**AGENDA**
**BRADENTON COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING**
2:00 p.m. Wednesday, January 8, 2025
COUNCIL CHAMBERS - 101 OLD MAIN STREET

## 1. MEETING CALLED TO ORDER

## 2. PLEDGE OF ALLEGIANCE

## 3. CITIZEN COMMENTS

Citizen comment will be accepted during the Citizen Comment portion of the meeting on any non-agenda item, agenda item, future agenda item or topic of relevance to the Community Redevelopment Agency of the City of Bradenton. Comments will be accepted on the public hearings at the appropriate time.

## 4. CONSENT AGENDA

a) Community Redevelopment Agency: Professional Services Contract with ZNS Engineering L.C.
ZNS - COB CRA Professional Services Contract.pdf

b) Community Redevelopment Agency: December 18, 2024, Community Redevelopment Agency Meeting Minutes
12-18-2024 CRA Meeting Minutes.pdf

## 5. CENTRAL CRA

a) Community Redevelopment Agency: Love Park Revitalization Design Plan

## 6. OTHER DISCUSSION / NEW BUSINESS

## 7. ADJOURN

## RULES OF PROCEDURE FOR AGENDA AND PUBLIC APPEARANCES BEFORE THE CRA BOARD

Please place cell phones on silent mode!

Non-Discrimination Statement: The City of Bradenton prohibits discrimination in all of its services, programs or activities on the basis of race, color, age, disability,

sex, national origin, religion, genetic information or marital status. Persons with a disability needing a reasonable accommodation to participate in, or who require assistance or an alternative means for communication of program information, should contact:

City of Bradenton
ADA/Title VI Coordinator
101 Old Main Street
Bradenton, FL 34205
ADACoordinator@cityofbradenton.com
941-932-9470
TTY: 7-1-1 or 1-800-955-8771

La ciudad de Bradenton proveera servicio de interprete a las personas quienes su primer lenguage no es el ingles. Si necesita estos servicios, usted o su representante puede comunicar al ADA/Title VI Coordinator, 101 Old Main Street, Bradenton, FL 34205. También, puede llamar al (941) 932-9470 o enviar correo electrónico a ADACoordinator@cityofbradenton.com.

AT COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING:

Citizen comment will be accepted during the Citizen Comment portion of the meeting on any non-agenda item, agenda item, future agenda item or topic of relevance to the CRA. Citizen comment related to any public hearing item shall be provided during the duly noticed public hearing in order to maintain an accurate record of the proceedings. All citizen comments related to quasi-judicial items are required to be under oath and such comments will be invited to be presented during the duly noticed public hearing for such items.

If an individual (or agent) wishes to address the CRA Board, they should complete a comment card available at the back of the Chamber and submit such card to the CRA Program Administrator.

At the appropriate time during the meeting, the Chair will call speakers to come forward. After being recognized by the Chair, the individual should come to the podium and, for the public record, state their name and address, and then provide any relevant comments or testimony related to the item they wish to address. In the case of an agent, they shall identify themselves and the party they represent.

The speaker should then proceed to state their position or present

their information. An individual appearance for citizen comment will be limited to three (3) minutes unless additional time is permitted by the Chair or consensus of the CRA Board.

Additional time will be allowed (up to 10 minutes at the discretion of the Chair or consensus of the CRA Board) for public hearing items if the speaker is officially representing a group of five or more people, provided that written authorization is provided that the person is authorized to speak on behalf of the group.

*Note: If handouts are being distributed, please provide a minimum of ten (10) copies to the Program Administrator. If you wish to display a drawing or rendering, contact Karen Kyser, as indicated above, prior to the meeting. Any submissions commented on, photographs, letters, renderings, etc. will be kept by the CRA for the official record.*

**AGENDA ITEM NO. 4.a**

# Item Cover Page

**COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING AGENDA ITEM REPORT**

**DATE:** January 8, 2025

**SUBMITTED BY:** Christopher Munyon, Community Redevelopment Agency

**ITEM TYPE:** Contract

**AGENDA SECTION:** **CONSENT AGENDA**

**SUBJECT:** Professional Services Contract with ZNS Engineering L.C.

**SUGGESTED ACTION:** Approve

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
CRA staff proposes exploring and establishing a Community Land Trust Zoning District.

CRA staff contacted ZNS Engineering L.C., a CCNA for the City of Bradenton, to provide planning assistance in developing a Community Land Trust Zoning District.

The attached professional services contract details the terms and costs for these services.

**FINANCIAL IMPACT:**
$20,000.00 to be split between the three (3) CRA district areas.

**ATTORNEY REVIEW/RECOMMENDATION:**
Yes, CRA conflict attorney reviewed the professional services contract.

**SUGGESTED MOTION:**

Move to approve the professional services contract with ZNS Engineering L.C.

**ATTACHMENTS:**
ZNS - COB CRA Professional Services Contract.pdf

ZNS|ENGINEERING
Land Planning Engineering Surveying Landscape Architecture

January 2, 2025

Jeff Burton, PhD., FRA-RA
Executive Director
Community Redevelopment Agency of the City of Bradenton
101 Old Main Street – City Hall
Bradenton, FL 34205

**RE: FBC – Community Land Trust Zoning District**
**Professional Services – Planning Services**
**City of Bradenton, Florida**

Dear Jeff:

ZNS Engineering, L.C. is pleased to provide you with our professional services contract for the work on the Community Land Trust Zoning District. The purpose of this document is to establish professional services and fees and to create contractual rights between the Community Redevelopment Agency of the City of Bradenton (Client) and ZNS Engineering, L.C. (ZNS). Services rendered under this agreement shall be lump sum unless noted otherwise. The following is a breakdown of those Services and Fees:

**TASK 1: PLANNING SERVICES**

A. Provide planning assistance for the development of a Community Land Trust Zoning District. These services will be performed on an hourly, not to exceed basis.

**TASK 2: PUBLIC MEETINGS**

A. Attendance at project area meetings, CRA, Planning Commission and City Council meetings. Meeting attendance will be performed on a Time and Materials basis.

**PROFESSIONAL FEES**

| | |
|---|---|
| TASK 1: PLANNING SERVICES | $ 20,000.00 |
| TASK 2: PUBLIC MEETINGS | Time & Materials (Per the Rate Schedule on page four of this Agreement) |

Should the above proposal meet with your approval, please forward one executed copy to our office.. As always, we thank you for your business!

Respectfully submitted,
**ZNS Engineering, L.C.**



Jeb C. Mulock, P.E.
President

Accepted by:
**City of Bradenton CRA**

_____
Signature

_____
Printed Name/Title Date

## GENERAL CONDITIONS

Consulting and representation services to prepare the documents as outlined above are included in the base contract; however, survey re-stakes, revisions to plans after the initial submittals or reports per the clients request, permit deviation responses, special services, if required, for meetings, hearings, agreements, administrative services and/or coordination services requested by the Client, governmental agencies and/or project attorney will be provided based on a time and materials basis per ZNS rate schedule on page four of this Agreement. **ZNS does not provide legal services or legal advice. Please be advised that no client-attorney relationship exists.**

Invoices submitted monthly are due in accordance with the Prompt Payment Act, Chapter 218, Fla. Stat.

In addition to all fees described herein, all invoices will be subject to a sales tax, if applicable by law.

All costs and fees as billed shall constitute a lien against the subject property, pursuant to Chapter 713, Florida Statutes (1988).

In accepting and utilizing any drawings or other data on any form of electronic media generated and provided by ZNS, the Client covenants and agrees that all such drawings and data are instruments of service of ZNS, who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights.

The Client and ZNS agree that any CADD files prepared by either party shall conform to AutoCAD 2022 DWG format. The electronic files submitted by ZNS to the Client are submitted for an acceptance period of 10 days. Any defects the Client discovers during this period will be reported to ZNS and will be corrected as part of the basic Scope of Services.

The client further agrees not to use these drawings and data, in whole or in part, for any purpose or project other than the project which is the subject of this Agreement. The Client agrees to waive all claims against ZNS resulting in any way from any unauthorized changes or reuse of the drawings and data for any other project by anyone other than ZNS.

The client further agrees, to the fullest extent permitted by law, to indemnify and hold ZNS harmless from any damage, liability or cost, including reasonable attorneys' fees and costs of defense, arising from any changes made by anyone other than ZNS or from any reuse of the drawings and data without the prior written consent of ZNS.

Under no circumstances shall transfer of the drawings and other instruments of service on electronic media for use by the Client be deemed a sale by ZNS. ZNS makes no warranties, either expressed or implied, of merchantability and fitness for any particular purpose.

In the event legal action is necessary to enforce the payment provisions of this agreement, the engineer shall be entitled to collect from the client any judgment or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the engineer in connection therewith and, in addition, the reasonable value of the engineer's time and expenses spent in connection with such collection action, computed at the engineer's prevailing fee schedule and expense policies.

If the client fails to make payments when due or otherwise is in breach of this agreement, the engineer may suspend performance of services upon five (5) calendar days' notice to the client. The engineer shall have no liability whatsoever to the client for any costs or damages as a result of such suspension caused by any breach of this agreement by the client.

Should work under this agreement be suspended by the client for any reason, including breach of agreement, the client agrees to compensate ZNS for services performed to date on a time and material basis, utilizing the Rate Schedule on page four of this Agreement. If the client fails to make payment to the engineer in accordance with the payment terms herein, this shall constitute a material breach of this agreement and shall be cause for termination by the engineer.

## RATE SCHEDULE

| | |
|---|---|
| Principal or Senior Project Manager | $275.00 per hour |
| Professional Engineer | $225.00 per hour |
| Professional Land Surveyor or Land Planner | $215.00 per hour |
| Professional Landscape Architect/Environmentalist | $215.00 per hour |
| Professional Landscape Architect with GPS Equipment | $220.00 per hour |
| Graduate Engineer or Senior Designer | $205.00 per hour |

| | |
|---|---|
| Technician, Designer or Field Representative | $175.00 per hour |
| Technician with GPS or Robotic Equipment | $180.00 per hour |
| Drafter 1 | $175.00 per hour |
| Drafter 2 | $165.00 per hour |
| Drafter 3 | $155.00 per hour |
| Drafter 4 | $145.00 per hour |
| Drafter 5 | $135.00 per hour |
| Drafter 6 | $125.00 per hour |
| Survey Crew (Four Man Crew) | $175.00 per hour |
| Survey Crew (Four Man Crew) with GPS or Robotic Equipment | $185.00 per hour |
| Survey Crew (Three Man Crew) | $155.00 per hour |
| Survey Crew (Three Man Crew) with GPS or Robotic Equipment | $165.00 per hour |
| Survey Crew (Two Man Crew) | $140.00 per hour |
| Survey Crew (Two Man Crew) with GPS or Robotic Equipment | $150.00 per hour |
| Survey Crew (One Man Crew) with GPS or Robotic Equipment | $130.00 per hour |
| Administrative Assistant | $ 75.00 per hour |
| Aide (Technical Secretary) | $ 43.00 per hour |

Plans, specifications, application reproduction required for submittals to governmental agencies as well as any survey monuments furnished by ZNS, as requested by the Client, will be charged as follows:

| | |
|---|---|
| Plans, including submittals | $ 1.00 each |
| Color Rendering Prints (24" x 36"): | |
| Glossy | $ 30.00 each |
| Medium Grade | $ 25.00 each |
| Color Prints (11" x 17"): | |
| Glossy | $ 5.00 each |
| Medium Grade | $ 2.00 each |
| Color Prints (8½" x 11"): | |
| Glossy | $ 2.00 each |
| Medium Grade | $ 1.00 each |
| Mylars | $ 15.00 each |
| Photocopies (Specifications, etc.) | $ .25 each |
| Iron Pipe or Rebar (¾" x 24") | $ 2.50 each |
| Surveyor's Certified Concrete Monument | $ 20.00 each |

Out of County travel, long distance telephone calls, facsimile transmittals, special mailings (next day delivery), governmental maps, deeds, reductions, etc., and other out-of-pocket project expenses, will be billed at actual expense incurred. Submittal fees required by governmental agencies are the responsibility of the client, at the time of submittal.

Invoices will be sent monthly. Payment is due pursuant to the Prompt Payment Act, Chapter 218, Fla. Stat.

This rate schedule is subject to change.

**AGENDA ITEM NO. 4.b**

# Item Cover Page

**COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING AGENDA ITEM REPORT**

**DATE:** January 8, 2025

**SUBMITTED BY:** Karen Kyser, Community Redevelopment Agency

**ITEM TYPE:** Minutes

**AGENDA SECTION:** **CONSENT AGENDA**

**SUBJECT:** December 18, 2024, Community Redevelopment Agency Meeting Minutes

**SUGGESTED ACTION:** Approve

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
December 18, 2024, Community Redevelopment Agency Meeting Minutes

**FINANCIAL IMPACT:**
N/A

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**SUGGESTED MOTION:**
Approve

**ATTACHMENTS:**
12-18-2024 CRA Meeting Minutes.pdf

**CITY OF BRADENTON**
**COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING**
**City Hall Council Chamber**
**101 Old Main Street**
**Bradenton, FL 34205**

**Minutes**
**December 18, 2024**

**In Attendance** Chair Josh Cramer, Vice Chair Jayne Kocher, Board Member Marianne Barnebey, Board Member Lisa Gonzalez Moore, Board Member Pam Coachman
CRA Staff: - Jeff Burton, CRA Executive Director, Chris Munyon CRA Manager, Todd Campbell, CRA Coordinator, Karen Kyser, Program Administrator, and Scott Rudacille, CRA Attorney

1. **MEETING CALL TO ORDER –** Chair Josh Cramer

   Meeting was called to order by Chair Cramer at 4:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **CITIZEN COMMENTS**

   None.

4. **CONSENT AGENDA**

   a. **Community Redevelopment Agency: 2025 Community Redevelopment Agency Board Regular Meeting Date Calendar**

   b. **Community Redevelopment Agency November 21, 2024, Meeting Minutes**

   c. **Removal of CRA Owned Properties from the City's Surplus Affordable Housing Property Inventory List 4c**

   **Vice Mayor Barnebey made a motion to approve the Consent Agenda items 4a through 4c. Board Member Coachman seconded, and the motion was approved unanimously 5-0.**

5. **OTHER DISCUSSION / NEW BUSINESS**

   Board Member Barnebey expressed gratitude on behalf of the Board and Staff to the CRA Police Officers for doing a wonderful job in the districts.

   Mr. Jeff Burton discussed applications for CRA funding from the Bradenton Police Department and the ease of the process. Mr. Burton stated the Board would be receiving the budget and 3D renderings for Love Park in January 2025 and added staff was very happy

with the plans. In addition, he stated that a contract for one of the CCNA Consultants to do a zoning template for land use or land trust homes would be coming forward.

Mr. Burton introduced Todd Campbell as Jean Farmer's replacement on the CRA staff stating that he will be taking over some grants and doing the minutes for some of the CACs which would free up Chris Munyon to work on incentives and other things. Mr. Campbell addressed the Board providing his background and experience.

Mr. Burton then discussed his past work with a market analyst, Randy Iaboni, who he found to be very knowledgeable on the subject and had worked for companies that needed guidance on investing in certain properties. Mr. Burton suggested retaining Mr. Iaboni in the future to provide a market analysis for the Bradenton CRAs.

Vice Chair Kocher stated she was in favor of retaining Mr. Iaboni and would like to learn more about the City's current market and utilize that information to do a better job of marketing Bradenton.

Mr. Burton brought up the question of what "ingredients" the CRA had currently that had been built in the downtown Bradenton area and which are needed. In addition, he questioned what the leadership of the city envisioned for the future so a plan could be made to move forward on those.

Board Member Moore expressed her feeling that Downtown Bradenton is like a heart and all the wards have a part to play in the development and health of the heart. She added she hoped that Mr. Iaboni could help identify two areas: northeast Bradenton and the Wares Creek, Ballard Park area.

Mr. Burton stated the City Council voted to give back land to the CRA for twenty dollars. Laughter followed.

## 6. ADJOURN

Chair Cramer adjourned the meeting at 4:16 p.m.

*This is not a verbatim record.*

**AGENDA ITEM NO. 5.a**

# Item Cover Page

**COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING AGENDA ITEM REPORT**

**DATE:** January 8, 2025

**SUBMITTED BY:** Christopher Munyon, Community Redevelopment Agency

**ITEM TYPE:** Presentation

**AGENDA SECTION:** **CENTRAL CRA**

**SUBJECT:** Love Park Revitalization Design Plan

**SUGGESTED ACTION:** Approve

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
Applied Sciences is presenting modified design plans for the Love Park revitalization project. The modified design plans are a result of conversations with the Bradenton Police Department, City staff, and CRA staff.

**SUGGESTED MOTION:**
Move to approve the plan and direct staff to proceed to the construction bid process with the city purchasing department.

**ATTACHMENTS:**