

Minutes of the Community Redevelopment Agency of the City of Auburndale held on April 19, 2021 at 8:37 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Vice Chair Cindy Price, Dorothea Taylor Bogert, Keith Cowie Richard Hamann, Jack Myers, and Tim Pospichal. Chair Ellie Harper was absent. Also present was: City Manager Jeff Tillman and Assistant City Manager Amy Palmer.

Motion by Jack Myers, seconded by Richard Hamann, to approve the Community Redevelopment Agency Minutes of the February 15, 2021 Meeting. Upon vote, all ayes.

Assistant City Manager Jeff Tillman said at the last Commission Meeting, the City Commission approved the Street Resurfacing Project from 559 near Old Polk City Road down to Derby Avenue. He said Recker Hwy. did not need to be resurfaced, as it was recently done. A portion of this project is within the CRA, so that is why he updated them on the project. The bid was received at \$526,000 for road improvements with \$297,000 within the CRA boundaries and being the CRA contribution to the project. We did have \$1 million in the CRA Budget to make improvements for street resurfacing. We anticipated the bid cost would be higher, so this leaves extra funding. He went over a few projects the CRA has partnered on. He said the pedestrian crossing to the 7-11 and Main Street Diner was complete and made for a safer pedestrian crossing. The CRA partnered with the First Missionary Baptist Church for funding the difference in the cost of a brick column and black aluminum fence rather than a chain length fence. The CRA will maintain the landscape along the fence, as this is our Gateway into our CRA off of Hwy. 92. We partner with the Elementary School to plant oaks, as they were removing their drake elms. In last year's budget we planted new trees around Lake Stella, when our drake elms were in decline. We are partnering with Coca Cola in their swell area for stormwater. Their engineer is designing the project and we will reimburse them for the improvement. It may not turn into a PK Avenue style of rain garden, but it will be a beautification enhancement and help with stormwater retention. With the additional funding, we look to make the improvement for a bus pull-over area on Park Street, at a cost of approximately \$50,000. There was the potential for some bad accidents and the project is planned for completion this year. He displayed a picture of the old VFW property and pictures of the current exterior, which has been remodeled for the BBQ business, the Brack Shack and used some Incentive Loan Program funds. It is now open and they plan their Grand Opening on May 8. He announced the promotion of Amy Palmer to the Assistant City Manager position. She will be leading these meetings moving forward. He said for tonight's meeting, he will present the Budget and there is no formal adoption tonight. In May, the Budget will be presented for adoption. He said he was excited about Amy working with the CRA Board and knows she will do a great job.

Vice Chair Cindy Price congratulated Assistant City Manager Amy Palmer on her promotion and said we appreciate you and look forward to working with you.

Vice Chair Cindy Price asked for any other citizen comment. There was no citizen comment.

1. FINANCE REPORT

Finance Director/City Clerk Shirley Lowrance went over the March 2021 CRA Finance Report. She said the March reports shows Year to Date Revenue of \$1,588,759 and Year to Date Expenses of \$113,322. In December, we received the CRA Tax Increment money from the County (\$978,300.79) and the City portion (\$602,876.62). She went over a couple of the Expense line-items: Maintenance Repair Antique Lights (\$14,704); Agricultural Horticultural Supplies (\$12,482); Sidewalk Repairs New (\$10,300); and Street Resurfacing (\$58,368). She said the balance for the Budget was \$3,180,644, as we have not started on the larger projects yet. The Pooled Cash total for the Community Redevelopment Agency was \$3,129,446, with \$519,979.67 designated as Incentive Loan Programs and the Adjusted Pooled Cash was \$2,609,466, as of March 2021.

Richard Hamann asked about the Incentive Loan Program funding availability.

City Manager Tillman said we have committed projects, in addition to the Brack Shack there are about four other projects. We do expect all those projects to complete this year. We have approximately \$200,000 available for additional grants.

2. PRESENTATION OF PROPOSED BUDGETS FOR FY 21/22 & FY 22/23

City Manager Tillman said we start in November with citizen comments for suggested projects and added staff suggestions and then ask for Board input on suggestions. The suggested projects are then moved into the 5th year of the CIP and then it works through the years for funding. In January and February meetings, the Board approves the CIP and that works its way into the Budget. The proposed FY 2021/2022 and FY 2022/2023 are based upon the prior year's collections. We are very conservative in our estimates. We had to start budgeting for a carry forward for the CRA and this year the carry forward is proposed at \$1,954,021. The proposed budget was \$3.5 million for fiscal year FY 2021/2022. He went over the proposed Budget expenses. He said in the current year the line-item for Antique Lighting was larger due to one of the light poles being damaged in a traffic accident. He said for the Incentive/Loan Program, we anticipate the four committed projects will be completed this year. The proposed budget for the Incentive/Loan Program was \$406,766 for non-committed funds.

Dorothea Taylor Bogert asked if that included the Hwy. 92 portion also.

City Manager Tillman said yes, the changes to the Grant program took affect once approved by the CRA Board a few meetings ago.

Jack Myers asked if we did a Grant for the new bakery on Havendale Blvd. He said they are getting ready to open and are hiring a couple of employees.

Vice Chair Cindy Price said yes.

City Manager Tillman said in the current Budget for the Park Street Commercial line-item, we budget \$1 million for a Reserve. In FY 21/22, we plan to put another \$1 million into Reserve. So, we will have \$2 million in next year's budget. For the Civic Center, he has had some good discussion with Assistant City Manager Amy Palmer and the plan is to reach out to Chastain Skillman to look at a Master Plan for our Lake Ariana Park. He asked where do you put the Civic Center within the Park and what is the development of that park going to look like. After we know the location of the Civic Center, we would do the design of the Civic Center. He said the relocation of the Civic Center would be CRA component to open up the opportunity for commercial on Park Street. We know that the Civic Center has to move to open up that opportunity. The Civic Center will be running on its own plane and simultaneously, we need to address the questions he has heard over the years of what are we going to put over there. He said Assistant City Manager Amy Palmer will be reaching out to the Florida Redevelopment Association and maybe getting in contact with some other cities that have redeveloped City own property. Maybe get some best practices so we end up getting something that is very complimentary to the Park and the rest of the Downtown area. We will have almost two different planes moving forward: 1) how do we get the Civic Center out or off of Park Street and 2) the other is what do we want to put on Park Street, as far as commercial. He said what does the Board want to see and what do the

citizens want to see. What will be successful there? Can the buildings be remodeled? Is it cheaper to tear it down and rebuild? He said these two things need to run simultaneously and Assistant City Manager Amy Palmer will do a great job with that project.

Jack Myers asked if we would look at private developers. He said they may want to come in there and develop the building and retail themselves.

City Manager Jeff Tillman said he thought we will still want that input from the Board and citizens before we just sell it off. He said we should have some good discussion before we just turn it over. The Needs Assessment will bring in a lot of different information to give us a product that everyone wants to see. How we turn that over and who we turn it over to will probably come up in that discussion.

Dorothea Taylor Bogert said with the Florida Redevelopment Association, she was sure there are numerous public/private projects out there. She asked if we still going to maintain control. She said once you sell it you will not have any control over it.

City Manager Tillman said there will be different models to discuss and a Board decision on how we would want to handle that. He said we need to get the process started. We have funds in our current budget for Civic Center Design, as a placeholder. He said he thought the Master Plan Study at Lake Ariana Park would be a City responsibility. The CRA would pay for the Design of the Civic Center.

Vice Chair Cindy Price said she still did not understand how the CRA would pay, but she trusted the City Manager's judgment on that. She said when she sees it in the Budget, every time she wants to ask.

City Manager Tillman said the CRA was allowed to pay for the full cost of relocating somebody out of the CRA and they do not have to relocate within the CRA. It opens up the opportunity to allow the CRA to redevelop. They are allowed to pay for the full cost of a relocation and it just happens -- we are relocating a City property.

Vice Chair Cindy Price asked if there were requirements on what you do to the current location, in that expenditure of tax dollars.

City Manager Jeff Tillman said the CRA Board will make the determination on what we decide to do with the Park Street location.

Vice Chair Cindy Price asked if there were rules or guidelines, in that expenditure of tax dollars when you remove something or replace something.

City Manager Tillman said you will have to meet your CRA Plan. It is within our CRA Plan to encourage the commercial development in our Downtown area. He said it would meet the intent of our Plan. He said the move does not have to be to our Lake Ariana Park, but it is a natural fit. He said moving that was an allowable expense and then it would be an allowable expense for the Park Street commercial, as it meets the intent of our Redevelopment Plan.

Vice Chair Cindy Price asked if it would pay for whatever money is spent in the current location to refurbish or redo or sell or build.

City Manager Tillman said yes, it could pay for complete relocation costs and pay for the full cost of the Civic Center building and then come in and pay for the full cost of redeveloping.

Vice Chair Cindy Price said this is a small dollar question, but do we go after the accident insurance where the antique light was hit.

Finance Director/City Clerk Shirley Lowrance said yes, we do seek insurance reimbursements on damages. She said lots of times they do not have insurance, but we most certainly do try to get reimbursed for damages.

City Manager Jeff Tillman said for the FY 2022/2023 Budget, we only budget the new money and no Carry Forward. The proposed budget was \$1,581,400. In accordance with the CRA calendar, the proposed budget will be presented for approval at the May 17, 2021 Meeting.

Vice Chair Cindy Price asked if there were any other questions. There were no questions.

Meeting adjourned at 9:03 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.


Shirley Lowrance, Finance Director/ City Clerk