

**MINUTES OF THE REGULAR MEETING OF THE  
CAPE CORAL COMMUNITY REDEVELOPMENT AGENCY  
WEDNESDAY, MAY 8, 2024**

**Council Chambers**

**9:00 a.m.**

Meeting called to order by Chair Steinke at 9:00 a.m.

Pledge of Allegiance

**Roll Call:** Commissioners Carr, Cosden, Gunter, Hayden, Long, Sheppard, Steinke, and Welsh were present.

**ADOPTION OF AGENDA**

*Commissioner Gunter moved, seconded by Commissioner Hayden, to adopt the agenda, as presented. Voice Poll: All "ayes." Motion carried*

**APPROVAL OF MINUTES**

**Meeting Minutes – March 13, 2024, Regular Meeting**

*Vice Chair Sheppard moved, seconded by Commissioner Long, to approve the minutes of the March 13, 2024, Regular Meeting, as presented. Voice Poll: All "ayes." Motion carried.*

**CITIZENS INPUT TIME - NONE**

**BUSINESS - NONE**

**CONSENT AGENDA**

**CRA Resolution 6-24- Recommend the Mayor and City Council of the City of Cape Coral, Florida to adopt an ordinance that serves to amend the South Cape Downtown Community Redevelopment Plan.**

**CRA Resolution 7-24 – Authorize the engagement of Mauldin & Jenkins, LLC to conduct professional auditing services for Fiscal Years 2024 through 2026, with two optional two fiscal year renewals. The City of Cape Coral awarded Request for Proposal (RFP) # RCA2419KS for Professional Auditing Services to Mauldin & Jenkins, LLC by adopting Resolution 79-24 on March 20, 2024; and authorize the Executive Director or Designee to execute the engagement letter(s), renewal(s), and purchase order(s). Estimated Dollar Value: \$7,000 FY 2024, \$7,250 FY 2025, and \$7,500 FY 2026, for a three-year total of \$21,750 (Single Audits will be conducted on as needed basis at the unit price stated in the engagement letter).**

***Vice Chair Sheppard moved, seconded by Commissioner Carr, to approve the Consent agenda, as presented.***

***Roll Call: Carr, Cosden, Gunter, Hayden, Long, Sheppard, Steinke, and Welsh voted "aye." All "ayes." Motion carried 8-0.***

## **UNFINISHED BUSINESS - NONE**

## **NEW BUSINESS**

### **Country Club Boulevard Median Landscaping Project – Design Update - Informational only**

City Arborist Omar Leon introduced Kelsie Shy, Professional Landscape Architect (PLA) with Kimley Horn & Associates. Arborist Leon reported a site visit of the project area was conducted in March 2024.

Discussion held regarding:

- Project Limits – 2.25 Miles
- Median Guide Type – Mixed, Medium Intensity
- Constraints with Utilities, Overhead Power Lines, Site Lines and Site Triangles
- Burrowing Owls – 7 nests, plan to relocate the owls, requires FWC permit.
- Landscape to be Removed - 39 trees being recommended to be replaced.
- Proposed Landscape Trees: Mix of Native and Florida Friendly Species
- Proposed Landscape Shrubs: Various Varieties to choose from
- Proposed Conceptual Plans: (5 slides)
- Proposed Schedule: Finalize Conceptual Landscape Plan May 2024; Bidding and Construction by late 2024.

Commissioner Carr asked if the roadway will be down to a single lane during construction; Arborist Leon noted that he will check with the engineers on the project to make sure how the site triangles would be impacted.

Commissioner Welsh asked if the landscaping would include Palm Tree Boulevard.

Executive Director Ilczyszyn stated Palm Tree Boulevard and Country Club Boulevard Medians are two separate projects, and both projects are moving forward this year.

Commissioner Gunter asked about using the Sabal Palm Trees.

Landscape Architect Shy pointed out there is limited space in the medians, but there are a lot of healthy sable palms there that they will continue to use.

Chair Steinke stated these median projects will add more beauty to the CRA areas. He asked if the owls were being removed or if they plan to work around them.

Arborist Leon stated there are seven owl nests within the median project limits. First, they will landscape around the owls, and if needed, they will relocate the owl burrows.

Vice Chair Sheppard asked if the medians will be curbed.

Arborist Leon responded in the affirmative.

Commissioner Long questioned how the owls were doing on another project where they just relocated them.

Arborist Leon advised the owls are doing good.

Executive Director Ilczyszyn stated the Palm Tree Boulevard project was funded in FY 2024 and the Country Club Boulevard project will be funded in FY2025 budget, and both are moving forward. He will provide the Commissioners a list of CRA projects and their prioritization.

### **Discussion on the CRA Proposed Budget**

Chair Steinke turned the floor over to Staff.

Budget Administrator Nicole Reitler presented the Community Redevelopment Agency (CRA) FY 2025-2029 Proposed Budget, the FY 2025 Proposed Budget, and noted is a structured balanced budget at \$6,140,879.

Discussion held regarding the FY 2025 Proposed Budget:

- Revenues: Estimated 4% increase in tax increment revenue each year.
- Personnel: Includes five positions: CRA Specialist, Laborer, Code Compliance Officer, Field Tech, and CRA Trades worker.
- Operating: CRA Donation Programs total set to \$60,000; \$545,000 Economic Development Incentives; Multimodal Plan So. Cape Parking Plan – Transportation Demand & Parking Standards \$200,000
- Transfers Out: Includes \$1,122,294 for loan from General Fund for Parking Garage at the Cove; FY 25-30 \$460,751 for 47<sup>th</sup> Terrace Streetscape Debt Service; and Land Acquisitions \$2,600,000
- Total: \$62,328 in net revenues was applied to a new redevelopment project.

Existing Capital Project Budget: Projects

- CRA Club Square Water Line
- CRA Country Club Medians
- CRA Landscape and Beautification
- Palm Tree Median Beautification
- CRA Property Acquisition
- CRA South Parking Lot (Big Johns)

- CRA Vincennes Blvd Parking Lot
- CRA Miramar Sidewalks
- FY 2025 Proposed Project: South Cape Retrofit to Type F Curbing - \$241,063

Commissioner Gunter questioned the \$421,000 project costs for the CRA Vincennes Blvd Parking Lot, and the \$1.5M allocated for the CRA South Parking Lot (Big Johns).

Executive Director Ilczyszyn stated the Vincennes Blvd Parking Lot is in the design and permitting stage, and the CRA South Parking Lot (Big Johns) project costs are for resurfacing, restriping, and new signage. Executive Director Ilczyszyn stated these are Capital projects and the funds can be carried over, if needed, to next fiscal year.

Chair Steinke stated he knows a CRA Code Compliance Officer is being hired, and suggested they look at the Vincennes/Miramar Street areas, as they have become a little rough looking.

Executive Director Ilczyszyn stated the Code Compliance Officer will focus on the entire CRA area and, their job will be to bring the CRA area back up to where it needs to be.

#### **CRA Special Event Sponsorship Application – Red White & Boom July 4, 2024**

Chair Steinke turned the floor over to Staff.

Special Event Supervisor Todd King stated the Red White & Boom July 4<sup>th</sup> event is one of their largest single day events. Staff is requesting approval of the Sponsorship Application in the amount of \$5,000.

***Commissioner Gunter moved, seconded by Commissioner Long, to approve the CRA Special Event Sponsorship Application for Red White & Boom, July 4, 2024, in the amount of \$5,000.***

***Roll Call: Carr, Cosden, Gunter, Hayden, Long, Sheppard, Steinke, and Welsh voted “aye.” All “ayes.” Motion carried 8-0.***

#### **REPORTS – STAFF**

##### **CRA Project Update - (Informational only)**

Chair Steinke noted the CRA Project Report for May 8<sup>th</sup> was included in their CRA agenda packet as backup.

Assistant to the City Manager Maureen Buice asked if any Commissioner had any questions regarding the projects, she would address them at this time.

Commissioner Long asked for an update on the parking garage at Cove at 47<sup>th</sup>.

Executive Director Ilczyszyn stated the City's Economic Development Manager Woodberry has been working with the developers. Staff has gotten reassurances from them that they will be monitoring the tenants parking with a fob. Each unit will get 1.5 parking spaces, so they will not be overflowing into the public parking spaces. If there is no tenant assigned to a fob, the parking spaces will be open for public parking.

**COMMENTS – BOARD – NONE**

**TIME AND PLACE OF NEXT MEETINGS**

The next CRA Regular Meeting was scheduled for Wednesday, July 17, 2024, at 9:00 a.m. in Council Chambers.

**MOTION TO ADJOURN**

There being no further business, the meeting adjourned at 9:31 a.m.

Submitted by,

Michael Ilczyszyn  
Community Redevelopment Agency  
CRA Executive Director