

**COMMUNITY REDEVELOPMENT AGENCY MEETING**

**Tuesday, March 20, 2018**

**CITY COUNCIL WORKSHOP ROOM**

**MINUTES**

**CALL TO ORDER** at 5:35 P.M.

**INVOCATION** was given by Ms. Bradbury

**PLEDGE OF ALLEGIANCE** was led by Community Redevelopment Agency

**I. ROLL CALL**

**PRESENT:** Sandra L. Bradbury, Chairperson  
Rick Butler, Vice-Chairperson  
Patricia F. Johnson  
Jerry A. Mullins  
W. E. "Ed" Taylor (arrived at 5:43)

**ABSENT:** None

**ALSO PRESENT:** City Manager, Doug Lewis - Assistant City Manager, Patrick Murphy – City Attorney, James Denhardt – Fire Administration Services Director, Debra Rose – Fire Chief, Brett Schlatterer – Communications and Marketing Administrator, Lana Beck – Police Chief Michael Haworth – Human Resources Administrator, Lisa Hendrickson – Interim Zoning Director, Anna Weaver – CRA Sergeant, Michael Griffiths, City Clerk, Diane M. Corna and Senior Office Specialist, Jennifer Carfagno.

**II. APPROVAL OF MINUTES**

**MOTION** was made by Mr. Butler and **SECONDED** by Mr. Mullins to **APPROVE** the minutes of January 23, 2018, as on file in the City Clerk's Office.

**Roll Call Vote:**

Ayes: Sandra Bradbury, Rick Butler, Patricia F. Johnson, Jerry Mullins  
Nays: None  
Absent: Ed Taylor  
Abstain: None

**MOTION CARRIED UNANIMOUSLY**

**ALL PARTIES WERE SWORN IN FOR QUASI JUDICIAL ITEMS**

**III. PUBLIC HEARING**

1. **CASE NO: BOA 2018-15 CONSIDERATION OF A REQUEST CONSIDERATION OF A REQUEST FOR A VARIANCE TO REDUCE THE REQUIRED NUMBER OF PARKING SPACES FROM 22 TO 9 FOR A RESTAURANT IN THE “B-1” GENERAL COMMERCIAL ZONING DISTRICT ON A PARCEL OF LAND GENERALLY LOCATED AT 5572 PARK BOULEVARD.**

This is a variance request to reduce the required number of parking spaces from 22 to 9 to establish a restaurant. The applicant has applied for this variance to open a Vietnamese cafe. There are 28 seats proposed. The gross floor area is 2,200 sq. foot. Since this parcel is developed with a shared ingress with the parcel to the west, the parking lot is also shared. A shared parking agreement has been submitted; however, the calculation has been included to show the requirements for the restaurant and all other business in the two adjoining parcels. Parking for a restaurant is at a rate of 1 per 3 seats or 100 sq. foot of gross floor area, whichever is greater. Therefore the required parking for the restaurant is 22 spaces. There are 22 spaces available on both parcels however only 9 spaces are on the parcel requesting the variance. The uses sharing the 22 spaces includes office and vacant building space.

Interim Zoning Director Weaver provided information on BOA 2018-15.

Lan-Anh Nguyen, 4801 48<sup>th</sup> Avenue, provided information on Case No. BOA 2018-15.

Discussion was held on Case No. BOA 2018-15.

After review of Case No. BOA 2018-15, the variance criteria established in Section 18-1537 and the criteria listed in Section 18-1533.22 (B) 1-5 of the Land Development Code, and the corresponding Findings of Fact identified in Section III, A-F of the staff report, **MOTION** was made by Mr. Butler and **SECONDED** by Ms. Johnson to **APPROVE** Case No. BOA 2018-15, subject to the following condition:

1. The variance shall only apply to the proposed restaurant. If, at any time, the occupancy or use changes on the property, the Zoning Director may re-evaluate parking demand and/or require additional parking to be provided.

**Roll Call Vote:**

Ayes: Sandra Bradbury, Rick Butler, Patricia F. Johnson, Jerry Mullins

Nays: None

Absent: Ed Taylor

Abstain: None

**MOTION CARRIED UNANIMOUSLY**

2. **ADOPTION AND TRANSMITTAL OF THE 2016-2017 PINELLAS PARK COMMUNITY REDEVELOPMENT AGENCY ANNUAL REPORT**

Florida Statutes require the Pinellas Park Community Redevelopment Agency (CRA) to file with the governing body of the City of Pinellas Park, prior to March 31 of each year, an annual report of its activities during the prior fiscal year. The 2016-2017 Annual Report of the Community Redevelopment Agency is presented for adoption and transmittal by the CRA Board of Directors.

Fire Administration Services Director Rose provided information on the 2016-2017 Pinellas Park Community Redevelopment Agency Annual Report.

Discussion was held regarding facade grants in the CRA district.

**MOTION** was made by Mr. Butler and **SECONDED** by Mr. Mullins to **APPROVE** Adoption and Transmittal of the 2016-2017 Annual Report of the Pinellas Park Community Redevelopment Agency.

**Roll Call Vote:**

Ayes: Sandra Bradbury, Rick Butler, Patricia F. Johnson Jerry Mullins, Ed Taylor  
Nays: None  
Absent: None  
Abstain: None

**MOTION CARRIED UNANIMOUSLY**

3. **SELECTION OF 2018 BOARD CHAIRMAN AND VICE-CHAIRMAN**

The CRA Chair and Vice-Chair are elected by a majority of the voting members of the CRA to serve a one-year term ending in March. The CRA Board will recommend a Chair and Vice-Chair to be approved by the City Council at the March 22, 2018 Meeting of the Pinellas Park City Council.

**MOTION** was made by Mr. Taylor and **SECONDED** by Mr. Mullins to **APPROVE** the selection of Mr. Butler as CRA Chair and Mrs. Johnson as CRA Vice-Chair.

**Roll Call Vote:**

Ayes: Sandra Bradbury, Rick Butler, Patricia F. Johnson Jerry Mullins, Ed Taylor  
Nays: None  
Absent: None  
Abstain: None

**MOTION CARRIED UNANIMOUSLY**

**IV. NEW BUSINESS**

**1. CRA UPDATES**

- Legislative update provided by Fire Administrator Rose
- Fire Administrator Rose provided an update on the CRA Consultant
- CRA Coordinator position
  - Discussion was held regarding salary for CRA Coordinator
  - City Manager Lewis requested permission to start the salary for the CRA Coordinator at the midrange
  - Consensus of the Board was to move forward with starting salary at midrange

**V. GENERAL BUSINESS**

**1. CRA POLICE DISTRICT UPDATES**

Sergeant Griffiths provided updates on the CRA Police District:

- New officer in the CRA: Officer Copeland
- New horse in the CRA: Hiccup is currently in training and getting acclimated

**2. CITY MANAGER UPDATES**

City Manager Lewis provided updates on the CRA

- CRA extension
- Additional parking near CSX tracks
- Adamek Property
- RFP for the cottages redevelopment is ready to go; waiting to acquire the last property

**3. ART WALK UPDATES**

Communications and Marketing Administrator Beck provided updates on the Art District:

- Fourth Saturday Art Walk will be held on Saturday March 24<sup>th</sup>
  - This month's theme will be centered around weddings
  - Information Booth and Map of the Art Society
  - Music and entertainment will be on hand
  - April Art Walk will be larger; discussing the possibility of closing off the streets

**4. MR. TAYLOR**

CRA members thanked Mr. Taylor for his 20 years of service and involvement in the CRA district

**VI. ADJOURNMENT**

There being no further business, the meeting was **ADJOURNED** at 5:57 P.M.

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Sandra Bradbury, Chairperson  
Community Redevelopment Agency

**ATTEST:**

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Jennifer Carfagno  
Senior Office Specialist