

City of Auburndale Community Redevelopment Agency Minutes April 15, 2024

Minutes of the Community Redevelopment Agency of the City of Auburndale held on April 15, 2024, at 7:30 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 Vice Chair Ellie Harper, seconded by Dorothea Taylor Bogert, to approve the Community Redevelopment Agency Minutes of the February 19, 2024 meeting. Upon vote, all ayes.

Assistant City Manager Amy Palmer said that the potted plants in Downtown have grown wild – these are annuals, so they will probably start to wilt with the oncoming heat. As such, we are preparing for our spring plantings. That should be completed by the end of the month. We are meeting with Tampa Electric regarding the undergrounding of utilities for the streetscape projects.

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

### 1. PUBLIC AND STAFF SUGGESTIONS FOR NEW PROJECTS

Assistant City Manager Amy Palmer said the Community Redevelopment Agency Plan provides for projects in the following categories: Beautification, Economic Development, Infrastructure, and Administrative Support Projects. The current list of suggested projects is an on-going list and is amended annually according to public, staff, and Community Redevelopment Agency Board input.

An advertisement was placed in the local media and posted on the City's website encouraging residents and business owners to provide input to the Community Redevelopment Agency Board on future projects. All suggestions will be brought back before the Community Redevelopment Agency Board in May 2024, at which time the Board will consider amending the Capital Improvements Program (CIP) to reflect a new "fifth year" to accommodate new projects.

Assistant City Manager Palmer presented a slide depicting the Community Redevelopment Agency's Fiscal Year calendar. She presented a graphic depicting the Suggested Project process. She presented Suggested Community Redevelopment Agency projects. She proposed no additions to Beautification projects. She proposed removing *City Hall/Police Department* and the *Skateboard Park* from Property Assembly within Economic Development projects – as these projects are complete. She proposed adding *Tennis Court Expansion and Pickleball Courts* to Economic Development projects as a new fifth year project. She proposed adding the *Municipal Services Building* to Parking Locations within Infrastructure Improvement projects, and removing the *shoe shop, old barber shop, and Edward Jones building* from the same list. She proposed removing *Submitting PK Avenue/Lake Lena Stormwater Improvement Projects for a Florida Redevelopment Association Award* from Administrative Support projects. Staff recommends approving the Suggested Project list to include any additional projects.

Bill Sterling asked why are we not putting two more clay courts?

Assistant City Manager Palmer answered the reason for going to hard courts is to add diversity to the tennis offerings. We have had discussions with the high school, and they would like a place to practice on hard courts for when they go to tournaments. A lot of the tournaments are played on hard courts, not clay. The other reason for doing two hard courts is because there is the ability to convert them to pickleball courts, and that seems to be the huge need in the community that we are hearing about.

Bill Sterling asked how come we do not just put all pickleball courts instead of two tennis courts?

Assistant City Manager Palmer said we have time to explore what actually would be located there. Right now, with our conversations with schools in the community, there is a small need for some hard tennis courts.

Bill Sterling said if the schools want hard courts, why does the School Board not put in hard courts?

Dorothea Taylor Bogert says she respects that, but one of the things that Auburndale is known for is the support for our schools. She appreciates what Mr. Sterling said, but she likes the idea that it could be used for two different things. We can still support the schools and convert them to pickleball courts for the community. She likes the idea of flexible space.

Bill Sterling said another car crashed into the fence at the cemetery. Do we collect from the at-fault driver's automobile insurance?

Assistant City Manager Palmer answered yes.

Bill Sterling asked who pays to fix the fence?

Assistant City Manager Palmer answered the City pays for the repairs, and we are reimbursed by the driver's insurance company.

Dorothea Taylor Bogert asked if we are repaving the parking lot for the Municipal Services Building? Is that part of the Community Redevelopment Agency's budget to repave it when needed?

Assistant City Manager Palmer answered that right now it is part of the City's budget.

Dorothea Taylor Bogert asked that since it is owned by the City – if it needs repaving, would it be a City project and not a Community Redevelopment Agency project?

Assistant City Manager Palmer answered yes, unless the Community Redevelopment Agency were to do a parking improvement project there. Otherwise, it is a City maintenance issue.

Chair Pospichal asked for public comment.

Skiles Jones, 10 Bobby Green Plaza, said he finds that a lot of people park at his parking lot at 10 Bobby Green Plaza, next to the skatepark. He does have signage about towing, although it is not his goal to tow vehicles. Do we have a plan to put signage up at the Municipal Services Building that indicates that public parking is available there, so that they are encouraged to park there versus private businesses?

Assistant City Manager Palmer said that is a very good point, and that she can confer with Mr. Jones offline to talk about signage for public parking.

**Motion** by Dorothea Taylor Bogert, seconded by Keith Cowie, to approve the Suggested Project list to include any additional projects. Upon vote, all ayes.

## **2. FINANCE REPORT**

Finance Director Christopher Reeder presented the Finance Report for January 2024 through March 2024.

**CITY OF AUBURNDALE  
COMMUNITY REDEVELOPMENT AGENCY  
DETAIL SUMMARY REPORT - MARCH 2024**

**CRA REVENUE**

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-311-1100	CRA TAX INCREMENT -COUNTY	\$1,184,185.00	\$0.00	\$1,311,510.05	-\$127,325.05	110.8
151-311-1500	REIMB TAX INCREMENT(CITY PORTION	\$725,326.00	\$0.00	\$834,064.04	-\$108,738.04	115.0
151-361-1100	INTEREST INCOME	\$100.00	\$2,059.22	\$10,817.66	-\$10,717.66	10817.7
151-381-0020	CARRY OVER FROM PRIOR YEAR	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00	0.0
<b>** GRAND TOTAL **</b>		<b>\$4,409,611.00</b>	<b>\$2,059.22</b>	<b>\$2,156,391.75</b>	<b>\$2,253,219.25</b>	<b>48.9</b>

**CRA EXPENSE**

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-6087-519-3200	CRA AUDIT	\$5,000.00	\$0.00	\$5,707.01	-\$707.01	114.1
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	\$676.13	\$5,976.10	\$10,023.90	37.4
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	\$3,136.00	\$6,864.00	31.4
151-6087-519-5212	MAINT REP ANTIQUE LIGHTS	\$10,000.00	\$0.00	\$2,167.11	\$7,832.89	21.7
151-6087-519-5230	AGRICULTURAL HORTICULTURAL SUP	\$10,000.00	\$26.58	\$2,456.30	\$7,543.70	24.6
151-6087-519-5250	CITY VEHICLE REIMB	\$2,500.00	\$245.40	\$1,182.97	\$1,317.03	47.3
151-6087-519-5400	SUBSCRIPTIONS MEMBERSHIPS	\$1,000.00	\$0.00	\$1,420.00	-\$420.00	142.0
151-6087-519-5850	INCENTIVE/LOAN PROGRAM	\$0.00	\$0.00	\$50,000.00	-\$50,000.00	0.0
151-6087-519-6110	LAND PURCHASE	\$0.00	\$1,475.00	\$3,855.00	-\$3,855.00	0.0
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	\$88,508.52	\$88,508.48	50.0
151-6087-519-6370	CIVIC CENTER DESIGN	\$2,500,000.00	\$0.00	\$2,500,000.00	\$0.00	100.0
151-6087-519-6371	STREETSCAPE (PALMETTO / HOWARD ST)	\$1,500,000.00	\$17,969.61	\$64,143.49	\$1,435,856.51	4.3
151-6087-519-6372	UPDATE STREETSCAPE	\$100,000.00	\$1,249.63	\$19,653.58	\$80,346.42	19.7
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	\$24,856.38	\$5,143.62	82.9
151-6087-519-8110	OPERATIONS/ADMINISTRATION COSTS	\$28,094.00	\$0.00	\$1,700.00	\$26,394.00	6.1
<b>** GRAND TOTAL **</b>		<b>\$4,409,611.00</b>	<b>\$36,393.77</b>	<b>\$2,777,226.44</b>	<b>\$1,632,384.56</b>	<b>63.0</b>

**COMMUNITY REDEVELOPMENT AGENCY  
POOLED CASH FORECAST - MARCH 2024**

**\$3,060,163.72** Pooled Cash  
**(\$1,632,384.56)** Unspent funds in current fiscal year  
**(\$353,981.22)** Incentive Loan Program  


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**\$1,073,797.94** Adjusted Pooled Cash

Meeting adjourned at 7:48:13 p.m.

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



Brandon Henry, City Clerk