

## MINUTES

### BAHAMA VILLAGE REDEVELOPMENT ADVISORY COMMITTEE MEETING

OLD CITY HALL, 510 GREENE STREET

THURSDAY, AUGUST 4, 2011

A regular meeting of the Bahama Village Redevelopment Advisory Committee of the City of Key West, Florida, was held in Commission Chambers, Old City Hall, 510 Greene Street, on Thursday, August 4, 2011.

Madam Chair Turner called the meeting to order at 5:31 P.M.

Answering roll call were Committee Members Dr. Randy Becker, Jerry Curtis, Peggy Ward-Grant, Warren Leamard and Madam Chair Carmen Turner.

Vice-Chair Aaron Castillo and Annette Mobley were absent.

Also present were Assistant City Manager Mark Finigan, Planner Nicole Malo, Deputy City Clerk Angela Budde and members of the community.

The pledge of allegiance to the flag of the United States of America was given by all present.

#### CHANGES TO THE AGENDA:

Madam Chair Turner asked for any changes to be made to the agenda.

Without opposition, the agenda was accepted.

#### ACTION ITEMS:

##### **ACTION ITEM NO. Withdrawn**

**Recommending to the City Commission/CRA to place approved funding to the American Legion Post #168 project be placed in escrow. (Dr. Becker)**

Madam Chair Turner read the title of the item.

Dr. Becker opened the discussion with a recommendation to the City Commission that all unspent and unencumbered funds relating to the American Legion Post #168 on Emma Street be placed in escrow to that project's benefit but not available for expenditure on that project until such as the BVRAC recommends and the City Commission concurs that an acceptable project is in development which does not incur additional architectural fees or substantive deviate from the approved plans. After a discussion, ACM Finigan reported the first phase of the project is complete and explained the difference of the two phases; Phase 1 was for design and production of construction ready documents for \$50,000.00 and Phase 2 was clearly identified and appropriated on the basis of construction. He stated there would be no further expenditures of the design fees as the funding has been spent.

After a discussion, Dr. Becker withdrew the item from the Agenda.

#### **DICUSSION ITEMS:**

##### **Review of Committee's funding guidelines (Dr. Becker and ACM Finigan)**

Madam Chair Turner read the title of the item.

Dr. Becker opened the discussion on funding guidelines and he suggested every program that is funded identify a three (3) year plan to show how the program will sustain and remain continuous after the funding has ceased. With projects, Dr. Becker suggested a ten (10) year plan by the applicant to identify maintaining the improvements after the funding for the project has ceased.

Madam Chair recognized Commissioner Clayton Lopez in attendance of the meeting.

Mr. Leamard suggested including language for property bought by the program/project such as equipment, furniture, computers, etc. be in the name of the City so the property can be returned to

the City. Dr. Becker offered a suggestion for real property allowing the City to be reimbursed for proceeds of the improvement when sold prior to date certain.

Madam Chair discussed the topic of funding for a program and she asked if the funding terminates at the end of the Fiscal Year or at the exhaustion of the funds or to a date certain. Dr. Becker offered his opinion to have the funding for a program terminate at the end of the second (2) fiscal year following the funding year the appropriations were originally granted. The consensus of the Committee was to have an action item on the next agenda to vote on future applicant programs submitting a 12 month budget with a potential of extending an additional 12 months pending BVRAC approval. ACM Finigan listed the action items proposed to come before the Committee at their September 1<sup>st</sup> meeting.

**Proposed revenue streams from the Truman Waterfront Advisory Board (TWAB) for the undeveloped 6.6 Acre parcel at Truman Waterfront. (Mr. Curtis)**

Madam Chair Turner read the title of the item.

Mr. Jerry Curtis announced he was stepping down from serving on the Truman Waterfront Advisory Board (TWAB) and advised Mr. Richard Tallmadge would be replacing him. After a discussion, the members thanked him for his time serving on that Board and Madam Chair urged the Committee's input on the undeveloped 6.6 Acre Parcel continued to be heard at the TWAB meetings.

**General Fund Indirect Cost Allocation study (ACM Finigan)**

Madam Chair Turner read the title of the item

ACM Finigan gave an overview of each account on the proposed budget to be presented to the City Commission.

**Update on the BCCLT/ Key West Housing Authority closings (ACM Finigan)**

Madam Chair Turner read the title of the item

ACM Finigan advised the closings for the remainder of BCCLT properties are set for September 30, 2011 and he stated he would bring before the Committee the proceeds from the closings as documented by HUD's statement and if necessary he would ask Mr. Castillo to attend the meeting for any questions the Committee may have.

**Staff update on 2012 applications received for TIF allocations (ACM Finigan)**

Madam Chair Turner read the title of the item

ACM Finigan and Nicole Malo from the Planning Department advised they have not received any applications.

**Nelson English / Willie Ward project phase II (ACM Finigan)**

Madam Chair Turner read the title of the item.

ACM Finigan clarified the Nelson English/Willie Ward project was a multi-phased project to occur over a few years and the allocation of \$170,000.00 was for Phase 1 with the acknowledgement the City would submit an application for Phase II.

**Add-On 2011 Florida Redevelopment Association (FRA) Annual Conference in Orlando, Florida for the month of October. (Madam Chair Turner)**

Madam Chair Turner read the title of the item.

ACM Finigan reported on the opportunity for a member to attend the FRA Conference and it was agreed upon by the members to bring this item back onto the next agenda as an Action Item.

**COMMENTS:**

**Citizen Comments**

Bob Kelly, 1801 North Roosevelt Blvd.  
Commander Chaplin, American Legion Post  
Richard Tallmadge, 1700 Jamaica Drive  
Commissioner Clayton Lopez

**Committee Comments**

Committee Member Jerry Curtis advised the Band Room at the end of Petronia and Fort Street is currently being renovated and Commissioner Lopez gave an update on the progress of the construction.

Madam Chair Turner advised she had been graciously asked by Commissioner Lopez to speak at the next District VI meeting to be held on August 11<sup>th</sup>.

**ADJOURNMENT:**

There being no further business Madam Chair Turner adjourned the meeting at 7:17 P.M.

  
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Angela Budde, Clerk of the Committee