitted in written summation to each board member, the motion was duly seconded and carried unanimously

09.03.02

Member Arango moved to adopt the July 2008 Financial Statement. The motion was duly seconded and carried unanimously.

09.03.03

Member Lykes moved to approve the revised budget. The motion was duly seconded and carried unanimously.

09.03.04

Member Goudreault moved to approve the revised Interlocal Agreement. The motion was duly seconded and carried unanimously.

09.03.05

Member Bosi moved to adopt Millage Resolution 01-08. The motion was duly seconded and carried unanimously.

09.03.06

Member Lykes moved to adopt Budget Resolution 02-08. The motion was duly seconded and carried unanimously.

09.03.07

Member Lykes moved to accept the audit report. The motion was duly seconded and carried unanimously.

09.03.08

Member Arango moved to approve the Retail & Restaurant Grant Program. The motion was seconded. Members Fernandez, Bosi, Lykes, Nichols and Chairman Allbritton vote “Aye”, Member Goudreault vote “Nay”. Motion carried.

09.03.09

Member Lykes moved to approve the slate of candidates as presented. The motion was seconded and carried unanimously.