WINTER HAVEN
THE CHAIN OF LAKES CITY

COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD

DATE: Monday, June 10, 2024, 5:00 p.m.

LOCATION: John Fuller Auditorium

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1. Call to Order

2. Roll Call

3. Minutes

3.A **March 11, 2024 Meeting Minutes**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

March 11, 2024 - Regular Meeting - DRAFT

4. Action Items

4.A **First Amendment to Developer's Agreement - The Jade**

Staff Contact: *Eric Labbe, Director - EO&CI, elabbe@mywinterhaven.com*

Fact Sheet -First Amendment to Developer's Agreement
First Amendment to Developer's Agreement

4.B **Reappointment of Advisory Committee Members**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

Fact Sheet - Advisory Committee Reappointments
Chris Collany - Seat 2 - Reappointment 2023
Betty Smothers - Seat 2 - Reappointment 2023

4.C **Florence Villa Residential Improvement Grant Increase**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

Fact Sheet Florence Villa Residential Improvement Grant Increase

4.D **Rueben Williams Sports Complex Lightning Alert Siren**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

Fact Sheet - Lightning Siren
DTN LLC - Lightning Detection

4.E **Lake Silver Skate Park Pavilion Repurposing**

Staff Contact: *Angie Hibbard, CRA Manager , ahibbard@mywinterhaven.com*

Fact Sheet - Lake Silver Skate Park Pavillion
Whitehead proposal Skate Park Pavilion

4.F **Florida Acquisition and Appraisal Inc. Agreement**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

Fact Sheet - Acquisition project
FLAA scope of work

4.G **Assignment of Collateral Assignment of Developer's Agreement**

Staff Contact: *Eric Labbe, Director of Economic Opportunity and Community Investment, elabbe@mywinterhaven.com*

Summary Consent to Assignment of Collateral Assignment of Developer's Agreement re RainDance Apts
2024-04-08 CONSENT ASSIGNMENT WH RAINDANCE (exec by City Comm)

5. Advisory Committee Minutes (informational only)

5.A **Florence Villa Advisory Committee Meeting**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

February 27, 2024 - Special Meeting
April 15, 2024 - Regular Meeting - DRAFT

5.B **Downtown Advisory Committee Meeting**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

March 4, 2024 - Regular Meeting
May 6, 2024 - Regular Meeting - DRAFT

6. Other Business

6.A **Comments from the Board**

6.B **Comments from the Staff**

6.C **Comments from the Public**

7. Adjournment

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding 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 City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

City of Winter Haven
Economic Opportunity & Community Investment

CITY OF WINTER HAVEN
Community Redevelopment Agency - Board Meeting
REGULAR MEETING MINUTES

March 11, 2024
5:00pm

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

1. **Call to Order** Chairman Yates called the meeting to order at 5:00 PM

2. **Roll Call**

Board Members Present: Chairman Yates; Vice Chair Mercer; Board Member Birdsong, Board Member Dantzler, Board Member Dollison (arrived late), and Board Member Threlkel

Board Members Absent: None

Staff Present: T. Michael Stavres, City Manager; Eric Labbe, Economic Opportunity and Community Investment Director; Angela Hibbard, CRA Manager; Samise Lee, CRA Coordinator and Christine Samuel, Director of Diversity & Inclusivity

3. **Approval of Minutes**

Board Member Birdsong made a motion for approval of the December 11, 2023 regular meeting minutes; Seconded by Vice Chair Mercer. **Motion carried by unanimous vote (5-0).**

4. **Action Items**

a) Redevelopment Grant Agreement – FatCat, LLC

FatCat LLC requests the CRA Board to approve a facade grant for exterior improvements proposed for property located at 362 3rd Street, NW.

The applicant has received site plan approval and permits to remodel the space into a pizza restaurant including, but not limited to signage, awnings, window coverings, pavers, outdoor patio seating, exterior painting, landscaping and concrete refinishing. Staff and the CRA Downtown Advisory Committee recommended approval of the Redevelopment Agreement with FatCat LLC allowing for up to a $15,000 TIF Rebate for façade improvements at 362 3rd Street NW.

Board member Threlkel made a motion to approve the Redevelopment Agreement with FatCat LLC allowing for up to a $15,000 TIF Rebate for façade improvements at 362 3rd Street NW. Seconded by Board Member Birdsong. **Motion carried by unanimous vote (6-0).**

b) Assignment of Collateral Assignment of Developer's Agreement

On December 14, 2020, RainDance Winter Haven, LLC, a Florida limited liability company ("RainDance WH"), entered into that certain Developer's Agreement (the "Developer's Agreement") with the City and CRA. On or about June 11, 2021, RainDance WH assigned its interest in that Developer's Agreement to RainDance SPE, LLC, a Delaware limited liability company ("RainDance SPE") to which the City and CRA consented. RainDance SPE entered into a Loan Agreement with Hall Winter Haven, LLC for construction

financing for the Project in the amount of up to $16,750,000.00. The Loan was secured by a Mortgage, Security Agreement, Assignment of Rents and Leases and Fixture Filing (the "Mortgage"), executed by RainDance SPE, for the benefit of Hall Winter Haven, LLC, which encumbered the property on which the Project is located. As additional security for the Loan, Hall Winter Haven, LLC required RainDance SPE to execute a Collateral Assignment of Developer's Agreement ("Collateral Assignment") for the benefit of Hall Winter Haven, LLC. The City and CRA acknowledged and consented to this Collateral Assignment on June 14, 2021. As is customary with transition from construction financing to permanent financing, prior agreements and assignments may be assigned to the new lender. In this case, Hall Winter Haven, LLC, the provider of construction financing, has requested the City and CRA Accept and Acknowledge the Assignment of the Collateral Assignment of Developer's Agreement to Shelter Growth Master Commercial Real Estate Credit Fund A IV LP, the provider of permanent financing. All terms and obligations pursuant to the Developer's Agreement remain in full effect. Staff recommended the CRA Board accept and acknowledge the Assignment of Collateral Assignment of Developer's Agreement between Hall Winter Haven, LLC and Shelter Growth Master Commercial Real Estate Credit Fund A IV LP.

Vice Chair Mercer made a motion to accept and acknowledge the Assignment of Collateral Assignment of Developer's Agreement between Hall Winter Haven, LLC and Shelter Growth Master Commercial Real Estate Credit Fund A IV LP. Seconded by Board Member Dantzler. **Motion carried by unanimous vote (6-0).**

c) Reappointment of Advisory Committee Members

The Winter Haven Community Redevelopment Agency By-Laws state in Sections 5-A-4 and 5-B-4 the CRA Board shall reappoint members of both the Downtown and the Florence Villa Advisory Committee's seats to a term of two years.

The following members have made application to be reappointed:

Downtown:	Florence Villa:
Robert Sammons (Seat 1)	Joe Halman (Seat 1)
Cyndi Threlkeld (Seat 3)	Melodie Stevenson (Seat 2)
Rick Renardson (Seat 4)	Derrick Baker (Seat 3)
Steve Kalogridis (Seat 5)	Kendra Williams (Seat 4)

Staff recommended the CRA Board reappoint the Advisory Committee Members.

Vice Chair Mercer made a motion to approve everyone who has submitted their applications. Seconded by Board Member Threlkel. **Motion carried by unanimous vote (6-0).**

A brief discussion occurred about the vacancy on the Florence Villa Advisory Committee and how the word is shared about a vacancy. City Manager Stavres stated that we post and share all vacancies as standard notice procedures including on the website and Social Media sites.

d) Downtown Commercial Façade and Residential Improvement Grant Increase

In the Downtown CRA the current maximum grant amount for both the Commercial Façade and Residential Improvement Grants is $5,000. The Commercial Façade Grant amount was established in the 1990's, through a partnership with Main Street Winter Haven. The maximum grant amount has never increased. The Residential Improvement Grant was established in 2020-2021 and likewise has not increased. As construction costs have increased over the last decade, as well as in recent years, discussion has ensued regarding increasing grant maximums.

The Downtown CRA Advisory Committee, at their March 4, 2024 regular meeting, recommended increaseing the Grant Maximum for Commercial Façade and Residential Improvement Grants to $10,000. No other changes to the programs were recommended. Staff recommended increasing the maximum grant amount for Commercial Façade and Residential Improvement Grants from $5,000 to $10,000.

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). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. 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 City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

There was a short discussion about approving the increase in the Downtown grants and not approving the Florence Villa grant increase at the same time.

Board Member Dantzler made a motion to increase the maximum grant amount for Commercial Façade and Residential Improvement Grants from $5,000 to $10,000. Seconded by Board Member Birdsong.

The public comments were opened and Downtown Advisory Committee Member Jessie Skubna approached the podium as a business owner to ask the board to consider lowering the match on the Commercial Façade Grant from the 50% to possibly 10%. Further discussion ensued.

Chairman Yates called for a vote on the previous motion to increase the maximum grant amounts. **Motion carried by unanimous vote (6-0).**

Board Member Birdsong made a motion for a 25% match for the Commercial Façade Grant increase previously approved. Seconded by Board Member Mercer. **Motion carried (5-1).**

5. Advisory Committee Minutes (informational only)

a) Florence Villa Advisory Committee Meeting:

i. None

b) Downtown Advisory Committee Meeting:

i. February 5, 2024

6. Other Business

a) Comments from the Board

Chairman Yates requested an update on the Florence Villa CRA in relation to title work and research of properties. Director Labbe discussed the Florence Villa CRA's plan to acquire property in order to spur economic growth. Further discussions ensued.

b) Comments from the Staff

i. Angie Hibbard presented project updates on the following projects:
   1. Lake Maude- project almost complete; Florence Villa CRA contributed to the improvements; project anticipated to be completed early spring
   2. Joyce Davis Park – Park nearly complete
   3. Central Avenue – Railings complete
   4. FDOT-Beatification Grant
   5. Florence Villa CRA – Getting word out about the program

ii. Next Regular Meeting Date – June 10, 2024

c) Comments from the Public

None

7. Adjournment

Meeting adjourned at 5:53 PM

WINTER HAVEN CRA BOARD **ATTEST:**

Brian Yates
CRA Board Chair

Angie Hibbard
CRA Manager

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). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. 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 City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

DATE: June 7, 2024

TO: Chairman Yates and CRA Board

FROM: Eric Labbe, Director of Economic Opportunity & Community Investment

SUBJECT: First Amendment to Developer's Agreement – The Jade

BACKGROUND

The Winter Haven Community Redevelopment Agency (CRA) and the City of Winter Haven (City) entered into a Developer's Agreement dated November 14, 2022 with 1150 WHG LLC (Developer) providing for tax increment financing rebates not to exceed $10,000 per multi-family unit. The Developer has incurred significant, substantial, and unanticipated development costs concurrent with the construction of Phase 1, requiring and additional investment of approximatley $4.6 million, reducing projected profitabililty by 50%, and significanlty altering the project pro-forma.

Additional capital costs jeopardize completion of the project.

The proposed First Amendment to Developer's Agreement provides for reimbursement of water and wastewater connection fees associated with redeveloped units, up to a maximum of $153,102.60 for units in Phase 1, and $232,293.60 for units in Phase 2 for a combined not to exceed amount of $385,396.20.

Adequate funds are available within the Development Incentives line of the Downtown CRA fiscal year 2023/2024 budget and are paid on a reibursement basis.

FINANCIAL IMPACT

If approved, a maximum of $385,396.60 will be paid from the Development Incentives line of the Downtown CRA budget. This is a reimbursement grant provided after redevelopment of the units and payment of water and wastewater connection fees is made to Winter Haven Water.

DOWNTOWN CRA ADVISORY COMMITTEE RECOMMENDATION

The Downtown CRA Advisory Committee heard this item on May 6, 2024 and unanimously recommended approval.

RECOMMENDATION

Staff recommends approval of the First Amendment to Developer's Agreement.

ATTACHMENTS

- First Amendment to Developer's Agreement

FIRST AMENDMENT TO DEVELOPER'S AGREEMENT

This First Amendment to Developer's Agreement (this "**First Amendment**") is dated _____, 2024 by and between THE CITY OF WINTER HAVEN, a Florida municipal corporation (the "**City**"), THE WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY, a public body created pursuant to Chapter 163 of the Florida Statutes, (the "**CRA**"), and 1150 WHG LLC, a Florida limited liability company ("**Developer**"), (each a "**Party**" and collectively, the "**Parties**").

WITNESSETH:

WHEREAS, the City, CRA, and Developer are parties to that certain Developer's Agreement dated November 14, 2022 regarding an up to 211 unit multi-family housing project being developed in two (2) phases (the "**Developer's Agreement**"); and

WHEREAS, the Developer has indicated that it has incurred significant, unanticipated cost increases substantially altering the project pro-forma and jeopardizing completion of the project; and

WHEREAS, the Developer has secured additional funds towards the completion of the project and reduced the projected profitability of the project by approximately 50%; and

WHEREAS, Developer has indicated that additional capital cannot be obtained for this project at this time; and

WHEREAS, 61.5 Equivalent Residential Units (ERU's) shall be credited, based upon the previous use of the property on which the project is located, towards the Developer's City water and wastewater connection fees, leaving approximately 26.1 ERU's remaining to be paid for phase 1 of the project, depending upon final phase 1 unit count

WHEREAS, Temporary Certificates of Occupancy and/or Certificates of Occupancy cannot be issued/obtained, after depletion of the aforementioned ERU credits, until all remaining ERU's for any additional units (approximately 44 units) in phase 1 of the project at the current rate of $3,519.60 per unit of City water and wastewater connection fees necessary for phase one completion are paid in full which would equal under current rates, the total sum of approximately $153,102.60; and

WHEREAS, phase 2 of the project contemplates approximately an additional 66 units which would require an additional 39.6 ERUs which would equal under current rates, the total sum of $232,293.60; and

WHEREAS, the Developer has indicated that it has incurred significant costs to upgrade, improve and enhance various utility and infrastructure facilities necessary to provide safe, permanent dwelling units within the Downtown CRA area associated with

the project; and

WHEREAS, completion of the project provides a public benefit beyond the geographical boundaries of the property through the implementation and furtherance of the goals, objectives and policies of the Downtown Community Redevelopment Plan; and

WHEREAS, the City and Developer desire to amend the Developer's Agreement, pursuant to this First Amendment to include an additional per unit utility and infrastructure incentive as more specifically set forth herein; and

WHEREAS, except as amended herein, all of the terms and conditions of the Developer's Agreement are reaffirmed by the City, CRA and Developer.

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual covenants, terms, and conditions contained in the Developer's Agreement, and in this First Amendment, where applicable, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

§ 1. Incorporation of Recitals.

The above whereas clauses are hereby incorporated, deemed true, and are a factual basis for this First Amendment.

§ 2. Amendment to add Paragraph 2.b.

Paragraph 2.b is hereby added to read as follows:

2.b **Per Unit Utility and Infrastructure Reimbursement Grant**. For two (2) years from the Effective Date of this First Amendment to Developers Agreement, the CRA agrees to provide to 1150 WHG LLC a Utility and Infrastructure Reimbursement Grant ("Grant") in a total amount not to exceed $385,396.20 payable from legally available tax increment funds deposited to the CRA's redevelopment trust fund associated with the property upon which the project is located to be paid on a per-unit basis upon the satisfactory completion of various utility and infrastructure improvements and enhancements for the project, as evidenced by confirmation of payment of City water and wastewater connection fees to the City for the balance of approximately 44 units in phase 1 and for approximately 66 units in phase 2 of the project. Said Grant shall only be allowed and paid on a per unit basis after the City Engineer has confirmed that all City water and wastewater utility infrastructure for each unit in the project has been satisfactorily completed and is acceptable to the City and that all applicable City water and wastewater connection fees and other charges pursuant to applicable City Code of Ordinances and rules and regulations have been paid in full as determined by the City Engineer. The per unit Grant shall be equal to the current combined per unit City connection fees for water and wastewater to be paid by Developer currently in the amount of $3,519.60 per unit and which is actually paid. The total Grant allowed and allocated to

be paid hereunder shall not exceed the total sum of $385,396.20 or the actual amount paid by the Developer for City water and wastewater connection fees for the project that are not subject to the credited 61.5 ERU's referenced herein, whichever amount is less. After two (2) years from the Effective Date of this First Amendment, the City and/or CRA's obligation to make any payments in whole or in part under the Grant approved and authorized hereunder shall immediately cease and any such Grant and/or payments in whole or in part that may be provided hereunder shall no longer be available and/or paid by either the City and/or the CRA.

§ 3. Balance of Developer's Agreement.

All other provisions of the Developer's Agreement, unless expressly amended or modified by this First Amendment, shall remain in full force and effect.

§ 4. Counterparts; Electronic or Facsimile Signatures.

This First Amendment may be signed in counterpart with electronic or facsimile signatures constituting original signatures for all intents and purposes.

§ 5. Amendments.

Any further amendments to the Developer's Agreement, as amended, shall be made in writing and signed by the Parties pursuant to Paragraph 7.2 thereof.

§ 6. Effective Date.

The Effective Date of this First Amendment shall be the date upon which both the City's governing body and the CRA Board approve this First Amendment.

[*The balance of this page intentionally left blank*.]

Signatures follow on Pages 4 through 6.

IN WITNESS WHEREOF, the Parties have executed this First Amendment to Developer's Agreement as of the date first above written.

CITY OF WINTER HAVEN, FLORIDA:

THE CITY OF WINTER HAVEN, FLORIDA, a Florida municipal corporation

_____
By: Nathaniel J. Birdsong, Jr.
As its: Mayor

ATTEST WITH SEAL:

_____
By: Vanessa Castillo, MMC, City Clerk

Approved as to correctness and form:

_____
By: Frederick J. Murphy, Jr., City Attorney

Signed, sealed and delivered
In the presence of:

_____

_____

THE WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY
By: _____
Print Name: Brian Yates
As its: Chairman
Date: _____, 2024

1150 WHG LLC,
a Florida limited liability company, Developer:

1150 WHG LLC, a Florida limited liability company
By: EV AL RCP WHG LLC, a Delaware limited liability company

By: Jack Boyajian
Its: Manager

Two Witnesses

DATE: May 28, 2024

TO: Chairman Yates and CRA Board Members

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Eric Labbe, Economic Opportunity and Community Investment Director

FROM: Angie Hibbard, CRA Manager

SUBJECT: Reappointment of CRA Advisory Committee Members

BACKGROUND

The Winter Haven Community Redevelopment Agency By-Laws state in Sections 5-A-4 and 5-B-4 the CRA Board shall reappoint members of both the Downtown and the Florence Villa Advisory Committee's seats to a term of two years.

The following members have made application to be reappointed:

Downtown:	Florence Villa:
Chris Collany (Seat 2)	Betty Smothers (Seat 2)

FINANCIAL IMPACT

There is no financial impact to the City or CRA with this request.

RECOMMENDATION

Staff recommends the CRA Board reappoint the Advisory Committee Members.

ATTACHMENT

- Reappointment letters

City of Winter Haven
City Clerk

Mr. Chris Collany
393 East Central Avenue
Winter Haven, FL 33880

SENT VIA EMAIL
chris@collany.com

MARCH 5, 2024

Dear Mr. Collany,

Thank you for having served on the City of Winter Haven's Community Redevelopment Agency (CRA) Downtown Advisory Committee. Your term expired on September 30, 2023. Please let us know if you would like to continue serving on this Committee (2-year term) by completing the following:

1. **Check (✓) one:** ☑ I wish to be reappointed ☐ I do not wish to be reappointed
2. **Submit a new *Board/Committee Appointment Information* application** (if applicable – ex: any information has changed and/or is being added)
3. **Select <u>one</u> of the following:**
   a. If **<u>not</u>** submitting via email, print this letter, sign & date (required):
   x _____ Date: 3/18/24
   b. If submitting via email with no signature, check **(✓)** here: ☐
4. **Return this letter** (and ***Board/Committee Appointment Information*** **application** if applicable**) in any of the following ways:**
   a. Email: vcastillo@mywinterhaven.com and lharris@mywinterhaven.com
   b. Drop off: City Hall, 451 Third Street NW, Winter Haven, FL 33881
   c. Mail: City Clerk's Office, 451 Third Street NW, Winter Haven, FL 33881

Please contact me if you have any questions.

Sincerely,

Vanessa Castillo, MMC
CITY CLERK

P 863.291.5627
C 863.287.7521
vcastillo@mywinterhaven.com

City of Winter Haven
City Clerk

Ms. Betty Smothers
620 Avenue O NE
Winter Haven, FL 33881

SENT VIA EMAIL
missann43@outlook.com

MARCH 5, 2024

Dear Ms. Smothers,

Thank you for having served on the City of Winter Haven's Community Redevelopment Agency (CRA) Florence Villa Advisory Committee. Your term expired on September 30, 2023. Please let us know if you would like to continue serving on this Committee (2-year term) by completing the following:

1. **Check (✓) one:** ☑ I wish to be reappointed ☐ I do not wish to be reappointed
2. **Submit a new *Board/Committee Appointment Information* application** (if applicable – ex: any information has changed and/or is being added)
3. **Select <u>one</u> of the following:**
   a. If **<u>not</u>** submitting via email, print this letter, sign & date (required):
   × Betty Smothers Date: 3/12/24
   b. If submitting via email with no signature, check **(✓)** here: ☐
4. **Return this letter (**and ***Board/Committee Appointment Information*** **application** if applicable**) in any of the following ways:**
   a. Email: vcastillo@mywinterhaven.com and lharris@mywinterhaven.com
   b. Drop off: City Hall, 451 Third Street NW, Winter Haven, FL 33881
   c. Mail: City Clerk's Office, 451 Third Street NW, Winter Haven, FL 33881

Please contact me if you have any questions.

Sincerely,

Vanessa Castillo, MMC
CITY CLERK

P 863.291.5627
C 863.287.7521
vcastillo@mywinterhaven.com

DATE: May 29, 2024

TO: Chairman Yates and CRA Board

VIA: Eric Labbe, Director of Economic Opportunity & Community Investment

FROM: Angie Hibbard, CRA Manager

SUBJECT: Increase Grant Maximum for Residential Improvement Grants

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BACKGROUND

In the Florence Villa CRA the current maximum grant amount for the Residential Improvement Grants is $5,000. The Commercial Façade Grant maximum is $10,000. The Residential Improvement Grant was established in 2020-2021 and has not increased. As construction costs have increased, discussion has ensued regarding increasing the Residential Improvement Grant maximum.

The FY 2023-2024 budget includes $250,000 for Residential Improvement Grants. We have reimbursed $35,908.07 this year and currently have three applications approved for work for a total of $15,000 and 11 applications in various stages of the application process totalling $55,000, leaving $144,091.93 of the budget amount unallocated. The pending applications should be ready for Advisory Committee presentation at the July 15 meeting and staff does not anticipate the work being complete and submitted for reimbursement for all the applications prior to the end of the fiscal year.

FINANCIAL IMPACT

A change in the maximum amount of the grant would not change the current budget line item, but would reduce the total maximum number of potential applicants. However, staff believes the remaining unallocated balance is sufficient for the remainder of the fiscal year.

FVCRA ADVISORY COMMITTEE RECOMMENDATION

The Florence Villa CRA Advisory Committee, at their April 15, 2024 regular meeting, recommended increasing the grant maximum for Residential Improvement Grants to $10,000. No other changes to the program were recommended.

STAFF RECOMMENDATION

Staff recommends increasing the maximum grant amount for Residential Improvement Grants from $5,000 to $10,000 and allowing any recipient that has applied in the last 24 months to reapply for additional funding for new work.

DATE: May 29, 2024

TO: Chairman Yates and CRA Board

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Eric Labbe, Director of Economic Opportunity & Community Investment

FROM: Angie Hibbard, CRA Manager

SUBJECT: Lightning Alert Siren

BACKGROUND

In September 2022 an updated plan for The Florence Villa CRA was completed and adopted by Resolution R-22-37. Included in the Plan is Goal 4: Reduce Crime and Create a Safer Living Environment.

In the Fiscal Year 2023-24 Florence Villa CRA budget there is money allotted for Other Capital Improvements - Future Projects. Staff worked with DTN LLC in 2022 for a lightning alert system - OnGuard Siren Alerting Solution and WeatherSentry Online. The contract at that time was for two sirens installed in the Downtown CRA area and access to the online weather system and tools.

The selection for the purchase in September of 2022 identified this system to be more accurate, using technology to detect lightning and not predict lightning. In addition, this is the same system the Polk County School Board and LEGOLAND use. The proposal is for a siren to be installed at the Rueben Williams Sports Complex and adding this location for the online support and siren alerting.

The Capital Improvements – Future Projects line item includes $104,396. The complete package is $12,405 (siren system is $9750 for the current stock, shipping and installation is $2,655). This will leave a balance of $91,991. However, DTN LLC anticipates a price increase once the current stock of available sirens are purchased. DTN LLC anticipates the current stock to be depleted in June of 2024.

FINANCIAL IMPACT

Total estimated cost is $12,405 at the current in-stock price. Adequate funds are available within the Other Capital Improvements – Future Projects line item of the Florence Villa CRA Budget.

FLORENCE VILLA CRA ADVISORY COMMITTEE RECOMMENDATION

On April 15, 2024 the Florence Villa CRA Advisory Committee unanimously recommended approval to purchase the Lighning Alert Siren from the Other Capital Improvements- Future Projects line item.

RECOMMENDATION

Staff recommends the CRA Board approve the purchase and installation of the OnGuard Siren Alerting Solution and WeatherSentry Online system with DTN and authorize the City Manager to take any actions necessary and related thereto.

ATTACHMENTS

- DTN proposal and specifications



Technical Specification Sheet

OnGuard Siren Alerting Solution

The OnGuard Siren Alerting solution supports safer operations by quickly notifying people in your care of lightning, severe thunderstorm, and tornado threats with its powerful, hands-free onsite alerts. It also helps you more easily identify situations that require fast decisions and immediate evacuation. This solution works with our WeatherSentry® decision support and alerting tool.

DTN

What are the product components?

The solution includes the following items:

- Cabinet
- Siren assembly
- Conduit
- Pole
- Cabinet mounting hardware

Product specifications

Siren assembly weight & dimensions

- Height: 8.5 in (215.9 mm)
- Width: 11.0 in (279.4 mm)
- Depth: 8.0 in (203.2 mm)
- Weight: 4.09 lb (1.86 kg)

Cabinet weight & dimensions

- Height: 15.5 in (393.7 mm)
- Width: 13.5 in (342.9 mm)
- Depth: 6.25 in (158.75 mm)
- Weight: 11 lb (4.99 kg)

Conduit weight & dimensions

- Length: 50.25 in (1276.35 mm)
- Width: 0.5 in (12.7 mm)

How does the product work?

- The siren hardware includes three directional sirens and a multi-color, omni-directional beacon mounted on a pole or tripod.
- The sirens and beacon tie into WeatherSentry alerts through a universal smart controller that activates the OnGuard system alerts for a preset amount of time.
- Siren alerts and quiet periods can be set up in WeatherSentry.
- Sirens can be activated for the specific locations you set up.
- Alerts can be activated for the following triggers:
    - Lightning – advisory, caution, and warning ranges, as well as an all-clear notice.
    - Community and county-based National Weather Service severe thunderstorm and tornado warnings.
- These alerts will activate the system's beacon and sirens for a set amount of time to notify everyone in the immediate area of a dangerous situation.

What are the system requirements?

- One or more OnGuard Siren Alerting units (purchased or leased)
- A WeatherSentry subscription
- A Google Chrome, Firefox, or Safari web browser

What are its cellular specifications?

- Region: Global
- LTE Cat-1 Multi-band module
- LTE Bands: 1, 2, 3, 4, 5, 7, 8, 12 (17), 18, 19, 20, 28
- 3G Bands: 1, 2, 4, 5, 8, 9, 19
- 2G Bands: Quad band

How much power do I require to use the product on ground?

- 120 volts AC

What are its environmental requirements?

- Operating ambient temperature: -4° to 131° F (-20° to 55° C)
- Charging ambient temperature[1,2]: 32° to 95° F (0° to 35° C)
- Relative humidity[2]: 5 – 100%

What are the key product features?

- It utilizes our patented WeatherSentry alerting system.
- It is powered by the best, most accurate lightning networks available.
- It provides site-specific alerting focused on your location(s) of concern.
- Its audio and visual alerts ensure people within a reasonable distance will know there is an approaching threat.
- Ensures that even those without a computer or mobile device in hand will be alerted.



OnGuard Siren Alerting Unit

With the OnGuard Siren Alerting solution, you can confidently decide when to stop your event or operations and evacuate people to a safe location.

www.dtn.com

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September 9, 2022

This letter intends to show that DTN LLC has unique, proprietary capabilities designed in their WeatherSentry and OnGuard solution that are unavailable through other vendors, thereby making DTN LLC the sole provider of these services. WeatherSentry will provide the following unique capabilities.

WeatherSentry Online
WeatherSentry is DTN's full-featured, interactive web-based and mobile weather system. This system is the result of decades of development and includes several tools and features that are patented and/or exclusive to DTN.

- ***PrecipTimer®***
  DTN LLC owns patent (#6,980,908) through the United States Patent Office for the capability to forecast the start and stop times of precipitation to specific geographic locations in real-time with continuous 5- minute updates. This unique, capability is available from no other source.
- ***Location-based Weather Alerts***
  DTN LLC owns patent (#7,602,285) for our automated weather alert system within WeatherSentry. DTN is the only provider offering customers the ability to uniquely define the types of weather alert each requires, including specific weather parameters, significant hazard thresholds, and precise geographical areas of interest. This exclusive customer-configured alert service can be applied to stationary or mobile assets and is available 24 hours a day.
- ***Proprietary Weather Forecasting Engine***
  WeatherSentry Online is powered by DTN LLC's proprietary forecast engine. DTN's weather forecast gathers and models weather data 24/7 from more than 70,000 inputs around the globe, including global, regional, and high-resolution numerical weather prediction. This data is refined utilizing state-of-the-science techiniques including machine learning, artificial intelligence, and terrain correction.
- ***RadarScope and Real-Time Lightning***
  WeatherSentry Online offers the only enterprise-level, web-based solution for single-site and super-res radar data. In addition, users will also have access to the full suite of radar layers, as well as real-time lightning alerts.

OnGuard Siren Alerting Solution
The OnGuard Siren uses DTN LLC patented location-based weather alerts from WeatherSentry Online to provide both weather and lightning alerts in up to 45 different siren tones. Developed to meet FEMA CPG 1-17 Outdoor Warning Systems Technical Bulletin Version 2.0, the guiding standard for emergency signaling / warning siren systems in the USA, OnGuard has a 70dB effective range of 1100ft and is audible to 2800ft.

In summary, the DTN provides customized, unique services and capabilities that cannot replicated by other providers.

Best Regards,

Renny Vandewege,
Global Commercial Leader

DocuSign Envelope ID: 92005DB3-65E7-49E4-B527-91A8AC86053F

STANDARD ORDER

DTN, LLC
2131 Lindau Lane, Suite 700, Bloomington, Minnesota, United States 55425
www.dtn.com

DTN USE ONLY									
Customer #	2592359	Sales Agent	Steve Tinnell	Date	April 19, 2024	SF Opp. ID	101220397	Quote	Q-352720

Customer Information		Billing Information	
Company Name	City of Winter Haven	Company Name	City of Winter Haven
Street Address	500 3rd St NW	Street Address	500 3rd St NW
City, County, Post Code, Country	Winter Haven, Florida, 33881, United States	City, County, Post Code, Country	Winter Haven, Florida, 33881, United States
Contact Name / Job Title	Angie Hibbard /	Contact Name / Job Title	Angie Hibbard /
Phone Number	(863) 268-6733	Phone Number	(863) 268-6733
Email Address	ahibbard@mywinterhaven.com	Email Address	ahibbard@mywinterhaven.com

Contract Start Date: May 01, 2024	Tax ID (VAT):	
Initial Term (months): 36	Purchase Order #:	
Contract Type: Rolling	Billing Frequency:	Annual
Notice Period (months): 3 Months	Billing Term: Advance Plus	Currency: USD

Draft

Customer Notes:

Special Instructions:

One-Time Fees (DTN Services and Equipment)

Details	Quantity	Rate	Total
OnGuard Siren Alert System	1.00	9,750.00	9,750.00
OnGuard Installation	1.00	1,500.00	1,500.00
OnGuard Mount	1.00	575.00	575.00
OnGuard Shipping	1.00	580.00	580.00

Subscription Fees (DTN Services and Equipment)

Details	Tier	Quantity	Rate	Quantity Unit of Measure	Total
OnGuard Siren Alerting Services	N/A	1.00	1,700.00	Per Location / Per Year	~~5,1~~00.00

Total Contract Fees	
Subscription Fees Total	5,100.00
One-Time Fees Total	12,405.00

Usage Fees

Details	Rate	Unit of Measure

This Order Form shall be governed by the terms of service located at www.dtn.com/tos, and by signing below you expressly acknowledge and agree to the DTN terms of service on behalf of the Customer named above. The details of the processing of personal data by DTN is set out in our privacy policy, which is located at https://www.dtn.com/privacy-policy/.

Customer Signature – Please sign and date below:

DATE: May 29, 2024

TO: Chairman Yates and CRA Board

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Eric Labbe, Director of Economic Opportunity & Community Investment
Julie Adams, Director Parks, Recreation & Culture

FROM: Angie Hibbard, CRA Manager
Andy Palmer, Parks Planning & Strategic Initiatives Manager

SUBJECT: Lake Silver Skate Park Pavilion Demolition and Rebuild

BACKGROUND

During a previous Downtown CRA Advisory Committee meeting, community policing and safety within our downtown spaces was discussed. One immediate area of concern discussed was a large older picnic pavilion along the trail, adjacent to the skate park at Lake Silver. After internal discussions on community policing with Public Safety, Parks & Recreation and Downtown CRA, several action items were identified with the repurposing of the pavillion area as having an immediate impact.

In the Fiscal Year 2023-24 Downtown CRA budget there are several Capital Improvement Projects for which construction will not be started prior to the end of the fiscal year. Staff worked with Whitehead Construction on options for the area that include continuing to provide additional amenities to the skate park, repurpose the area and remove an attractive nusiance, repurposing the area into a smaller skate park expansion, utilizing stored skate art. Whitehead Construction was the original contractor on the existing skate park and shade structures and is under the City's General Contractor agreement ITB-23-48. They have provided a proposal for the following scope of work:

- Remove & dispose of existing pavilion roof structure, columns and concrete slab
- Furnish & install new 4" thick reinforced concrete slab with thickened edge
- Relocate several skate features from City's storage to Lake Silver Skate Park (These features have been assessed by the contractor and staff and with the rehabilitation provided within this scope of work will be in working order.)
- Place skate features onto new slab
- Pressure wash (prior to moving) & paint existing skate features (once at new site)
- New sod where damaged

Staff and the contractor will work with members of the local skateboarding community on the final placement of the skate features. Moreover, additional "park rules" and liability signage will be placed onsite.

FINANCIAL IMPACT

Total estimated cost of the project is $45,375 to be paid from the Capital Improvements Fund for the Downtown CRA.

DTCRA ADVISORY COMMITTEE RECOMMENDATION

The Downtown CRA Advisory Committee, at their May 6, 2024 regular meeting, unanimously recommended approval of the agreement to the CRA Board.

RECOMMENDATION

Staff recommends the CRA Board approve the Lake Silver Skate Park Pavilion Project and associated scope of work with Whitehead Construction and authorize the City Manager to take any actions necessary and related thereto.

ATTACHMENTS

- Whitehead Construction Proposal

WHITEHEAD CONSTRUCTION
Building Florida Since 1954

January 22, 2024

Andy Palmer
City of Winter Haven
500 3rd Street, NW
Winter Haven, FL 33881

RE: COWH Skate Park Pavilion Demo

Dear Mr. Palmer,

Whitehead Construction is pleased to provide the following Budget proposal to demolish & dispose of the existing pavilion located just east of the Lake Silver Skate Park. This proposal also includes removal and replacement of the existing concrete slab. This proposal is based on our site visit and the following scope of work.

General Conditions

- Supervision
- Project Management
- Temporary Facilities
- Insurance
- Dumpsters

Demolition

- Disconnect power & make safe for demo ($500 allowance)
- Remove & dispose of existing 30'x60' pavilion roof structure & columns.
- Remove & dispose of existing 30'x60' concrete slab.

Concrete

- Furnish & install new 4" think reinforced concrete slab with thickened edge.
- Slab to be reinforced with 6 x 6 x 2.1 wire mesh.

Skate Features

- Relocate several skate features from City's Solid Waste facility to Lake Silver Skate Park.
- Unload & place skate features onto new slab.
- Pressure wash & paint existing skate features. Pressure washing of skate features to take place at solid waste facility.

Sod

- An Allowance of $500 is included for sod.

The total amount of this proposal is ***Forty Five Thousand Three Hundred Seventy Five Dollars and 00/100** ($45,375.00)***

Qualifications:
Excludes permit fees, landscape, irrigation, plumbing anything not specifically indicated above.

Thank you for the opportunity to provide you with this proposal. Please feel free to contact our office at 863-293-6473, should you have any questions.

Kindest regards,

Wayne Mullen

Wayne Mullen
Project Manger

DATE: May 29, 2024

TO: Chairman Yates and CRA Board

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Eric Labbe, Director of Economic Opportunity & Community Investment

FROM: Angie Hibbard, CRA Manager

SUBJECT: Florence Villa Property Acquisition

BACKGROUND

In September 2022 an updated plan for The Florence Villa CRA was completed and adopted by Resolution R-22-37. Included in the Plan is Goal 1: Attract business and economic development opportunities; and Goal 2: Improve housing conditions and increase affordable housing stock.

In the Fiscal Year 2023-24 Florence Villa CRA budget there is money allocated for both professional services other and for Other Capital Improvements Property Acquisition. Staff worked with Florida Acquisition and Appriasal Inc. to develop a plan to identify properties and start the acquisition process. They have provided a proposal for the following services:

- Preliminary parcel research to identify parcels of opportunity
- Site inspection of properties
- Procurement of 50 year Title search for parcels chosen
- Preliminary cost estimates including local sales research for land values
- Valuation services including Broker Price Opinions and procure and manage appraisal services
- Negotation of voluntary acquisition and purchase agreement of willing seller or donor
- Coordinate closing services and recording appropriate documents

City staff and Florida Acquisition and Appraisal Inc. will work with members of the community to identify key properties available or potentially available for acquisition. Acquisition and aggregation of properties in Florence Villa, particularly along First Street, is the first step towards facilitating major redevelopment opportunities. No properties will be “taken” or forced to participate in the program.

FINANCIAL IMPACT

Total estimated cost is not to excceed $650,000. $150,000 from the Professional Services line item for services leading to a Sales Contract and $500,000 from the Capital Improvements line item for the acquisition or purchase of properties.

RECOMMENDATION

Staff recommends the CRA Board approve the Florida Acquisition and Appraisal Inc. proposal and authorize the City Manager to take any actions necessary and related thereto.

ATTACHMENTS

- Florida Acquisition and Appraisal proposal

FLORIDA ACQUISITION & APPRAISAL INCORPORATED

Licensed Real Estate Broker

April 3, 2024

Eric Labbe, AICP
Economic Opportunity & Community Investment Director
City of Winter Haven

RE: Scope and Hourly Fees for Voluntary Advisory Services
Florence Villa CRA

Dear Mr. Labbe:

Florida Acquisition & Appraisal, Inc. (FLAA) is pleased to provide the Florence Villa CRA and City of Winter Haven with a scope and fee proposal for the above referenced services. Below is our proposed scope of services and our assumptions.

PROJECT DESCRIPTION

The Florence Villa CRA Acquisition Task entails finding appropriate parcels for voluntary acquisition, evaluating the land rights and acquiring an as yet to be determined number of parcels. Generally, the services being considered under this proposal are:

- Meetings with City staff and consultants, as requested
- File creation/administration and
- Preliminary parcel research to identify parcels of opportunity:
  - Properties that match the CRA's criteria
  - Properties for sale, distressed, uneconomic, etc
- Site inspection of properties
- Procurement of 50-year title search for parcels chosen for acquisition
- Local sales research for land values
- Preliminary cost estimates to narrow CRA selection
- Submit to CRA to determine target properties
- Valuation Services:
  - Develop an Agent Price Estimate or Broker Price Opinions with appropriate land and improvement values, OR
  - Procure and manage appraisal services
- Solicitation of a willing seller or donor; negotiation of voluntary acquisition
- Secure a signature on a purchase agreement, if possible
- Create closing documents using City supplied templates
- Transmit purchase agreement and closing documents to CRA/City for signature and appropriate processing
- Procure closing services and title insurance, if necessary (promulgated rate, pass-through)
- Recording appropriate documents in the Polk County Public Record (pass-thru expense)
- File retirement

Acquisition

Appraisal

Relocation

Cost Estimating

Property Management

Lawsuit Preparation

SCOPE OF ACQUISITION SERVICES

Management. FLAA shall provide all necessary consultant management, subcontracting and administrative support to the City of Winter Haven in its conduct of the Florence Villa CRA voluntary acquisition project. After parcel selection by the CRA, FLAA shall attempt to acquire the necessary properties in fee simple (or other as instructed). FLAA's production management, administration, quality assurance, acquisition/negotiation, support, and initial title will be in the fee proposal, with travel and ancillary expenses are included.

T (855) 777-3522
P (813) 241-6354
F (813) 864-0099

PO Box 89007
Tampa, FL 33689

410 S. Ware Blvd.
Suite 700
Tampa, FL 33619

The CRA is responsible for all incidental expenses related to the real property transaction. Some of those expenses include, but are not limited to: Legal fees, documentary stamps, recording fees, title updates, title insurance (if requested by the CRA), price estimates, appraisals, surveys, and/or other fees and costs as necessary.

Solicitations will be presented to the property owner and negotiations commence to obtain the property at the lowest possible price.

FLAA proposes utilizing the services of the following subconsultants:

- Network Transaction Solutions (NTS Pros, Adam Helling) for title searches, updates, commitments, subordinations, closings, and title insurance services, as necessary.

FLAA has connections and working relationships with numerous appraisers throughout the state. Should an appraisal be requested or required for an acquisition, FLAA shall submit to the City a quote for the service with the anticipated schedule for delivery.

Deliverables provided by the City. The City shall provide any historical contacts regarding properties assigned. Documents previously used on the Lake Elbert Trail project shall be modified and presented to the City for legal approval. All final documents shall be approved by the City's Legal Counsel or designee, as appropriate, if requested by the CRA.

Solicitation and Negotiations. FLAA shall procure appraisals or provide Agent Price Estimates (APE) or Broker Price Opinion (BPO) for each parcel chosen to submit to the CRA/City for review and acceptance. Recent sales and property listings will be researched, and a range of value will be established. An agent with knowledge of the market will review the property and set the square foot value for the land. Any improvements on the parcel will be valued according to the Marshall and Swift manual, such as grass, asphalt, concrete, fencing, or other minor improvement. If a property is estimated to be valued above $100,000.00, the CRA/City will be notified to determine if an appraisal shall be ordered. The appraisal (if ordered), BPO, or APE will be submitted to the CRA/City for acceptance.

City-accepted values will be utilized as the basis of the voluntary acquisition solicitation unless instructed otherwise. FLAA recommends not making written solicitation until a verbal agreement is reached and approved by the CRA/City.

It is the intention of FLAA to conduct all initial solicitations verbally and in-person, as acceptable by the owner or their representative. An FLAA agent shall be available for in-person meeting to secure proper conveyance of property voluntarily provided by the property owner. However, FLAA shall comply with owners' wishes to communicate by other means, including phone calls, Teams, Skype, Zoom, FaceTime, or other audio-visual capability reasonable and necessary.

FLAA shall **always** negotiate in the interests of the CRA and City. In the event of a counteroffer by the property owner, the counteroffer will be examined and shared with the CRA/City immediately with a recommendation made to the CRA/City based on a cost/benefit analysis, and other strategies as necessary.

Agreement. FLAA shall secure a signed Purchase and Sale Agreement with the property owner, if possible.

Voluntary Conveyance (Closing) Services. FLAA shall utilize e-recording services on parcels closed by FLAA and NTS Pros to close and record any document in support of the voluntary acquisition of a complex closing. FLAA also suggests title insurance be utilized on complex closings. For simple closings, FLAA will close the parcel under the auspices of the City Attorney.

General. FLAA shall invoice monthly, in accordance with the Price Proposal. As noted, FLAA shall maintain high standards of personal conduct as we relate with City staff and the property owners. We shall maintain high standards of record keeping, management control, and reporting. We shall liaise with the CRA/City to ensure that you can effectively oversee our efforts. We shall be available for meetings and telephone calls at your discretion.

ASSUMPTIONS

- Project consists of fee-simple acquisition of whole properties.
- FLAA shall be contracted to provide these services for up to one year, or until project completion, whichever occurs first. Should an extension be necessary and requested, FLAA and the City shall discuss prior to a contract extension, purchase order, or task amendment will be issued by the City.
- Costs of subconsultants for services, including title searches and updates, title insurance, closings, and escrow shall be a pass-through expense.
- Ancillary costs, such as recording fees and doc stamps, shall be a pass-through expense.
- The CRA/City will provide deliverables to FLAA at NTP:
  - A list of parcels known by the CRA/City to be candidates
  - Historical parcel contacts; and
  - Documents required by the City to convey property interests or provide useful information

PROPOSED FEES

FLAA is providing an hourly rate for each labor category. We propose to utilize an hourly rate billing since the number of parcels and the acquisition complexity are not currently known. FLAA will only bill for hours used and has a proven system of tracking hours. FLAA will invoice monthly based on hours and pass-through expenses.

Classification	Loaded Hourly Rate
Project Manager	$ 165.00
Senior R/W Agent	$ 140.00
Right of Way Agent	$ 110.00
Administrative Asst.	$ 85.00
Subconsultant Pass-Through Estimate	
Title Company	*See Attachment A*
Appraiser	*TBD*

Sincerely,

FLORIDA ACQUISITION & APPRAISAL, INC.

Jack Curatelli

Jack Curatelli
President, SR/WA

Joseph Blair

Joseph Blair
Project Manager

Attachment A

From: Adam Helling
Sent: Tuesday, April 2, 2024 12:23 PM
To: David Montalvo; Joe Blair
Cc: Jack Curatelli
Subject: RE: Winter Have CRA

From: Adam Helling <adam@ntspros.com>
Sent: Tuesday, April 2, 2024 9:24 AM
To: Joe Blair <jblair@flaa.com>
Cc: David Montalvo <dmontalvo@flaa.com>; Jack Curatelli <jcuratelli@flaa.com>
Subject: Winter Have CRA

Good morning Joe,

It was a pleasure speaking with you yesterday, concerning the CRA project with the City of Winter Haven.

Per our discussion, please find the below schedule of fees for search work, closings and title insurance.

Prelim Title Search Fee:	$125.00 (Platted property)
Prelim Title Search Fee:	$250.00 (Unplatted property)
Title Commitment for Closing Fee:	$0.00 (Update of prelim title search only)
Closing Fee (No Curative):	$650.00
Closing Fee (Curative Matters):	$1,250.00

Please let me know if you would like to discuss further.

Thanks

Adam Helling | Sr. Examiner/Underwriter

1605 S. Alexander St., Suite 101
Plant City, FL 33563
Office: 813.750.1665 ext.1326
Fax: 813.517.8411
adam.helling@NTSPros.com

www.networktransactionsolutions.com

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DATE: June 7, 2024

TO: Chair Yates and Community Redevelopment Agency Board Members

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager

FROM: Eric Labbe, Economic Opportunity and Community Investment Director

SUBJECT: Consent to Assignment of Collateral Assignment of Developer's Agreement relating to RainDance Apartments

---

BACKGROUND

On December 14, 2020, RainDance Winter Haven, LLC, a Florida limited liability company ("RainDance WH"), entered into that certain Developer's Agreement (the "Developer's Agreement") with the City and CRA. On or about June 11, 2021, RainDance WH assigned its interest in that Developer's Agreement to RainDance SPE, LLC, a Delaware limited liability company ("RainDance SPE") to which the City and CRA consented.

RainDance SPE entered into a Loan Agreement with Hall Winter Haven, LLC for construction financing for the Project in the amount of up to $16,750,000.00. The Loan was secured by a Mortgage, Security Agreement, Assignment of Rents and Leases and Fixture Filing (the "Mortgage"), executed by RainDance SPE, for the benefit of Hall Winter Haven, LLC, which encumbered the property on which the Project is located.

As additional security for the Loan, Hall Winter Haven, LLC required RainDance SPE to execute a Collateral Assignment of Developer's Agreement ("Collateral Assignment") for the benefit of Hall Winter Haven, LLC. The City and CRA acknowledged and consented to this Collateral Assignment on June 14, 2021. On March 11, 2024, the City and CRA approved an Assignment of Collateral Assignment of Developer's Agreement by and between Hall Winter Haven, LLC, Assignor, in favor of Shelter Growth Master Commercial Real Estate Credit Fund A IV LP, Assignee ("Shelter Growth").

As is customary with transition from construction financing to permanent financing, prior agreements and assignments may be assigned to a new lender and its subsidiary. In this case, Shelter Growth, has requested the City and CRA Consent to a further Assignment of Collateral Assignment of Developer's Agreement relating to Raindance Apartments to a wholly owned Shelter Growth subsidiary known as Term Fund A IV MRA Seller. All terms and obligations pursuant to the Developer's Agreement remain in full effect. The City Commission approved this matter at its meeting on April 8, 2024.

FINANCIAL IMPACT

There is no direct financial impact to the City or CRA with this request.

RECOMMENDATION

Staff recommends the Community Redevelopment Agency Board Consent to Assignment of Collateral Assignment of Developer's Agreement from Shelter Growth Master Commercial Real Estate Credit Fund A IV LP to its wholly owned subsidiary Term Fund A IV MRA Seller LLC and authorize appropriate CRA staff to take any further actions relating to these matters that are necessary and appropriate.

ATTACHMENT

- Consent to Assignment of Collateral Assignment of Developer's Agreement

SHELTER GROWTH MASTER COMMERCIAL REAL ESTATE CREDIT FUND A IV LP
c/o Shelter Growth Capital Partners LLC
750 Washington Boulevard, Suite 1050
Stamford, Connecticut 06901

March 25, 2024

The City of Winter Haven
451 Third Street, N.W.
Winter Haven, Florida 33881
Attention: T. Michael Stavres, City Manager

The Winter Haven Community Redevelopment Agency
451 Third Street, N.W.
Winter Haven, Florida 33881
Attention: Angie Hibbard, CRA Manager

Re: Consent to Assignment of Collateral Assignment of Developer's Agreement relating to RainDance Apartments

To Whom it May Concern:

Reference is made to that certain Developer's Agreement dated as of December 14, 2020 (the "**Developer's Agreement**") by and between The City of Winter Haven (the "**City**"), The Winter Haven Community Redevelopment Agency (the "**CRA**") and RainDance SPE, LLC (successor to the interest of Rain Dance Winter Haven, LLC) ("**RainDance**").

Reference is further made to that certain Collateral Assignment of Developer's Agreement (the "**Collateral Assignment**") dated as of June 16, 2021, by RainDance, in favor of Hall Winter Haven, LLC ("**Hall**"), and accepted and acknowledged by the City and the CRA, pursuant to which RainDance collaterally assigned to Hall, all right, title, and interest of RainDance in and to the Developer's Agreement.

Reference is further made to that certain Assignment of Collateral Assignment of Developer's Agreement effective as of March 28, 2024, by Hall in favor of Shelter Growth Master Commercial Real Estate Credit Fund A IV LP ("**Shelter Growth**"), with the consent of the City and the CRA, pursuant to which Hall assigned to Shelter Growth, all right, title, and interest of Hall in and to the Collateral Assignment (the "**Initial Assignment of Collateral Assignment**").

As of the date hereof, Shelter Growth is the owner and holder of the lender's interest in a certain loan in the amount of $17,000,000.00 made by Shelter Growth to RainDance on March 28, 2024 (the "**Loan**"), which Loan is the loan acknowledged by the City and the CRA in the Initial Assignment of Collateral Assignment.

Shelter Growth intends to assign all of its right, title and interest in the Loan (including, without limitation, Shelter Growth's interest in the Collateral Assignment), to Term Fund A IV MRA Seller LLC ("**Assignee**"), a wholly owned subsidiary of Shelter Growth.

Pursuant to Section 9 of the Collateral Assignment, the Collateral Assignment may not be assigned unless the governing bodies of the City and the CRA have consented in writing to such assignment.

This notice is intended to serve as Shelter Growth's request that the City and the CRA consent to Shelter Growth's assignment of its interest in the Collateral Assignment to Assignee, so as to recognize Assignee as a permitted assign of Shelter Growth entitled to the benefits of the Collateral Assignment and the covenants therein contained.

Assignee joins in this request to evidence its receipt of the Collateral Assignment and its agreement, for the benefit of the City and the CRA, to be bound by the relevant provisions of the Collateral Assignment which inure to the benefit of the City and/or the CRA.

By your signature below, please evidence your consent to Shelter Growth's assignment of its interest in the Collateral Assignment to Assignee, and your recognition of Assignee as a permitted assign of Shelter Growth entitled to the benefits of the Collateral Assignment and the covenants therein contained.

[SIGNATURE FOLLOWS]

Very truly yours,

SHELTER GROWTH MASTER COMMERCIAL REAL ESTATE CREDIT FUND A IV LP,
a Delaware limited partnership

By: Shelter Growth CRE GP LLC,
its general partner

By: _____
Name: Kevin Gasvoda
Title: Authorized Officer

The undersigned, by its signature below, acknowledges receipt of the Collateral Assignment and agrees, for the benefit of the City and the CRA, to be bound by the relevant provisions thereof which inure to the benefit of the City and/or the CRA.

ASSIGNEE:

TERM FUND A IV MRA SELLER LLC, a Delaware limited liability company

By: _____
Name: Kevin Gasvoda
Title: Authorized Officer

The undersigned expressly consents to the aforementioned assignment by Shelter Growth to Assignee and recognizes Assignee as a permitted assign of Shelter Growth entitled to the benefits of the Collateral Assignment and the covenants therein contained:

ATTEST WITH SEAL:

By Vanessa Castillo
Vanessa Castillo, MMC, City Clerk

Approved as to correctness and form:

By
Frederick J. Murphy, Jr., City Attorney

CITY:

THE CITY OF WINTER HAVEN, FLORIDA,
a Florida municipal corporation

By: Nathaniel J. Birdsong, Jr.
Printed Name: Nathaniel J. Birdsong, Jr.
As its: Mayor

CRA:

THE WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY,
a public body created pursuant to Chapter 163, Florida Statutes

By: _____
Print Name: Brian Yates
As its: Chairman

Signed, sealed and delivered
in the presence of:

_____

WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY OF WINTER HAVEN
COMMUNITY REDEVELOPMENT AGENCY
FLORENCE VILLA ADVISORY COMMITTEE
REGULAR MEETING MINUTES

February 27, 2024
Regular Meeting
451 Third Street, NW, Winter Haven, FL
5:30 PM

1. Call to Order

Chairman Halman called the meeting to order at 5:49 p.m.

2. Roll Call

Committee Members Present: Joe Halman (Chair), Melodie Stevenson, Kendra Williams, Betty Smothers and Jaquis McCullough

Committee Members Absent: Derrick Baker, Deldrick Leonard, Joey Hilliard and Kamesha Williams (Vice Chair)

Staff Present: Michael Carnevale, Deputy City Manager; Eric Labbe, Economic Opportunity & Community Investment Director; Angela Hibbard, CRA Manager; Samise Lee, CRA Coordinator and Christine Samuel, Director of Diversity & Inclusion

3. Approval of Minutes

Kendra Williams made a motion to approve the Minutes for the October 16, 2023 Regular Meeting. Motion was seconded by Jaquis McCullough, and carried in a unanimous vote (5-0).

4. Reports/Presentations

a) Florence Villa Entrepreneurship Program – WHEDC

Eric Labbe recalled the last meeting's discussion on assisting businesses in the Florence Villa area and brought forth a representative from the Winter Haven Economic Development Council to present a program involving such.

Bruce Lyon of Winter Haven Economic Development Council opened the floor for discussion as to how they may be of assistance to small businesses.

b) Introductions and Project Update – None

5. Action Items

a) 421 AVENUE N NE – Amendment of Residential Improvement Grant - Scope of Work Previously Approved June 21, 2021

Tracie Holland would like to propose amendments to the scope-of-the-work of the initial approval. The amended proposed work includes screen replacements, window lock replacements, repainting of the porch ceiling, soffit repair and rear door replacement. The estimated improvement cost is $2,736. The applicant plans to begin work once the application is approved.

Jaquis McCullough made a motion to approve Residential Improvement Grant for 421 Avenue N NE in an amount not to exceed $5,000; Seconded by Melodie Stevenson. **Motion carried by unanimous vote (5-0).**

b) 608 SEARS AVENUE NE - Amendment of Residential Improvement Grant - Scope of Work Previously Approved June 21, 2021

Willie Ray/Dorothy Jordon would like to propose amendments to the scope-of-work of the initial approval. The amended proposed work includes front view pressure wash, new front door, shutter replacements, electric outlet covers, replace side screen door, paint front gable and enclose hot water heater. The estimated improvement cost is $4,920.00. The applicant plans to begin work once the application is approved.

Kendra Williams made a motion to approve the Residential Improvement Grant for 608 Sears Avenue NE in an amount not to exceed $5,000; Seconded by Betty Smothers. **Motion carried by unanimous vote (5-0).**

c) 1829 3rd Street NW - Residential Improvement Grant

Andrew Lewis has submitted an application for a Residential Improvement Grant for 1829 3rd St. NW. The proposed work includes removal and replacement of fascia boards, windows (size for size), front door, side door and painting of the exterior. The estimated cost of the work is $15,000. The applicant plans to begin the work once the application is approved.

Jaquis McCullough made a motion to approve the Residential Improvement Grant for 1829 3rd St. NW in an amount not to exceed $5000; Seconded by Melodie Stevenson. **Motion carried by unanimous vote (5-0).**

6. Discussion Items

a) Increase Residential Improvement Grant Maximum

Staff presented a fact sheet and discussion ensued about interest in increasing the residential improvement grant maximum award and/or allocating additional funds to the budgeted line item. Ms. Hibbard stated that the current grant maximum is at $5,000 per applicant; however, over the years there has been a significant increase in labor and material costs.

Staff communicated that given the number of applications received to date we are not likely to spend the entire budgeted amount for residential improvement grants

A proposal was made to reallocate funds from other surplus areas in order to increase the amount in residential improvement grant funds from $5,000 to $10,000.

The Committee requested to continue the discussion at the next meeting with additional information on budget options.

Committee Member Jaquis McCullough made a motion to amend the Residential Improvement Grant from $5,000 to $10,000; Seconded by Betty Smothers. **Motion carried by unanimous vote (5-0).**

7. Other Business

a) Comments from the Committee

b) Comments from Staff

i) Joe Halman reminded committee members of the re-appointment forms.

ii) Andy Palmer provided updates on Lake Maude and the Winter Haven Recreation and Cultural Center.

(1) Joe Halman followed-up on the renaming the baseball field for the plaque to include "Lieutenant" James "Schoolboy" Tugerson and encouraged the consideration of naming the Library after Ms. Batson.

iii) The next regular meeting is scheduled for April 15, 2024.

c) Comments from the Public

8. Adjournment -

The meeting was adjourned at 6:36 p.m.

WINTER HAVEN DOWNTOWN CRA ADVISORY COMMITTEE

Joe Halman
Committee Chair

ATTEST:

Angela Hibbard
CRA Manager

WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY OF WINTER HAVEN
COMMUNITY REDEVELOPMENT AGENCY – FLORENCE VILLA ADVISORY COMMITTEE
REGULAR MEETING MINUTES

April 15, 2024
Regular Meeting
451 Third Street, NW, Winter Haven, FL
5:30 PM

1) **Call to Order:** Chairman Halman called the meeting to order at 5:34 PM

2) **Roll Call:**

Committee Members Present: Chairman Halman; Vice Chairman Williams; Derrick Baker; Betty Smothers; Deldrick Leonard; Joey Hilliard; Jaquis McCullough; Kamesha Williams

Committee Members Absent: Melodie Stevenson; Kendra Williams

Staff Present: T. Michael Stavres, City Manager; Michael Carnevale, Deputy City Manager; Eric Labbe, Economic Opportunity and Community Investment Director; Angela Hibbard, CRA Manager; Samise Lee, CRA Coordinator; Cedric Cox, Economic Opportunity and Community Investment Assistant Director; Christine Samuel, Director of Diversity & Inclusivity

3) **Approval of Minutes:**

Committee Member Hilliard made a motion for approval of the February 27, 2024 special meeting minutes; Seconded by Committee Member Baker. **Motion carried by unanimous vote (5-0).**

4) **Presentation**

a) Project Updates – None

5) **Action Items**

Committee Members Jaquis McCullough and Kamesha Williams arrived during Action Items.

a) Lightning Alert Siren – Rueben Williams Sports Complex

Angie Hibbard presented information about the lightning alert siren- a lightning detection system that was invested in through the Downtown CRA. The systems for the downtown area are located on the Field House and Florida Citrus Building, *also known as* Nora Mayo Hall. The system detects and alerts to actual lightning by way of sirens and a beacon. The warning siren goes off when lightning is less than 8 miles from the area and the anticipated sound output is 1,000 feet; however, this will be tested. Angie proposed to have the same system added to the Rueben Williams Sports Complex in the Florence Villa CRA area. The total cost of the project is $12,405. This includes the siren, shipping and installation, and an annual subscription for the monitoring and program. Discussions continued on the various locations for installation of the siren.

Committee Member Hilliard made a motion to approve the purchase of the lightning alert system for the purchase price of $12,405 utilizing the funds from the Capital Improvements budget line item. Seconded by Committee Member Baker. **Motion carried by unanimous vote (7-0).**

b) Grant Applications

i. Residential Improvement – None
ii. Commercial Façade – None

6) Discussion Items

a) Neighborhood Service Center Modernization

Angie Hibbard brought awareness to the Community Development Block Grant (CDBG) that the city has entitlements to. The entitlement for the coming year is $283,599, the same as the current year. Staff is proposing to allocate the funding to a modernization of the Neighborhood Service Center building which is owned by City. The anticipated overall cost of the project is $820,000. The approximate balance on the project once CDBG funds have been applied will be $536,401.

Discussion on the improvements ensued.

Committee Member Leonard moved to approve the Neighborhood Service Center modernization. Seconded by Committee Member Smothers. **Motion carried by a voice vote (6-1)**.

7) Other Business

a) Comments from the Committee – None

- Committee Member McCullough wanted an update on the Residential Improvement Grant increase from $5,000 to $10,000. Economic Opportunity and Community Investment Director, Eric Labbe confirmed that the current budget for residential improvement grants has sufficient funding for the increase to $10,000.

b) Comments from Staff

- Next Regular Meeting Date – July 15, 2024

c) Comments from the Public – None

8) Adjournment

Meeting adjourned at 6:14 PM.

WINTER HAVEN FLORENCE VILLA CRA ADVISORY COMMITTEE

Joe Halman
Florence Villa Advisory Committee Chair

ATTEST:

Angie Hibbard
CRA Manager

DRAFT

WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY OF WINTER HAVEN
COMMUNITY REDEVELOPMENT AGENCY –DOWNTOWN ADVISORY COMMITTEE
REGULAR MEETING MINUTES

March 4, 2024
Regular Meeting
451 Third Street, NW, Winter Haven, FL
4:30 PM

1) **Call to Order:** Vice Chair Sands called the meeting to order at 4:31 PM

2) **Roll Call:**

Committee Members Present: Vice Chairman Sands; Cyndi Threlkeld; Rick Renardson; Steve Kalogridis; Dave Dershimer, Jessie Skubna; Panagiotis Iakovidis and Chris Sexson

Committee Members Absent: Chairman Robert Sammons and Chris Collany

Staff Present: T. Michael Stavres, City Manager; Eric Labbe, Economic Opportunity and Community Investment Director; Angela Hibbard, CRA Manager; Samise Lee, CRA Coordinator and Christine Samuel, Director of Diversity & Inclusivity

City Commission Liaison: Brian Yates, Mayor Pro Tem

3) **Approval of Minutes:**

Committee Member Dershimer made a motion for approval of the February 5, 2024 regular meeting minutes; Seconded by Committee Member Kalogridis. **Motion carried by unanimous vote (8-0).**

4) **Presentation**

a) Project Updates
Angie Hibbard presented updates on the following projects:

- Joyce Davis Park
- Sidewalk Café Downtown Central railings are complete
- FDOT Beautification Grant
- Signs and zone parking
- Avenue C Southwest Street Lighting

5) **Action Items**

a) Façade Grant Maximum Increase
Angie Hibbard presented information about the consideration to increase the current Commercial Façade Grant maximum amount. The FY 2023-2024 budget includes $60,000

for Commercial Façade Grants. We have approved three Commercial Façade Grants this year, leaving $45,000 of the budgeted amount unallocated. There are currently no pending applications. The FY 2023-2024 budget includes $60,000 for Residential Improvement Grants. We have reimbursed $9,983.63 this year and currently have no pending applications, leaving $50,016.37 of the budget amount unallocated. A change in the maximum amount of the grant would not change the current budget line item, but would reduce the total maximum number of potential applicants. Staff recommended increasing the maximum grant amount for Commercial Façade and Residential Improvement Grants from $5,000 to $10,000.

Discussion ensued on lowering the match of the Commercial Façade Grant for reimbursement.
Discussion to be revisited during budget season on lowering the match for the Commercial Façade Grant.

Committee Member Dershimer made a motion to approve the increase of the maximum grant amount for Commercial Façade and Residential Improvement Grants from $5,000 to $10,000; Seconded by Committee Member Kalogridis. **Motion carried by unanimous vote (8-0).**

6) **Discussion Items**

a) Solar Lights

Angie Hibbard presented a solar lighting option for the parking on Magnolia and South Central Park. The cost is around $4,500 per light which includes parts and installation. The process is four stages, including a photometric study to insure lighting sufficiency.

Discussion ensued further about the cost of the solar lights, the service provided, timeframe and life expectancy.

Committee Member Dershimer made a motion for CRA staff to continue with their research on the solar lighting option. Seconded by Committee Member Iakovidis. **Motion carried by unanimous vote (8-0).**

7) **Other Business**

a) Comments from the Committee

Committee Member Skubna asked about past discussion about security cameras on buildings or different businesses. Eric Labbe stated that he has spoken with the Assistant City Attorney and is working on putting the program together.

Committee Member Skubna inquired if they were due for an ethics training.

b) Comments from Staff

i. Re-appointment forms are due and should be emailed soon by the City Clerk
ii. Next Regular Meeting Date – May 6, 2024.

c) Comments from the Public

None

8) **Adjournment**

Meeting adjourned at 5:16 PM.

WINTER HAVEN DOWNTOWN CRA ADVISORY COMMITTEE

~~Robert Sammons~~ Julie Sands for Robert Sammons
Committee Chair

ATTEST:

Angie Hibbard
Angela Hibbard
CRA Manager

City of Winter Haven
Winter Haven Community Redevelopment Agency
Downtown Advisory Committee
Regular Meeting Minutes

May 6, 2024
4:30pm

1. **Call to Order**

   Vice Chair Sands called the meeting to order at 4:33 PM

2. **Roll Call**

   Committee Members Present: Vice Chair Sands; Christopher Collany; Cyndi Threlkeld; Rick Renardson; Dave Dershimer; Jessie Skubna, Panogiotis Iakovidis; and Chris Sexson

   Committee Members Absent: Chairman Sammons and Steve Kalogridis

   Staff Present: T. Michael Stavres, City Manager, Eric Labbe, Economic Opportunity & Community Investment Director; Angela Hibbard, CRA Manager; Samise Lee, CRA Coordinator; Cedric Cox, Economic Opportunity & Community Investment Assistant Director; and Christine Samuel, Director of Diversity & Inclusion

3. **Approval of Minutes**

   Committee Member Iakovidis made a motion for approval of the March 4, 2024 regular meeting minutes; Seconded by Committee Member Threlkeld. **Motion carried by unanimous vote (7-0).**

4. **Presentations**

   a) Project Updates
   Angie Hibbard present updates on the following projects:
   - Downtown Sidewalk Cafe ribbon cutting event at conclusion of CityWorksXpo
   - FDOT Beautification Grant
   - CRA Grants and Budget updates

5. **Action Items**

   a) First Amendment to Developer's Agreement – The Jade

   Eric Labbe reminded the committee of the Developer's Agreement entered into on November 14, 2022 with 1150 WHG LLC (Developer) providing for tax increment financing rebates not to exceed $10,000 per multi-family unit. The Developer has incurred significant, substantial, and unanticipated development costs concurrent with the construction of Phase 1, requiring

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). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. 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 City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

and additional investment of approximately $4.6 million, reducing projected profitability by 50%, and significantly altering the project pro-forma. Additional capital costs jeopardize completion of the project. The proposed First Amendment to Developer's Agreement provides for reimbursement of water and wastewater connection fees associated with redeveloped units, up to a maximum of $153,102.60 for units in Phase 1, and $385,396.60 for Phase 1 and Phase 2 combined.

Adequate funds are available within the Development Incentives line of the Downtown CRA fiscal year 2023/2024 budget and are paid on a reimbursement basis.

Staff recommends approval of the First Amendment of Developer's Agreement and its forwarding to the CRA Board for consideration.

Committee Member Skubna made a motion to approve the First Amendment of Developer's Agreement and its forwarding to the CRA Board for consideration subject to the annual increase. Seconded by Committee Member Renardson. **Motion carried by unanimous vote (8-0).** Committee Member Sexson arrived late during project updates.

b) Pavilion by Skate Park & Chain of Lakes Trail

Angie Hibbard presented the following information: In continuing to provide additional amenities to the skate park, repurpose the area and remove an attractive nusiance, repurposing the area into a smaller skate park expansion, utilziing stored skate art was developed. Whitehead Construction was the original contractor on the existing skate park and shade structures and is under the City's General Contractor agreement ITB-23-48. They have provided a proposal for the following scope of work: Remove & dispose of existing pavilion roof structure, columns and concrete slab, Furnish & install new 4" think reinforced concrete slab with thickened edge, Relocate several skate features from City's storage to Lake Silver Skate Park (These features have been assessed by the contractor and staff and with the rehabilitation provided within this scope of work will be in working order.), Place skate features onto new slab, Pressure wash (prior to moving) & paint existing skate features (once at new site), New sod where damaged, Staff and the contractor will work with members of the local skate boarding community on the final placement of the skate features. Moreover, additional "park rules" and liability signage will be placed onsite.

Staff recommends the CRA Board approve the Lake Silver Skate Park Pavilion Project and associated scope of work with Whitehead Construction and authorize the City Manager to take any actions necessary and related thereto.

Committee Member Skubna made a motion to approve the Lake Silver Skate Park Pavilion Project and associated scope of work with Whitehead Construction and authorize the City Manager to take any actions necessary and related thereto. Seconded by Committee Member Collany. **Motion carried by unanimous vote (8-0).**

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c) Residential Improvement Grant

i. 1019 2nd Street SE -Residential Improvement Grant

Samise Lee stated that Mr. Cranmer would like to take advantage of the opportunity to utilize the increased Residential Improvement Grant funding and has submitted a new grant application for additional work. The proposed work includes replacing rotten wood around the building within the soffit and front porch ceiling area, repairing roof gables, installing vinyl in areas where needed, installing metal fascia around the building and repainting the exterior and soffits. The estimated improvement cost is $8,592.00. The applicant plans to begin the work once the application is approved.

Staff recommends approval of the Residential Improvement Grant for 1019 2nd Street SE for the scope of work as described/ stated in the application and for an amount equal to the final cost of work but not to exceed $5,000.

Committee Member Renardson made a motion to approve Residential Improvement Grant for 1019 2nd Street SE for an amount equal to the final cost of work but not to exceed $5,000. Seconded by Skubna. **Motion carried by unanimous vote (8-0).**

ii. 1023 2nd Street SE

Samise Lee stated that Mr. Cranmer would like to take advantage of the opportunity to utilize the increased Residential Improvement Grant funding and has submitted a new grant application for additional work. The proposed work includes replacing rotten wood in the soffit, repainting the exterior, removing old/ rotten wood in front porch ceiling and replacing it with vinyl. The estimated improvement cost is $6,782.00. The applicant plans to begin the work once the application is approved.

Staff recommends approval of the Residential Improvement Grant for 1023 2nd Street SE for the scope of work as described/ stated in the application and for an amount equal to the final cost of work but not to exceed $5,000.

Committee Member Skubna made a motion to approve Residential Improvement Grant for 1023 2nd Street SE for an amount equal to the final cost of work but not to exceed $5,000. Seconded by Renardson. **Motion carried by unanimous vote (8-0).**

iii. 154 Avenue J SE

Samise Lee stated that Mr. Cranmer would like to take advantage of the opportunity to utilize the increased Residential Improvement Grant funding and has submitted a new grant application for additional work. The proposed work includes replacing rotted wood in the soffit area, removing wood in front porch ceiling area and replacing it with vinyl and repainting the exterior and soffits. The estimated improvement cost is $6,923.00. The applicant plans to begin the work once the application is approved.

Staff recommends approval of the Residential Improvement Grant for 154 Avenue J SE for the scope of work as described/ stated in the application and for an amount equal to the final cost of work but not to exceed $5,000.

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Committee Member Collany made a motion to approve Residential Improvement Grant for 154 Avenue J SE for an amount equal to the final cost of work but not to exceed $5,000. Seconded by Skubna. **Motion carried by unanimous vote (8-0).**

iv. 103 4th Street SE

Samise Lee stated that Adam Cranmer has submitted an application for a Residential Improvement Grant with proposed work that includes installing soffit and fascia, removing and reinstalling the existing gutter, repairing rotted wood behind the gutters and exterior pressure washing and repaint. The estimated cost of the work is $15,369.13. The applicant plans to begin the work once the application is approved.

Staff recommends approval of the Residential Improvement Grant for 103 4th St. SE for the scope of work as described/ stated in the application and for an amount equal to the final cost of work but not to exceed $10,000.

Committee Member Skubna made a motion to approve Residential Improvement Grant for 103 4th Street SE for an amount equal to the final cost of work but not to exceed $10,000. Seconded by Threlkeld. **Motion carried by unanimous vote (8-0).**

d) Commercial Façade Grant

i. None

6. Discussion Items

a) Parking Garage Inspection

Angie Hibbard provided updates to advise the CRA Committee of the proposal submitted by a company we moving forward with.

7. Other Business

a) Comments from the Committee

i. Vice Chair Sands requested an update on the budget for the upcoming fiscal year 2024-2025. Eric Labbe recommended a special meeting towards the end of June bring the CRA Advisory Committee current on the next year's budget.

ii. Committee Member Skubna requested to have a special meeting to discuss a 0% Match with the Commercial Façade Grant like the Florence Villa area. Currently the match for the Commercial Façade Grant for the Downtown CRA area is 25%.

iii. Committee Member Dershimer inquired about the commemorative items from the baseball stadium as to whether or not they would be sold. City Manager T. Michael Stavres advised that many items are not in good shape due to their age, but Parks and Recreation Department staff were able to salvage 500 -600 stadium seats and many of those will be sold in a lottery style purchase. Some seats will be reincorporated back into the new design of the facility to pay homage. Police were stationed at the site 24 hours a day during the early phase of demolition as people entering the stadium stole items such as signs, seats and the flag pole. Home plate was salvaged and will be given to the Winter Haven Historical Museum for their collection.

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b) Comments from the Staff

i. Save the Date – FRA Training - October 23rd @ 8 am

ii. Next Regular Meeting Date – 7/15/24

c) Comments from the Public - None

8. Adjournment

Meeting adjourned at 5:14 PM

WINTER HAVEN DOWNTOWN CRA ADVISORY COMMITTEE

Robert Sammons
Downtown CRA Advisory Committee Chair

ATTEST:

Angela Hibbard
CRA Manager

DRAFT

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). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. 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 City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.