

Winter Haven Community Redevelopment Agency

Florence Villa Advisory Committee

July 13, 2009

5:00 p.m.

**Winter Haven City Hall
John Fuller Auditorium
451 Third Street, N.W., Winter Haven, Florida**

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
January 12, 2009
4. Introduction of New Committee Member
Miriam Tillman
5. Inman Park
6. Lake Maude Recreation Complex (Draft Master Plan)
7. Project Updates
 - a) Lake Maude Natural Area (PowerPoint Presentation only)
 - b) Avenue T Phase II/Florence Villa Phase IV
8. New Business
9. Adjournment

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meetings or hearing, they will need a record of the proceedings, and that, for such purposes, they need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the CRA Director's Office, 451 Third Street, NW Winter Haven, FL 33883, in writing no later than 48 hours prior to the proceeding. If not in writing, not later than four (4) days prior to the proceeding at (863) 298-4477. If hearing impaired call (863) 291-5624, or voice (800) 955-8770, for assistance.

WINTER HAVEN
The Chain of Lakes City
Florence Villa Advisory Committee

MEETING NOTICE

The Florence Villa Advisory Committee meeting will be held on **Monday, July 13, 2009 at 5 pm** in the John Fuller Auditorium. The meeting agenda packet is enclosed for your review prior to this meeting.

**CITY OF WINTER HAVEN
COMMUNITY REDEVELOPMENT AGENCY
FLORENCE VILLA ADVISORY COMMITTEE
City Hall – John Fuller Auditorium
451 Third Street, NW
Winter Haven, Florida**

Minutes

January 12, 2009

The meeting was called to order at 5:05 p.m. by Rev. Ronnie Clark, Chairman in the John Fuller Auditorium Winter Haven City Hall, 451 Third Street, NW, Winter Haven, Florida.

Advisory Committee Members Present: Rev. Ronnie Clark, Glenda Jones, Vermell Brown, Jacqueline Staton, Mary Smith, Barbara Jones, Perry Burnham, Rev. Deldrick Leonard and Rev. Derrick Baker

City Staff Present: Dale Smith, Assistant City Manager/CRA Director; T. Michael Stavres, Community Services Director; Trish Stiles, Special Projects Manager and Sheandolen Dunn, Executive Assistant/Deputy City Clerk

Others Present: CRA Board Members: Yvonne Brooks and JP Powell

Approval of Minutes:

Motion by Advisory Committee Member Jones to approve the minutes of the October 13, 2008 meeting.

Motion carried unanimously.

Florence Villa Advisory Committee Membership

Trish Stiles, Special Projects Manager, presented the fact sheet on the Florence Villa Advisory Committee membership. On February 9, 2004, the CRA Board approved Resolution R-04-02, adopting by-laws to simplify the organizational structure of the Advisory Committees and CRA Board. The by-laws provide that the Advisory Committee shall be composed of ten (10) members who are residents of or engaged in business within the City of Winter Haven; provided, however, that a majority of the membership shall either reside or be engaged in business within the Florence Villa District. The by-laws also specify that four of the advisory committee members be on the Florence Villa CDC Board of Directors. Terms of membership shall be for two (2) years.

Presently, only three committee members are on the Florence Villa CDC Board of Directors; therefore, the vacancy needs to be filled by a sitting member of the Board.

Staff recommended approval of Miriam Tillman's application for CRA Board appointment to the Florence Villa Advisory Committee for the vacant seat which expires March 2011.

Motion by Advisory Committee Member Staton to submit Miriam Tillman's application for CRA Board appointment to the vacant seat on the Florence Villa Advisory Committee.

Motion carried unanimously.

PROJECT UPDATES

Lake Maude Natural Area - Update

Trish Stiles, Special Projects Manager and T. Michael Stavres, Director, Community Services, presented an update on the Lake Maude Natural Area. A public meeting to share the final design for Lake Maude Natural Area was held September 4, 2008 at the WHRCC; approximately 45 people were in attendance. The only concern expressed was regarding ownership of the north-westernmost section of the property. Review of a previously completed title search by the City Attorney confirms the entire site is owned by the City of Winter Haven.

The project went to bid on September 18 and was awarded to Everett Whitehead and Son, Inc. in the amount of \$635,178. The project is funded with \$200,000 in Florida Recreation Development Assistance Program (FRDAP) Grant Funds and City Funds. Not included in the primary contract is a small playground and site amenities. These items will cost approximately \$62,000.

Construction began on November 17, 2008. The project is approximately 25% complete. The contractor is continuing the clearing and grubbing portion of the project and has completed some of the trail sections. The contract for the project includes the following items:

- Clearing and grubbing
- Trail-completing the entire loop (almost 1 mile)
- Stormwater/drainage
- Parking areas, including parking lot security lights
- Landscaping
- Wetland Restoration/Mitigation
- Stormwater quality pond adjacent to the Neighborhood Services Center on Avenue S. Currently, a storm drain collects water from the surrounding neighborhood and the runoff goes directly into Lake Maude. The pond will treat the water prior to sending it to the lake.
- Two fishing piers and a bridge over the canal
- Restroom structure
- 2 picnic pavilions

Construction slowed during the holidays but the primary subcontractor resumed work on Monday, January 5. It is expected that the project will continue to move quickly with a target completion date, the end of March 2009.

Several pictures exhibiting the progress were presented to the Committee.

Advisory Committee Member Jones expressed her pleasure with the park thus far. She also inquired about sidewalk connections.

Michael Stavres, Community Services Director, discussed the sidewalk projects throughout the entire City.

Advisory Committee Member Clark inquired about funding being jeopardized for any City projects.

Michael Stavres, Community Services Director, responded that a portion of the funding is coming out of that particular project's General Fund dollars and being mindful of the decline in property values as the ad valorem taxes are affected.

Avenue T Phase II -Update

Trish Stiles, Special Projects Manager, presented an update on the Avenue T Phase II Project. CenState Contractors began construction in September. Bores have been performed on conduit and irrigation. Construction is 10% complete as of 9/25/08.

Advisory Committee Member Brown commented on the beauty of the project.

Advisory Committee Member Staton inquired about the bus routes.

Dale Smith, Assistant City Manager/CRA Director, discussed the discontinued bus routes and the possibility of more routes being cut.

CRA Board Member Brooks discussed the bus routes and the importance of citizens attending the public meetings held regarding this issue.

Discussion ensued.

Florence Villa Phase IV/Lucerne Park Road Streetscape Project - Update

Dale Smith, Assistant City Manager/CRA Director, presented an update on the Florence Villa Phase IV/Lucerne Park Road Streetscape Project. A preconstruction meeting with Florida Telecom was held on June 24th. Florida Telecom began construction in July. Bore work has been performed on 4th Street, Cedic Street and Avenue X. Construction is 10% complete as of September 30, 2008.

New Business

None

Adjournment

With no further business, the meeting adjourned at 5:35 p.m.

WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY
Florence Villa Advisory Committee
FACT SHEET
JULY 13, 2009

DATE: June 29, 2009

TO: Florence Villa Advisory Committee

VIA: David L. Greene, City Manager

FROM: Dale Smith, Assistant City Manager/CRA Director
T. Michael Stavres, Community Services Department Director
Travis Edwards, Leisure Services Division Director
Andy Palmer, Leisure Services Project Development Coordinator

SUBJECT: Inman Park Renovation Project Update

BACKGROUND:

Inman Park is approximately 7± acres and is located at the southeast intersection of Avenue T, NW and U.S. Highway 17. Current site amenities include a burial plot for the Inman Family, picnic tables, benches, a large tree canopy and park signage. The CRA and Parks, Recreation, and Trails Master Plans listed the re-development of Inman Park as a priority.

In July 2008, the City was awarded a Florida Recreational Development Assistance Program (FRDAP) Grant for the renovation of the Park. The City's Technical Services Division is completing the design phase for the project, ultimately saving the City an estimated \$50,000 of what an outside consultant might charge to complete the same work. The goal of the proposed design is to keep the existing open space and tree canopy, while developing additional passive recreational opportunities within the park. Due to the large amount of right-of-way on Avenue S, SW and 6th Street, SW, the site can be served with on-street parking as opposed to developing a traditional large parking area within the park limits. In addition, the park is expected to have a high volume of pedestrian/bicycle traffic from neighboring condominium complexes and serve as a destination/stopping point for the Chain of Lakes Trail.

The demolition plan calls for the elimination of the horseshoe driveway and the existing picnic tables/benches. The development plan includes the following improvements:

- Development of a ½ mile 8-foot wide asphalt looped walking trail consisting of two ¼ mile sections
- New landscaping consistent with the Avenue T Streetscape

- Low berms to buffer the park from adjacent busy roadways
- An educational display pertaining to the Inman Family history and their contributions to the Winter Haven area
- Designated areas to display public art
- Picnic facilities
- 29 on-street parking spaces
- Upgraded gateway entry landscape feature
- Multi-generational interactive play area
- Four Florida Friendly Demonstration Landscape Gardens

Design documents are presently at the 60% Completion Stage and have been submitted to the Southwest Florida Water Management District for permitting review. Staff anticipates receipt of 90% design documents, including landscape plans by late Summer 2009. Construction of the project will cost approximately \$400,000 and is anticipated to commence in Fall 2009.

ATTACHMENT:

Inman Park 60% Development Plan

WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY
Florence Villa Advisory Committee
FACT SHEET
July 13, 2009

DATE: July 1, 2009

TO: Florence Villa Advisory Committee

VIA: David L. Greene, City Manager

FROM: Dale. L. Smith Assistant, City Manager/CRA Director
T. Michael Stavres, Director of Community Services

SUBJECT: Lake Maude Recreation Area Update

In October 2001, the City purchased 24.5± acres north of Avenue O, NE and east of Seventh Street, NE for the purpose of expanding the City's recreational facilities/services and for additional well fields as needed. Since that time, numerous discussions have occurred regarding potential development of the site, including alternative uses of the property.

In 2007, staff initiated work on a City-wide Parks, Recreation & Trails Master Plan to evaluate the current infrastructure and identify areas in need of further development. During this process, several meetings were held with staff, individual stakeholder groups and the general public. From comments received at all levels and in conjunction with the consultant's inspection/assessment of existing facilities, recommendations were made for future recreational development aimed at addressing current and/or potential deficiencies within the existing inventory.

Shortly thereafter, staff commenced work on a conceptual design related to development of the aforementioned property (presently identified as the Lake Maude Recreation Area.) This effort took into consideration several factors including the need for certain facilities not presently available within the City's recreational facility inventory (i.e. additional athletic fields, walking areas, dog park); the desire to relocate certain existing facilities to be in closer proximity to residential areas and allow for their respective expansion and growth (i.e. Senior Adult Center and Tennis Complex); the availability of existing City-owned land; and the opportunity to co-locate facilities in close proximity to other complimentary venues (i.e. DiamondPlex, Lake Maude Nature Park, Polk State College).

Working with the design consultant, staff generated a conceptual plan for the site which included the following amenities/elements:

- Tennis Complex with Support Structure (16 courts)
- Multi-Generational Recreation Center
- Shuffleboard Courts (24 courts)
- Horseshoe Facility (8 pits)
- Multi-Purpose Athletic Fields (2)
- Walking Trails (6 individual internal loops)
- Destination Playground with Splash Pad
- Dog Park
- Park Maintenance Facility
- Picnic Facilities / Site Furnishings

An initial draft of the conceptual plan was presented to the Florence Villa Advisory Committee during its October 13, 2008 meeting. Included was discussion on the future growth plans of Hurst Chapel AME Church located adjacent to the site and whether or not the City was willing to work with the church on future expansion. Staff noted the City was not opposed to this opportunity and requested the church provide a copy of its master plan once finalized.

During the months following, staff worked with the consultant to refine some of the conceptual elements and related documents. On June 25, 2009, staff hosted a public meeting at the Winter Haven Recreational & Cultural Center to present the initial concept and solicit citizen comments. Approximately 100 residents were in attendance and provided comments, verbally and via handwritten comment cards, on various components of the conceptual plan.

This feedback laid the ground work for staff to concentrate its efforts primarily on elements deemed most pressing by the community. It is anticipated that a revised plan will be available in Fall 2009 and be presented to a focus group comprised of various end users and impacted parties (i.e. area youth sports leagues, the Florence Villa Neighborhood Services Center, Hurst Chapel AME Church and the Florence Villa Advisory Committee). From that point, public input meetings will be scheduled in an effort to finalize the conceptual plan. Due to the uncertainty of cost and availability of funding, scheduling of the project in the City's Capital Improvement Plan (CIP) will not occur until the conceptual plan is finalized.

WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY
Florence Villa Advisory Committee
FACT SHEET
July 13, 2009

DATE: June 26, 2009

TO: Florence Villa Advisory Committee

VIA: David L. Greene, City Manager

FROM: Dale L. Smith, Assistant City Manager/CRA Director
Kim Hansell, Strategic Initiatives/Capital Projects Division Director

SUBJECT: Avenue T Phase II/Florence Villa Phase IV - Update

Avenue T Phase II

Construction for the Avenue T Phase II project 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

Florida Telecom began the Florence Villa Phase IV project in August 2008. This project is complete.