

**CITY OF WINTER HAVEN
COMMUNITY REDEVELOPMENT AGENCY – DOWNTOWN ADVISORY COMMITTEE
MEETING MINUTES
February 8, 2021**

1. Call to Order

Chairman Lockhart called the meeting to order at 5:02p.m.

2. Roll Call

Members present:

Robert Sammons, Rick Renardson, Steve Lockhart, Dave Dershimer, Jessie Skubna, Julie Sands, Panogiotis Iakovidis, and Robert Stambaugh

Members absent:

Christopher Collany (Excused) and Eve Strang Bass (Excused)

Staff present:

Deena Ware, CRA and Neighborhood Programs Manager
Christine Samuel, Director of Diversity and Inclusivity
Marissa Barnes, Special Events and Marketing Coordinator

Others present:

Commissioner Mercer

Public present:

One.

Deena Ware confirmed a quorum.

3. Approval of Minutes

Julie Sands made a motion to approve Minutes from the November 17, 2020 Regular Meeting. Motion was seconded by Rick Renardson, and carried in a unanimous vote.

4. Down Payment Assistance Programs

Deena Ware stated that staff recommends modifying the program to allow for approval at the staff level to ensure real estate closings will not be delayed.

Jessie Skubna made a motion to recommend the change to the Down Payment

Assistance Program. Motion was seconded by Robert Stambaugh, and carried in a unanimous vote.

5. Façade Grant Applications

Deena Ware stated that two applications had been received for Façade Grants, which were as follows:

Christi Bourget of Best Cuts Barber Shop requests the Downtown CRA Advisory Committee approve a facade grant for exterior improvements proposed for the barber shop located at 213 Avenue O, SW. The proposed renovation will replace the current faded and damaged sign to a new sign above the front entrance. Expected cost of the sign is \$385.00.

The current Façade Grant program is a 50 percent match up to \$5,000 paid as a grant. If approved, the applicant would be reimbursed \$192.50 upon completion of the work. The applicant is hoping to complete the replacement of the sign within the next 3 months.

Down Around the Derry Down, LLC. requests the Downtown CRA Advisory Committee approve a facade grant for exterior improvements proposed for Tires Unlimited located at 500 Avenue D, NW. The proposed work will include painting the exterior of the building, improving the sign, and installing a new flagpole (not reimbursable). Expected costs for the renovation includes:

- Painting - \$9,175
- Flagpole - \$825 (not reimbursable)
- Sign work - \$1,000

The current Façade Grant program is a 50 percent match up to \$5,000 paid as a grant. If approved, the applicant would be reimbursed up to \$5,000 upon completion of the work. The applicant is hoping to complete the renovation within 180 days from approval.

Robert Stambaugh made a motion to approve the Façade Grant application of Best Cuts Barbershop. Motion was seconded by Dave Dershimer, and carried in a unanimous vote.

Rick Renardson made a motion to approve the Façade Grant application of Down Around the Derry Down, LLC. Motion was seconded by Robert Stambaugh, and carried in a unanimous vote with Robert Sammons abstaining.

6. TIF Grant Applications

Deena Ware stated that two TIF applications had been received from Six/Ten, LLC., with the analysis as follows:

Six/Ten, LLC requests the Downtown CRA Advisory Committee approve two (2) facade

grants for exterior improvements proposed for properties located at (1.) 140 6th Street, SW and (2.) 543 Avenue B, SW.

The property located at 140 6th Street SW (Parcel Identification Number: 26-28-29-629000-000013), commonly referred to as the old Harmon Glass Building, needs replacement of the existing storefront to code, replacement of the garage door with open glass storefront, repair of the canopy overhang, and a new wall facing 6th to the north.

Expected cost of the improvements of 140 6th Street SW is \$30,950, and includes demolition; new framing stucco; repair of existing canopy; exterior painting; sealing and restriping of asphalt; and new storefront door, windows, and panels.

The property located at 543 Avenue B SW (Parcel Identification Number: 26-28-29-629000-000011) is a long empty three bay metal garage building with a small concrete block structure on the east side of the property. Redevelopment will include the installation of an insulated garage door and storefront on the three existing bays, installing foundations for sail canopy outdoor dining space, adding two concrete apron patios across the front of both buildings with awnings above, cleaning, repair, stucco and painting of the block building façade and a new west wall to accommodate the entrances into two ADA compliant restrooms.

Expected cost of the improvements of 543 Avenue B, SW is \$45,554, and includes demolition; insulated glass garage door, new storefront, windows; stucco of existing block building; new awnings; new concrete aprons; new sail canopy system; and painting.

There are two types of Facade Grants available to applicants. The first program is a 50 percent match up to \$5,000 paid as a grant; and the second, which allows for reimbursement of 50 percent project costs up to \$15,000 as a TIF rebate. The applicant has elected to apply for the \$15,000 TIF Rebate for each project.

Robert Sammons made a motion to recommend approve of both TIF Grant Applications from Six/Ten, LLC. Motion was seconded by Julie Sands, and carried in a unanimous vote.

7. Upcoming Sunshine & Ethics Training

Deena Ware stated that during 2013-2014, the Florida legislature passed new ethics legislation designed to grow the professionalism of Florida's public servants and foster transparency and public trust. Officials must complete training annually to include:

- Florida Statutes, Chapter 286 - Public Meetings
- Florida Statutes, Chapter 119 - Public Records
- Florida Statutes, Chapter 112 - Code of Ethics for Public Officers and Employees

In an effort to ensure all Advisory Committees are trained and meeting state guidelines,

City Staff has enlisted the services of Boswell & Dunlap, LLC. to provide training in March 2021. Ms. Ware will confirm the date and inform the Committee.

8. Other Business

Anita Strang of Main Street Winter Haven presented information on a Façade Grant application that she had received from Brett & Ashley Hill for \$5,000. She stated that she would be working with City Staff on all three applications.

Rick Renardson made a motion to add a third Façade Grant application to the agenda. Motion was seconded by Dave Dershimer, and carried in a unanimous vote.

Robert Sammons made a motion to approve the Façade Grant application of Fatcat Equities, LLC. DBA The Social. Motion was seconded by Panogiotis Iakovidis, and carried in a unanimous vote.

a. Comments from Committee

Jessie Skubna brought up concerns about addressing homelessness and afford housing in the city.

Steve Lockhart inquired about the old Macy's building.

b. Comments from Staff

Deena Ware stated that staff is finalizing the grant program applications.

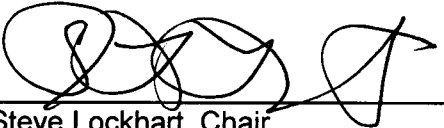
The next meeting is scheduled for March 8, 2021.

c. Comments from the Public - None

9. ADJOURNMENT

Motion to adjourn the meeting was made by Robert Sammons. Meeting adjourned 5:45 p.m.

**WINTER HAVEN CRA
Downtown Advisory Committee**



Steve Lockhart, Chair

Attest:



Deena Ware, CRA & Neighborhood Program Mgr.