

City of Auburndale Community Redevelopment Agency Minutes January 21, 2025

Minutes of the Community Redevelopment Agency of the City of Auburndale held on January 21, 2025, at 8:15 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Chair Ellie Harper, Vice Chair Tim Pospichal, Dr. Dorothea Taylor Bogert, Alex Cam, Keith Cowie, 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 4, 2024 meeting. Upon vote, all ayes.

Assistant City Manager Amy Palmer announced that she has attached a copy of the tax increment letter to the City in tonight's packet. Assistant City Manager Palmer explained the tax increment.

Chair Harper asked if there was public comment on any item not on the agenda. There was no public comment.

1. FINANCE REPORT

Finance Director Christopher Reeder presented the Finance Report for the first three months of the Fiscal Year, ending December 2024.

CITY OF AUBURNDALE COMMUNITY REDEVELOPMENT AGENCY DETAIL SUMMARY REPORT - DECEMBER 2024

CRA REVENUE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-0001-311-1100	CRA Tax Increment - County	\$1,366,956.00	\$1,364,363.07	\$1,364,363.07	\$2,592.93	99.8
151-0001-311-1500	CRA Tax Increment - City	\$869,190.00	\$874,267.43	\$874,267.43	-\$5,077.43	100.6
151-0001-361-1100	Interest Income	\$100.00	\$422.97	\$1,423.74	-\$1,323.74	1423.7
151-0001-381-0020	Carry Over From Prior Year	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00	0.0
** GRAND TOTAL **		\$3,536,246.00	\$2,239,053.47	\$2,240,054.24	\$1,296,191.76	63.3

CRA EXPENSE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-6087-519-3200	CRA Audit	\$5,000.00	\$0.00	\$1,050.00	\$3,950.00	21.0
151-6087-519-4000	Training & Travel	\$3,000.00	\$0.00	\$2,556.39	\$443.61	85.2
151-6087-519-4350	City Utility Billing (Cra)	\$16,000.00	\$982.75	\$3,468.78	\$12,531.22	21.7
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	\$3,136.00	\$3,136.00	\$6,864.00	31.4
151-6087-519-5212	Maint & Rep Antique Lights	\$10,000.00	\$1,154.15	\$2,562.64	\$7,437.36	25.6
151-6087-519-5230	Agricultural & Horticultural Sup	\$10,000.00	\$319.38	\$494.88	\$9,505.12	4.9
151-6087-519-5250	Gas, Oil, & Diesel	\$2,500.00	\$208.77	\$740.97	\$1,759.03	29.6
151-6087-519-5400	Subscriptions & Memberships	\$1,000.00	\$0.00	\$175.00	\$825.00	17.5
151-6087-519-5850	Incentive/Loan Program	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.0
151-6087-519-6110	Land Purchase	\$0.00	\$6,500.00	\$6,500.00	-\$6,500.00	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	\$187,614.00	\$15,634.50	\$46,903.50	\$140,710.50	25.0
151-6087-519-6342	Underground Utilities - Lake Stella	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	0.0
151-6087-519-6371	Streetscape (Palmetto / Howard St)	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00	0.0
151-6087-519-6372	Update Streetscape	\$100,000.00	\$5,531.61	\$10,446.42	\$89,553.58	10.4
151-6087-519-6373	US Hwy 92 Commercial Corridor Plan	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.0
151-6087-519-6375	Downtown Park Splash Pad	\$500,000.00	\$0.00	\$0.00	\$500,000.00	0.0
151-6087-519-6399	CRA Impact Fee Reimbursement	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
151-6087-519-8110	Operations / Administration Costs	\$74,132.00	\$639.38	\$639.38	\$73,492.62	0.9
** GRAND TOTAL **		\$3,536,246.00	\$34,106.54	\$78,673.96	\$3,457,572.04	2.2

COMMUNITY REDEVELOPMENT AGENCY POOLED CASH FORECAST - DECEMBER 2024

\$4,738,139.89 Pooled Cash
(\$3,457,572.04) Unspent funds in current fiscal year
(\$553,981.22) Incentive Loan Program
\$726,586.63 Adjusted Pooled Cash

Bill Sterling asked if we got any money from the solar panels on the house that was torn down.

Finance Director Reeder said he knows we sent them to auction, but does not know how much they sold for.

Bill Sterling said so we may not have gotten anything.

Dorothea Taylor Bogert asked if there was not a loan or anything on it?

Finance Director Reeder said the homeowner paid off the loan prior to closing. He does not know the value of the panels from the auction.

Assistant City Manager Palmer said neither does she. She will report back about the solar panels.

Bill Sterling said he was just curious.

2. PRESENTATION OF BIDS — ELECTRICAL CONTRACTORS, UNDERGROUND ELECTRICAL SERVICES

Assistant City Manager Palmer said Howard Street and Palmetto Street are two streets in downtown that the Community Redevelopment Agency had budgeted funds for in Fiscal Year 2023-2024 to complete a streetscape. The streetscapes will include brick paver parking, decorative lighting, landscaping and landscape planters, and placing overhead wires underground, similar to other streetscapes in downtown. The City's engineer Chastain Skillman has prepared engineered drawings for the streetscapes and also prepared a preliminary opinion of probable costs, which came in over budget.

The invitation to bid for an electrical contractor was prepared in order to complete a portion of the streetscape project, by placing overhead utilities underground. The electrician will connect private residences and businesses to TECO's supply lines. The invitation to bid included several streets in downtown, including Howard, Palmetto, Center, Main Street (from near Stadium to Sesquachita), and the Alley between Shelby Street and West Park Street (behind the Civic Center).

The invitation to bid was advertised in The News-Chief on December 16, 2024, placed on the City's website, and emailed to 13 electrical contractors. On January 10, 2025, the City received the following bids:

- Heart of Florida Electric - \$124,000.00
- Reiter Electric - \$1,175,000.00

Heart of Florida Electric is the low bid and has worked with the City on several projects, including the bank redevelopment. The City has had a positive work experience with the contractor. The streetscape projects are included in the Fiscal Year 2024-2025 Budget in the amount of \$1,300,000. Staff recommends awarding the bid to Heart of Florida Electric in the amount \$124,000.

Assistant City Manager Palmer presented photos of the proposed project. She explained the difference between the two bids, but she cannot explain how each bid arrived at their numbers. She said she is talking to a retired TECO employee who is helping with the project. If we get into the project and TECO designs the street and Heart of Florida says they cannot do it for that amount – we would likely go back out to bid again. She recommends we approve the low bid.

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

Bill Sterling asked for clarification on the locations.

Assistant City Manager Palmer provided clarification.

Motion by Keith Cowie, seconded by Dorothea Taylor Bogert, to award the bid to Heart of Florida Electric in the amount of \$124,000.

Dorothea Taylor Bogert was surprised at the difference between the bids. She thought it was for the lines, but it is strictly for being between the lines and the property.

Chair Harper said there can be a difference between the minimum experience of the bidders.

Dorothea Taylor Bogert asked when is TECO undergrounding? Why are we doing this before we had their plans? Are we able to do anything before we get those?

Assistant City Manager Palmer said she was in a catch-22. TECO did not want to move forward until we had an electrician on board that they could work with. That was one reason to move the project forward, and look for an electrician to work with TECO. It is another reason why she is looking to hire the retired TECO employee – for his experience, knowledge, and connections to get the project done and make recommendations to bring costs down. We will have some costs from TECO for their work, and then we will have the costs from Heart of Florida.

Upon vote, all ayes.

3. COMMUNITY REDEVELOPMENT AGENCY PROJECT UPDATE

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

- Streetscape Engineering
 - Howard Street
 - Palmetto Street
 - Center Street

Dorothea Taylor Bogert asked if we thought about moving away from palm trees altogether, maybe to oak trees?

Assistant City Manager Palmer said we could. In her travels, she has looked at other streetscapes. Cypress trees seems to be a tree that other cities are going to. These are ideas for us to talk about, even with our landscape architect.

She continued the project update:

- New Landscaping
 - Havendale Boulevard
 - Main Street and Recker Highway
- Ongoing Maintenance
 - PK Avenue
 - Downtown Pots
- Grants
 - 215 Orange Street
 - 314 Bridgers Avenue
- Howard Street Lot Purchase
- Downtown Market Study
- New Civic Center

Bill Sterling asked if there was any update on the hotel.

Assistant City Manager Palmer said her and Community Development Director Julie Womble have a meeting with the hotel owner later this week, but right now there are no updates for that project.

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Dorothea Taylor Bogert asked what is the timeframe for the Downtown Market Study?

Assistant City Manager Palmer said she needs to sit down with the attorney to go over the Request for Proposals and hopes to get it advertised and heard by the Community Redevelopment Agency Board in March. She does not believe we have a March meeting scheduled, but if she can get it advertised and receive bids from consultants – she would like to hold a meeting in March to get them hired and moving. It depends on how we negotiate a timeframe.

Meeting adjourned at 8:29:07 p.m.

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



Brandon Henry, City Clerk