

City of Auburndale Community Redevelopment Agency Minutes January 22, 2024

Minutes of the Community Redevelopment Agency of the City of Auburndale held on January 22, 2024, at 7:50 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Chair Tim Pospichal, Vice Chair Ellie Harper, Dr. Dorothea Taylor Bogert, Keith Cowie, Alex Cam, Jordan Helms, and Bill Sterling. Also present: Assistant City Manager Amy Palmer and City Clerk Brandon Henry.

Motion by Dorothea Taylor Bogert, seconded by Keith Cowie, to approve the Community Redevelopment Agency Minutes of the November 6, 2023 meeting. Upon vote, all ayes.

Assistant City Manager Amy Palmer announced that our calendar states that we have no February meeting. She would like to add a meeting for February 19th, to receive a Community Redevelopment Agency audit presentation from our auditor.

Chair Pospichal asked if there was public comment on any item not on the agenda. There were none.

1. FINANCE REPORT

Finance Director Christopher Reeder presented the Finance Report for the first three months of the Fiscal Year, ending December 2023.

CRA REVENUE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-311-1100	CRA TAX INCREMENT -COUNTY	\$1,184,185.00	\$1,311,510.05	\$1,311,510.05	-\$127,325.05	110.8
151-311-1500	REIMB TAX INCREMENT(CITY PORTION	\$725,326.00	\$834,064.04	\$834,064.04	-\$108,738.04	115.0
151-361-1100	INTEREST INCOME	\$100.00	\$1,401.39	\$5,022.72	-\$4,922.72	5022.7
151-381-0020	CARRY OVER FROM PRIOR YEAR	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00	0.0
	** GRAND TOTAL **	\$4,409,611.00	\$2,146,975.48	\$2,150,596.81	\$2,259,014.19	48.8

CRA EXPENSE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-6087-519-3200	CRA AUDIT	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
151-6087-519-4000	TRAVEL CRA	\$3,000.00	\$0.00	\$2,463.98	\$536.02	82.1
151-6087-519-4350	CITY UTILITY BILLING (CRA)	\$16,000.00	\$1,302.33	\$3,340.11	\$12,659.89	20.9
151-6087-519-4650	REPAIR OF MOTOR EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
151-6087-519-4995	SER CONTRACT - PALMS/CLOCK TOWER	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
151-6087-519-5212	MAINT REP ANTIQUE LIGHTS	\$10,000.00	\$263.66	\$2,167.11	\$7,832.89	21.7
151-6087-519-5230	AGRICULTURAL HORTICULTURAL SUP	\$10,000.00	\$775.52	\$1,486.66	\$8,513.34	14.9
151-6087-519-5250	CITY VEHICLE REIMB	\$2,500.00	\$134.00	\$537.76	\$1,962.24	21.5
151-6087-519-5400	SUBSCRIPTIONS MEMBERSHIPS	\$1,000.00	\$0.00	\$1,420.00	-\$420.00	142.0
151-6087-519-6335	SIDEWALK - REPAIRS NEW	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
151-6087-519-6339	CITY REIMB. LABOR	\$177,017.00	\$14,751.42	\$44,254.26	\$132,762.74	25.0
151-6087-519-6370	CIVIC CENTER DESIGN	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00	0.0
151-6087-519-6371	STREETSCAPE (PALMETTO / HOWARD ST)	\$1,500,000.00	\$7,990.84	\$32,297.63	\$1,467,702.37	2.2
151-6087-519-6372	UPDATE STREETSCAPE	\$100,000.00	\$778.75	\$2,852.10	\$97,147.90	2.9
151-6087-519-6399	CRA IMPACT FEE REIMBURSEMENT	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
151-6087-519-6400	CRA CAPITAL OUTLAY EQUIPMENT	\$30,000.00	\$0.00	\$6,000.00	\$24,000.00	20.0
151-6087-519-8110	OPERATIONS/ADMINISTRATION COSTS	\$28,094.00	\$0.00	\$0.00	\$28,094.00	0.0
	** GRAND TOTAL **	\$4,409,611.00	\$25,996.52	\$96,819.61	\$4,312,791.39	2.2

COMMUNITY REDEVELOPMENT AGENCY
 POOLED CASH FORECAST - DECEMBER 2023

\$5,734,757.52 Pooled Cash
(\$4,312,791.39) Unspent funds in current fiscal year
(\$403,981.22) Incentive Loan Program
\$1,017,984.91 Adjusted Pooled Cash

2. RESOLUTION #CRA-2024-01 - PURCHASE AND LEASE OF W. PARK STREET PROPERTIES

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Assistant City Manager Palmer said the Community Redevelopment Agency (CRA) will consider the purchase of City-owned property located on W. Park Street, and the lease of those properties back to the City.

Through its capital improvement planning and budgeting process, the Community Redevelopment Agency has expressed an interest in seeing W. Park Street and the location of the City's Civic Center, Senior Center, Rec Hall, and Parks and Recreation Department offices redeveloped into private commercial or mixed-use development. The Community Redevelopment Agency has built up a reserve in the amount of \$3.5 million in its redevelopment trust fund to help pay for the relocation of the Civic Center and the other City facilities so that the properties (2.3 acres) can be redeveloped.

During Fiscal Year 2022-2023, \$1 million of the funds were transferred to the City to assist with the plan to "displace" the City's facilities. During Fiscal Year 2022-2023, the City began the process of planning for the relocation of the Civic Center to Lake Ariana Park by hiring a design-build firm tasked with engineering, architectural and construction services for the new Civic Center. The remaining \$2.5 million are planned to be transferred to the City's general fund this fiscal year, Fiscal Year 2023-2024. The total \$3.5 million will be used by the Community Redevelopment Agency to purchase the Civic Center and other City-owned properties on W. Park Street, with the intent that the Community Redevelopment Agency would then facilitate their redevelopment into private mixed-use development.

Resolution # CRA-2024-01 authorizes the purchase of the Civic Center and the other City-owned properties located on W. Park Street for the purchase price of \$3.5 million. The Resolution also authorizes the lease of the properties back to the City, to continue their traditional uses as rental facilities and offices. The term of the lease is for a one (1) year period, to be renewed automatically for one (1) year periods indefinitely. The lease would be terminated when a redevelopment project is undertaken on the properties. The City would be responsible for all maintenance, improvements, insurance, and utilities on the property.

Assistant City Manager Palmer further summarized the project. The proposed Resolution, deed, and lease were prepared by the City Attorney and reviewed by the City Manager's Office and Community Redevelopment Agency Manager. Staff recommends approval of Resolution # CRA-2024-01 authorizing the purchase and lease of the City-owned properties.

Chair Pospichal asked for public comment. There was no public comment.

Motion by Keith Cowie, seconded by Jordan Helms, to approve Resolution # CRA-2024-01 authorizing the purchase and lease of the City-owned properties.

Bill Sterling asked how much revenue the building rentals bring in?

Finance Director Reeder answered roughly \$20,000 to \$25,000 gross revenue per year for the Civic Center, and roughly \$10,000 to \$15,000 each for the other two rentals. So \$60,000 on the high end for gross revenue.

Bill Sterling said the City keeps paying insurance and maintenance on the building, the Community Redevelopment Agency might as well be in the rental business.

Keith Cowie asked when the City is no longer renting the buildings from the Community Redevelopment Agency and we venture out, do those agreements come back to the Community Redevelopment Agency Board? If the Community Redevelopment Agency wanted to rent it to somebody, would the Board have to approve the rental agreement?

Assistant City Manager Palmer asked if he is talking about when we go to redevelop the property and we do a ground lease?

Keith Cowie answered yes.

Assistant City Manager Palmer answered yes, those agreements would come back before the Community Redevelopment Agency Board for approval.

Keith Cowie said he knows we are ways off, but his concern with selling it to somebody is if it does not work out, we have an abandoned building. To Bill Sterling's point, renting it seems a lot more advantageous to have some control in the event the developer does not work out – so we are not stuck with an eyesore like we have seen in other areas.

Assistant City Manager Palmer said there are a lot of redevelopment examples out there of that exact scenario, so we will be researching it.

Upon vote, all ayes.

3. COMMUNITY REDEVELOPMENT AGENCY PROJECT UPDATE

Assistant City Manager Palmer updated the Community Redevelopment Agency Board on the following projects:

- Landscaping/Streetscapes
 - Howard, Palmetto and Center Streets streetscape design process
 - Main Street and Ariana Avenue landscaping
- Economic Development/Property Assembly
 - Civic Center relocation and W. Park Street commercial redevelopment
 - Howard Street property, near the skate park

Meeting adjourned at 8:07:53 p.m.

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



Brandon Henry, City Clerk