

City of Auburndale Community Redevelopment Agency Minutes September 19, 2023

Minutes of the Community Redevelopment Agency of the City of Auburndale held on September 19, 2023, at 8:49 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, Keith Cowie, Richard Hamann, Jack Myers, 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 May 15, 2023 meeting. Upon vote, all ayes.

Assistant City Manager Amy Palmer announced the Community Redevelopment Agency has no meeting in October. That is the month we go to the Florida Redevelopment Association conference. Our next meeting will be on November 6.

Chair Ellie Harper asked if there were any requests to add additional items to the agenda. There were none.

She 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.

CRA REVENUE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-311-1100	CRA TAX INCREMENT -COUNTY	\$1,021,687.00	-\$3.18	\$1,184,181.80	-\$162,494.80	115.9
151-311-1500	REIMB TAX INCREMENT(CITY PORTION	\$629,613.00	\$0.00	\$725,325.53	-\$95,712.53	115.2
151-361-1100	INTEREST INCOME	\$100.00	\$1,865.41	\$20,807.19	-\$20,707.19	20807.2
	** GRAND TOTAL **	\$1,651,400.00	\$1,862.23	\$1,930,314.52	-\$278,914.52	116.9

CRA EXPENSE

Account Number	Description	Budget	MTD Amount	YTD Amount	Balance	% REC / EXP
151-6087-519-3200	CRA AUDIT	\$4,100.00	\$0.00	\$5,010.40	-\$910.40	122.2
151-6087-519-4000	TRAVEL CRA	\$2,500.00	\$50.00	\$2,933.39	-\$433.39	117.3
151-6087-519-4350	CITY UTILITY BILLING (CRA)	\$15,000.00	\$989.79	\$10,823.29	\$4,176.71	72.2
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	\$6,272.00	\$10,233.00	-\$233.00	102.3
151-6087-519-5212	MAINT REP ANTIQUE LIGHTS	\$10,000.00	\$704.54	\$7,214.27	\$2,785.73	72.1
151-6087-519-5230	AGRICULTURAL HORTICULTURAL SUP	\$10,000.00	\$2,616.75	\$16,136.15	-\$6,136.15	161.4
151-6087-519-5250	CITY VEHICLE REIMB	\$2,500.00	\$284.01	\$2,239.62	\$260.38	89.6
151-6087-519-5400	SUBSCRIPTIONS MEMBERSHIPS	\$1,000.00	\$0.00	\$1,045.00	-\$45.00	104.5
151-6087-519-5850	INCENTIVE/LOAN PROGRAM	\$150,000.00	\$20,199.50	\$70,199.50	\$79,800.50	46.8
151-6087-519-6110	LAND PURCHASE	\$0.00	\$0.00	\$4,875.00	-\$4,875.00	0.0
151-6087-519-6215	UNDERGROUND UTIL CITY HALL ALL	\$0.00	-\$330.36	\$0.00	\$0.00	0.0
151-6087-519-6335	SIDEWALK - REPAIRS NEW	\$10,000.00	\$0.00	\$2,543.75	\$7,456.25	25.4
151-6087-519-6339	CITY REIMB. LABOR	\$172,997.00	\$14,416.42	\$158,580.62	\$14,416.38	91.7
151-6087-519-6370	CIVIC CENTER DESIGN	\$1,000,000.00	\$0.00	\$1,000,430.00	-\$430.00	100.0
151-6087-519-6371	STREETSCAPE (PALMETTO / HOWARD)	\$0.00	\$49,263.96	\$49,263.96	-\$49,263.96	0.0
151-6087-519-6372	UPDATE STREETSCAPE	\$100,000.00	\$622.23	\$73,564.36	\$26,435.64	73.6
151-6087-519-6399	CRA IMPACT FEE REIMBURSEMENT	\$6,000.00	\$4,456.42	\$4,456.42	\$1,543.58	74.3
151-6087-519-6400	CRA CAPITAL OUTLAY EQUIPMENT	\$3,500.00	\$0.00	\$2,213.79	\$1,286.21	63.3
151-6087-519-8110	OPERATIONS/ADMINISTRATION COSTS	\$152,803.00	-\$45,870.23	\$394,950.00	-\$242,147.00	258.5
	** GRAND TOTAL **	\$1,651,400.00	\$53,675.03	\$1,816,712.52	-\$165,312.52	110.0

Jack Myers asked if we had any carry-over this year?

Finance Director Reeder answered no.

Assistant City Manager Palmer said she will be presenting a new Community Redevelopment Agency calendar in November, as it relates to budget adoption.

2. COMMUNITY REDEVELOPMENT AGENCY PROJECT UPDATE

Assistant City Manager Palmer presented an update on Community Redevelopment Agency Projects.

- Landscaping/Streetscapes
 - Howard, Palmetto, Center Streets, Design Process
 - Decorative Concrete Planters
 - PK Avenue

- CRA Redevelopment & Impact Fee Assistance Grants
 - 308 W. Bridgers Avenue, office and residence - \$50,000
 - 217 Palmetto, office - \$29,450
 - 117 E. Lake, restaurant - \$20,199.50
 - 215 Orange Street, office - \$53,135.61

- Economic Development/Property Assembly
 - W. Polk Street Property
 - Civic Center Relocation

Dorothea Taylor Bogert asked if we have a maintenance agreement as it relates to the Decorative Concrete Planters.

Assistant City Manager Palmer answered no.

Jack Myers said the planters look good.

Jack Myers said he has had complaints regarding plants blocking driver's vision pulling out onto PK Avenue.

Assistant City Manager Palmer said we have been trying to maintain the landscaping on a weekly basis.

Dorothea Taylor Bogert said it might be because they were very small initially. We did have maintenance from the prison crews for a while, which has stopped.

Assistant City Manager Palmer said we do have community service workers now helping out.

Assistant City Manager provided an update on the re-landscaping of Havendale Boulevard and the pond at Main Street and Recker Highway.

Dorothea Taylor Bogert asked for clarification regarding boat trailer parking spaces as it relates to the new Civic Center.

Assistant City Manager Palmer provided clarification.

Jack Myers said he is aware of some firms that provide services as it relates to a market study for the Community Redevelopment Agency.

Bill Sterling said he likes the civic center in Haines City as it relates to their covered carport, and the median landscaping by the Winter Haven Police Department.

Meeting adjourned at 9:14:40 p.m.

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



Brandon Henry, City Clerk