

**WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY  
BOARD MEETING**

**City Hall – John Fuller Auditorium  
451 Third Street NW  
Winter Haven, Florida**

**June 8, 2009**

**Minutes**

The meeting was called to order at 5 p.m. by Chairman Jeff Potter, in the John Fuller Auditorium of Winter Haven City Hall, 451 Third Street NW, Winter Haven, Florida.

**Board Members Present:** Chairman Jeff Potter, Mike Easterling, Nathaniel Birdsong, Jr., Yvonne Brooks, JP Powell, U.J. Johnson

**Board Member Absent:** Dr. James Threlkel

**Staff Present:** Dale Smith, Assistant City Manager/CRA Director; Drew Crawford, Attorney; T. Michael Stavres, Community Services Director; Kim Hansell, Strategic Initiatives/Capital Projects Division Director and Sheandolen Dunn, Executive Assistant/Deputy City Clerk

**Approval of Minutes:**

**Motion by Board Member Easterling** to approve the minutes of the March 9, 2009 meeting.

**Motion carried unanimously.**

**Façade Grant Application – Richard C. Mills – 39/41 Third Street SW**

**Dale Smith, Assistant City Manager/CRA Director**, provided an update and PowerPoint presentation on the Richard C. Mills Façade Grant Application located at 39/41 Third Street SW. In the FY 2008-09 Budget, the CRA approved an allocation for Façade Grants in the amount of \$20,000.

A commercial building that has historic significance can receive a 50-50 grant capped at \$10,000 if the project is for restoration of the original façade. Richard C. Mills is endeavoring to restore the old Hoffman Department Store building located at 39/41 Third Street SW to its original exterior.

The Façade Grant Application and related documents were reviewed and approved by the Main Street Design Committee on April 2, 2009.

On May 11, 2009, the Downtown Advisory Committee recommended the CRA Board approve the Richard C. Mills Façade Grant Application in the amount of \$10,000 for construction and restoration of the old Hoffman Department Store Building.

**Motion by Board Member Powell** to approve the Façade Grant Application of Richard C. Mills in the amount of \$10,000 for construction and restoration of the old Hoffman Department Store Building, located at 39/41 Third Street SW.

**Motion carried Unanimously.**

## **PROJECT UPDATES**

### **Third Street Streetscape Project - Update**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update and PowerPoint presentation on the Third Street Streetscape Project which commenced on May 21, 2008 with improvements from Avenue A SW northward to Avenue D NW. The CRA budgeted \$1.5 million to pay for the reconstruction and streetscaping. The bid was awarded to Carl Hankins, Inc. in the amount of \$1,296,202.

The project is approximately 97% complete. The contractor is currently working on punch list items, while City staff completes the landscaping.

### **SOUTH EXTENSION (Avenue A SW to Avenue B SW)**

Plans for the South extension have been prepared by the Technical Services staff and forwarded to Carl Hankins, Inc. for a quotation to prepare a change order to the original Third Street project. This portion of the project will begin in early June 2009 and is anticipated to be completed in 90 days. Project funding is currently allocated in the 2008-09 CRA Budget.

Discussion ensued.

### **Avenue T Phase II**

**Dale Smith, Assistant City Manager/CRA Director**, presented an update and PowerPoint presentation on the Avenue T Phase II project. Construction began in August 2008 by CenState Contractors. The project is 95% complete with plantings, irrigation, electrical and light systems and crosswalks installed. The contractor is currently finalizing a punch list.

### **Florence Villa Phase IV**

**Dale Smith, Assistant City Manager/CRA Director**, provided an update and PowerPoint presentation on the Florence Villa Phase IV project. Florida Telecom began the Florence Villa Phase IV project in August 2008. This project is complete.

**Board Chairman Potter** commented on a job well done.

### **Hill Building – Update**

**Dale Smith, Assistant City Manager/CRA Director**, provided an update and PowerPoint presentation on the Hill Building which was purchased by the City on March 29, 2008. It is located at 131 3<sup>rd</sup> Street SW within an area essential to the City's CRA plans for redevelopment of the downtown retail component south of Central Avenue.

Demolition began on Monday, May 4, 2009. The bid was awarded to Cross Environmental, Inc. of Crystal Springs in the amount of \$55,265.

Avenue A SW was closed from Third Street SW to Magnolia Avenue for approximately two weeks. This project was completed on May 22, 2009.

Until future development occurs, this property will be graded and landscaped.

**Board members** commented on the neatness of the Hill Building demolition project.

### **Purchase of Parking Lot @ 3<sup>rd</sup> Street and Avenue A SW**

**Dale Smith, Assistant City Manager/CRA Director**, provided an update and PowerPoint presentation on the purchase of a vacant lot located on the northwest corner of 3<sup>rd</sup> Street and Avenue A SW. On March 12, 2009, Gold Properties, Inc. entered into a Contract for Sale and Purchase with the City of Winter Haven. This lot is adjacent to the Hill Building and within an area essential to the plans of the City and CRA for redevelopment of the downtown retail component south of Central Avenue.

In the short term, this lot will be used for parking; however, long-range planning calls for a mixed-use of parking and retail/residential use.

The Agreement:

- Established the sale price for the property at \$360,000.
- Indicated a closing date in June 2009.
- Was approved by the City Commission, authorizing the property's purchase at its April 13, 2009 meeting.
- Is subject to appraisal, testing, inspections, soil borings, survey and other due diligence which shall be completed within 45 days from the effective date, which is the date approved by the City Commission. Such tests and other matters must be satisfactory to the City as a condition precedent to close this transaction.
- In the event any appraisal, test, inspection, soil borings, survey and other due diligence matters set forth above are not acceptable to the City, it must notify the Seller in writing within the due diligence period. Thereafter, the City and the Seller shall be relieved of any further obligations and/or responsibilities and all deposits paid shall be refunded in full.

- Each agrees to cooperate in effecting a Section 1031 Tax Deferred Exchange under the Internal Revenue Code, if desired by either party, including execution of any documents that may be reasonably necessary to complete the exchange provided that:
  - The party requesting the exchange must bear all additional costs incurred in connection with it; and
  - The non-requesting party shall not be obligated to delay the closing or to execute any note, contract, or other document providing for any personal liability which would survive the exchange.

Two appraisals were completed for the property: Cowart and Associates valued the property at \$400,000 on November 12, 2008; J. Desi Groover with Groover Companies, Inc. valued the property at \$425,000 on November 19, 2008.

The City plans to utilize available CRA funds (via an Interlocal Agreement with the CRA) to fund the purchase.

### **South Park Design - Update**

**T. Michael Stavres, Community Services Director**, provided an update and PowerPoint presentation on the South Park Design. The City continues to work with Envisors on plans for South Park. A kick-off meeting for the South Park design took place on January 14, 2009. The project timeline calls for 30% plans in March, 60% in May, 90% in August and final plans in September. Preliminary schematics for the park should be ready in March, and will be presented to the Downtown Advisory Committee at its May meeting. Once the preliminary plans are complete, a public meeting will be scheduled to preview/discuss the design concepts.

Discussion ensued.

### **New Business**

None

### **Comments from the Board or Public**

**T. Michael Stavres, Community Services Director** shared a PowerPoint presentation on the Lake Maude Nature Park grand opening ceremony held on June 4, 2009.

**Board Member Johnson** commented on the upcoming ceremony for the Florence Villa Historical State Marker to be placed across from Lake Maude Park. This marker is sponsored by the Polk County Historical Commission.

### **Adjournment**

The meeting was adjourned at 5:50 p.m.