CITY OF BARTOW
COMMUNITY REDEVELOPMENT AGENCY REGULAR MEETING
WEDNESDAY, MARCH 25, 2026 AT 8:30 AM
OR AS SOON THEREAFTER AS POSSIBLE
450 NORTH WILSON AVE., BARTOW, FL 33830

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. APPROVAL OF MINUTES
   a. February 13, 2026, Joint Meeting with City Commission *(Review and Action)*
   b. February 25, 2026, Regular Meeting *(Review and Action)*
   c. March 4, 2026, Special Meeting for Bond Approval *(Review and Action)*
4. CONSIDERATION OF QUESTIONS FROM THE FLOOR, PETITIONS, COMMUNICATIONS
   a. Matters not appearing on this agenda.
   b. Matters appearing on this agenda but not scheduled for a separate public hearing.
5. FINANCIAL REPORT(S)
   a. Financial Report for February 2026 *(Review & Action)*
6. NEW BUSINESS
   a. Discussion and Update on the Community Redevelopment Agency's Community Policing Innovation Program.
   b. Review and Take Action to approve the Community Redevelopment Agency's Construction Manager at Risk, CMAR, Contract and the Project Budget to Construct the CRA's Innovation Center.
   c. Discussion and Update on the Main Street Streetscape Design Concept Project.
   d. Review and Take Action to Amend, Rotate, or Sunset Community Redevelopment Agency's Incentive and Grant for FY 25/26.

e. Review and Take Action on the Community Redevelopment Agency Business Retention Tool Kit Incentives and Services.

f. Review and Take Action on the Community Redevelopment Agency's Revision to the Small Business Incentive Program for Implementation in 2026.

g. Review and Take Action to amend the proposed FY 2025-2026 Annual Budget.

h. Review and Take Action on Resolution No 2026-03-R FY 2025-2026 Proposed Annual Budget.

i. Review and Take Action on the Community Redevelopment Agency's Proposed Project Budget for Land Acquisition, Parcel Development, Park Amenities, and Capital Improvement Projects.

j. Review and Take Action on Resolution No 2026-04-R FY 2025-2026 Proposed Annual Project Budget.

7. OLD BUSINESS

   a. Discussion Update on EV Charging Stations with the City of Bartow.

8. REPORTS

   a. Executive Director

   b. CRA Attorney

   c. City Commissioner

   d. Board Members

9. NEXT MEETING DATE

   a. Wednesday, April 29, 2026, 8:30 a.m., Regular Meeting

10. ADJOURNMENT

JOINT COMMUNITY REDEVELOPMENT AGENCY AND CITY COMMISSION MEETING
FRIDAY, FEBRUARY 13, 2026 – 3:00 P.M. (EST)
CITY HALL – CITY COMMISSION CHAMBER
450 N. WILSON AVENUE, BARTOW, FL 33830

The Community Redevelopment Agency held a joint meeting with the City Commission on Friday, February 13, 2026, at 3:00 P.M. in the City Commission Chamber located at City Hall, 450 N. Wilson Avenue, Bartow, Florida. Notice of this meeting was posted at City Hall, Bartow Public Library, and the city's website.

MINUTES

CALL TO ORDER

Vice Chairperson Anthony Ghent called the meeting to order at 3:00 p.m.

PLEDGE OF ALLEGIANCE:

The Board Members and audience gave the Pledge of Allegiance.

ROLL CALL

BOARD MEMBERS PRESENT: Board Member Jerome Corbett, Board Member Anthony Ghent, Vice Chairperson, Board Member Mendez, and Board Member Cheri Kelley.

BOARD MEMBER(S) ABSENT: Board Member Shana Bennett, Board Member Dr. Thomas Santarlas, and Board Member Gordon Greene, Chairperson.

CITY COMMISSIONER(S) PRESENT: Commissioner Gary Ball, Commissioner Leo E. Longworth, Commissioner Trish Pfieffer, Vice Mayor Laura Simpson, Mayor Tanya Tucker (arrived at 3:17 p.m.)

CITY COMMISSIONER(S) ABSENT: None

STAFF PRESENT: Executive Director C. Howard Smith, Business and Community Engagement Coordinator Cheryl Baksh, City Manager Mike Herr, City Attorney Sean Parker, CRA Counsel Drew Crawford, Finance Director Peter Lear, Parks, Recreation, and Cultural Arts Director Jason Hargrove, and Deputy City Clerk Donna Donaldson.

CONSIDERATION OF QUESTIONS FROM THE FLOOR, PETITIONS, AND COMMUNICATIONS:

1. Matters not appearing on this agenda.

Vice Chairperson Ghent opened and closed the public comment period for matters not appearing on this agenda.

Mr. Alvin Smith, Jr., 1720 Laurel Street, addressed the City Commission regarding the proposed modification of the Community Redevelopment Agency (CRA) Board. He noted that, under the proposal, the City Commission would serve as the CRA Board, joined by two current CRA members, while the remaining members would serve as a CRA Committee. He referenced a verse from Florida Statutes, Chapter 163.101, pertaining to the CRA, and expressed pride in the progress and accomplishments of the current CRA Board. Having previously served on the Board in 2014, he stated that he has observed significant improvements in the city's operations and redevelopment efforts. He questioned the rationale behind changing the current structure when it appears to be functioning effectively, asking why the City Commission would assume dual roles as both the Commission and the CRA Board. He further noted that an existing interlocal agreement designates the current CRA Board as the body responsible for making decisions and allocating funds.

Mr. Rob Kincart, 1875 West Main Street, expressed his support for the Highway 60 transformation project, noting that the route will run through Main Street. He stated that he supports the CRA board to finance downtown improvements along Highway 60, as he believes it will promote downtown growth, create jobs, and provide strategic incentives to attract investment to the area. He emphasized the need for funding to ensure that new businesses, attractions, and restaurants are drawn to downtown Bartow. He cautioned that, without support for the CRA's initiatives, development could shift toward the highway, causing the city to lose valuable opportunities downtown. Drawing on examples from other communities, he noted that lack of downtown reinvestment often leads to divided activity centers. He urged the Board and City Commission to approve the bond and fund the incentives to strengthen downtown Bartow.

Mr. Garry Crosby, 2175 Magnolia Street, stated that the CRA operates under established standards and emphasized that "if it is not broken, do not fix it." He noted that both the City Commission and the CRA Board are effectively performing their respective duties. He referenced past administrations that, in his view, did not exercise proper discretion in funding decisions, and encouraged the current administration not to burden the City Commission further since it already oversees CRA activities.

Mr. Crosby expressed concern that changes to the existing structure could hinder the city's progress. He pointed out that the city still lacks digital electric meters, which he believes would benefit everyone. He urged the City Commission to focus on other pressing issues and commended the CRA for its efforts in securing additional funding. He concluded by stating that the CRA should remain as it is and encouraged the city to "do the right thing" by maintaining the current structure.

City Attorney Parker requested that the public keep their comments to three minutes. He explained that it would give everyone a chance to speak and keep the meeting moving along.

Mr. Carver Young, 1050 East Tee Circle, stated that the meeting concerns funding and expressed concern over the City's control of the $18 million designated for the CRA. He questioned why the City would assume control of these funds and disband the CRA Board when the City already operates under an annual budget. He suggested that the city should continue allowing the CRA to manage its existing funding, noting that the CRA Board's budget is reviewed and approved by the City Commission. Mr. Young highlighted the Board's accomplishments over the past two years, including community improvements such as housing repairs, downtown enhancements, and new restroom facilities. He urged the city to allow community members to continue their work through the CRA, stating that residents would oppose the disbanding of the CRA Board.

Mr. Anthony Sullivan, 3471 2nd Avenue, commended the CRA program, noting that it assisted him in starting his business in 2011, which he continues to operate on Martin Luther King, Jr. Boulevard. He expressed his support for maintaining the CRA in its current form and encouraged that property tax revenues be reinvested into the community.

Ms. Janice Washington, 710 North Gordon Avenue, stated that she has worked cleaning properties within the city of Bartow and in the city's cemeteries. She noted that without assistance from the CRA, she would not be able to maintain her home insurance. She explained that after representatives from Habitat for Humanity visited her property, she received a call from her insurance company advising that her home insurance would be canceled unless her electrical box was replaced. She stated that she immediately contacted the Habitat for Humanity representatives to speak with the insurance company. Ms. Washington expressed that the current program should remain as it is because it provides valuable assistance to residents in need.

City Manager Herr thanked everyone for attending the meeting this evening. He explained that this meeting has nothing to do with who governs the CRA. This meeting is about moving forward with an $18 million borrow. He stated that the CRA Executive Director, Finance Director, Financial Advisor, and Bond Counsel have been negotiating a loan package to move forward with this borrow. This borrow is the most ambitious action item that has come up within the past 35 years of the CRA.

City Manager Herr explained the reasoning for having the City Commission serve as the CRA Board. He stated that for the city to successfully secure the proposed loan, the City of Bartow must act as the secondary backer. He noted that this arrangement would involve a substantial borrowing, with the CRA pledging an annual payment between $1.4 million and $1.7 million over twenty years.

City Manager Herr shared that, in conversations with individual commissioners, it was discussed that—should the CRA default—the City Commission could assume direct governance of the CRA as permitted under Florida Statute. Under this approach, the Commission would have the prerogative to appoint two citizens to serve on the CRA Board, while the remaining members would form a CRA Advisory Committee to continue working closely with staff, as they do currently.

City Manager Herr explained that this structure—having the City Commission govern the CRA—is considered best practice in Florida. Of the twelve cities in Polk County with active CRAs, Bartow is currently the only city where the CRA is governed independently rather than by the City Commission. He added that this governance model aligns with accountability principles, as City

Commissioners are elected officials responsible for adopting an overall financial plan that includes the CRA budget as part of the City's annual budget process.

City Manager Herr pointed out that the Florida Legislature has scrutinized city CRAs for the past seven years. He urged those interested in preserving the CRA to support legislative advocacy efforts, encouraging attendance at meetings in Tallahassee and outreach to the Polk County legislative delegation to emphasize the CRA's importance to the county seat. He noted that proposed legislation in the previous session would have required all CRA boards to be governed by their respective city commissions.

City Manager Herr clarified that this discussion was not about fixing a problem but rather anticipating future legislative requirements and aligning with statewide governance trends. He emphasized that the CRA Board has performed its duties effectively and acknowledged the broader challenges facing local governments today, remarking that legislative pressure on municipalities is greater now than it was 10–15 years ago.

City Manager Herr concluded by stating that the intent is to determine the best course of action moving forward and noted that the city has until May to finalize this process. He thanked everyone for their attention and participation.

2. **Matters appearing on this agenda but not scheduled for a separate public hearing.**

Vice Chairperson Ghent opened and closed the public comment period for matters appearing on the agenda but not scheduled for a separate public hearing. There were no comments.

NEW BUSINESS

1. **Discussion and review of the City of Bartow's and the Community Redevelopment Agency's bond issuances.**

Executive Director Smith began by greeting the Commissioners and City officials. He stated that the purpose of his presentation was to review and categorize potential projects outlined in the agenda packet. The goal is to strategically plan redevelopment efforts for the East End, West End, and Downtown areas through an $18 million investment plan aligned with the Community Redevelopment Agency (CRA) Redevelopment Plan and statutory requirements.

Executive Director Smith emphasized that the CRA only acquires property with a clear purpose and outlined several focus areas for potential reinvestment and site acquisition. Among the priorities are enhancements to the East End, Downtown gateways, parks, and the historic cigar factory.

- Wayfinding and Gateways: Approximately $300,000 is proposed to improve signage, gateways, and directional features to better connect areas of the city.
- Parks and Recreation Activation: Around $700,000 is proposed to activate parks and public spaces for expanded community use, including weekends and special events.

- Cigar Factory Redevelopment: A $2 million investment is proposed for restoration or redevelopment of the long-vacant cigar factory site to ensure a meaningful and visible community impact. Executive Director Smith clarified this amount is separate from the $18 million capital plan and represents existing funds available through the CRA.

Executive Director Smith reiterated that all redevelopment activities must align with the CRA master plan and statutory guidelines. The proposed $18 million package will fund prioritized improvements, property acquisition, and site development. The CRA will work with the City Commission and CRA Board to rank projects in order of priority to ensure the greatest community return.

Executive Director Smith also discussed coordination efforts with the city's Public Works Department and noted his ongoing work on the Bartow Innovation Center—a workforce development initiative featuring a podcast studio and multipurpose space. He underscored the importance of sequencing projects to maximize efficiency and financial impact.

Financially, the CRA plans to pledge $1.3 million in city tax increment revenue toward the $18 million redevelopment package, with assistance from external financing. Executive Director Smith stressed the importance of selecting projects that will generate taxable value in order to sustain CRA operations and community growth.

Executive Director Smith concluded that by following this plan, the CRA aims to reduce slums and blight in redevelopment districts, strengthen the tax base, and enhance the overall economic vitality of Bartow.

It was noted that there is a potential occurrence of property tax relief actions at the state level. The Commission, along with the financial advisor, staff, and board members, will need to discuss a plan in the event of budget tightening resulting from these actions. This matter is of real concern, and it was emphasized that the funding allocation the CRA receives from the city must be carefully accounted for in light of possible impacts to property tax revenue.

Finance Director Peter Lear provided an update on several proposed legislative bills that could impact the City's revenue structure, particularly concerning property taxes and homestead exemptions.

Finance Director Lear explained that there are multiple bills under consideration, and it remains uncertain which, if any, will move forward. The first proposal, Senate Bill 201, would eliminate non–property tax revenues, resulting in a projected loss of approximately $3.047 million for the City.

Finance Director Lear further described Senate Bill 203, which introduces a phased approach to reducing non-school homestead property taxes. This change would increase the City's debt by roughly $100,000 annually over the next seven years. The fiscal effect on Bartow properties would be similar to the previous proposal, although the timing of the impact would extend over a longer period. He mentioned:

- Senate Bill 207 proposes an additional 25% homestead exemption for properties valued at more than $1.1 million, which would lead to a further reduction in taxable property values.

- Senate Bill 209 introduces a property tax reduction linked to homeowners' insurance coverage, effectively offsetting taxes through lower insurance premiums. However, this would cause a comparable revenue loss to the earlier bills, with an estimated impact of $1.47 million to the city.

- Another bill under review would increase the current homestead exemption by 50%, resulting in an estimated $1.5 million annual revenue loss for the City.

Finance Director Lear emphasized that if any of these bills were enacted, every municipality in the state could experience financial losses ranging from $1.1 million to $3.147 million, significantly affecting general fund operations. In addition, some proposals would prohibit the City from offsetting these losses through transfers from enterprise funds, representing an additional potential shortfall of $2.2 million.

Finance Director Lear concluded that all of these measures are currently under legislative consideration and that, if approved, they would appear on the November ballot for voter decision. A passage would require a 60% majority vote statewide.

Executive Director Smith asked what the impact would be on the CRA professional development for $18 million.

Finance Director Lear noted that the CRA has approximately 31% of its property designated for residential use, meaning they would lose a portion of their $1.4 million contribution. This shift would alter the payment structure, requiring additional funding from both the County and the CRA. It was further noted that the entire loan is backed by the full faith and credit of the City; therefore, if either entity defaults on its obligations, the City would ultimately be responsible for covering the payment.

City Manager Herr asked whether the County Commission has any prerogative regarding the TIF (Tax Increment Financing) allocation, which represents the County's portion of the property tax.

CRA Counsel Drew responded that he did not believe so, noting that the city operates under a pre-1998 CRA structure. As a result, it remains governed by the rules established before the adoption of the county's charter. He explained that charter counties gained the ability to reduce their TIF contributions between 2000 and 2006, but that provision does not apply to pre-1998 CRAs. Therefore, the city would continue to retain approximately $1.6 million from the County and whatever TIF revenue is generated.

Discussion continued regarding the fluctuation of property values and the potential decline in revenue, which will need to be evaluated to accurately adjust future calculations. It was noted that approximately $1.6 million in TIF revenue would be retained, but if property values decline, the amount generated would decrease accordingly. Members discussed the importance of determining the extent of potential revenue loss to adjust the TIF calculations correctly. It was estimated that a 5% reduction could result in a loss of around $1 million to the county. The group acknowledged that the possible decline in revenue reinforces the need for the city to guarantee or back the proposed loan. It was further noted that financial advisors confirmed this requirement in their analysis and recommendations.

(A copy of the presentation is attached therein and described as Exhibit A.)

2. **Discussion and review of legal limitations governing the use of Community Redevelopment Agency bond proceeds for redevelopment projects – Holland & Knight.**

Mr. Michael Wiener, Holland & Knight, explained that as the Security Officer reviews the upcoming projects, it is important to consider the financial risks associated with how those projects are aligned. Specifically, there are distinctions between projects with taxable and non-taxable values, which directly affect financing options.

Mr. Wiener noted that in order to secure bonds, the city must ensure consistency in applying the appropriate standards for both taxable and tax-exempt projects. When a bank receives interest income from these bonds, that income may either be taxable or exempt from federal income tax, depending on the type of bond issued.

Tax-exempt bonds must meet strict federal tax requirements and are generally used to finance projects with a clear governmental purpose under the CRA framework. Conversely, projects benefiting private businesses—through sale, lease, or management contracts—do not qualify for the same federal tax advantages and must instead be financed with taxable bonds.

Mr. Wiener added that his team has been working closely to classify each project appropriately, ensuring compliance with applicable tax laws. He emphasized that while taxable bonds typically carry a higher borrowing cost, issuing them ensures compliance when projects do not meet the federal criteria for tax exemption.

City Manager Herr noted that the bank is purchasing the check, meaning the payment will come from the borrowed funds. He explained that a higher taxable rate applies to the taxable portion of the loan, while the tax-exempt portion offers a lower rate. He questioned whether the City should prioritize more public-sector infrastructure projects—those owned by government entities—to benefit from tax advantages, or continue focusing on private-sector development that generates employment, increases taxable value, and expands commercial and residential opportunities.

Mr. Wiener clarified that tax-exempt bonds can be issued for governmental projects, which carry a lower interest rate, while bonds associated with private-use projects are taxable and therefore subject to higher rates.

City Manager Herr added that, based on the current project list, few initiatives qualify as traditional government services or infrastructure investments, such as streetscapes or stormwater improvements. He emphasized the need to address these areas comprehensively but noted that the loan in question was structured to encourage private-sector stabilization and investment. He further confirmed his understanding that such projects may result in a higher tax burden for the borrower.

Mr. Wiener confirmed that the higher taxable rate is tied to the security associated with those specific projects.

Executive Director Smith noted that there are currently 16 projects underway. He explained that, for example, if there are specific products or parcels the organization wishes to acquire but is unable to do so, funds can be reassigned between categories. This means reallocating money from taxable projects to support other amenities or capital improvement projects listed as non-taxable. He added that any planning efforts made today, particularly through the smart communication initiative, could align with the taxable projects that will be executed at a higher planning level. As long as activities remain within the established budgetary threshold, the organization should remain on target, as the government has already anticipated and budgeted for these tactical adjustments.

3. <u>Review and take action to approve the Community Redevelopment Agency's project list for redevelopment initiatives.</u>

Executive Director Smith explained that the purpose of the acquisition strategy is to invest in distressed or underutilized properties and transform them into productive assets for the community. He stated that the focus is on targeted acquisitions within the CRA district that will have the greatest impact on the city, particularly along the East End, which contains several underutilized parcels. He then indicated that staff would provide an overview of the process and long-term vision for assembling these parcels.

CRA Counsel Crawford summarized the property acquisition strategy associated with the East Main Street corridor, using the parcels shown in the accompanying PowerPoint as examples. He explained that the CRA is considering the acquisition of the existing pawn shop site, along with several adjacent parcels under common ownership, with the goal of returning them to more productive commercial uses, such as restaurant or mixed-use development. He noted that the former Second Chance building and the former Marathon Oil site are also under consideration and that their potential brownfield status could provide significant economic incentives and tax benefits to future developers.

Counsel Crawford further stated that additional parcels to the east, including two hotel sites, may be evaluated for acquisition to eliminate long-standing declining uses and improve conditions along the U.S. 17 corridor, which he described as a signature street and key intersection within Bartow. He also referenced the nearby hospital foundation property, which may become available for purchase and could complement existing and planned projects on East Main Street, such as the Quick Check site, the cigar factory redevelopment, and other prior initiatives.

He outlined the general process for potential acquisitions, explaining that staff and counsel would engage property owners, negotiate a proposed purchase price, and return to the CRA Board for approval of both the acquisition and associated use of loan funds dedicated to property acquisition. He concluded by requesting that Board members review the identified parcels and provide guidance on which properties to prioritize and in what order, so staff can organize the project list and coordinate efforts accordingly.

Commissioner Pfeiffer asked what property 1395 East Main Street and 190 North US 17 is because the list does not provide that information.

CRA Counsel Crawford noted that the fenced land located just south of the site is considered part of the 1395 parcel.

Executive Director Smith explained that, according to the project sheet, 1395 East Main Street refers to the pawn shop building; 190 North U.S. 17 is the blue-and-white checkerboard building with red and yellow accents; and 1460 and 1480 East Main Street are the two hotels located at the east end of Main Street.

A discussion was held regarding the properties located at the east end of Main Street. The Board reviewed the project layout, noting that 1395 East Main Street is the pawn shop building and that 190 U.S. 17 and 1410 East Main Street comprise the checkerboard buildings at the corner of U.S. 17 and Main Street. It was noted that these parcels, along with adjacent hotel properties at 1460 and 1480 East Main Street, are contiguous and could provide control of the entire block if acquired. This assemblage could allow the CRA to determine the highest and best use for future redevelopment. The Board also discussed environmental considerations related to the closure of underground gas tanks at a nearby gas station, which would still allow for potential brownfield redevelopment. Staff further noted that the Second Chance building and the Marathon Oil property had recently been listed for sale online, although those listings were removed approximately two months ago. Preliminary price information from those listings may assist in future negotiations.

Vice Chairperson Ghent commented on the properties identified as potential brownfield sites, noting that it is important to keep those conditions in mind when considering future development. He referenced prior discussions about advanced materials in the area and explained that some properties may require additional time or processes before redevelopment can occur.

CRA Counsel Crawford explained that a brownfield designation does not necessarily indicate the presence of contamination, but rather the potential for it due to previous site uses. He stated that such a designation activates various state statutes designed to facilitate environmental assessment and remediation if needed. Counsel Crawford noted that although the underground tanks at this site have been removed, the brownfield designation would still allow for full environmental examination and, if necessary, a remediation agreement with the Florida Department of Environmental Protection. He further explained that the primary purpose of a brownfield designation is to provide economic development advantages, as many cities now refer to these areas as economic or redevelopment zones to encourage reinvestment.

Executive Director Smith reviewed the list of potential capital improvement projects, noting the importance of focusing on gateway development and wayfinding initiatives as part of the City's broader redevelopment strategy. He emphasized that U.S. 17, both north and south, is heavily traveled, with approximately 39,000 vehicles passing through daily, making it a key corridor for visibility and investment. He explained that while redevelopment is often thought to start from the city center outward, Bartow's central location and high traffic flow along U.S. 17 and State Road 60 make the city's entryways equally important for attracting visitors and showcasing redevelopment progress.

Executive Director Smith discussed potential gateway signage, landscaping, and tree canopy enhancements at key entry points—including U.S. 60 and 98, 60 and Main Street, and the east end of Main Street at U.S. 17—highlighting that these improvements would help create a welcoming image for Bartow. He noted that the city's downtown is already charming but not immediately visible to through traffic, and enhancing these corridors could help draw people into the city center.

Executive Director Smith also outlined ongoing and planned projects, including sidewalk improvements funded through CDBG grants on the east and west ends of the city, as well as streetscape and park enhancements along downtown Main Street. Mr. Smith stated that the project list presented represents a full range of initiatives under consideration, acknowledging that while not all projects may be feasible, the CRA intends to pursue as many as possible to support long-term redevelopment goals. He then invited questions regarding the potential capital improvement projects.

Commissioner Pfeiffer expressed support for the gateway concept, stating that it was a great idea and inquiring whether similar improvements could also be implemented on the west side along State Road 60, which serves as a key entryway to Main Street.

Executive Director Smith responded that the proposed wayfinding study would consider all major entry points into the downtown area, envisioning gateway features at all four primary intersections—both on the east and west ends—such as at Main Street and Baker Avenue, to create cohesive and welcoming entryways into the city.

Executive Director Smith reviewed several CRA-owned parcels and their potential redevelopment. He noted that the CRA has increasingly moved into redevelopment activities by acquiring and assembling properties, including two parcels obtained prior to his tenure and two since his arrival.

Executive Director Smith stated that the Innovation Center will be the first major CRA intervention to come online by the end of the year and then outlined additional sites. He noted that the CRA owns the building at 970 East Main Street and is under contract with the Bartow Housing Authority and Green Mills for a five-year redevelopment agreement, with an anticipated start in year three.

Executive Director Smith further explained that the parcel at 330 East Main Street, located next to the Christian Science bookstore and across from the Orpheum, is envisioned as a mixed-use project with ground-floor commercial space and upper-story residential units (such as studio or one-bedroom lofts). The goal is to create downtown housing to support nearby businesses and provide convenient living options for early-career professionals—such as law enforcement officers, nurses, doctors in training, and new government employees—who could then live downtown and commute only a few minutes to their workplaces.

Executive Director Smith added that the building at 1095 Martin Luther King Jr. Boulevard is being considered for some form of public-private partnership (P3) development, potentially as a commercial kitchen or business and community hub centered around a shared kitchen concept.

Commissioner Ball asked about the 1095 Martin Luther King, Jr. Boulevard site.

Executive Director Smith discussed the 1095 Martin Luther King, Jr. Boulevard site, explaining that the concept for this property could include redevelopment as a commercial kitchen or incubator space if the CRA were to acquire the parcel currently occupied by the Healthcare Foundation site. The existing building houses four businesses, including one owned by local caterer Terry Lock, a long-standing figure in Polk County. Mr. Smith emphasized that the CRA's goal would not be to displace existing businesses but to develop a relocation plan to support them during any redevelopment effort.

Executive Director Smith explained that converting the site into a commercial kitchen and business incubator could provide opportunities for local entrepreneurs—particularly in the restaurant industry—by offering shared kitchen space, training, and potential grants to help new restaurants open within the CRA district. This initiative would promote local business growth and help revitalize the MLK corridor, historically a thriving commercial area within Bartow's African American community.

Executive Director Smith also discussed the nearby property across from the Orpheum Theatre at 330 Main Street, noting its potential reuse as a multipurpose community or cultural venue that could host events, performances, and gatherings to enhance downtown activity and nightlife. He highlighted how similar small-scale entertainment concepts in neighboring cities have successfully drawn local crowds and added value to their downtown areas.

Executive Director Smith reviewed plans for developing an Innovation Center, explaining that funding would be drawn from the proposed $18 million non-taxable bond allocation. The project would be structured so that no cash reserves would be used directly, with financing coordinated through the city's financial advisors to maximize long-term community and economic impact.

City Manager Herr explained that the allocated funds would be used to support the construction and internal financing of the Innovation Center. He noted that this funding approach would allow the City to borrow the necessary amount and subsequently return the funds through the appropriate ordinance process.

Executive Director Smith clarified that the Innovation Center project is estimated at approximately $3.4 million and will be funded through the CRA's portion of the $18 million borrowing, rather than through direct cash expenditures. He noted that this approach would allow the CRA to construct the facility without depleting existing reserves.

Executive Director Smith also discussed improvements planned for Polk Street Park, emphasizing collaboration between the CRA and the City's Parks and Recreation Department to enhance community spaces located within the CRA district. Proposed upgrades include resurfacing the basketball courts, repainting the parking area, adding new recreational equipment, and making general site enhancements to encourage greater public use—particularly on weekends. He reiterated that local parks such as Carver and Polk Street are valuable community assets that should be more actively utilized by residents year-round.

City Manager Herr asked for clarification on the intended funding approach, inquiring whether the project would be included in the borrowed funds or structured as a pay-as-you-go arrangement.

Executive Director Smith clarified that this project would be included in the borrowed funds, noting that, as shown on the earlier slide, the $18 million allocation includes approximately $700,000 designated for park amenities.

City Manager Herr commented that while Polk Street Park is a well-maintained facility and is treated respectfully by the community, the proposed investment level warrants careful review. He stated that an allocation of approximately $700,000 is substantial and suggested revisiting the cost estimates, project scope, and completion timeline, including when funds must be obligated and the work finished, before moving forward.

Executive Director Smith stated that there is a defined timeline by which these funds must be expended and associated projects completed, noting that the period is approximately four years, with three years being a reasonable expectation for substantial progress. He added that it is important to align the borrowing schedule with project readiness to avoid drawing funds too early and incurring unnecessary carrying costs. He emphasized that the borrowed funds represent a one-time opportunity and once spent, the City will be repaying the debt over a 20-year term.

City Manager Herr stated that he wants to ensure the City receives the greatest benefit for the funds invested in the Polk Street Community Center improvements. He emphasized that the project should not be viewed as a routine or minor upgrade, but rather as a strategic investment that maximizes value for the community.

A discussion was held regarding the proposed allocation of approximately $700,000 for improvements at the Carver Recreation Center and the Polk Street recreation facilities. City Manager Herr emphasized the importance of ensuring the city receives the greatest benefit for this investment, stating that he wanted to prioritize amenities that directly serve children and families rather than focusing primarily on resurfacing the parking lot. Executive Director Smith clarified that the current estimate contemplates distributing the funds between both Polk Street and Carver Recreation Center sites and that the amount may be refined as more detailed cost information becomes available. He noted that, if it is the will of the Commission, funds could later be redirected to different improvements within the CRA district to achieve the highest and best use of the allocation.

Executive Director Smith stated that, with the CRA Innovation Center now proposed to be funded through the $18 million borrowing, the CRA could use its existing cash reserves to provide a $2,000,000 incentive to the City for redevelopment of the cigar factory site. He explained that this incentive would be separate from the taxable and non-taxable bond allocations and would come from CRA funds specifically reserved for redevelopment purposes. He noted that the cigar factory is one of the most significant sources of blight along Main Street and that the CRA now has the financial capacity to support either redevelopment of the building or reuse of the land. He concluded by asking, from both the CRA and City Commission perspectives, whether they wished to proceed with offering a $2,000,000 incentive to the city to focus on cigar factory redevelopment.

Commissioner Pfeiffer stated that supporting the redevelopment of the cigar factory aligns directly with the CRA's core mission of eliminating blight and reinvesting in historically significant properties within the district. She noted that the building's historic character, prominent location near the trail and U.S. 17, and ongoing private interest—including a restaurant group and a potential buyer—make it a critical opportunity site.

Commissioner Pfeiffer commented that, although feasibility studies have identified a substantial funding gap for rehabilitation, such public–private partnerships are common in historic redevelopment projects, where incentives help bridge the difference between renovation cost and market value. She added that the cigar factory has been the focus of numerous discussions and planning efforts over the years and remains an important candidate for CRA investment to return it to productive use.

City Manager Herr addressed the status and future of the cigar factory, noting that it is a historically significant structure listed on the National Register of Historic Places, but currently in poor condition and in need of substantial investment—estimated between approximately $2.5 and $4 million—to become habitable. He explained that, upon his arrival, he requested an independent evaluation of the building's condition, with reports prepared by a preservation consultant and reviewed by the City's architectural consultant, so that the Commission would have a clear, current understanding of the site.

City Manager Herr stated that the conceptual approach is to issue a request for proposals (RFP) to the private sector, providing prospective developers with the building condition reports so they can assess feasibility and propose viable reuse concepts. As an example, he mentioned a food hall, emphasizing that the city should avoid prescribing a single-use solution and instead allow the market to respond with proposals that align with demand and can be successfully operated by a private partner. Herr noted that the City would likely offer the property and up to approximately $1.5–2 million in incentive funding as part of this effort, with the goal of transforming the cigar factory into a productive community asset while leveraging private investment.

City Manager clarified that the City Commission would be responsible for approving the RFP, providing direction on evaluation criteria, and ultimately selecting the proposal that best meets the community's objectives, including business viability, operations, job creation, aesthetics, and contribution to the downtown business environment. He cautioned that this represents a critical, and potentially final, opportunity to make the cigar factory redevelopment successful; if this effort does not succeed, the Commission may need to consider alternative outcomes for the building, including possible disposition.

Executive Director Smith outlined the anticipated return on the proposed $18 million investment, emphasizing benefits such as job creation, expanded amenities, increased tax base, and preservation of community character. He noted that redevelopment projects—such as the cigar factory, potential reuse of the former Bartow Regional Health Care Foundation site, and rehabilitation of distressed or underutilized properties—would generate construction jobs, attract additional spending in the downtown area, and improve neighborhood conditions. He added that even modest improvements, like exterior rehabilitation of owner-occupied homes, have already demonstrated measurable increases in property values, which in turn support higher tax revenues and future project funding.

Executive Director Smith stressed the importance of sustainable redevelopment that respects community input and local heritage, explaining that projects should be designed to have a positive, long-term impact and be informed by public feedback on the highest and best use. He then asked the Board to help prioritize how the $18 million should be deployed once financing is finalized, including the balance between land acquisition, capital improvement projects, and CRA-owned redevelopment sites (such as 300 East Main Street, 330 East Main Street, the Masonic Lodge at 1095 Martin Luther King, Jr. Boulevard, and park amenities). He requested that members rank the major categories from one (highest priority) to five (lowest priority), indicating which initiatives they would like to see pursued first, so staff can focus efforts accordingly after the loan closing anticipated around March 4, 2026.

Executive Director Smith stated that it was time for the Board to consider approval of the proposed project list. He referenced the staff report outlining 16 projects and explained that he was requesting formal approval of this list as the working roadmap for CRA and Commission efforts. He noted that the list represents a compilation of prior discussions and identified priorities, and that the allocation for land acquisition on the East End is flexible—if fewer parcels are purchased, and the remaining funds could be redirected to other initiatives. He invited a brief discussion before a motion, emphasizing that Board approval would provide clear directions on which projects to initiate and sequence moving forward.

City Manager Herr referred to the list of 16 projects and sought clarification regarding how they relate to the previously discussed categories for land and property acquisition. He asked whether items 1 through 11 on the list were included under the land acquisition category that Board members had been asked to rank. Executive Director Smith confirmed that the relevant properties are included under land acquisition (primarily items 1 through 6). City Manager Herr then stated that if the Board ranks land acquisition as the top priority—based on goals such as increasing the tax base, reducing blight, and creating jobs—his understanding is that all of the identified properties in that category would be eligible to use the designated funding "bucket," and that land acquisition efforts would begin immediately once the loan proceeds are available.

A discussion was held to clarify the ranking and approval of project priorities associated with the $18 million borrowing. City staff explained that the action requested was to approve the full project list (items 1–16) as the official set of projects eligible to use the loan funds, rather than to lock in a specific order of implementation. It was noted that this approved list is needed by bond and lending counsel to finalize loan documents and must therefore clearly identify all potential projects that may be funded.

Participants further clarified that, with the exception of the cigar factory (which will be handled through a separate City process and account), all listed properties and initiatives may be funded from the borrowing, including both new land acquisitions (such as East End parcels) and improvements or incentives related to CRA-owned properties (e.g., 330 and 970 East Main Street, the Masonic Lodge on MLK, and park sites). It was acknowledged that if specific targeted properties, such as the checkerboard buildings, cannot be acquired, the CRA may later propose alternate acquisition targets and return to the Board for direction.

During the discussion, members emphasized that proceeding now with an approved project list and associated acquisitions is strategically important in light of potential future legislative limits on new CRA projects and to avoid significantly higher property costs in the future. The consensus was that acquisition of key blighted and underutilized parcels along the U.S. 17 corridor is a high priority to reduce blight, increase the tax base, and position sites for later private redevelopment, even if construction funding for subsequent phases may need to come later. The Board then prepared to entertain a motion to approve the project list and prioritize land acquisition as a leading use of the loan proceeds.

MOTION was made by Board Member Kelley, seconded by Board Member Mendez, to approve the redevelopment projects and land acquisitions exhibit.

VOTE TO THE MOTION:

AYE: Corbett, Ghent, Kelley, Mendez
NAY: None

MOTION was made by Commissioner Longworth, seconded by Commissioner Ball, to approve the redevelopment projects and land acquisitions list.

VOTE TO THE MOTION:

AYE: Ball, Longworth, Pfeiffer, Simpson, Tucker
NAY: None

Motion carried.

MOTION was made by Board Member Mendez, seconded by Board Member Kelley, to approve the priority project list in the order of priority.

VOTE TO THE MOTION:

AYE: Corbett, Ghent, Kelley, Mendez
NAY: None

Motion carried.

MOTION was made by Commissioner Pfeiffer, seconded by Commissioner Longworth, to approve the priority project list in the order of priority.

VOTE TO THE MOTION:

AYE: Ball, Longworth, Pfeiffer, Simpson, Tucker
NAY: None

Motion carried.

MOTION was made by Board Member Mendez, seconded by Board Member Kelley, to authorize the City Manager and CRA Executive Director to conduct their due diligence in negotiations for the acquisition and redevelopment as per the city's procurement process.

VOTE TO THE MOTION:

AYE: Corbett, Ghent, Kelley, Mendez
NAY: None

Motion carried.

MOTION was made by Commissioner Pfeiffer, seconded by Commissioner Ball, to authorize the City Manager and CRA Executive Director to conduct their due diligence in negotiations for the acquisition and redevelopment as per the city's procurement process.

City Manager Herr sought clarification on the status and next steps for the $18 million project priorities. He confirmed his understanding that the City Commission and CRA Board are approving groupings of priority initiatives for expenditure of the loan proceeds, after which staff will return with a detailed implementation timeline—including preparation of RFPs and marketing strategies for Board approval, project schedules to ensure timely execution, and subsequent development agreements as outcomes of those efforts.

VOTE TO THE MOTION:

AYE: Ball, Longworth, Pfeiffer, Simpson, Tucker
NAY: None

Motion carried.

Vice Chairperson Ghent stated that there was a question from the audience regarding the $2 million for the Cigar Factory. He asked Mr. Anthony Sullivan to step to the podium to ask his question.

Mr. Anthony Sullivan, 3471 2nd Avenue, inquired about the proposed allocations of $2 million for the cigar factory and $700,000 for improvements at the Carver Recreation Center and Polk Street Center. He acknowledged the cigar factory's long-standing presence and expressed support for community redevelopment efforts, while suggesting that the $700,000 would be better invested in asphalt resurfacing to benefit children across both sides of town.

Vice Chairperson Ghent closed the public comment.

REPORTS:

1. **EXECUTIVE DIRECTOR**

   CRA Executive Director Smith has nothing to report.

2. **CRA Attorney**

   CRA Counsel Crawford reported on the following:

   - CRA Special Meeting has been scheduled for March 4, 2026, at 8:30 a.m. to approve the $18 million loan.

3. **City Commissioners**

   - **Commissioner Ball**

     Commissioner Ball expressed gratitude to everyone for attending the meeting. He emphasized that their feedback is invaluable to the Commission. He also mentioned that the Executive Director is guiding the city in the right direction.

   - **Commissioner Longworth**

     Commissioner Longworth thanked everyone for attending the meeting.

   - **Commissioner Pfeiffer**

     Commissioner Pfeiffer stated that the city has just approved a record-breaking amount of funding that will be transformative for Bartow, its community, and its residents. She emphasized that the proposed projects are critically important and should receive priority attention, noting that the cigar factory—due to its size and historical presence—holds particular significance for the community. She mentioned that private interest already exists in the building and, as liaison to the Bartow Economic Development Council, urged the city to leverage Ms. Elle Withall's extensive experience and connections to attract additional investors interested in Bartow opportunities.

- **Vice Mayor Simpson**

Vice Mayor Simpson excused herself at 4:38 p.m.

- **Mayor Tucker**

Mayor Tucker stated that Vice Mayor Simpson asked her to relay that her goal was to place things back on the tax roll and that was the reasoning for her ranking. She stated that she shares the same sentiments and thanked everyone for coming.

4. Board Members

- **Anthony Ghent**

Vice Chairperson Ghent thanked everyone for attending the meeting and expressed his appreciation to the staff and consultants working behind the scenes to ensure its success.

- **Sandy Mendez**

Board Member Mendez announced that she would be leaving Bartow in a few months following the sale of her business. She expressed her excitement regarding the CRA's receipt of the funds and looked forward to seeing how they would be utilized.

Board Member Mendez announced tonight is Friday Fest and invited everyone to come.

- **Tom Santarlas**

Board Member Santarlas was not in attendance.

- **Shana Bennett**

Board Member Bennett was not in attendance.

- **Jerome Corbett**

Board Member Corbett thanked everyone for attending the meeting, noting that it was one of the most well-attended meetings the CRA has held. He added that a great deal was accomplished during the session.

- **Cheri Kelley**

  Board Member Kelley thanked everyone for attending the meeting, stating that this marks a new chapter for the CRA. She expressed her excitement about the projects ahead and extended her appreciation to the city staff, city manager, and city commissioners.

- **Gordon Greene**

  Chairperson Greene was not in attendance.

NEXT MEETING

Vice Chairperson Ghent announced that the next regular meeting is scheduled for Wednesday, February 25, 2026, at 8:30 a.m.

ADJOURNMENT

With no further business to discuss, Vice Chairperson Ghent adjourned the meeting at 5:18 p.m.

VICE CHAIRPERSON ANTHONY GHENT	MAYOR TANYA TUCKER
ATTEST:	ATTEST:
DEPUTY CITY CLERK DONNA DONALDSON	CITY CLERK JACQUELINE POOLE

(SEAL)

COMMUNITY REDEVELOPMENT AGENCY
WEDNESDAY, FEBRUARY 25, 2026 – 8:30 A.M. (EST)
CITY HALL – CITY COMMISSION CHAMBER
450 N. WILSON AVENUE, BARTOW, FL 33830

The Community Redevelopment Agency met on Wednesday, February 25, 2026, at 8:30 A.M. in the City Commission Chamber located at City Hall, 450 N. Wilson Avenue, Bartow, Florida. Notice of this meeting was posted at City Hall, Bartow Public Library, and the city's website.

MINUTES

CALL TO ORDER

Chairperson Greene called the meeting to order at 8:31 a.m.

PLEDGE OF ALLEGIANCE:

The Board Members and audience gave the Pledge of Allegiance.

ROLL CALL

BOARD MEMBERS PRESENT: Board Member Shana Bennett, Board Member Jerome Corbett, Board Member Anthony Ghent, Vice Chairperson, Board Member Cheri Kelley, Board Member Sandy Mendez (left at 9:38 a.m.), and Board Member Gordon Greene, Chairperson.

BOARD MEMBER(S) ABSENT: Board Member Dr. Thomas Santarlas

CITY COMMISSIONER(S) PRESENT: Commissioner Leo E. Longworth, Commissioner Trish Pfeiffer, Commissioner Gary Ball, and Mayor Tanya Tucker

STAFF PRESENT: CRA Executive Director Howard Smith, Business and Community Engagement Coordinator Cheryl Baksh, City Manager Mike Herr, Executive Assistant Pamela Sams, CRA Counsel Drew Crawford, City Attorney Sean Parker, Sergeant John McKee, and Deputy City Clerk Donna Donaldson.

APPROVAL OF MINUTES:

1. **Work Session, January 8, 2026 *(Review and Action)***
2. **Regular Meeting January 28, 2026 *(Review and Action)***

   MOTION was made by Board Member Mendez, seconded by Vice Chairperson Ghent, to approve the January 8, 2026, Work Session, and January 28, 2026, Regular Meeting minutes as presented.

   VOTE TO THE MOTION WAS AS FOLLOWS:

   AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
   NAY: None

Motion carried.

CONSIDERATION OF QUESTIONS FROM THE FLOOR, PETITIONS, AND COMMUNICATIONS:

1. Matters not appearing on this agenda.

Chairperson Greene opened and closed public comments on matters not appearing on this agenda. There were no comments.

2. Matters appearing on this agenda but not scheduled for a separate public hearing.

Chairperson Greene opened and closed the public comment period for matters appearing on the agenda but not scheduled for a separate public hearing. There were no comments.

FINANCIAL REPORTS:

1. Financial Report for January 2026 *(Review and Action)*

Executive Director Smith presented the financial report for January 2026. He gave a breakdown of expenses:

- January variable expenses were: $37,621
  - $15,950 – closing out the Bartow Squeeze. On next month's statement, there will be a credit from the Citrus Connection for the return of the carts.
- January fixed expenses were: $16,500
  - Lease payment

(A copy of the January 2026 financial reports is attached therein and described as Exhibit A.)

MOTION was made by Board Member Kelley, seconded by Vice Chairperson Ghent, to accept the January 2026 Financial Report as presented.

VOTE TO THE MOTION WAS AS FOLLOWS:

AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
NAY: None

Motion carried.

NEW BUSINESS

1. **Review and take action on the Community Redevelopment Agency's Three-Year Strategic Work Plan.**

Executive Director Smith explained that the purpose of the presentation was to align with the organization's strategic plan and to outline a clear roadmap for daily operations and departmental priorities. He noted that the current discussion ties into the Strategic Plan Objectives, focusing on project development and implementation. He emphasized that recent successes in related programs have informed this next phase of work.

Executive Director Smith stated that the review with the consultant represents a culmination of the group's efforts during previous strategic work sessions, with all staff having had opportunities to participate in the planning process. He acknowledged that scheduling final review meetings has been challenging but noted that upcoming workshops will continue to address organizational goals, including activation of public spaces within the district.

Mr. Robert Allen of HCP Associates presented an overview of the three-year Strategic Work Plan. He echoed Executive Director Smith's appreciation for the board and staff participation in the recent workshop series, acknowledging the collaborative effort involved. He noted that four primary pillars emerged from the strategic planning sessions held earlier in the year.

The first pillar centers on property acquisition and construction, which has been a key focus in recent months. This includes ongoing efforts related to the Innovation Center and identifying key performance indicators (KPIs) tied to property inventory, site development, and strategic parcel acquisition within the district. Subsequent projects will focus on the "Expansion" pillar, emphasizing efficient and accurate financial management to support future growth and investment.

City Manager Herr inquired about the action item regarding the inventory of all vacant and underutilized parcels within the CRA district by the fourth quarter of 2026. He clarified that such an inventory does not currently exist. Staff confirmed this, noting that while there is general knowledge of properties owned by the CRA, the inventory will also include privately owned parcels within the district to provide a comprehensive assessment.

Mr. Allen stated that the parcel inventory would include all lots, whether owned by the city, the CRA, or private individuals. He added that his team has already begun reviewing available data sources, including some that may not be part of mainstream organizational databases.

Mr. Herr asked for clarification regarding the methodology used to identify properties requiring a permit or redevelopment plan. He noted that these represent the current active projects and inquired about the reference to a baseline figure of $210,000, seeking an explanation of what that baseline represents.

A discussion took place regarding the parcel inventory and clarification of the baseline figures used in the redevelopment plan. It was explained that the current baseline reflects approximately $210,000 in property purchases, with any additional acquisitions to be pursued through the secondary market. The group discussed focusing initial investment efforts on downtown properties, given their higher visibility and redevelopment potential.

Mr. Herr and Mr. Allen reviewed the process for tracking vacant and underutilized parcels, emphasizing the need for a clear and accurate inventory to guide future redevelopment. It was agreed to target an increase in the number of active redevelopment projects over the next three years, with a baseline of six (6) properties and a goal of reaching ten (10).

Additional discussion addressed color-coding the parcel inventory to distinguish between properties under contract and those available for purchase. It was noted that these tracking methods would support reporting requirements and help evaluate progress on redevelopment metrics. It was also acknowledged that the value of existing incentive programs is designed to assist property owners and encourage site development.

Mr. Allen continued his presentation, outlining the second pillar of the Strategic Work Plan—District Activation and Placemaking. He explained that this pillar focuses on enhancing the public realm and improving experiences for residents and visitors in the downtown area.

Key action items include implementing programs to maintain a clean and secure environment, supporting "block-by-block" maintenance efforts, and strengthening community policing initiatives to foster positive public interactions. Additional priorities involve expanding public art installations, advancing trail and gateway signage projects, and developing micro-mobility and smart city initiatives.

Mr. Allen noted that the associated metrics for this pillar are more direct and easier to track, which will help monitor progress over time.

Chairperson Greene suggested that setting a specific goal would encourage bold, impactful projects—rather than simply reporting expenditures like $50,000 on arts in public places, which could vary widely in impressiveness.

Mr. Allen stated that he did not have the names of the award recipients at that time but saw no issue with including them as part of the record once available. He noted that an amendment to the matter could be made if necessary and invited any further questions or discussion from the group.

Commissioner Longworth stated that the discussion focused on the district's history and ongoing activation efforts. He expressed interest in transforming the Martin Luther King, Jr. area as part of broader district enhancements aimed at attracting residents and visitors. He asked whether these initiatives would be fully inclusive within the overall district development profile

A discussion took place regarding the continued implementation of the downtown and district development strategies. It was noted that the downtown corridor remains a central focus, with plans to expand improvements to surrounding areas. The team discussed coordination efforts with Public Works to ensure safe, accessible sidewalks and infrastructure enhancements, particularly in the West End and other connected districts.

Executive Director Smith emphasized that these efforts are part of a broader expansion plan designed to strengthen connections between districts and activate public spaces. Several projects completed last year on the east and west sides were cited as examples of successful cross-district coordination.

The conversation also included an update on upcoming community policing and code compliance initiatives. Staff reported that best practices from other communities have been researched and are being used to shape a formal local strategy. The City Manager and staff commended the departments involved for their proactive collaboration and readiness to implement new community engagement practices in coordination with law enforcement leadership.

Mr. Allen continued his explanation of Pillar Three, focusing on commercial and public spaces redevelopment. He outlined action items including expanding commercial spaces within targeted areas, advancing business retention through various grant programs (some of which have already received funding), continuing street resurfacing and sidewalk improvements, launching a standalone CRA website with enhanced communication features, and forming partnerships to support business expansion throughout the district. He invited questions from the board.

City Manager Herr asked for clarification on the meaning of "launching business retention," specifically requesting a definition of the term "business retention."

Mr. Allen responded that the term "business retention" would be defined through a series of programs, grants, and individual strategies to be considered by the board. He stated that, once specific grant initiatives are approved, they will be incorporated into the overall plan and reported accordingly, and that staff intends to move forward based on that direction.

Chairperson Greene sought clarification on the stated percentage goal, noting that it reflects the baseline plus three percent and does not require recalculating the baseline itself.

Mr. Allen responded that although he has a general estimate based on available data, he did not want to provide a specific number without having full confidence in its accuracy.

City Manager Herr stated that, in his view, business retention is particularly important within the district, emphasizing the need to support local businesses in achieving their vision through the use of CRA funds. He noted that while business attraction has value, assisting existing businesses is his primary priority and affirmed his strong support for retention efforts.

A discussion took place regarding strategies to retain both new and existing businesses within the district. It was noted that several elements of the business retention toolkit, including multiple action items and metrics, are heavily oriented toward retention rather than reduction.

It was observed that while setting an aspirational goal of zero percent business turnover might be ideal, external market forces limit the agency's control over outcomes, even when grants and support programs are fully implemented. Members emphasized the distinction between reporting on organizational actions (such as the number of grants awarded) and broader market impacts (such as vacancy reduction), acknowledging that the latter can be influenced by factors beyond the CRA's control.

The board discussed vacancy reduction as a key performance indicator, recognizing that it should reflect both successful recruitment and the effectiveness of retention efforts. It was suggested that the metric be clarified to refer specifically to the reduction of vacant commercial properties, so that both program actions and market conditions can be evaluated more accurately.

Mr. Allen continued his overview with the fourth pillar, Residential Redevelopment. He stated that the goal of this pillar is to retain existing residents and attract new residents to live within the CRA district. Action items under this pillar include providing assistance to residential programs within the district, encouraging additional development through developer incentives to spur new housing inventory, implementing infill residential initiatives to increase the local housing stock, advancing workforce housing initiatives with targeted public-private partnership incentives, and increasing reinvestment in residential properties within CRA neighborhoods.

Mr. Allen noted that while home sale prices are influenced by broader market forces, targeted programs—such as rehabilitating or reactivating vacant homes—can positively affect market conditions. He added that, in discussions with Executive Director Smith and staff, there was confidence that these residential initiatives would generate measurable, positive impacts in the local housing market.

Commissioner Longworth sought clarification on the measurement for improving home investments, confirming that the baseline is ten homes. He then asked whether this figure reflects work already completed or represents a future target.

Executive Director Smith confirmed that the baseline of ten homes reflects projects completed last year. He explained that each new improvement project in any district, such as roof replacements and rehabilitation work, should build on that baseline and be captured in the program's tracking of neighborhood reinvestment.

Executive Director Smith noted that recent work on three homes on one street illustrates how visible improvements can encourage other homeowners to invest in their properties, helping ensure that individual homes reflect the overall quality of the neighborhood. He added that weatherization and rehabilitation programs remain key tools for supporting existing homeowners, strengthening neighborhoods, and addressing vacant homes where possible.

Chairperson Greene stated that the CRA should continue its core "bread and butter" infill activities while also pursuing a major initiative focused on workforce housing as the next key strategic effort.

A discussion took place regarding the Down Payment Assistance Program. Commissioners reviewed prior-year activity, noting that approximately $131,000–$135,000 in program funds had been invested with partner developers to assist homebuyers in purchasing units created through those projects. Staff explained that the assistance typically ranges between $15,000 and $20,000 for first-time homebuyers, with the ability to increase the amount up to $30,000 in special circumstances, provided the home will be used as the buyer's primary residence and all program and property requirements are met.

It was clarified that this assistance is budgeted as a distinct line item and administered at the staff level, without separate board approval for each individual case. The program places a "silent second" mortgage on the property, recorded in the public record, with a five-year compliance period during which the buyer must maintain the home as a primary residence or risk repayment. The City Manager requested that staff provide a simple management checklist or acknowledgment form so that the board and City Commission can confirm that all program criteria are being consistently applied.

Chairperson Greene asked to include some of the edits he had written down:

- Rule 2 – change "downtown" to be "CRA District";
- Add an award program for Arts in Public Places or in Placemaking;
- Clarify that the key metrical reduction rate of the commercial would be "net" reduction

MOTION was made by Board Member Kelley, seconded by Vice Chairperson Ghent, to approve the Community Redevelopment Agency's Three-Year Strategic Work Plan with the amendment as outlined by Chairperson Greene.

VOTE TO THE MOTION AS FOLLOWS:

AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
NAY: None

Motion carries.

(A copy of the staff report is attached therein and described as Exhibit B.)

2. Discussion and take action on the Community Redevelopment Agency's logo.

Executive Director Smith stated that the CRA aims to remain in the area where it conducts business and continues to expand its efforts locally. He noted that the first order of business would be to address the logo design, which is necessary for upcoming initiatives. He also confirmed that the current progress is based on the payments received and acknowledged that the processing steps are underway.

Mr. Robert Allen, HCP Associates, provided updates on the development process, noting that it has been underway for about a year. He reviewed the series of consultations with board and staff members that contributed to the communications and website development plan. He mentioned that a stakeholder workshop was held with input from approximately 300–400 stakeholders, yielding 64 survey responses, including nine from board members.

Mr. Allen highlighted that 73% of community respondents expressed positive feedback on design elements, specifically color palettes and icon choices. The design team conducted 16 iterations of logo concepts, narrowing the options to two final designs. Option 1 (design 83) features four rounded squares symbolizing key aspects of the organization's mission—emotions, strategic plan themes, placemaking, and community spaces. Both design options incorporate consistent themes including local community identity and downtown representation.

Mr. Allen also noted that minor variations in color or layout may be applied for different uses, such as signage or partnership materials, while maintaining brand consistency across all formats.

MOTION was made by Board Member Mendez, seconded by Board Member Kelley, to approve Option 1 for the new logo of the CRA.

VOTE TO THE MOTION:

AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
NAY: None

Motion carries.

(A copy of the staff report is attached therein and described as Exhibit C.)

3. Review and take action to approve the Community Redevelopment Agency's Community Murals for public viewing at Over the Branch Park and Summerlin Street.

Executive Director Smith provided an update on the public restroom initiative and related placemaking efforts within the district. He stated that these projects are intended to ensure clean, safe spaces for residents and visitors, while also supporting economic development, housing, and community-based projects through improved public amenities.

Executive Director Smith noted that the CRA's arts in public places budget includes funds for artistic treatments, such as utility box wraps and street banners on the east and west gateways, to reinforce district identity and celebrate local history. Smith highlighted recent and planned installations, including new mural and graphic concepts at the Mary Holland Park restroom, with designs reflecting Bartow's citrus and agricultural heritage, smokestack imagery, and local sports themes.

Executive Director Smith explained that artists were selected based on experience, qualifications, and their ability to produce work at larger scales, and that design requirements included accommodating lighting and other functional elements. He added that staff coordinated with the Beautification Advisory Board to promote opportunities and gather feedback. Two final design options for the restroom artwork were presented, and the board was asked to choose between them: one featuring "left/right" thematic elements and the other emphasizing "sports" motifs for the parking area.

Executive Director Smith stated that $50,000 has been allocated for the murals, with artist selection criteria requiring designs that reflect Bartow's history. He reviewed the mural renderings and eligibility standards, noting that the Beautification and Parks and Recreation Boards had an opportunity to review them, as did the City Commission during a joint meeting with the CRA.

MOTION was made by Vice Chairperson Ghent, seconded by Board Member Mendez, to approve the Bartow Sports mural for the Polk Street Park restrooms.

VOTE TO THE MOTION AS FOLLOWS:

AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
NAY: None

Motion carries.

MOTION was made by Board Member Bennett, seconded by Board Member Mendez, to approve the Day in Bartow mural for the Summerlin Street restrooms.

VOTE TO THE MOTION AS FOLLOWS:

AYE: Bennett, Corbett, Ghent, Kelley, Mendez, Greene
NAY: None

Motion carries.

Mayor Tucker asked whether the artist selected to complete the murals has visited the buildings where the artwork will be installed.

It was confirmed that the selected artists have visited each site in person to assess the surfaces firsthand. Staff noted that the buildings' textured surfaces, such as exposed brick, differ from flat canvases, raising concerns about whether fine details—like those in designs featuring children—can be effectively captured and scaled.

Discussion emphasized the need for realistic contract agreements moving forward to ensure quality execution on these challenging surfaces over an eight-year term.

(A copy of the staff report is attached therein and described as Exhibit D.)

4. Discussion on the Community Redevelopment Agency's Business Retention Grant Program.

Executive Director Smith led a policy discussion on maintaining current salary incentive grants while introducing a new Business Potential Grant using approximately $18 million in secured debt. He explained that this debt service will significantly impact the budget, reducing the operating budget from $2.7 million to roughly $1.5 million after accounting for debt obligations and limited grant funding of about $90,000.

Executive Director Smith noted that with $2.6 million currently in reserves—part of which supports the Innovation Center—the agency will have a $600,000 surplus to allocate strategically. He proposed reviewing all existing programs (adopted in September) over the next two weeks through one-on-one meetings, providing data analysis on their performance to determine which to retain, sunset, or modify.

As a near-term use of surplus funds, he suggested accelerating the Business Potential Grant for long-term businesses (five years or more), offering up to $20,000 per business for cosmetic interior improvements and communications support—such as website marketing and Google page enhancements—to help them reach new customers without requiring matching funds or liens, provided they remain operational for five years. He requested board input on public housing projects and next steps within 30 days.

Board Member Bennett asked if just the current owner has had it for five or more years to be eligible.

Executive Director Smith stated that the agency is considering businesses for support based on their longevity in the district, noting that a seven-year presence demonstrates stability despite potential changes in ownership. He clarified that eligibility would focus on verifying the same business address and name—such as those remaining at Main Street—regardless of whether the current owner is the original operator, and suggested reviewing records to confirm continuity.

Chairperson Greene clarified that board members are requested to review the provided information and be prepared to vote on the matter at the next meeting.

Executive Director Smith stated that he and CRA Coordinator Baksh will contact each board member individually to schedule one-on-one meetings to discuss the provided information. He noted that these meetings should last no longer than one hour.

Board Member Kelley stated that the owner-occupied grant application was not included in the provided package and asked whether it would be addressed in a separate discussion.

Executive Director Smith clarified that the owner-occupied rehab grant operates without a formal application process. He explained that approved rehabilitation projects include a narrative description on file, serving as the primary documentation, and that the incentive application itself contains relevant details such as the $125,000 development allocation on its cover page. He noted that this streamlined approach aligns with the program's established approval and scheduling process.

City Manager Herr thanked staff and asked for clarification on the small business loan-to-grant program listed on the first page of the package. He inquired whether a downtown business operating for five to six years, meeting all criteria, would need to secure a $5,000 loan portion if requesting the full $10,000 grant amount (for a total project of $15,000).

Executive Director Smith explained that loans under the program are structured to depreciate to zero over five years, at which point they become fully forgiven.

City Manager Herr sought clarification on the five-year eligibility requirement for the small business program, confirming that businesses must demonstrate five consecutive years of operation to qualify. He noted that the loan portion depreciates to zero over an additional five years and becomes forgiven, provided the business remains operational, aligning with Small Business Administration benchmarks that view five-year survival as a strong indicator of long-term sustainability.

Executive Director Smith confirmed that the requirement applies specifically to first-floor, ground-level businesses. He noted that the CRA continues to support qualifying businesses, potentially including those with up to 17 years of operation, and is committed to verifying this detail.

City Manager Herr sought clarification on the first-floor eligibility requirement, noting that grant funds must be used for designated downtown businesses on the ground level that comply with city zoning codes. He confirmed that this applies specifically to first-floor, street-level locations.

A discussion took place regarding whether CRA funding could support second-floor improvements in downtown buildings, given the program’s focus on first-floor, ground-level businesses compliant with zoning codes. Participants explored scenarios such as converting second floors into complementary spaces (e.g., a coffee roaster above a café) to augment first-floor operations, reduce costs, or expand capacity, noting that approvals would be considered on a case-by-case basis tied to the business’s overall enhancement.

Concerns were raised about overly restrictive criteria, including past denials (e.g., a coffee roaster project deemed ineligible), and the need for flexibility in older downtown structures to address maintenance issues like roofing or health/safety repairs, which other CRAs allow under recruitment/retention programs. The board emphasized prioritizing visible, consumer-facing improvements to reduce vacancies and attract visitors, while distinguishing between tenant-driven interior changes and property-owner responsibilities for structural work.

Several suggestions emerged: rephrasing program language to explicitly encourage connected second-floor ideas as "fair game" up to $10,000; separating larger incentives (tied to property owners) from smaller business grants; using consistent CRA-specific terminology instead of "downtown"; and reviewing all programs for amendments, including storefront enhancement alignment. Members noted that many downtown businesses are tenants, so vacant storefronts should be addressed regardless of ownership to prevent future vacancies.

(A copy of the grant program is attached therein and described as Exhibit E.)

OLD BUSINESS: None

Executive Director Smith stated that last month's meeting included a discussion—initiated by the Chair—about working backwards from board meeting dates to address contracts, budgets, the Innovation Center, and overall project execution in preparation for next month's meeting.

REPORTS:

1. **EXECUTIVE DIRECTOR**

   Executive Director Smith had nothing to report.

2. **CRA Attorney**

   CRA Counsel Crawford announced that a CRA Special Meeting will be held on Wednesday, March 4, 2026, at 8:30 a.m. He noted that notice of the meeting was published in the local newspaper on February 18, 2026. The purpose of the special meeting is to conduct a public hearing on the issuance of bonds.

3. **City Commissioner**

   Commissioner Longworth had nothing to report.

4. **Board Members**

- **Anthony Ghent**

  Vice Chairperson Ghent asked CRA Counsel when property is transferred from the County to the City, is the board required to take formal action—such as a motion to accept the property—in order to complete the transfer.

  CRA Counsel Crawford confirmed that, generally speaking, formal board acceptance is required when property or easements are transferred from the County to the City. He explained that this typically occurs through a motion or ordinance to document acceptance in public records, providing conclusive evidence of the transfer—as seen in past examples like road maintenance agreements. He added that the CRA board should formally accept any relevant property interests to ensure proper authorization and execution.

  Vice Chairperson Ghent commented on the potential use of security cameras for the public restrooms. He noted that several other cities have implemented similar systems, potentially through partnerships with sheriff's offices or smart city initiatives, and inquired whether such options remain available locally.

  Executive Director Smith stated that the CRA will not fund security cameras for the downtown restroom areas. He clarified that this expense will be handled through the Parks, Recreation, and Cultural Arts Department.

- **Sandy Mendez**

  Board Member Mendez had nothing to report.

- **Tom Santarlas**

  Board Member Santarlas was not in attendance

- **Shana Bennett**

  Board Member Bennett had nothing to report.

- **Jerome Corbett**

  Board Member Corbett had nothing to report.

- **Cheri Kelley**

  Board Member Kelley had nothing to report.

- **Gordon Greene**

  Chairperson Greene had nothing to report.

NEXT MEETING

Chairperson Greene announced there will be a Special Meeting held on Wednesday, March 4, 2026, at 8:30 a.m., and a Regular Meeting is scheduled for Wednesday, March 25, 2026, at 8:30 a.m.

ADJOURNMENT

With no further business to discuss, Chairperson Greene adjourned the meeting at 10:11 a.m.

____
CHAIRPERSON GORDON GREENE

ATTEST:

____
DEPUTY CITY CLERK DONNA DONALDSON

(SEAL)

COMMUNITY REDEVELOPMENT AGENCY SPECIAL MEETING
WEDNESDAY, MARCH 4, 2026, 8:30 A.M. (EST)
BARTOW PUBLIC LIBRARY
2150 S. BROADWAY AVENUE, BARTOW, FL 33830

The Community Redevelopment Agency held a Special Meeting on Wednesday, March 3, 2026, at 8:30 a.m. in the City Commission Chamber located at City Hall, 450 N. Wilson Avenue, Bartow, Florida. Notice of this meeting was posted at City Hall, Bartow Public Library, and the city's website.

MINUTES

CALL TO ORDER

Chairperson Greene called the meeting to order at 8:31 a.m.

ROLL CALL

BOARD MEMBERS PRESENT: Board Member Shana Bennett, Board Member Jerome Corbett, Board Member Anthony Ghent, Vice Chairperson, Board Member Cheri Kelley, Board Member Dr. Thomas Santarlas, and Board Member Gordon Greene, Chairperson.

BOARD MEMBER(S) ABSENT: Board Member Sandy Mendez

CITY COMMISSIONER(S) PRESENT: Commissioner Laura Simpson and Commissioner Leo E. Longworth

STAFF PRESENT: Executive Director C. Howard Smith, Business and Community Engagement Coordinator Cheryl Baksh, CRA Counsel Drew Crawford, City Manager Mike Herr, Finance Director Peter Lear, IT Director Frank Canovaca, and Deputy City Clerk Donna Donaldson.

CONSIDERATION OF QUESTIONS FROM THE FLOOR, PETITIONS, AND COMMUNICATIONS:

1. **Matters not appearing on this agenda.**

   Chairperson Greene opened the public comments on matters not appearing on this agenda.

   Mr. Gerald Cochran, 1615 North Street, inquired about the purpose and functions of the Community Redevelopment Agency (CRA) and its budget. He asked how much of the CRA budget is allocated to administrative costs and expressed concern that these expenditures, which involve taxpayer funds, have not been fully discussed or explained—particularly as they now involve federal funding.

   Mr. Cochran questioned who would be responsible if the legislature declared the CRA in default and without funds, suggesting that the financial burden could fall back on Bartow taxpayers through property tax revenues. He emphasized that these issues should be addressed and discussed openly during special sessions and committee meetings, rather than being omitted or minimized.

   Mr. Cochran also noted concern over the interest payments on $18 million in borrowing, stating that such funds could potentially be better used elsewhere. Mr. Cochran requested that the committee provide clear explanations of where CRA funds originate and how they are spent, adding that members should have adequate time to review agenda materials in advance of meetings.

With no other comments, Chairperson Greene closed the public comments on matters not appearing on this agenda.

2. Matters appearing on this agenda but not scheduled for a separate public hearing.

Chairperson Greene opened and closed the public comment period for matters appearing on the agenda but not scheduled for a separate public hearing. There were no comments.

NEW BUSINESS:

1. Public Hearing and consideration of CRA Resolution No. 2026-02-R A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF BARTOW, FLORIDA AUTHORIZING THE ISSUANCE IN AN AGGREGATE PRINCIPAL AMOUNT OF UP TO $18,200,000 OF ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026A AND ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026B (FEDERALLY TAXABLE) TO FINANCE THE ACQUISITION AND CONSTRUCTION OF COMMUNITY REDEVELOPMENT PROJECTS WITHIN THE REDEVELOPMENT AREA AND CONSISTENT WITH THE REDEVELOPMENT PLAN; PROVIDING THAT THE NOTES SHALL BE LIMITED OBLIGATIONS OF THE AGENCY PAYABLE FROM TAX INCREMENT REVENUES AND CERTAIN OTHER MONEYS AS PROVIDED HEREIN; AWARDING THE NOTES ON A NEGOTIATED BASIS; APPROVING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS AND THE NOTES IN CONNECTION WITH SUCH LOANS; DESIGNATING THE 2026A NOTE AS A "QUALIFIED TAXEXEMPT OBLIGATION" UNDER SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986; APPROVING THE EXECUTION AND DELIVERY OF AN INTERLOCAL AGREEMENT WITH THE CITY OF BARTOW, FLORIDA; ESTABLISHING A DEBT SERVICE FUND; PROVIDING FOR THE PLEDGE OF THE PLEDGED FUNDS; REQUESTING THE CITY COMMISSION OF THE CITY OF BARTOW, FLORIDA APPROVE THE LOANS AND THE INTERLOCAL AGREEMENT; PROVIDING A SEVERABILITY CLAUSE; APPROVING POSTISSUANCE COMPLIANCE POLICIES; AND PROVIDING AN EFFECTIVE DATE.

CRA Counsel Crawford read the title into the record:

"A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF BARTOW, FLORIDA AUTHORIZING THE ISSUANCE IN AN AGGREGATE PRINCIPAL AMOUNT OF UP TO $18,200,000 OF ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026A AND ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026B (FEDERALLY TAXABLE) TO FINANCE THE ACQUISITION AND CONSTRUCTION OF COMMUNITY REDEVELOPMENT PROJECTS WITHIN THE REDEVELOPMENT AREA AND CONSISTENT WITH THE REDEVELOPMENT PLAN; PROVIDING THAT THE NOTES SHALL BE LIMITED OBLIGATIONS OF THE AGENCY PAYABLE FROM TAX INCREMENT REVENUES AND CERTAIN OTHER MONEYS AS PROVIDED HEREIN; AWARDING THE NOTES ON A NEGOTIATED BASIS; APPROVING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS AND THE NOTES IN CONNECTION WITH SUCH LOANS; DESIGNATING THE 2026A NOTE AS A "QUALIFIED TAXEXEMPT OBLIGATION" UNDER SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986; APPROVING THE EXECUTION AND DELIVERY OF AN INTERLOCAL AGREEMENT WITH THE CITY OF BARTOW,

FLORIDA; ESTABLISHING A DEBT SERVICE FUND; PROVIDING FOR THE PLEDGE OF THE PLEDGED FUNDS; REQUESTING THE CITY COMMISSION OF THE CITY OF BARTOW, FLORIDA APPROVE THE LOANS AND THE INTERLOCAL AGREEMENT; PROVIDING A SEVERABILITY CLAUSE; APPROVING POSTISSUANCE COMPLIANCE POLICIES; AND PROVIDING AN EFFECTIVE DATE."

CRA Counsel Crawford provided a detailed explanation of the loan agreements. He stated that the item had been discussed over the past year and that the purpose of this meeting was to finalize the documents for the issuance of the Series 2026A and Series 2026B notes.

CRA Counsel Crawford explained that the City Commission had authorized the CRA to pledge its tax increment revenue stream as security for the repayment of the loan. The loan would consist of two parts based on tax status and interest rates. The first, Series 2026A, involves borrowing $5,400,000 for non-taxable projects at an interest rate of 4.35%. The second, Series 2026B, involves borrowing $12,600,000 for taxable projects at an interest rate of 5.5%. He noted that both rates were considered competitive.

CRA Counsel Crawford stated that the closing costs for both notes total approximately $110,000, covering legal opinions and financial advisory services. The average annual debt service for the loan will be $1,472,997.31, which is slightly higher than the CRA's current annual increment revenue received from the state.

CRA Counsel Crawford stated that repayment of principal and interest will be secured by the pledged increment revenues posted in the Redevelopment Trust Fund. He also noted a covenant providing that, should there ever be a shortfall in CRA revenues, the City Commission intends to cover the difference using city funds. However, it is not anticipated that a shortfall will occur.

CRA Counsel Crawford concluded by noting that a representative from the bond counsel and Financial Services Group was present to answer any questions from the board.

Commissioner Longworth asked about the taxable and non-taxable components of the loan.

CRA Counsel Crawford explained that the loan was divided into taxable and non-taxable portions based on federal tax rules. The distinction depends on whether a project involves private activity or public use—private activity projects are taxable, while public-use projects are non-taxable. He noted that the City Commission and CRA staff determined the current allocation between the two types of projects and that adjustments may be made later if needed.

Board Member Santarlas asked for clarification of what this money is going to be spent on.

CRA Executive Director Smith explained that the project list included in the meeting packet outlines a variety of proposed projects across different areas of the community. Some of these projects focus on redevelopment opportunities, including the potential acquisition of parcels that could later be developed for commercial use.

CRA Executive Director Smith noted that the list also includes technical and infrastructure projects, such as the Innovation Center, which is designed to support economic growth and development. He added that there are multiple potential projects the CRA could pursue, particularly within the eastern division, where property acquisitions could have a significant impact on the overall redevelopment strategy.

Board Member Santarlas commented that he hopes this clarifies where the money is going for the gentleman in the audience. He asked to clarify what happens if the loan were to go into default.

Finance Director Peter Lear provided an overview of the financial structure and repayment security for the CRA loan. He explained that the loan is backed by the City's full faith and credit, meaning the city would be responsible for payment if CRA revenues were ever insufficient.

Finance Director Lear discussed the potential impact of proposed state property tax relief legislation, noting that one bill under consideration could eliminate homestead property taxes in Florida. He reported that approximately 31% of CRA increment revenue currently comes from homestead properties, generating about $4 million between the City and County. If that portion were removed, CRA revenues would decrease to roughly $2.7 million. However, he emphasized that this amount would still be sufficient to cover the $1.5 million annual debt payment, even under a worst-case scenario.

CRA Counsel Crawford explained that the board was required to conduct a public hearing on the matter and advised that the floor should now be opened for public comment. He stated that after the public hearing concludes, a motion and vote will be necessary.

Counsel Crawford also noted for the record that Commissioner Santarlas had disclosed an existing mortgage with South State Bank. He advised that, in his opinion, this does not constitute a conflict of interest under state or agency regulations, as the mortgage relationship is unrelated to the CRA's business dealings with the bank. He added that he would provide Commissioner Santarlas with supporting documentation for reference and confirmed that the transaction and future dealings of this nature do not create a voting or contracting conflict.

Board Member Santarlas asked whether questions could be raised before being asked during the public hearing. He stated that he wanted to follow up on a prior question to ensure that the individual previously addressed was comfortable with the response that was given.

Chairperson Greene opened the public hearing.

Mr. Gerald Cochran, 1615 North Street, expressed concern that CRA funds intended for blighted areas have not benefited his neighborhood, despite it being within the CRA district. He cited the lack of sidewalks, parks, and infrastructure improvements in his area and questioned how CRA funds are being allocated.

Mr. Cochran stated that he opposes the proposed $18 million loan, voicing concern about repayment obligations if the loan were to default. He noted that rising utility costs and limited income from Social Security already strain residents and urged the board to consider the long-term financial burden on taxpayers before approving the loan.

Chairperson Greene thanked Mr. Cochran for his comments and addressed his concerns. He noted that, as confirmed by Finance Director Lear, even if proposed property tax changes were enacted, the CRA would still have sufficient revenue to cover its debt service. He explained that the loan structure provides a safeguard for unforeseen circumstances and is a prudent financial measure for the agency.

Chairperson Greene also reaffirmed that addressing blight remains a central part of the CRA's mission and strategic plan. He stated that several upcoming projects are designed to revitalize the community and provide benefits for residents throughout the city.

Executive Director Smith clarified that two separate issues were being discussed in reference to earlier comments. He explained that while there is a federal Community Development Act, the CRA operates under state law as defined by Florida Statutes.

Executive Director Smith stated that the CRA's funding is derived from tax increment revenues generated by the City and County, representing the revenue collected above the established base year value within the district. These funds are not federal dollars and can only be used for purposes outlined in the CRA's statutory authority and redevelopment plan.

With no other comments, Chairperson Greene closed the public hearing

MOTION was made by Board Member Kelley, seconded by Vice Chairperson Ghent to approve CRA Resolution No. 2026-02-R A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF BARTOW, FLORIDA AUTHORIZING THE ISSUANCE IN AN AGGREGATE PRINCIPAL AMOUNT OF UP TO $18,200,000 OF ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026A AND ITS REDEVELOPMENT REVENUE NOTE, SERIES 2026B (FEDERALLY TAXABLE) TO FINANCE THE ACQUISITION AND CONSTRUCTION OF COMMUNITY REDEVELOPMENT PROJECTS WITHIN THE REDEVELOPMENT AREA AND CONSISTENT WITH THE REDEVELOPMENT PLAN; PROVIDING THAT THE NOTES SHALL BE LIMITED OBLIGATIONS OF THE AGENCY PAYABLE FROM TAX INCREMENT REVENUES AND CERTAIN OTHER MONEYS AS PROVIDED HEREIN; AWARDING THE NOTES ON A NEGOTIATED BASIS; APPROVING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS AND THE NOTES IN CONNECTION WITH SUCH LOANS; DESIGNATING THE 2026A NOTE AS A "QUALIFIED TAXEXEMPT OBLIGATION" UNDER SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986; APPROVING THE EXECUTION AND DELIVERY OF AN INTERLOCAL AGREEMENT WITH THE CITY OF BARTOW, FLORIDA; ESTABLISHING A DEBT SERVICE FUND; PROVIDING FOR THE PLEDGE OF THE PLEDGED FUNDS; REQUESTING THE CITY COMMISSION OF THE CITY OF BARTOW, FLORIDA APPROVE THE LOANS AND THE INTERLOCAL AGREEMENT; PROVIDING A SEVERABILITY CLAUSE; APPROVING POSTISSUANCE COMPLIANCE POLICIES; AND PROVIDING AN EFFECTIVE DATE.

VOTE TO THE MOTION:

AYE: Bennett, Corbett, Ghent, Kelley, Santarlas, Greene
NAY: None

Motion carried.

Chairperson Greene stated that significant effort went into the project and expressed his appreciation to everyone involved in making it possible. He noted that it is an exciting time and that the CRA is poised to accomplish many great things.

2. **Discussion and update on the Community Redevelopment Agency's Redevelopment Plan by Resolution for:**

   - **Resolution No. 26-4253-R-A 2025 Finding of Necessity**
   - **Resolution No. 26-4254-R-A 2026 Redevelopment Plan**

   CRA Counsel Crawford stated that the City Commission unanimously approved two resolutions at its Monday evening meeting. The Commission adopted the Finding of Necessity, which adds the Carver Recreation Center and the Tuscan Masonic Lodge to the Community Redevelopment Area, making those parcels eligible for Community Redevelopment funding through the Equity Revenue Trust Fund.

   CRA Counsel Crawford further stated that the 2026 Bartow Community Redevelopment Plan update, prepared by the Central Florida Regional Planning Council, was also unanimously approved by the City Commission. Counsel Crawford noted that this marks the beginning of a new phase under the updated plan and expressed anticipation for moving forward with upcoming projects, including those associated with the recently approved debt service, as well as utilizing the tools provided in the new redevelopment plan to address blight and slum conditions in the City of Bartow.

COMMENTS:

1. **EXECUTIVE DIRECTOR**

   Executive Director Smith stated that the loan and related process represent an important step forward for the CRA as it moves into 2026, noting that the actions taken by the CRA Board and the City Commission mark a significant moment in the organization's history and future development. He expressed his appreciation to the Board for their support.

   Executive Director Smith also reminded members that staff had reached out by email to schedule individual one-on-one meetings and asked those who had not yet responded to please do so in order to coordinate the sessions.

2. **CRA ATTORNEY**

   CRA Counsel Crawford had nothing more to report.

3. **CITY COMMISSIONER**

   Commissioner Longworth had nothing to report.

4. **BOARD MEMBERS**

   - **Anthony Ghent**

     Vice Chairperson Ghent had nothing to report.

   - **Sandy Mendez**

     Board Member Mendez was not in attendance.

- **Tom Santarlas**

  Board Member Santarlas had nothing to report.

- **Shana Bennett**

  Board Member Bennett had nothing to report.

- **Jerome Corbett**

  Board Member Corbett had nothing to report.

- **Cheri Kelley**

  Board Member Kelley had nothing to report.

- **Gordon Greene**

  Chairperson Greene had nothing to report.

NEXT MEETING: Wednesday, March 25, 2026, at 8:30 a.m.

Chairperson Greene announced that the next Regular Meeting is scheduled for Wednesday, March 25, 2026, at 8:30 a.m.

ADJOURNMENT

With no further business to discuss, Vice Chairperson Ghent adjourned the meeting at 8:58 p.m.

____
CHAIRPERSON GORDON GREENE

ATTEST:

____
ASST. CITY CLERK DONNA DONALDSON

(SEAL)

REVENUE AND EXPENSE REPORT - UNAUDITED

AS OF: FEBRUARY 28TH, 2026

111-CRA

FINANCIAL SUMMARY

REVENUE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	PERIOD BUDGET	Y-T-D ACTUAL	Y-T-D BUDGET	BUDGET BALANCE	BUDGET
TAXES							
AD VALOREM TAXES	2,730,108.00	0.00	227,509.00	2,699,808.06	1,137,545.00	30,299.94	98.89
TOTAL TAXES	2,730,108.00	0.00	227,509.00	2,699,808.06	1,137,545.00	30,299.94	0.00
INTERGOVERNMENTAL REV.							
FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REV.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES							
GEN. GOV.(NOT COURT REL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE							
INTEREST	0.00	0.00	0.00	20,745.09	0.00	(20,745.09)	0.00
PROPERTY RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DISP. OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRIBUTION & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER MISC. REVENUE	0.00	0.00	0.00	9,000.00	0.00	(9,000.00)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	29,745.09	0.00	(29,745.09)	0.00
OTHER SOURCES							
INSTALLMENT PURCH./LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONOPERATING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	2,730,108.00	0.00	227,509.00	2,729,553.15	1,137,545.00	554.85	0.00

REVENUE AND EXPENSE REPORT - UNAUDITED

AS OF: FEBRUARY 28TH, 2026

111-CRA

FINANCIAL SUMMARY

EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	TOTAL ENCUMBRANCE	BALANCE BUDGET	% OF
ECONOMIC ENVIRONMENT							
CRA	4,646,938.00	74,507.75	0.00	223,701.67	278,601.67	(4,368,336.33)	6.00
TOTAL ECONOMIC ENVIRONMENT	4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00
*** TOTAL EXPENDITURES ***	4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00
** REVENUE OVER(UNDER) EXPENDITURES *	(1,916,830.00)	(74,507.75)		2,505,851.48		(4,367,781.48)	

111-CRA
FINANCIAL SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PERIOD BUDGET	Y-T-D ACTUAL	Y-T-D BUDGET	BUDGET BALANCE	BUDGET
TAXES							
AD VALOREM TAXES							
311020-000-000 CITY TAX INCREMENT	1,304,123.00	0.00	108,676.92	1,203,433.00	543,384.56	100,690.00	92.28
311040-000-000 COUNTY TAX INCREMENT	1,425,985.00	0.00	118,832.08	1,496,375.06	594,160.44	(70,390.06)	104.94
TOTAL AD VALOREM TAXES	2,730,108.00	0.00	227,509.00	2,699,808.06	1,137,545.00	30,299.94	0.00
TOTAL TAXES	2,730,108.00	0.00	227,509.00	2,699,808.06	1,137,545.00	30,299.94	0.00
INTERGOVERNMENTAL REV.							
FEDERAL GRANTS							
331491-000-000 FED APPROPTN GRANT-PK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
331900-000-000 DEO GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REV.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES							
GEN. GOV.(NOT COURT REL)							
341301-000-000 FUNDING REQUEST FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GEN. GOV.(NOT COURT REL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE							
INTEREST							
361100-003-000 INTEREST INC. - SUNTR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
361109-000-000 INTEREST INC-BK of CE	0.00	0.00	0.00	20,745.09	0.00	(20,745.09)	0.00
361110-000-000 INTEREST INCOME - ESP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
361111-000-000 INTEREST INCOME - ARM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
361990-000-000 NOTES RECVBL DISCT AM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST	0.00	0.00	0.00	20,745.09	0.00	(20,745.09)	0.00
PROPERTY RENTAL							
362000-001-000 RENTAL OF PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PROPERTY RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DISP. OF FIXED ASSETS							
364000-001-000 SALE OF LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
364000-002-000 GAIN/LOSS ON SALE OF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISP. OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

111-CRA

FINANCIAL SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PERIOD BUDGET	Y-T-D ACTUAL	Y-T-D BUDGET	BUDGET BALANCE	BUDGET
CONTRIBUTION & DONATIONS							
366001-000-000 DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTION & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER MISC. REVENUE							
369100-000-000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	9,000.00	0.00	(9,000.00)	0.00
TOTAL OTHER MISC. REVENUE	0.00	0.00	0.00	9,000.00	0.00	(9,000.00)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	29,745.09	0.00	(29,745.09)	0.00
OTHER SOURCES							
INSTALLMENT PURCH./LEASE							
383000-000-000 LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INSTALLMENT PURCH./LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT PROCEEDS							
384000-000-000 DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
384000-002-000 LEASE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONOPERATING SOURCES							
389930-000-000 LOAN REPAYMENT (ADJ A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NONOPERATING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	2,730,108.00	0.00	227,509.00	2,729,553.15	1,137,545.00	554.85	0.00

REVENUE AND EXPENSE REPORT - UNAUDITED

AS OF: FEBRUARY 28TH, 2026

111-CRA

ECONOMIC ENVIRONMENT

CRA

EXPENDITURES		CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	BUDGET
PERSONNEL								
559201-112-101	REGULAR SALARIES & WAG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-114-101	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-116-000	COMPENSATED ABSENCES A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-121-101	FICA TAXES - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-122-101	RETMT CONTS-GENERAL DE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-123-103	OPEB HEALTH INS ACCRUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL		0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING								
559201-331-100	PROF SVCS - LEGAL	35,000.00	0.00	0.00	4,027.18	0.00	(30,972.82)	11.51
559201-331-300	CONSULTING SERVICES	340,000.00	51,620.00	0.00	79,898.39	54,900.00	(205,201.61)	39.65
559201-332-100	ACCOUNTING & AUDITING	7,000.00	0.00	0.00	1,200.00	0.00	(5,800.00)	17.14
559201-334-008	DEMOLITION/CODE ENFORC	60,000.00	0.00	0.00	0.00	0.00	(60,000.00)	0.00
559201-334-900	CONTRACT SERVICES	377,028.00	30,000.00	0.00	30,000.00	0.00	(347,028.00)	7.96
559201-334-905	COMMUNITY POLICING	113,892.00	0.00	0.00	0.00	0.00	(113,892.00)	0.00
559201-340-100	TRAVEL, TRNG & SEM - S	20,000.00	0.00	0.00	5,019.38	0.00	(14,980.62)	25.10
559201-340-101	TRAVEL, TRNG & SEM - B	15,000.00	1,419.48	0.00	6,907.22	0.00	(8,092.78)	46.05
559201-341-003	CELLULAR PHONES	0.00	0.00	0.00	831.88	0.00	831.88	0.00
559201-341-004	TELEPHONE	2,695.00	117.54	0.00	668.10	0.00	(2,026.90)	24.79
559201-341-007	INTERNET ACCESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-341-012	POSTAGE	500.00	1.90	0.00	27.12	0.00	(472.88)	5.42
559201-343-000	UTILITIES	1,019.00	68.51	0.00	341.97	0.00	(677.03)	33.56
559201-344-004	OFFICE LEASE	70,000.00	0.00	0.00	33,000.00	0.00	(37,000.00)	47.14
559201-345-010	INSURANCE-PROPERTY&CAS	5,100.00	0.00	0.00	2,502.24	0.00	(2,597.76)	49.06
559201-345-011	INSURANCE - ERRORS & O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-346-001	MAINT - BUILDING	0.00	0.00	0.00	(92.40)	0.00	(92.40)	0.00
559201-346-002	MAINT - OFFICE FURN &	6,000.00	0.00	0.00	0.00	0.00	(6,000.00)	0.00
559201-346-050	MAINT - MACH & EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-346-055	MAIN STREET CUSTODIAL	80,000.00	0.00	0.00	0.00	0.00	(80,000.00)	0.00
559201-347-010	PRINTING & BINDING	2,000.00	789.50	0.00	1,870.60	0.00	(129.40)	93.53
559201-348-002	ADVERTISING	1,000.00	613.75	0.00	956.25	0.00	(43.75)	95.63
559201-348-005	MAGIC ON MAIN EXPENDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-348-006	CRA DOWNTOWN & COMM MK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-001	MISC EXPENSE	30,000.00	769.56	0.00	2,780.90	0.00	(27,219.10)	9.27
559201-349-005	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-013	PERMITTING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-020	LAND DISPOSITION EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-100	BANK CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-801	ALLOCATED CITY COMMISS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-349-803	ALLOCATED CITY CLERK	20,345.00	0.00	0.00	0.00	0.00	(20,345.00)	0.00
559201-349-805	ALLOCATED HUMAN RESOUR	3,765.00	0.00	0.00	0.00	0.00	(3,765.00)	0.00
559201-349-806	ALLOCATED PURCHASING	594.00	0.00	0.00	0.00	0.00	(594.00)	0.00
559201-349-900	OTHER CURRENT CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-351-001	OFFICE SUPPLIES	10,000.00	196.01	0.00	495.37	0.00	(9,504.63)	4.95
559201-352-008	CLEANING & SANIT SUPPL	0.00	0.00	0.00	0.00	0.00	0.00	0.00

111-CRA
ECONOMIC ENVIRONMENT
CRA

EXPENDITURES		CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
559201-352-900	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-354-001	DUES & SUBSCRIPTIONS	4,000.00	870.00	0.00	1,145.00	0.00	(2,855.00)	28.63
TOTAL OPERATING		1,204,938.00	86,466.25	0.00	171,579.20	54,900.00	(978,458.80)	18.80
CAPITAL								
559201-661-001	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-002	C/O MAIN STREET RECONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-003	WILSON & PARK AVE STUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-005	POLK STREET UNDERPASS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-006	BAKER AVE. LANDSCAPING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-008	E. CHURCH STREET CALMI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-009	CITY GATEWAYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-012	ANTIQUE LIGHTS-CHURCH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-019	FLOOD MITIGATION AND D	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-020	SIDEWALK ENHANCEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-663-021	SMART CITY PROGRAM	1,000.00	0.00	0.00	0.00	0.00	(1,000.00)	0.00
559201-664-001	C/O MACH & EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL		1,000.00	0.00	0.00	0.00	0.00	(1,000.00)	0.00
DEBT SERVICE								
559201-771-024	17-18 CRA MORTGAGE NOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-771-025	25-26 CRA MORTGAGE NOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-772-024	17-18 CRA MORTGAGE NOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-772-025	25-26 CRA MORTGAGE NOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-799-999	LEASE DEBT SERVICE REC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS & AID								
559201-881-005	JUNTEENTH FESTIVAL GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-006	BROWN HSE / NIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-007	WEST BARTOW HSG DEV GR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-008	AFFORDABLE HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-009	COMMUNITY SIGNAGE GRAN	8,000.00	0.00	0.00	16.99	0.00	(7,983.01)	0.21
559201-881-010	L B BROWN H FESTIVAL G	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-011	CIGAR FACTORY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-012	DOWNTOWN & COMM ECO DE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-013	BARTOW MARKETING PARTN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-014	Reconstruction Incenti	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-015	WEST BARTOW FRONT PORC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-016	MAIN STREET BARTOW INC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-017	EPAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-018	CONDEMNED HOUSE DEMOLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-019	DOWNTOWN FACADE GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-020	CODE ENFORC/DEMOLITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-021	PARKING GARAGE FED ALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-022	TIF REBATE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-023	MANOR AT W BARTOW-ECO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-024	MAIN STREET INCUBATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENSE REPORT - UNAUDITED

AS OF: FEBRUARY 28TH, 2026

111-CRA

ECONOMIC ENVIRONMENT

CRA

EXPENDITURES		CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	BUDGET
559201-881-025	HISTORIC COURTHOUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-026	ENERGY IMPRVMT PILOT P	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-027	PERMIT AND IMPACT FEE	60,000.00	0.00	0.00	0.00	0.00	(60,000.00)	0.00
559201-881-028	SMALL BUSINESS INCENTI	1,000.00	0.00	0.00	0.00	0.00	(1,000.00)	0.00
559201-881-029	COMMUNITY POLICING INN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-030	ARTS IN PUBLIC PLACES	50,000.00	4,000.00	0.00	4,000.00	0.00	(46,000.00)	8.00
559201-881-031	DOWNTOWN LOFT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-032	EASTEND COMMUNITY VISI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-033	PROPERTY ACQUISITION	1,000.00	0.00	0.00	0.00	0.00	(1,000.00)	0.00
559201-881-034	EAST BARTOW SPECIAL ST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-035	REHAB	0.00	0.00	0.00	30.77	0.00	30.77	0.00
559201-881-036	WI-FI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-037	NEW DIRECTIONS/Comm As	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-038	CHRISTMAS LIGHTS - CIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-039	CDBG CROSSWALKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-040	FRONTPAGE BREWERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-041	THUNDER DEALERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-042	CHURCH STREET APARTMEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-043	COMMERCIAL ENHANCEMENT	100,000.00	0.00	0.00	0.00	0.00	(100,000.00)	0.00
559201-881-044	FACADE GRANT	100,000.00	0.00	0.00	0.00	0.00	(100,000.00)	0.00
559201-881-045	OWNER OCCUPIED REHAB	350,000.00	0.00	0.00	43,655.00	0.00	(306,345.00)	12.47
559201-881-046	LAND LORD ASSISTANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-047	INCENTIVE/CAPITAL IMPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-048	CRA PAST INCENTIVES AN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-049	FUTURE INITIATIVES/PRO	100,000.00	(15,958.50)	0.00	1,187.50	0.00	(98,812.50)	1.19
559201-881-050	BANNER POLE PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-881-051	QUALITY LIFE & COMMUNI	10,000.00	0.00	0.00	3,232.21	0.00	(6,767.79)	32.32
559201-881-052	CRA CONSTRUCTION PROJE	2,600,000.00	0.00	0.00	0.00	0.00	(2,600,000.00)	0.00
559201-881-053	ANCHOR TENANT INCENTIV	1,000.00	0.00	0.00	0.00	0.00	(1,000.00)	0.00
559201-881-054	DOWNPAYMENT ASSISTANCE	60,000.00	0.00	0.00	0.00	0.00	(60,000.00)	0.00
TOTAL GRANTS & AID		3,441,000.00	(11,958.50)	0.00	52,122.47	0.00	(3,388,877.53)	1.51
INTERFUND								
559201-991-001	TRSFR TO GEN FUND- DEB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-002	TRSFR TO TRANSP WILSON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-003	TRSFR TO TRANSP CITY G	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-004	TRSFR TO TRANSP-98 & O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-005	TRSFR TO WASTEWATER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-006	TRSFR TO GF-CONCEPTL B	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-007	TRSFR TO GF - CITY HAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-008	TRSFR TO GF - POLK ST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-991-009	TRSFR TO ELECTRIC FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-999-124	ALLOCATED WORKERS' COM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-999-181	ALLOCATE ADM SVC TO MA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-999-506	ALLOCATED SALARIES & W	0.00	0.00	0.00	0.00	0.00	0.00	0.00
559201-999-601	ALLOCATED IT SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CRA		4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00

111-CRA
ECONOMIC ENVIRONMENT
CRA

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
** TOTAL ECONOMIC ENVIRONMENT	4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00
*** TOTAL EXPENDITURES ***	4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00
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*** PROOF TOTALS ***

TOTAL REVENUES	2,730,108.00	0.00	0.00	2,729,553.15	0.00	554.85	99.98
TOTAL EXPENSES	4,646,938.00	74,507.75	0.00	223,701.67	54,900.00	(4,368,336.33)	6.00

*** END OF REPORT ***

CRA Q4 Report

OCTOBER-DECEMBER 2025

Prepared By: Henry Clagett
Bartow Police Department

Who is Officer Duane Paul?

Originally, from St. Vincent in the Caribbean, Duane was sponsored to attend Polk State's Public Safety School and began service in 2023.

As one of our city's most versatile officers, Duane serves a variety of roles including: CRA Officer, Tactical Team Member, Community Service Team Member and more. This is in addition to assisting recruitment efforts and being a great ambassador for our city and PD.

Officer Paul loves the Lord, his family and the gym.

What is The CRA

The Community Redevelopment Agency or CRA is responsible for improving citizens quality of living by rehabilitating and redeveloping the district through public-private partnerships

The CRA has made vast improvements in the lives of Bartowians through improving public infrastructure, attracting and retaining small business and hiring Officer Paul who was the primary unit on 536 calls for service in Q4 2025.

Let's take a deeper look...

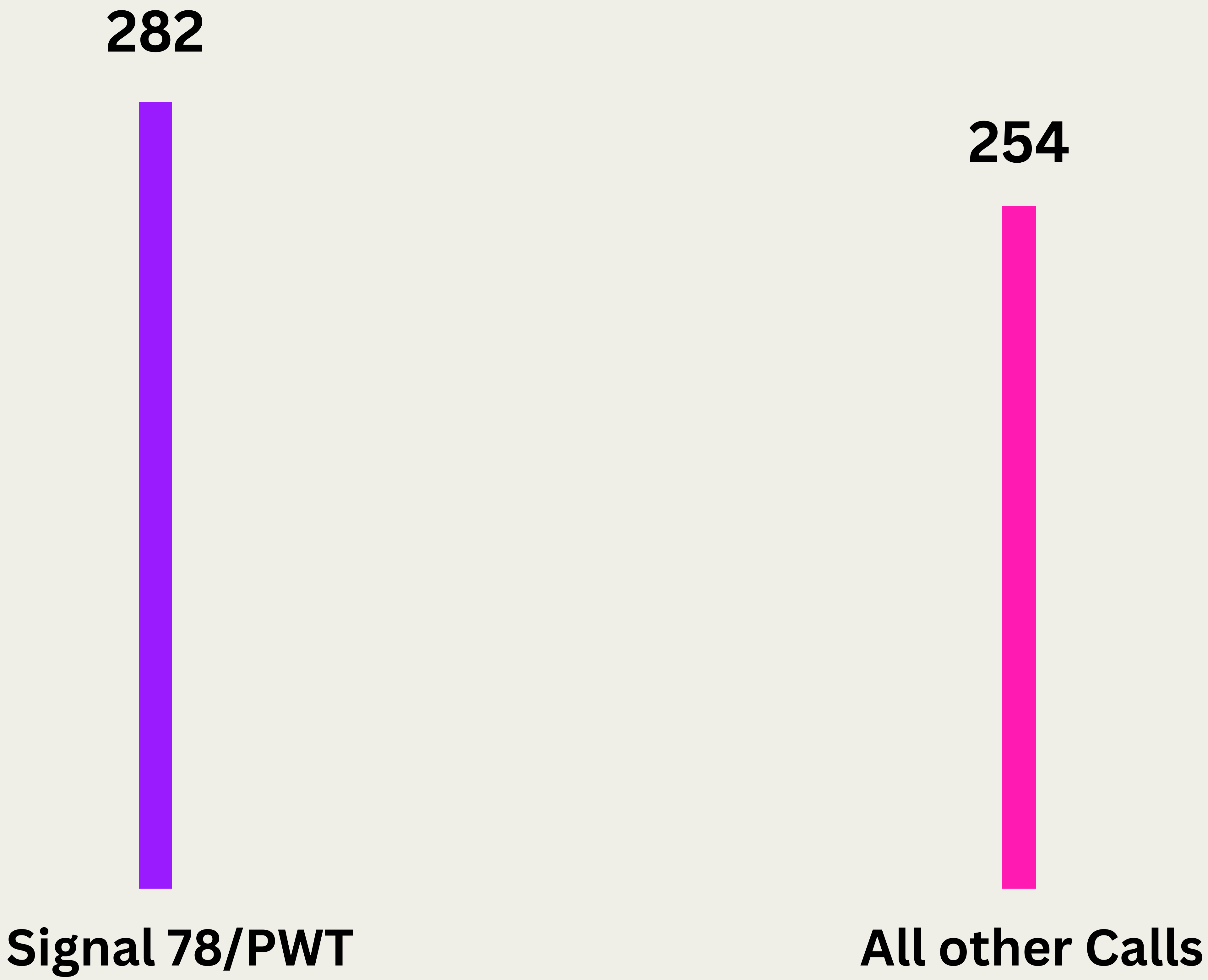
Community Policing

a collaborative effort between police and citizens to create a better Bartow

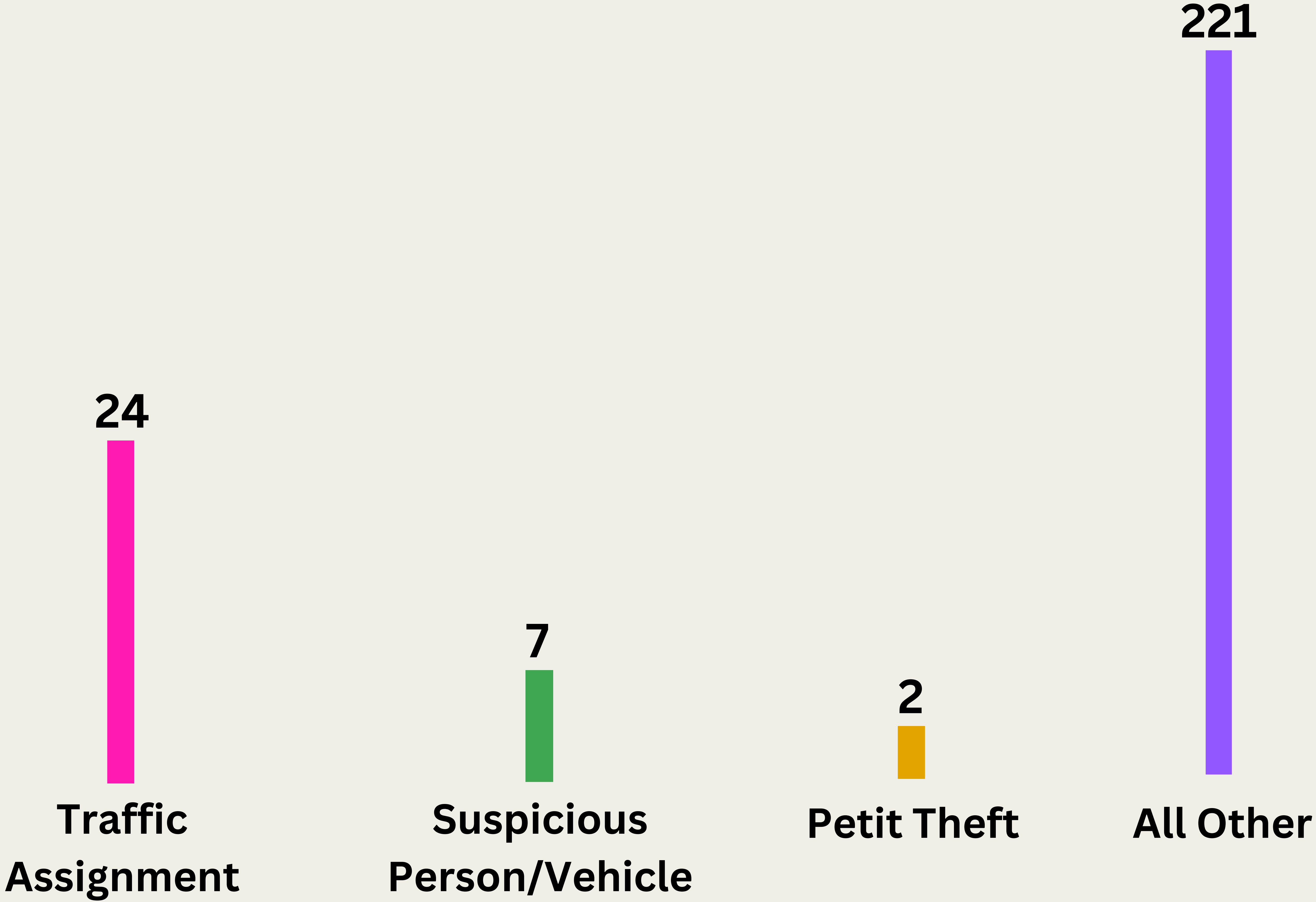
Officer Paul has led the charge towards community policing by using a variety of ways to create meaningful relationships with the people of Bartow. His methodology includes but is not limited to:

- **Partnerships**
- **Social Media Presence**
- **Event Participation**
- **Park Walk Talk**

Officer Paul’s Q4 CRA Involvement



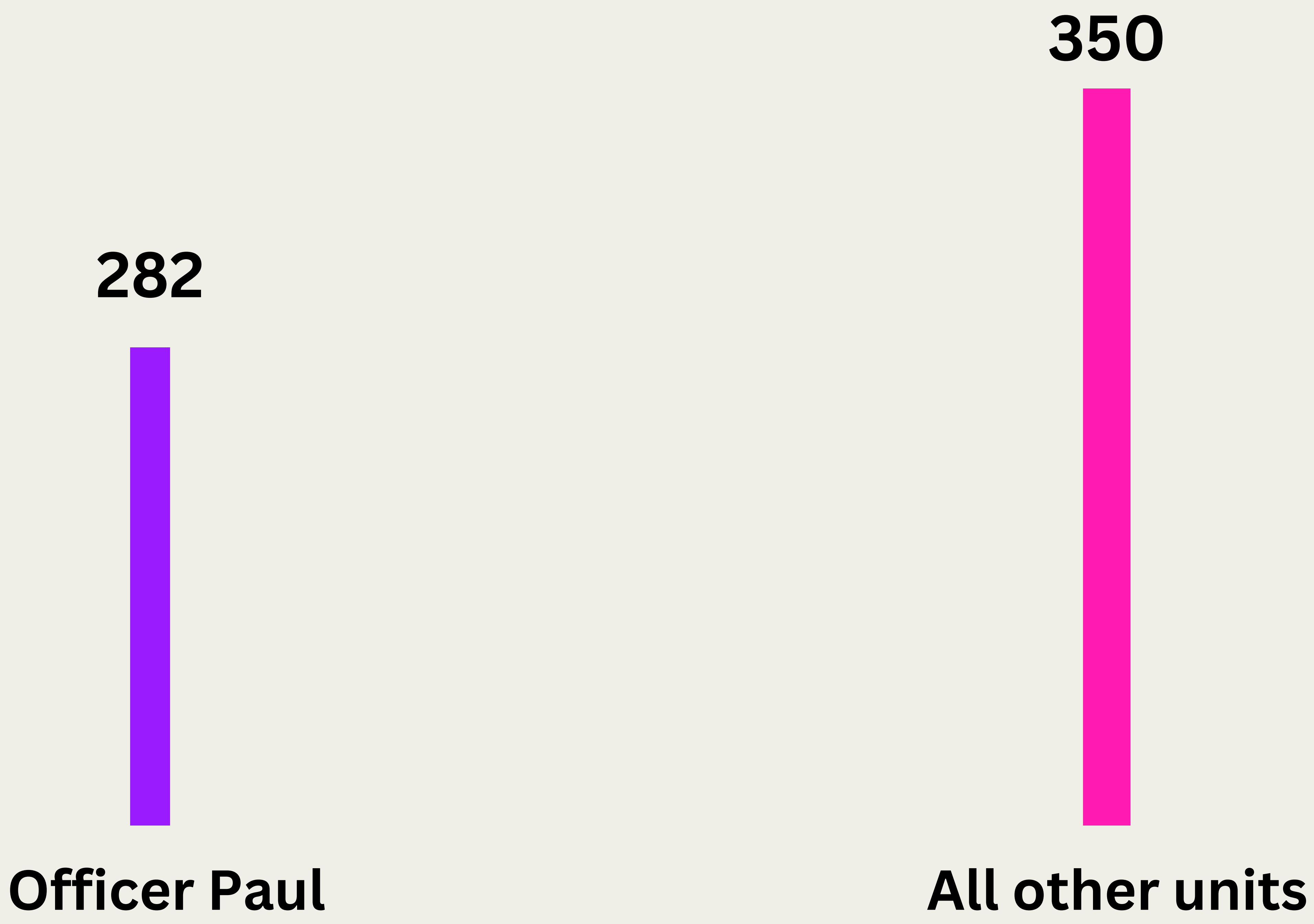
Of that 154 there were...



Park Walk Talk Dispositions

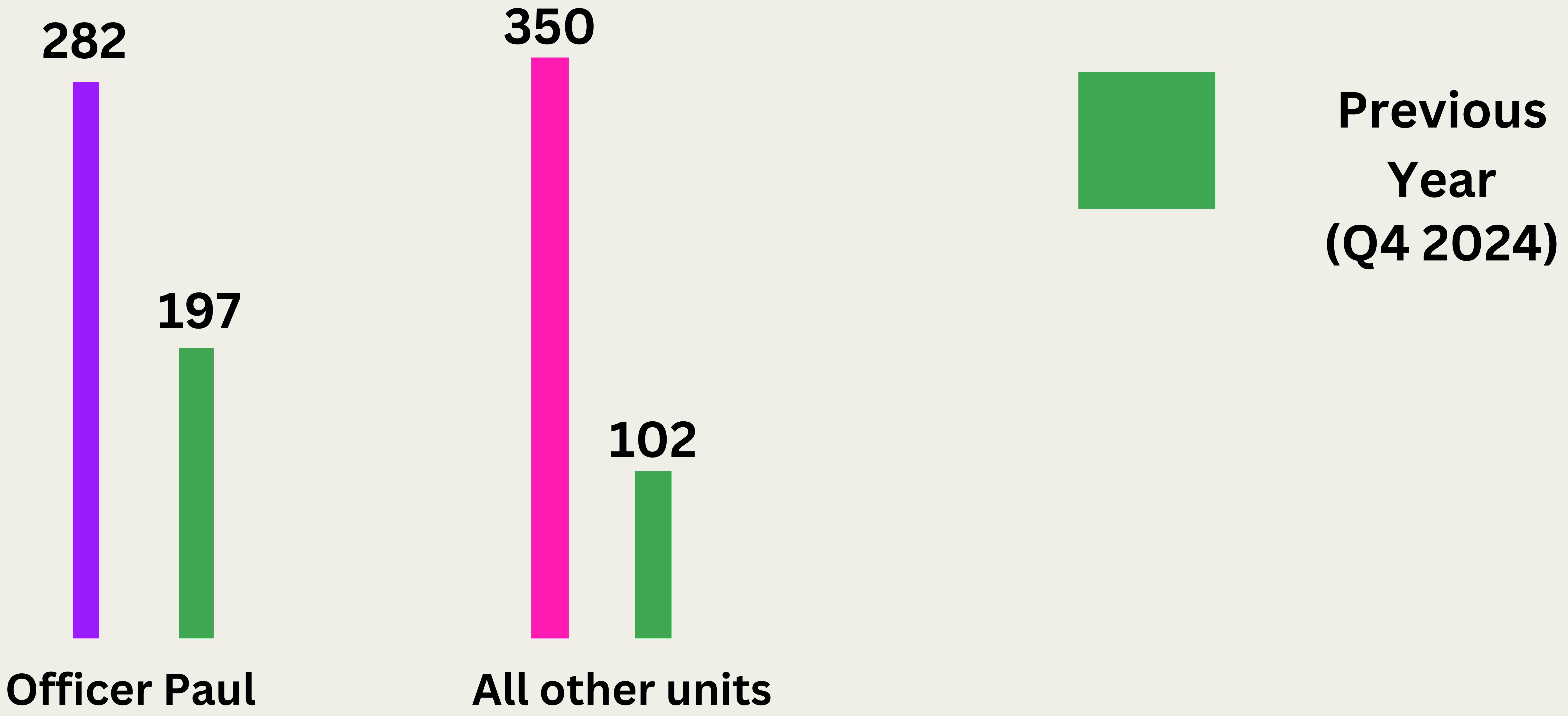
Park Walk Talks are recorded with a signal 78 (community service programs)

Stats represent all S78s recorded from 10/1/2025-12/31/2025



Comparative Analytics

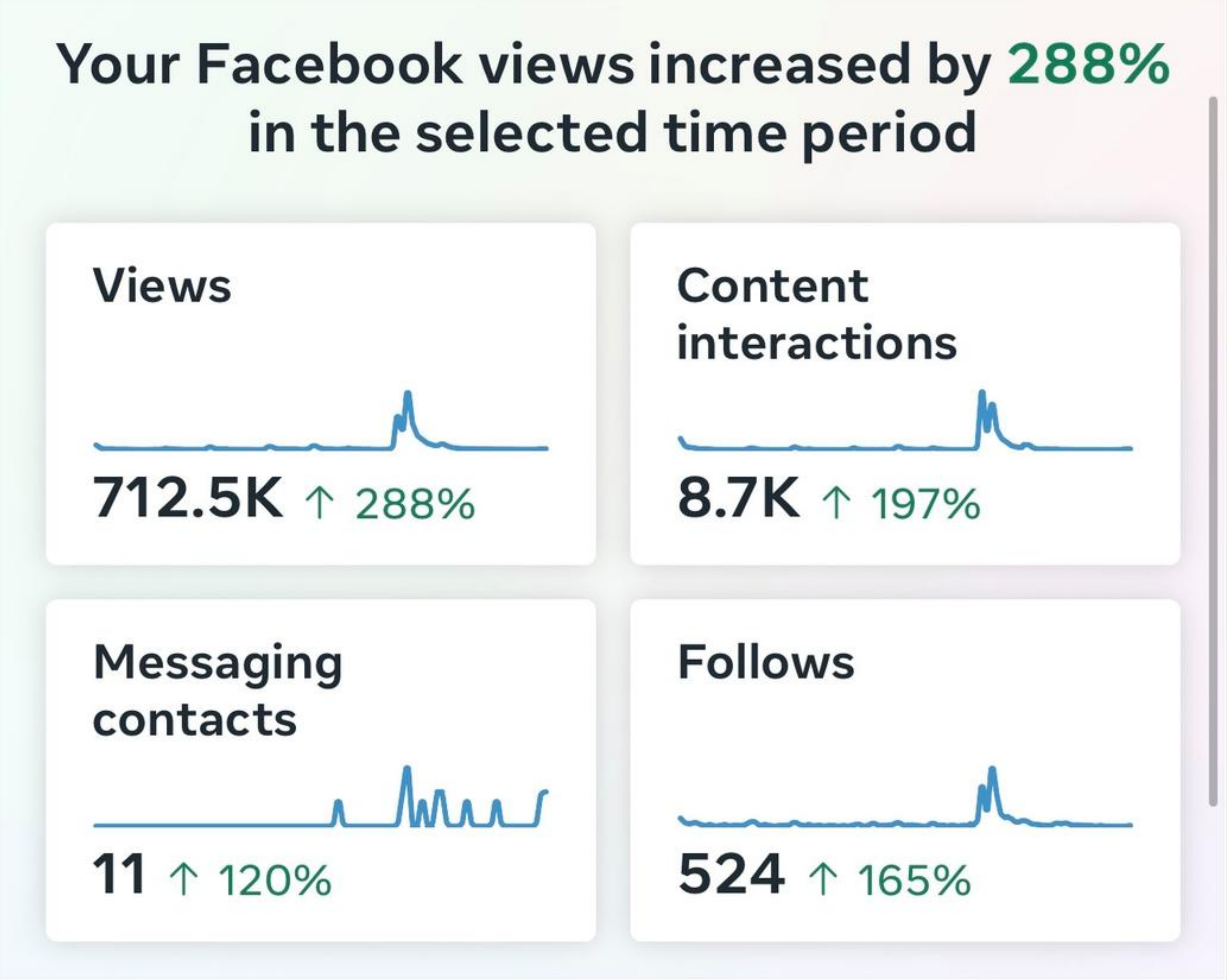
Officer Paul was the biggest contributor to the
22.5% Agency-Wide Increase in Park Walk and Talks



Practical Examples

In Q4 2025 our community engagement remained high with multiple in person events and digital campaigns, reaching the city in a way we never have before.

AXON installation Demo *via Facebook*



Quarter 4 2025 Facebook Analytics

Community Fun Days

These quarterly events focus resources and relationships into low-income areas of town. They often feature free food, toys and groceries, having an emphasis on relationship building and feedback

Great American Teach In

Officer Paul and Crime Analyst Henry Clagett visited Stephens Elementary and Floral Academy.

Shop with a Cop

Officer Paul and Bartow PD assisted 11 familes and 19 children with purchasing gifts and enjoying the hollidays.

Crime and Community Policing

These two things appear to be negatively Correlated...

PROCAP

Community Attack on Problems or “PROCAP” was created in 1997 in order to quantify community policing efforts in relation to preventable, statistically significant crime.

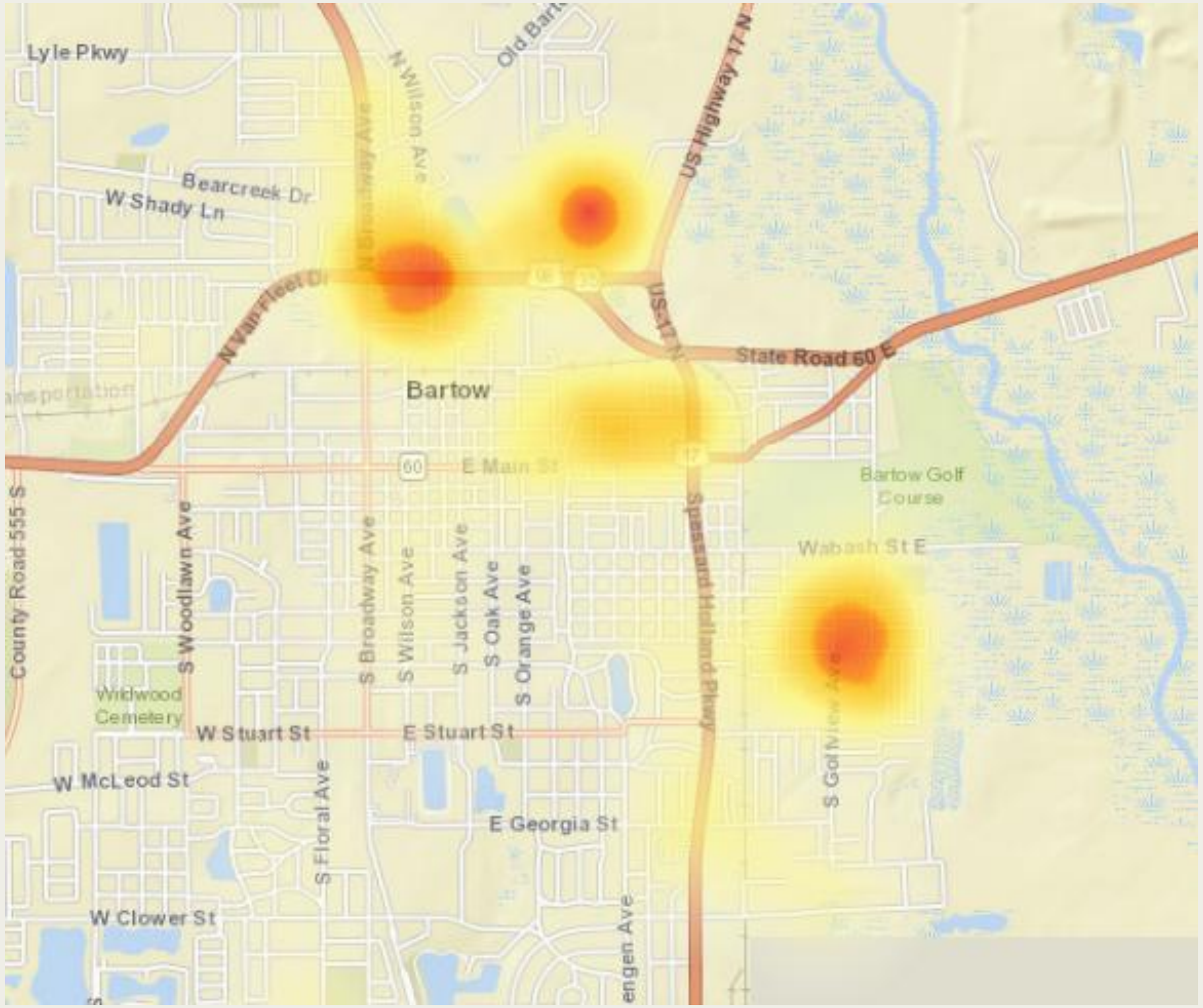
PROCAP Crimes

These crimes include property crimes such as burglaries, various thefts, criminal mischief and robberies. These crimes **directly affect citizens’ quality of life.**

lets see how we’ve been doing...

Reported for Q4 2024

100 PROCAP INCIDENTS

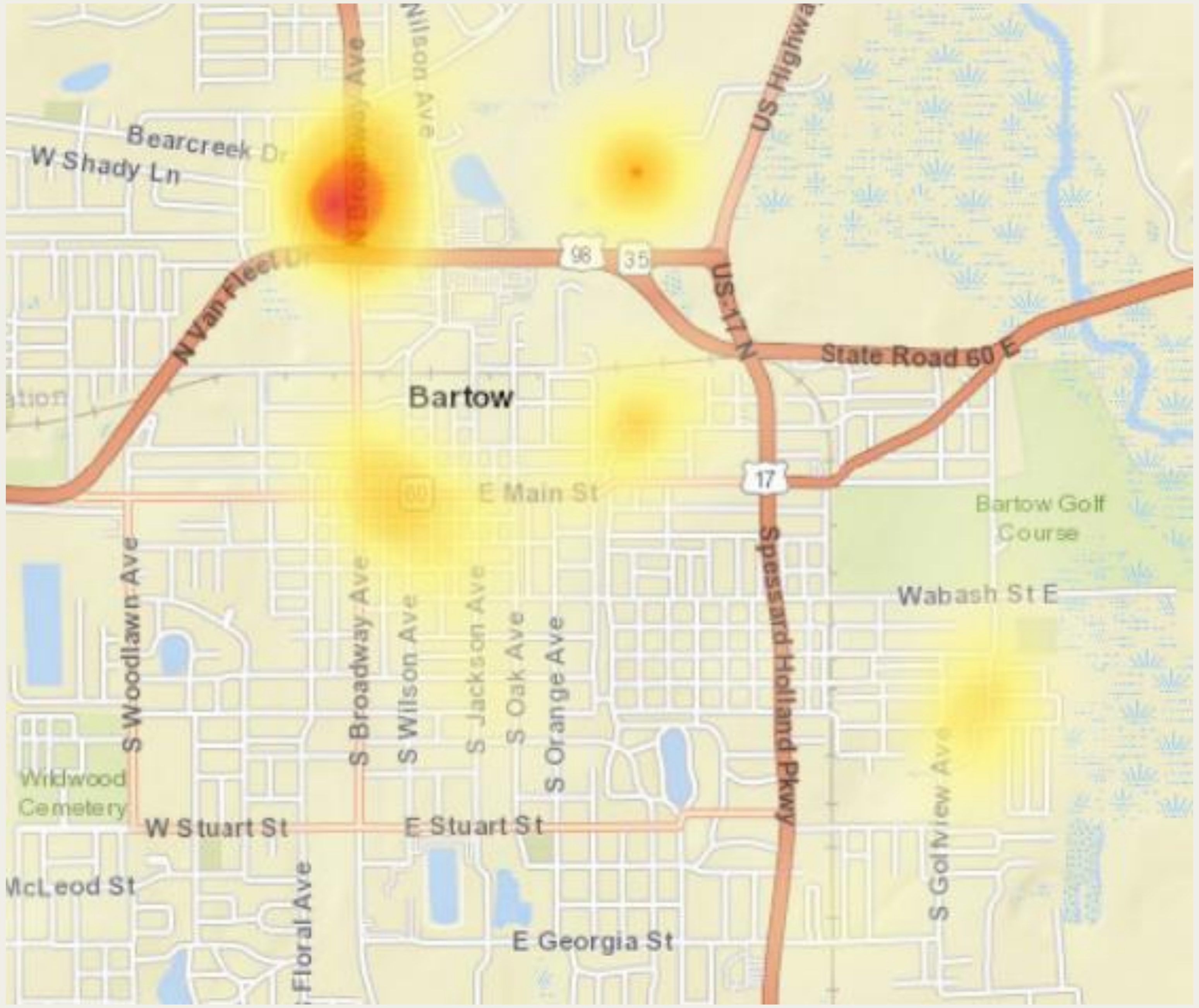


CRIMINAL MISCHIEF	23	of	23
BURGLARY RESIDENCE	20	of	20
PETIT THEFT	17	of	17
RETAIL THEFT	17	of	17
BURGLARY CONVEYANCE	11	of	11
VEHICLE THEFT	4	of	4
GRAND THEFT	3	of	3
BURGLARY BUSINESS	2	of	2

Most numerous incidents

Reported for Q4 2025

73 PROCAP INCIDENTS



✔	CRIMINAL MISCHIEF	16	of	16
✔	PETIT THEFT	16	of	16
✔	BURGLARY CONVEYANCE	12	of	12
✔	RETAIL THEFT	11	of	11
✔	GRAND THEFT	8	of	8
✔	BURGLARY RESIDENCE	3	of	3
✔	BURGLARY STRUCTURE	3	of	3
✔	BURGLARY BUSINESS	2	of	2

Most numerous incidents

27 fewer incidents representing a
27% decrease in PROCAP Crimes

Thank You

CRA Executive Director Staff Report-
CMAR Agreement/Project Budget
CRA Review Date: March 25, 2026

GENERAL INFORMATION

Request: Review and take action to approve the CRA's Construction Manager at Risk, CMAR, Contract and Project Design Budget for the CRA's Innovation Center

STAFF ANALYSIS

The purpose of this item is to Review and Take Action for the approval of the Construction Manager at Risk (CMAR) contract with Rodda Construction for the CRA Innovation Center, and approval of the total project budget for construction, design, and equipment in an amount not to exceed $3.4 million.

BACKGROUND

CRA Innovation Center is a key redevelopment initiative intended to support business development, workforce innovation, and entrepreneurial growth within the CRA District. The project will repurpose and construct a dedicated facility to house the CRA's office, Ex Director of the Bartow Economic Development Council, and CareerSource Polk in Downtown Bartow. The services provided within the Innovation Center will serve the Bartow community and surrounding communities for workforce development programming, employment activities, workforce partnerships, and economic development services.

PROJECT DESCRIPTION

The CRA Innovation Center construction projects include, but are not limited to:

- Construction and/or major renovation of the Innovation Center facility
- Interior build-out of program, offices, multi purposes training/meeting area
- Pod Cast recording room
- Site improvements and utility coordination
- ADA compliance upgrades and an elevator
- Mechanical, electrical, plumbing systems
- Technology Amenities

CMAR SELECTION PROCESS

The CRA utilized the City of Bartow's CMAR procurement process in accordance with applicable procurement policies and state requirements. Proposals were evaluated based on qualifications, relevant project experience, project approach to construction management, cost control strategies, and ability to meet the project schedule.

Rodda Construction was selected as one of the five firms and provided a Guaranteed Max Price, GMP, budget with cost estimating, value engineering, and scheduling services.

Rodda Construction's GMP was determined to be the lowest proposal of the five-proposal submitted and is within the project's established construction budget parameters. The overall budget includes hard construction costs, contingency allocations, and related construction phase expenses necessary to deliver a fully operational Innovation Center.

AVAILABILITY OF FUNDS

Funds are available in the CRA's FY 2025–2026 Redevelopment Budget (non-taxable project), including $2,539,087 for construction and $860,913 for design and equipment, for a total project budget of approximately $3.4 million.

STAFF RECOMMENDATION

Approval of the CMAR agreement to Rodda Construction will allow the CRA to proceed with construction under a collaborative delivery method that emphasizes cost control, risk mitigation, schedule reliability, and quality assurance. Rodda Construction has demonstrated experience with comparable public-sector and redevelopment projects and has provided a competitive GMP that supports the CRA's financial and redevelopment objectives.

Staff recommend the board authorize the CRA Chair to execute the CMAR agreement to Rodda Construction to proceed with construction for the CRAs Innovation Center project and approve the overall construction and design project budget in an amount not to exceed 3.4 million.

ATTACHMENTS:

Exhibit A- CMAR Agreement
Exhibit B- Rodda GMP Budget
Exhibit C- Estimated Design & Equipment Budget
Exhibit D- Innovation Center Plans

EXHIBIT B

RODDA CONSTRUCTION, INC

City of Bartow CRA
Addition / Renovation @ 180 Central Ave.
GMP
1/13/2026

Utility Allowance	$	15,000
Landscape / Site Accessories	$	8,000
Fencing	$	15,985
Pavers	$	4,590
Demolition	$	38,950
Slab Fill Material & Placement	$	5,000
Concrete Foundations / Masonry / Brick	$	273,562
Gypcrete Topping	$	17,500
Structural Steel	$	108,270
Misc. Metals / Stairs / Railings	$	47,600
Precast Stair Treads	$	20,667
Framing Material	$	50,000
Framing Labor	$	42,500
Finish Trim	$	20,000
Millwork	$	52,907
Roofing	$	24,779
Waterproofing / Flashing / Joint Sealants	$	12,000
Storefront / Curtainwall	$	204,900
Doors / Frames / Hardware	$	38,751
Metal Studs / Drywall	$	98,650
Stucco	$	24,500
Floorcovering	$	118,887
Painting	$	30,200
Ceiling Systems / Wall Panels	$	63,299
Aluminum Canopy	$	78,251
Window Shades	$	10,861
Specialties / Accessories	$	11,202
Signage	$	14,748

Elevator	$	139,000
Fire Sprinklers	$	44,724
Plumbing	$	98,620
HVAC	$	129,520
Electrical / Low Voltage	$	249,137

Subtotal	**$**	**2,112,560**
General Conditions	**$**	**211,256**
3% Contingency	**$**	**63,377**
Construction Management Fee	**$**	**119,360**
Subtotal	**$**	**2,506,552**
General Liability Insurance	**$**	**9,485**
Bond	**$**	**23,050**
TOTAL	**$**	**2,539,087**

clarifications:

1. chairs, tables, cubicles, appliances or any other loose furniture items are not included
2. the above budget includes low voltage wiring and devices, but does not include any A/V or data equipment, servers, cameras or any other head-end equipment
3. the above budget does not include any provisions for permit, impact, utility, connection or any other type of governmental or regulatory fees
4. no road work is included

EXHIBIT C

Grace Design Studios, LLC

Grace Design Studios

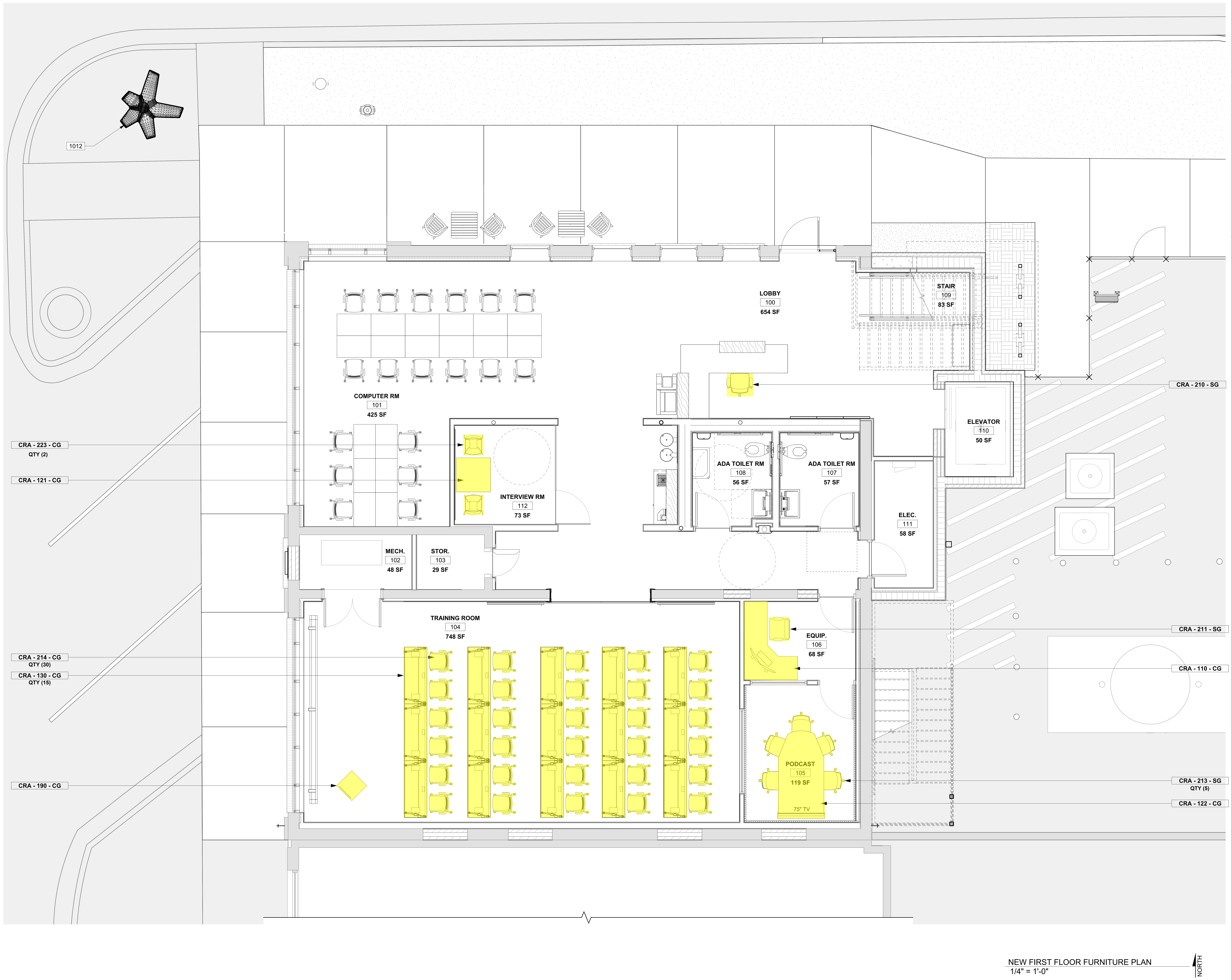
March 17, 2026

Howard Smith
680 E. Main Street, Bartow, FL 33830

ADDITIONS AND ALTERATIONS TO EXISTING OFFICE BUILDING FOR THE BARTOW COMMUNITY REDEVELOPMENT AGENCY

Technology Design & FF&E Opinion of Costs

Exterior Kiosk	$	100,000.00
Security Camera System	$	20,000.00
Remove Light Pole	$	10,000.00
E-Bikes Charging	$	120,000.00
Entry Door Technology	$	5,000.00
Illuminated Exterior RGB Signage	$	25,000.00
ADA Parking	$	15,000.00
Reception Info Signage Panels	$	50,000.00
Specialty Stair Illumination	$	46,000.00
Voice Automation	$	15,000.00
Digital Room Scheduling	$	12,000.00
Professional A/V Podcast Equipment	$	100,000.00
Training Room A/V (1st Floor)	$	25,000.00
Conference Room A/V (2nd Floor)	$	15,000.00
Space for CRA & Tenant IT Racks & UPS	$	25,000.00
Furniture	$	107,000.00
Design & Contingency Fee	$	150,000.00
Total	**$**	**860,000.00**



NEW FIRST FLOOR FURNITURE PLAN
1/4" = 1'-0"

GENERAL NOTES

1. ALL PLANS ARE FOR GENERAL PERMIT AND CONSTRUCTION COORDINATION REFERENCE ONLY.
2. PLANS ARE PRELIMINARY - FINAL FURNITURE PLANS & SPECIFICATIONS FOR PROCUREMENT TO BE ISSUED SEPARATELY.
3. CMAR TO PROVIDE INSTALLATION COORDINATION, LABOR AND MATERIALS FOR ALL POWER, DATA AND HVAC CONNECTIONS.
4. CMAR APPROVED CONSTRUCTION SCHEDULE SHALL INCLUDE SIX (6) WEEKS FOR INSTALLATION AFTER SUBSTANTIAL COMPLETION OF CONSTRUCTION WORK AND ISSUANCE OF ARCITECT AND ENGINEER FINAL PUNCH LIST(S).

KEYNOTES

1012 NEW OUTDOOR BENCH TO BE STARFISH AIR BY LANDSCAPE FORMS. ANCHOR TO EXISTING BRICK PAVERS USING HIDDEN ANCHOR SYSTEM. COLOR: ORANGE.

STRAUGHN TROUT
a Grace Design Studio

2005 E. Edgewood Drive
Lakeland, Florida USA
33803-3601
PH: [863] 665-6205
StraughnTrout.com

TIM HOEFT, AIA
FLORIDA REG. NO. AR96576

STATE OF FLORIDA
Timothy J. Hoeft
AR96576
REGISTERED ARCHITECT

ADDITIONS AND ALTERATIONS TO EXISTING OFFICE BUILDING FOR THE BARTOW COMMUNITY REDEVELOPMENT AGENCY

180 CENTRAL AVE N
BARTOW, FL 33830

STA PROJECT #:	2342
PROJECT MGR.:	TJH

#	DATE	ISSUED AS
CD	07.21.25	CONSTRUCTION DOCUMENTS

NEW FIRST FLOOR FURNITURE PLAN

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NEW SECOND FLOOR FURNITURE PLAN
1/4" = 1'-0"

NORTH

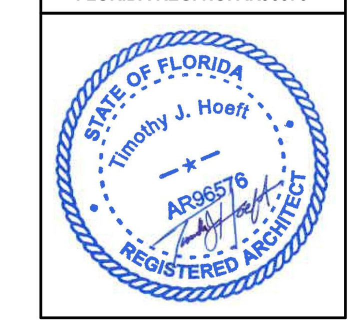
STRAUGHN TROUT
a Grace Design Studio

2005 E. Edgewood Drive
Lakeland, Florida USA
33803-3601
PH: [863] 665-6205
StraughnTrout.com

WRITTEN DIMENSIONS ON THESE DOCUMENTS SHALL HAVE PRECEDENCE OVER SCALE DIMENSIONS. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATION FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS. SHOP DRAWINGS AND OR DETAILS MUST BE SUBMITTED TO THE ARCHITECT FOR REVIEW BEFORE PROCEEDING WITH FABRICATION.

ATTENTION IS DIRECTED TO THE FACT THAT THESE PLANS MAY HAVE BEEN REDUCED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA. DIMENSION INFORMATION SHOULD NOT BE OBTAINED BY SCALING THE PLANS.

TIM HOEFT, AIA
FLORIDA REG. NO. AR96576



ADDITIONS AND ALTERATIONS TO EXISTING OFFICE BUILDING FOR THE BARTOW COMMUNITY REDEVELOPMENT AGENCY

180 CENTRAL AVE N
BARTOW, FL 33830

STA PROJECT #:	2342
PROJECT MGR.:	TJH

#	DATE	ISSUED AS
CD	07.21.25	CONSTRUCTION DOCUMENTS

NEW SECOND FLOOR FURNITURE PLAN

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BARTOW **CRA**

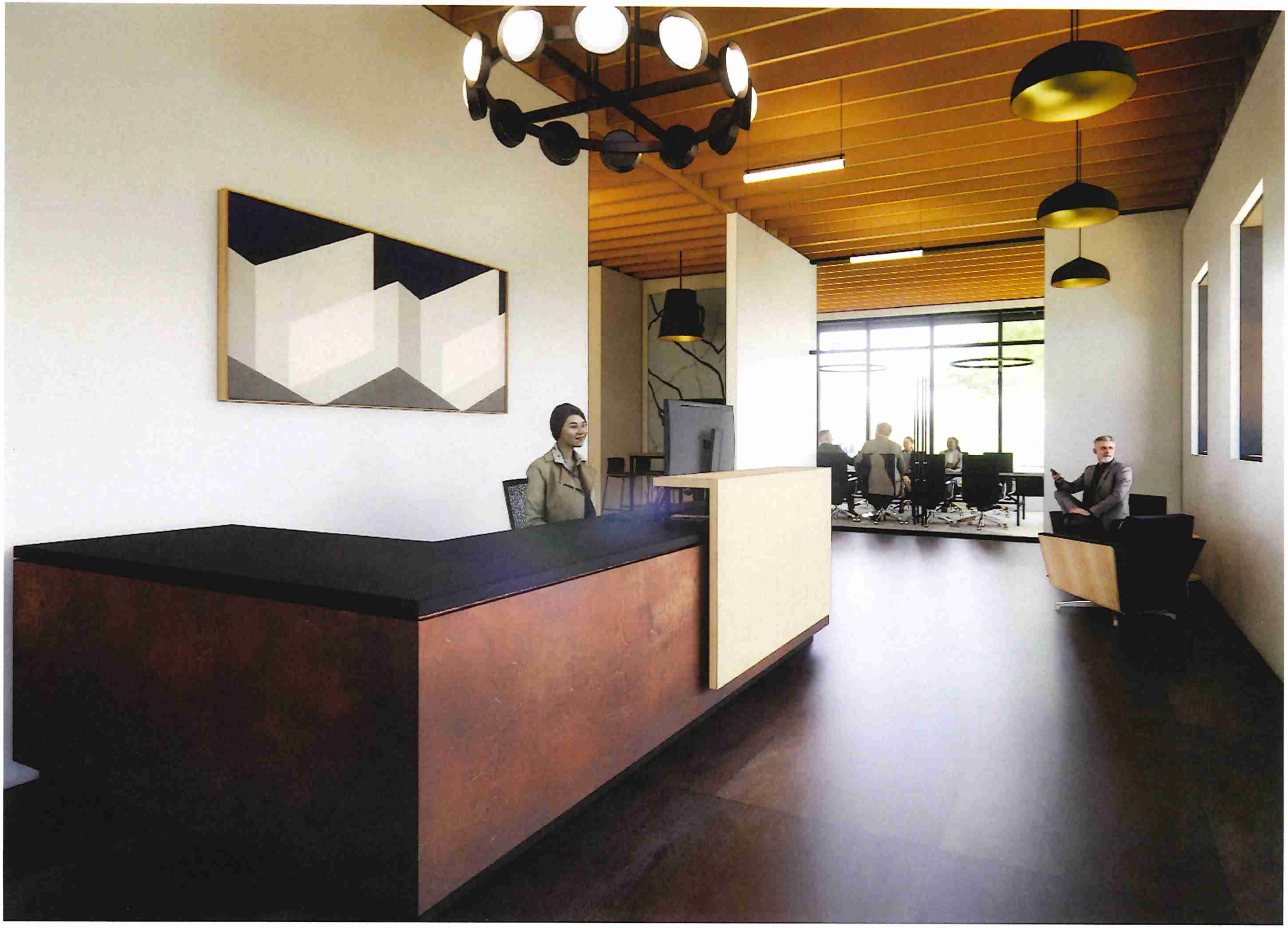
CRA OFFICE RECEPTION

STRAUGHN TROUT
ARCHITECTS

BARTOW **CRA**

EXTERIOR PERSPECTIVE - WEST

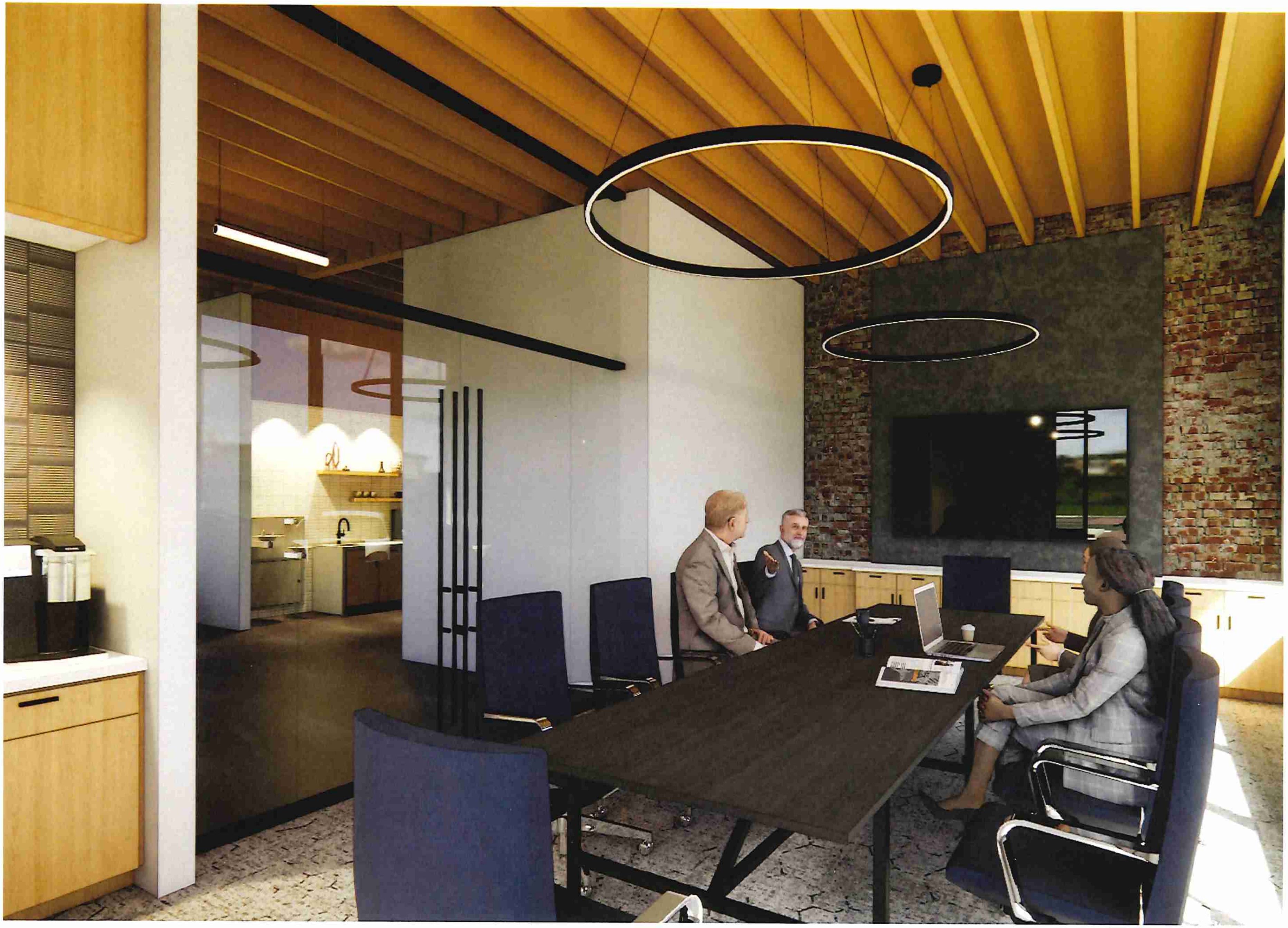
STRAUGHN TROUT
ARCHITECTS



BARTOW **CRA**

LOBBY - MAIN ENTRY

STRAUGHN TROUT ARCHITECTS



BARTOW **CRA**

TRAINING/MULTI-PURPOSE ROOM

STRAUGHN TROUT ARCHITECTS

BARTOW **CRA** LOBBY - WAITING AREA **STRAUGHN TROUT** ARCHITECTS

BARTOW **CRA**

CRA OFFICE RECEPTION

CRA Executive Director Staff Report- Main Street Streetscape
CRA Review Date: March 25, 2026

GENERAL INFORMATION

Request: Discussion and Review of the Main Street Streetscape Design Concept Project

STAFF ANALYSIS

The purpose of this item is to provide an update on the Community Redevelopment Agency (CRA) on the Main Street Streetscape Concept, which is intended to enhance the visual character, pedestrian experience, and overall functionality of the downtown corridor.

PROEJCT BACKGROUND

The City of Bartow CRA has prioritized improvements to the aesthetics and overall experience of the downtown area. The study area extends from Broadway Avenue east along Main Street to Jackson Avenue, and from Davidson Street south to Summerlin Street, including side streets within the 100 to 500 blocks.

The project evaluates existing landscape and hardscape features, irrigation systems, and safety conditions. The goal is to identify opportunities and constraints and develop two (2) conceptual streetscape alternatives that enhance corridor aesthetics while addressing maintenance needs.

Additionally, the study assesses roadway operations and existing infrastructure to identify strategies that moderate vehicle speeds, improve pedestrian and bicycle conditions, and expand opportunities for landscaping and placemaking. Key considerations include intersection improvements, sidewalk connectivity, bicycle accommodations, and traffic calming measures to enhance the downtown environment.

SCOPE OF SERVICES

In September of 2024, the CRA contracted with Patel Greene and Associates, PGA, through the City of Bartow's Continual Contract Negotiated Agreement, CCNA, process to evaluate existing conditions and develop conceptual streetscape alternatives for review and approval. The scope includes:

- Data collection and existing conditions analysis
- Review of land use patterns and identification of key pedestrian activity generators
- Development of alternative design concepts, including:
    - One (1) low-cost option
    - One (1) moderate-cost option

- Design Concept alternatives may incorporate:
    - Landscaping and tree enhancements
    - Placemaking elements and green infrastructure
    - Irrigation system improvements
    - Hardscape and aesthetic treatments
- Tree Inventory: Assessment of street tree conditions using aerial and field observations
- Irrigation Feasibility: Evaluation of existing irrigation systems and identification of improvement opportunities

PROEJCT DELIVERABLES

PGA provided deliverables for:

- Existing Conditions Documentation
- Conceptual Design Materials
- Tree Inventory
- Underground Receptacles
- Final Report and Implementation Plan

STAFF RECOMMENDATION

Staff recommend the acceptance of the planning documents and approval of the scope of work for the Main Street Streetscape Concept. This document will provide the necessary direction for final approval and implementation by the City of Bartow, advancing the project from conceptual planning to actionable development steps that support future capital improvements and downtown redevelopment efforts within the CRA district.

ATTACHMENTS:

Exhibit A- Conceptual Design Document
Exhibit B- Main Street Bartow Streetscape Conceptual Design Agreement

City of Bartow

Main Street Bartow Streetscape Conceptual Design - Scope of Work

September 30, 2024

I. PURPOSE

The City of Bartow has established the goals of improving the aesthetics and overall experience of the Downtown area. This project will assess the existing landscape and hardscape treatments, irrigation system, and safety conditions starting at the intersection of Broadway Avenue going east on Main Street to Jackson Avenue and from Davidson south to Summerlin Street (including all the side streets from the 100 to 500 block). The effort will identify opportunities and constraints within the areas containing existing landscape enhancements and provide two alternative streetscape concepts that will enhance the project corridor and address maintenance needs. The effort will also evaluate operations and existing facilities to identify alternatives for roadway and streetscape configuration changes that will moderate motor vehicle speeds, create areas for new landscape opportunities, and improve conditions for people walking and bicycling. Specific attention will be paid to reviewing and addressing intersection traffic control, sidewalk connectivity, bicycle parking, and overall traffic calming strategies. Across the concepts for both landscaping and traffic calming, the project will seek to implement placemaking strategies to enhance the overall downtown core environment.

II. TASKS

The following tasks will be completed as a part of the project.

1. Project Coordination – Conduct routine and ongoing coordination with City staff to confirm direction, review draft materials, and coordinate outreach activities.
    a. Hold in-person project kickoff meeting with City staff.
    b. Hold virtual monthly coordination meetings with City staff.
    c. Hold concepts review meeting with City staff.

2. Data Collection & Existing Conditions Inventory and Analysis.
    a. Conduct field review with City staff to identify and confirm project design parameters, purpose and need, and to gather data. The task will include preparation of materials used to facilitate the review.
    b. Inventory the applicable existing data, planning documents, and policies.
        i. Collect and evaluate previous project plans, reports, studies, and available working base files to be provided by the City.
        ii. Create study area base maps. Note that conceptual design plans will use aerial maps and best fit alignments. Topographic survey is not anticipated for this project.
        iii. Incorporate data provided by the City that documents the presence and conditions of landscaping, irrigation, decorative paving, site furnishings, sidewalks, curb ramps, curbs, crosswalks, pavement markings, and signage. Note that detailed analysis of ADA compliance will not be completed.
        iv. Identify utility agency/owners (UAOs) within the project limits.
        v. Review safety criteria, maintenance setbacks, and the City’s preferences related to landscape and hardscape aesthetics. Identify landscape opportunities and constraints.

vi. Gather additional facilities and operational data via field observation, including:

- Identify operational and maintenance issues.
- Identify conditions and issues related to right of way, street trees, irrigation, lighting, stormwater drainage, and utilities.
- Verify utility agency/owners (UAOs) within the study limits.
- Review land uses and development trends to identify pedestrian trip generators and opportunities for targeted placemaking, traffic calming, and crossings.
- Identify sidewalk gaps and other opportunities to improve the pedestrian network and environment.

c. Tree Inventory **-** Conduct a tree inventory to identify, assess, measure, and apply a condition rating to street trees within the project corridor. Inventory to be accomplished by aerial interpretation, ground observations, and available data provided by the City. Includes coordination with City staff.

d. Irrigation Feasibility **-** Review the irrigation system existing conditions and identify recommendations for irrigation system improvements utilizing data provided by the City and Includes coordination with City staff. Does not include existing irrigation system testing.

e. Analyze and summarize gathered data and operations analysis into a summary Technical Memorandum.

3. Alternatives Design Concepts

a. Identify and analyze two (2) alternative streetscape design concepts – one (1) low and one (1) moderate budget option – addressing the issues identified in the site inventory and analysis.

i. The alternatives will present feasible combinations of the following possible elements:

- Existing planting areas and tree well locations and potential improvements
- Additional landscaping areas, placemaking elements, and green infrastructure
- Irrigation improvements
- Hardscape aesthetic treatments

b. Identify and analyze up to two (2) alternative design concepts for traffic calming options.

i. The alternatives will present feasible combinations of the following possible elements:

- Speed management and traffic calming options including:
  a. Horizontal deflection (medians, chicanes, gateways, etc.),
  b. Vertical deflection (speed bumps, raised crosswalks, speed tables, etc.),
  c. Intersection deflection (traffic circles, diverters, smaller curb radii, etc.), and
  d. Lane reallocations (lane narrowing, curb extensions, raised separator islands and medians, separated bikeways, etc.).
- Sidewalks or other pathways designated for pedestrian and/or bicyclist travel.
- Pedestrian crossings and safety improvements to include the locations of new curb ramps, marked crosswalks, medians, or flashing beacons.
- Intersection configurations and traffic control.
- Access management for driveways.

- Signage for traffic operations, placemaking, and pedestrian wayfinding.
- Landscaping areas, bicycle parking, placemaking elements, and green infrastructure.

c. Prepare materials for each alternative design concept.

i. Plan view graphic of the corridor, along with associated cross sections and design detail graphics as necessary.

ii. Graphics will depict an overall view of the entire project limit and will be prepared in a roll plot format. Includes proposed materials board.

iii. Planning-level cost estimates.

iv. Overview of Feasibility/Buildability/Ease of Implementation.

4. Implementation strategy and plan approval.

a. Following guidance from the City, select the preferred alternative(s), confirm desired elements, and refine the graphics and preliminary design materials as needed.

b. Prepare implementation plan to advance preferred alternative(s) to construction.

i. Identify phasing.

ii. Prepare scope and fee estimate for final design.

iii. Research funding and grant opportunities and develop strategy to target funding.

c. Prepare technical memorandum, documenting the alternatives and proposed implementation plan.

d. Present final study report to City Commission for acceptance (1 presentation).

III. DELIVERABLES

The following deliverables will be provided as a part of completing the scope tasks.

Task 1: Kickoff meeting and monthly meeting agendas and notes.

Task 2: Base maps, photographs, field review notes, and data summarizing findings.

Task 3: Graphics, exhibits, and planning-level cost estimates to define alternatives design concepts.

Task 4: Implementation plan and study report for the preferred alternative. Presentation to City Commission.

IV. SERVICES & INFORMATION PROVIDED BY THE CITY OF BARTOW

The City shall provide available landscape, hardscape, and irrigation as-built plans and related working CADD files; any reports and studies related to the project corridor; and relevant base information including utilities and survey data.

The City shall provide existing right of way and easement information within the project limits. The City is responsible for the creation of any new easements or right of way acquisition as needed.

V. SCHEDULE

The project is anticipated to be completed within 6 months of Notice to Proceed. The schedule presumes that the City will assist in a timely matter with providing all requested documentation, identify and contact the required local agency staff and stakeholders, and assist with the logistics of meetings.

VI. FEE

Task 1	$10,933
Task 2	$23,596
Task 3	$44,527
Task 4	$19,950
Total Fee	**$99,005**

CRA Executive Director Staff Report- Grants & Incentives
CRA Review Date: March 25, 2026

GENERAL INFORMATION

Request: Review and Take Action to Amend, Rotate, or Sunset the Community Redevelopment Agency's Incentive and Grants for FY 25/26.

STAFF ANALYSIS

The purpose of this item is to review and take action on amendments, rotation, or potential sunsetting of the Community Redevelopment Agency's incentive and grant programs for Fiscal Year 2026/2027. This evaluation is based on current funding constraints and the need to strategically restructure select programs to ensure long-term sustainability and alignment with redevelopment priorities. While the CRA's incentive portfolio reflects a comprehensive approach to redevelopment, maintaining all programs concurrently may not be financially sustainable in future fiscal years without reducing award amounts or limiting availability. Key considerations include:

Program Impact vs. Cost

• Certain programs yield visible corridor improvements and contribute to tax base growth, while others focus on stabilization and business retention.

Funding Rotation Model

• Implementing a fiscal year rotation of select programs would preserve long-term availability while managing annual budget exposure.

Potential Sunset Considerations

• Programs with limited utilization or lower return on investment may be considered for sunset to reallocate resources toward higher-impact initiatives.

Eligible Expense Amendments

• Updating eligibility criteria across selected programs may better reflect current construction costs, building conditions, and redevelopment needs while maintaining fiscal safeguards.

BACKGROUND

The Community Redevelopment Agency of Bartow currently administers a series of incentive and policy programs designed to stimulate private investment, improve property conditions, support business retention, and encourage both commercial and residential redevelopment within the CRA district. These programs include:

- Façade Grant – Exterior building improvements
- Commercial Enhancement Grant – Interior and exterior improvements to vacant structures
- Incentive Grant – Builder development incentive for impact fees
- Owner-Occupied Rehabilitation Grant – Residential weatherization and improvements

- Down Payment Assistance Grant – $15,000 to $30,000 builder incentive
- Business Tax Receipt Incentive – Covers cost of new business tax receipts
- Banner Pole Program – Installation and maintenance of community branding banners
- Retention Grant – Interior cosmetic improvements for existing businesses, including branding and marketing
- Anchor Tenant Grant – Assistance for tenants or property owners with interior improvements and startup costs

To ensure continued effectiveness, the CRA must evaluate program sustainability, utilization, and overall impact relative to available funding.

POLICY QUESTIONS FOR BOARD DISCUSSION
The CRA Board is asked to consider the following:

- Which programs, if any, should be sunset based on utilization and impact;
- Whether certain programs should be placed on a fiscal rotation schedule;
- If amendments are needed to update eligible expenses or program structure; and
- How future funding should be prioritized among redevelopment, business retention, and residential stabilization efforts.

FINANCIAL IMPACT
CRA revenues are projected to remain stable but limited in comparison to increasing redevelopment demand. Strategic prioritization is necessary to maintain program effectiveness without overextending future budgets.

STAFF RECOMMENDATIONS
Staff recommend a strategic rotation of the Commercial Enhancement Grant, Façade Grant, Developer Incentive, Down Payment Assistance, and Owner-Occupied Rehabilitation Incentive to maximize program availability within annual funding limits.

Staff further recommend sunsetting the Business Tax Receipt Incentive and Banner Pole Program due to low utilization and limited redevelopment impact for redevelopment based on budget priorities.

The CRAs Anchor Tenant Grant Program will be prioritized within the CRA's $18 million budget to support catalytic development projects.

These actions will allow the CRA to annually reallocate resources toward higher-impact redevelopment initiatives while maintaining a sustainable and flexible incentive framework aligned with the FY budget and debt obligations.

ATTACHMENTS:
Exhibit A- Program Description Commercial Enhancement Grant
Exhibit B- Program Description Facade Grant
Exhibit C- Incentive Grant
Exhibit D- Down Payment Assistant Grant
Exhibit E- Program Description Business Retention Grant

Exhibit F- Business Tax Receipt Incentive
Exhibit G- Anchor Tenant Grant

GENERAL INFORMATION

Request: Review and Take Action for the CRA Business Retention Tool Kit and Small Business Communication Program

STAFF ANALYSIS

The purpose of this item is to discuss and take action on the approval of the CRA Business Retention Tool Kit, a two-phase initiative designed to strengthen small business retention and promote economic growth within the CRA district. The Tool Kit will provide coordinated incentives and services focused on education, training, access to capital, and investment opportunities to support the development and long-term sustainability of local businesses.

BACKGROUND

The CRA recognizes that small businesses are essential to district revitalization and long-term economic sustainability. Supporting these businesses through targeted incentives and services is a key component of the CRA's Strategic Work Plan, aimed at enhancing competitiveness, strengthening the local economy, and promoting sustainable growth.

The CRA Business Retention Tool Kit is structured as a two-phase initiative for targeted business development incentives and services for:

BUSINESS COMMUNICATION INCENTIVE- PHASE ONE

Communication and Branding Incentive- Program that provides 20 eligible businesses within the CRA district access to professional strategic services up to $5000 at no cost to the business.

Program services include but are not limited to:

- Strategic business and branding assessment for business within the CRA district
- Collaborative planning session(s) to define business goals and communication strategies
- Development of communication and branding materials (e.g., updated logos, messaging, promotional content, and concepts)
- Technical assistance to enhance digital presence and customer engagement
- Hands-on consulting support throughout the engagement period
- Final report with strategic recommendations for continued growth and sustainability

The Business Communications Incentive enhances outreach, digital presence, branding, and customer engagement to support and strengthen business retention.

BUSINESS GROWTH & DEVELOPMENT SERVICES, BGDS,- PHASE TWO

Phase Two, Business Growth & Development Services (BGDS), provides local businesses within the CRA district with access to capital, technical assistance, and strategic support to strengthen operations, expand opportunities, and foster long-term sustainability.

- Access to Capital – Offers opportunities for loans, grants, and investment programs to support business operations and growth initiatives

- Technical Assistance Services – Provides one-on-one guidance in business operations, financial management, and technology adoption to enhance efficiency and competitiveness

- Business Management Support – Delivers marketing, legal, and operational strategies designed to promote business retention and sustainable growth

- Business Development Services – Encourages business expansion through:
    - Networking opportunities with investors and financial institutions
    - Access to new business opportunities or service markets
    - Development of public-private partnerships to support long-term economic growth

Phase Two contracted services will equip local businesses with resources and guidance to enhance performance, secure funding, and pursue growth opportunities. The service program will deliver tailored advisory support, financial access, and strategic partnerships and a long-term economic impact within the CRA district

AVAILABILITY OF FUNDS

Funds are available in the CRA's Amended Fiscal Year 2025-2026 budget under the Business Retention Tool Kit line item 559201-881-028

RECOMMENDATION

Phase One of the CRA Business Retention Tool Kit focuses on enhancing the visibility, outreach, and engagement of local small businesses, establishing a foundation for Phase Two, which will provide contracted services related to capital access, technical assistance, and comprehensive business development.

Staff recommend approval of the Small Business Communication Program as Phase One of the CRA Business Retention Tool Kit, with Year One services funded at $100,000 for program services and $15,000 for administrative fees, for a total allocation not to exceed $115,000.

ATTACHMENTS:

Exhibit A- Small Business Communication Program Description

Community Redevelopment Agency
Small Business Communication Program

Program Overview

The Bartow Community Redevelopment Agency's Communication and Branding Incentive provides eligible business within the Bartow CRA district with access to professional strategic consulting services at no cost to the business. Funded by the Community Redevelopment Agency, CRA. Each participating business receives a focused, multi-week engagement that includes strategic assessment, collaborative planning session(s), hands-on deliverable production, and a final recommendations report. The program prioritizes businesses that contribute to the vitality and economic resilience of the CRA district including restaurants, retail shops, professional services, and hospitality establishments. The program will support approximately twenty (20) businesses with individualized engagements valued at up to $5,000 each with an operational and administrative program cost of $100,000 for yr1 and yr2 with contracted services fees for $30,000 for two years for the administration of the program at a total cost is $230,000 for two years.

The Small Business Incentive complies with Florida Statute Chapter 163, Part III- Community Redevelopment Act-
Statutory Reference: §163.345 (1) and– §163.358(2)(b)

- Explicitly allows CRAs to disseminate community redevelopment information within its district
- Afford maximum opportunity to the rehabilitation or redevelopment of the community redevelopment area by private enterprise by carrying out programs that stimulate economic revitalization within the CRA district

The Small Business Communication Program directly promotes the goals and objectives of the 2026 Community Redevelopment Plan and Three-Year Strategic Work Plan specifically:

Dissemination of Community Redevelopment Information (page. 32) – The CRA Board may provide funding and guidance necessary to create a useful and locally tailored promotion plan as allowable by Florida Statutes Chapter 163 Part III, by Florida law, and the Bartow Comprehensive Plan for the purposes of informing residents and visitors of the community redevelopment area, programs and projects thereby enhancing the district tax base. Additionally, the Board may provide funds to promote the district and its residential and/or non-residential opportunities to residents or potential visitors. TIF funding may be utilized to recruit private investment, development, and businesses to locate or relocate to the district and expand within the CRA District.

Three Year Strategic Work Plan- is designed to drive targeted improvements across four key areas: Property Acquisition & Construction, District Activation & Placemaking, Commercial & Public Spaces Renovations, and Residential Development. This plan provides a structured framework to enhance community vitality, stimulate economic growth, and foster sustainable, inclusive development throughout the district.

#2 DISTRICT ACTIVATION & PLACEMAKING

Objective 2: Transform the district's public realm into a connected, walkable destination that draws residents and visitors to the CRA District. (Increase awareness of the CRA district as a destination point)

- Develop/Initiate programs to maintain a clean and vibrant CRA (Commercial and Residential) District

#3 COMMERCIAL & PUBLIC SPACES REDEVELOPMENT

Objective 3: Strengthen the commercial core, improve commercial properties, and invest in public spaces that support connectivity. (Retain current businesses and attract new ones).

- Launch Business Retention Toolkit
- Establish formal partnerships that enhance resources (financial, communication, branding) to support commercial business (retention/expansion)

The Small Business Incentive Program's main objectives are:

- **Strengthen Individual Businesses**- Provide professional strategic consulting and hands-on deliverables to help CRA district businesses improve their operations, visibility, and customer engagement
- **Increase District Vitality**- Drive foot traffic, visitor spending, and commercial activity within the CRA district through a stronger collective business presence
- **Enhance the CRA District's Identity**- Build a more cohesive, professional, and recognizable business community that reinforces the district's position as a destination
- **Generate Actionable Intelligence**- Synthesize insights from across all business engagements to identify common challenges, unmet needs, and opportunities that inform future CRA programming and investment

Program Eligibility

Eligible businesses must:

- Operate at physical location within the Bartow CRA district boundaries
- Hold a current City of Bartow Business Tax Receipt (BTR)
- Be in good standing with the Municipal Agency's (City and County) no property liens

Priority consideration will be given to:

- Businesses that are tourism-oriented or contribute to the district's identity as a destination (restaurants, retail, attractions, hospitality, or cultural arts)
- Businesses that have not previously received CRA services
- Businesses referred by CRA staff, Main Street Bartow, or the Bartow Area Chamber of Commerce

Engagement Process

- Each business engagement follows a structured three-phase process. The Contractor will maintain no more than four to six (4–6) active engagements at any time to ensure quality and responsiveness.

Phase 1: Discovery & Assessment

- The engagement begins with an in-person kickoff meeting at the business location. During this session, THE CONTRACTOR will tour the facility, review existing collateral and business documentation, and conduct an in-depth interview with the owner or manager. Discussion will cover the business's history, customer base, competitive environment, current operations, and aspirations for growth.

Key Activities: Site visit, stakeholder interview, document and collateral review, initial needs assessment
Duration: 1–2 weeks

Phase 2: Strategy & Implementation

- Based on findings from the Discovery Phase, The Contractor conducts a collaborative Planning Workshop with the business owner to identify priority initiatives and develop an action plan. Following the workshop, The Contractor produces deliverables tailored to the business's specific needs. The implementation phase represents the bulk of the engagement's value, with The Contractor providing hands-on work products not advice alone.

Key Activities: Planning workshop, priority setting, deliverable production, interactive client review
Duration: 3–4 weeks

Phase 3: Wrap-Up & Recommendations

- Each engagement concludes with a Wrap-Up Report that documents the work completed, summarizes key findings, and provides actionable recommendations for the business to pursue independently. This report becomes a roadmap the business can reference and build upon, ensuring lasting value beyond the engagement period.

Key Activities: Final deliverable presentation, wrap-up report with forward recommendations
Duration: 1 week

Program Service Menu

- Services will be tailored to each engagement to the participating business's specific needs. Services may be drawn from the following categories:

Branding & Identity

- Logo refinement and brand standards documentation
- Messaging and positioning development
- Visual identity guidelines for consistent application

Communications & Outreach

- Social media strategy and content planning
- Outreach campaign development (seasonal, project-based, grand opening)
- Email communications setup and template design
- Collateral design (rack cards, menus, signage concepts)

Business Strategy

- Competitive landscape analysis
- Target audience identification and customer profiling
- Sales presentation development for wholesale, partnership, or investor opportunities
- Growth planning and expansion recommendations

Research

- Customer intercept surveys or comment card analysis
- Online review analysis and reputation assessment
- Secondary research and industry benchmarking

Success Metrics

Measurable targets will be used to evaluate program performance for:

- Participation: Minimum 15 of 20 available engagement slots filled within the first 8 months of program operation
- Satisfaction: 80% or more of participating business owners rate the engagement as "valuable" or "very valuable" in a post-engagement survey
- Completion: 90% or more of initiated engagements completed through the Wrap-Up Report phase
- Reporting: Program Summary Report delivered within 30 days of final cohort completion

Program Reporting

Individual Business Reports

- Each completed engagement produces a Wrap-Up Report delivered to the business owner and to the CRA. Reports document work completed, key findings, and forward recommendations.

Program Summary Report

- At the conclusion of the program, The Contractor will deliver a comprehensive **Program Summary Report** to the CRA. Drawing on qualitative research methodology, this report synthesizes insights gathered across all business engagements to identify patterns, common challenges, and district-wide opportunities.

Report Components:

- **Participation Summary:** Overview of participating businesses by type, location within the district, and engagement focus areas
- **Common Themes:** Recurring challenges, needs, and opportunities identified across multiple businesses
- **Impact Documentation:** Case highlights demonstrating program outcomes (with business permission)
- **Recommendations:** Suggestions for future CRA programming, district-wide initiatives, or additional business support services based on observed needs

These reports ensure the program and services generate value beyond individual engagements, informing the CRA's ongoing economic development strategy with ground-level intelligence from the business community.

Confidentiality

- Participating businesses may share sensitive operational, financial, and strategic information during the course of their engagements. The Contractor will treat all individual business information as confidential and will not disclose it to other program participants, the CRA, or any third party without the business owner's written consent.

- The Program Summary Report will contain only aggregated or anonymized data unless the business provides explicit written permission for attribution. Post-engagement case highlights used for CRA reporting or The Contractor portfolio purposes will require the business owner's written approval.

Ownership & Usage

- All deliverables produced for individual businesses become the property of the respective business upon engagement completion. The CRA retains rights to aggregate program data, the Program Summary Report, and all program-level communications materials.

Application and Evaluation Process

An applicant that is interested in participating in the Small Business Communication Program must submit a completed application (signed), letter of interest statement of business, and a company resume/bio of the business services, copy of current Business Tax Receipt, and outline of the current communication or branding materials that have been completed:

Applications will be reviewed by the CRA for completion and compliance with the program guidelines and redevelopment objectives of the Community Redevelopment Agency.

Application Review

Applicant Business Model will be evaluated using the following criteria:

- Consistence with the goals of the CRA's Redevelopment Plan.
- Potential for the business to attract additional businesses and to stimulate the economy within the CRA District Area.
- Applicants two-year track record and business experience
- Investment level of funds previously spent by the applicant, if applicable

Evaluation Criteria

Contribution to District Activity

- Business type supports the vitality of the CRA district (e.g., restaurant, retail, hospitality, or professional service).

Need for Branding or Communication Support

- Business has limited or inconsistent branding, marketing strategy, or digital presence that could be improved through the program.

Potential Benefit to the District

- Improved branding and communication may increase customer traffic, visibility, and overall activity within the CRA district.

Funding Exclusion Clause

CRA financial assistance, financial incentive awards, and project funding grants are subject to lawful appropriation and are matters of administrative discretion. Not all qualified applicants will receive financial assistance, a financial incentive award, or a funding grant. Notwithstanding anything in this program description, applicants must demonstrate to the CRA that proposed projects will meet the mission and vision of the CRA as articulated by this program description and by the CRA's Community Redevelopment Plan and will preserve and enhance the tax bases of the City of Bartow, Florida and Polk County, Florida.

Applicants who have been awarded CRA financial assistance, a financial incentive award, or a funding grant in previous years, whether by self, by relative, or by corporate affiliate, regardless of time, may be deemed ineligible for funding under this program. The CRA reserves the right to deny funding for any proposed project located on the same property or redevelopment site as a previously funded CRA project. The CRA further reserves the right to require project completion within a reasonable time and to withdraw an award of financial assistance, a financial incentive award, or a funding grant in the event an awardee does not comply. This clause and these provisions are intended to ensure equitable access to CRA financial resources by prioritizing new applicants and expanding the overall impact of CRA investments within the district. All funding decisions made by the CRA are final.

Compliance Requirements

Reporting and Deliverables Compliance

- A Wrap-Up Report for each business engagement within two weeks of completion.
- A Program Summary Report within 30 days of the final cohort completion.
    - Reports must include participation summaries, common themes, impact documentation, and actionable recommendations.

Confidentiality and Data Protection Compliance:

- All business information shared during the engagement must be treated as strictly confidential.
    - The Contractor may not disclose any data, documents, or findings to third parties or other program participants without the business owner's written consent.

Program Guidelines and Standards Compliance:

- The Contractor shall strictly follow all program engagement phases (Discovery & Assessment, Strategy & Implementation, Wrap-Up & Recommendations), service categories, timelines, and CRA objectives.
    - Any deviation from program guidelines requires prior written approval from the CRA.

Annual Funding Determination

The Small Business Communication Program is not a recurring, annually funded program. Funding is considered and approved by the CRA Board of Trustees on a case-by-case basis on recommendation from the CRA Executive Director.

Funding Exclusion Clause

CRA financial assistance, financial incentive awards, and project funding grants are subject to lawful appropriation and are matters of administrative discretion. Not all qualified applicants will receive financial assistance, a financial incentive award, or a funding grant. Notwithstanding anything in this program description, applicants must demonstrate to the CRA that proposed projects will meet the mission and vision of the CRA as articulated by this program description and by the CRA's Community Redevelopment Plan and will preserve and enhance the tax bases of the City of Bartow, Florida and Polk County, Florida. Applicants who have been awarded CRA financial assistance, a financial incentive award, or a funding grant in previous years, whether by self, by relative, or by corporate affiliate, regardless of time, may be deemed ineligible for funding under this program. The CRA reserves the right to deny funding for any proposed project located on the same property or redevelopment site as a previously funded CRA project. The CRA further reserves the right to require project completion within a reasonable time and to withdraw an award of financial assistance, a financial incentive award, or a funding grant in the event an awardee does not comply. This clause and these provisions are intended to ensure equitable access to CRA financial resources by prioritizing new applicants and expanding the overall impact of CRA investments within the district. All funding decisions made by the CRA are final.

Next Steps

Complete the Small Business Incentive Program application and forward to Cheryl Baksh, Business & Community Engagement Coordinator, at cbaksh@cityofbartow.net. To discuss the program in more detail, please call 863-534-0100 ex 2771.

GENERAL INFORMATION

Request: Review and Take to Approve the Amended Community Redevelopment Agency's Small Business Incentive Program

STAFF ANALYSIS

The purpose of this item is to review and take action to approve revisions and additions to the Community Redevelopment Agency's, CRA, Small Business Incentive, SBI, Program descriptions, specifically the Disbursement of Funds, Annual Funding Determination, and Funding Exclusion Clause sections.

Adopted in September of 2025, the SBI is a proactive economic development strategy designed to strengthen and retain small businesses operating within the CRA District. The program provides loan-to-grant funding of up to $10,000 for eligible cosmetic interior improvements that enhance business operations, eliminate blight, and improve the appearance of commercial spaces.

To ensure alignment with CRA program operations and guidelines, the following revisions and additions have been incorporated prior to implementation:

- Disbursement of Funds- Added options for direct vendor payments up to $8,000 and applicant reimbursement for other eligible expenses up to $2,000

- Annual Funding Determination- Updated to clarify funding allocations and availability per fiscal year

- Funding Exclusion Clause- Revised to define ineligible activities and ensure program integrity

These updates are intended to streamline program administration, improve clarity for applicants, and enhance the CRA's ability to support small business retention and downtown revitalization.

The Small Business Incentive complies with Florida Statutes, Chapter 163, Part III – Community Redevelopment (Acquire & Manage Property), specifically §163.370(1)(b), (d), (e), and (g), which authorizes CRAs to acquire, manage, and support property improvements necessary to eliminate Blight and support redevelopment plans.

AVAILABILITY OF FUNDS

Funds will be available in the CRA's adopted Fiscal Year 2025-2026 budget Business Retention Incentive for the Amended FY 25/26 category (Account No. 559201-881-028)

STAFF RECOMMENDATIONS:
As a companion program to support the CRAs Business Retention Strategy, staff recommend the Board approve the revisions and additions to the Small Business Incentive, SBI, Program descriptions, specifically the Disbursement of Funds, Annual Funding Determination, and Funding Exclusion Clause sections.

These revisions authorize the CRA to:

- Make direct payments to vendors for eligible project expenses up to $8,000 with Board approval.

- Reimburse applicants for other eligible expenses up to $2,000, in accordance with program guidelines.

- Clarify Annual Funding Determination allocations and availability per fiscal year and defining ineligible activities and ensure program integrity

Approval of these updates will strengthen program administration, enhance clarity for applicants, and support the CRA’s ongoing efforts to retain and grow small businesses within the district.

ATTACHMENTS:
Small Business Incentive Program Description- Revised 2026

Community Redevelopment Agency
Small Business Incentive Program

<u>Program Overview</u>
The Community Redevelopment Agency's, CRA, Small Business Incentive, SBI, Program is a proactive economic development strategy focused on supporting the health, stability, and growth of existing businesses in the Community Redevelopment District. The intention of the grant program is to help retain local business by assisting small businesses with small scale cosmetic interior improvements to their space. The SBI program works to identify and resolve minor challenges that may threaten a business's ability to remain or grow locally. The program goals foster strong relationships between businesses, local government, promote job creation, and supports capital investment by helping existing companies seize opportunities to overcome barriers for funding cosmetic enhancements for their business success, which in turn helps stimulate the local economy and improve quality of life for the City of Bartow residents and visitors.

The Small Business Incentive complies with Florida Statutes Chapter 163, Part III- Community Redevelopment
Acquire & Manage Property Statutory Reference: §163.370(1)(b), (d), (e), and (g)

- A CRA may acquire real property by purchase, lease, option, gift, grant, bequest, devise, or other lawful means to eliminate Blight. This includes air rights and property necessary to carry out a Community Redevelopment Plan for redevelopment purposes.

The Small Business Incentive Program directly promotes the goals and objectives of the <u>Community Redevelopment Plan</u>, specifically:
People Goals (page 2) – The communities within the CRA district area shall be a place that attracts residents, visitors, businesses, and employees in addition to enabling the development of the community and continuing to support development, particularly its entertainment destination potential an adaptive reuse of buildings. The City shall encourage vibrant and active public realms, recreation, and entertainment opportunities to support the community neighborhoods and enhance the overall aesthetics of the area, especially the entrance corridors and public realm.

Objective 1E: Maintain Street as Downtown's Main Street is valued for its historic character and pedestrian scale.

Urban Design Goal (pages 2, 6, 9, & 10) – The CRA's Downtown and North, South, East, and West Corridors will be a dynamic built environment of dense and livable patterns and active and attractive streets through quality urban design and architecture.

Objective 4D: Encourage renovation, restoration, and reuse of existing historic structures to maintain the character of the business community and neighborhoods.

The Small Business Incentive Program's <u>main objectives</u> are:

- Develop <u>high quality business</u> in Community Redevelopment Agency District Area.
- Enhance the condition and appearance of commercial buildings to eliminate Blight and Slum
- Increase commercial occupancy rates and property values.
- Promote ongoing revitalization within the district area for dining, entertainment, retail or hospitality that promotes Live, Work, Play and Shop Bartow.

Eligible participants may receive loan-to-grant funding for interior cosmetic business improvement up to a maximum of $10,000. Loan-to-grant funding may not exceed $10,000 and will be made available to businesses that have been in existence for a period of five (5) connective years or more with the same business names at the assigned address.

Grant funds must be used for the designated businesses that are defined in the City's Zoning code that are first floor ground level only as:

- Retail or Restaurant Business
- Social or Entertainment Business
- Personal Services Industries (e.g., Barber and Beauty Shops, Health Spas, Dance Studios, Photography and Art Studios, Tailoring, and other similar services)
- Galleries, Theaters, and other Cultural and Community gathering types of businesses

Note: Ineligible Types of Business are Management Offices, Medical, Educational, or Legal and businesses.

Ineligible Applicants/Properties

- Governmental entities and not-for-profit entities
- Adult uses as defined by the City Code.
- Home based businesses and Independent Contractors
- Business operating under a franchise brand or agreement
- Bars, lounges, clubs, or restaurants deriving more than 50% of their income from the sale of alcohol.
- Projects permitted or commenced prior to approval of an executed grant agreement by the CRA
    - Projects for building remodels /extension of the existing business area
- Business has mortgage or lease payments that are 3 months in rears or more
- Business has current unpaid code enforcement lien
- Business has current unpaid special assessment lien
- Business received CRA grant within a five-year period of the application

Funding for the Small Business Incentive Program will be budgeted annually by the CRA Board of Trustees; funding will be made available to a participant on a case-by-case basis and approved on a first-come, first-served basis.as an administrative function of the CRA board. Application submission does not guarantee approval.

A. Program Eligibility and Activities

Commercial property located in the Community Redevelopment Area is eligible for participation. Ad-valorem property tax exempt properties are not eligible (in cases where a portion of a property is tax-exempt, funding may be made only to the taxable portion/percentage of the property.) The property must be current on tax bills and without city, county or state lien.

The commercial tenant applying for the loan-to-grant funding will have written permission from the property owner to make physical changes to the property (if applicable) as part of the application process. Moreover, the applicant must have a minimum of a two (2) year lease term with a two-year renewal option from the property owner.

Eligible interior building improvements include:

- ADA building requirements first floor (second floors must be approved and tied directly to business services)
- Florida Fire Protection Code Requirements
- Plumbing and Electrical upgrades or repairs for improved services
- Lighting Fixtures and Accessories
- Doors (Interior) and Security Systems (only if hardwired)
- Painting (Interior)
- Flooring (Permanente) Tile, Hardwood (Glue down), or Concrete
- Equipment (fixed) related to Business Services (Must be approved in writing before Purchase)
- Furniture uniquely related to Business Services (Must be approved in writing before Purchase)
    - Excluded expenses are Labor Fee, Dumping Fees, and Overhead and Profit Fees

Please note that all necessary permits and approvals must be obtained from the City of Bartow or Polk County (if applicable) before work commences. All work is to be performed by a licensed and insured contractor; all work must comply with the Design Guidelines of the City of Bartow's Code of Ordinances and be properly permitted by the City of Bartow Planning and Building Development Services Departments.

Project Timeline

All projects must be completed within four months from the execution of a grant agreement, and all projects must be completed within the CRA's current fiscal year of funding. If a permit is required for the scope of work, it must be obtained prior to the execution of a grant agreement. The CRA Director and approval by the CRA Board are required if such circumstances cause the project timeline to exceed four (4) months from the date of execution of the grant agreement except in Acts of God. Grant extension will not exceed two (2) months for completion when approved by the CRA Board.

Application and Evaluation Process

An applicant that is interested in participating in the Business Retention Incentive Program must submit a completed application (signed), letter of interest statement of business, and resume/bio of the business services, and outline of cosmetic improvements to the space(s) to:

City of Bartow Community Redevelopment Agency
680 East Main Street, Bartow, FL 33830

Development Applications will be reviewed by the CRA for completion and compliance with the program guidelines and redevelopment objectives of the Community Redevelopment Agency.

Applications will be evaluated using the following criteria:

- Consistence with the goals of the CRA's Redevelopment Plan.
- Potential for projects to attract additional businesses and to stimulate the economy within the CRA District Area.
- Overall strength of the business plan.
- Applicants five-year track record and business experience.
- Investment level and/or source of additional funds from the applicant, if applicable.

Interior Building Improvement Costs: If a program participant seeks loan-to-grant funding for interior building improvements, he/she must provide two written costs estimates from licensed and insured contractors itemizing the scope and cost of work. The loan-to-grant funding amount will be based off the lower of the two costs estimates.

Application Documents

An applicant that is interested in participating in the Small Business Incentive program must submit an application (signed). The Application packages must include all documentation listed below. Failure to provide all required information will result in the application being denied, but a new application may be submitted, contingent on the availability of funding.

1. Copy of "active" state business registration from Florida Division of Corporations- "Active" Status and attach most recent filing as a screenshot. Failure to provide will not result in automatic rejection of the application

2. Business Financials- Individual LLCs 2024 Schedule C (Form 1040)
   - If a 2024/2025 return is unavailable for any reason: Attach a Profit & Loss Statement for the most recent four (4) quarters available, depending on how long the business has been in operation and Receipt of Extension to File Business Income Tax (Form 7004)

3. C-Corps, S-Corps, corporate Limited Liability Corporations (LLCs) 2024 Corporation Income Tax Return (Form 1120 or 1120S), if applicable
   - If a 2024 return is unavailable for any reason: Attach a Profit & Loss Statement for the most recent four (4) quarters available, depending on how long the business has been in operation and Receipt of Extension to File Business Income Tax (Form 7004)

4. 2024 Return of Partnership Income (Form 1065), if applicable

5. Current City of Bartow's Business Tax Receipt

6. Copy of applicant's Driver's License or state ID (must be legal representative of business or organization, as demonstrated on Sunbiz Filing.

7. Current City of Bartow Commercial Utility Bill statement

8. Certification of Liability Insurance (COI) – Accord form or other acceptable form showing current General Liability Insurance Policy for the business at the commercial location.

9. Current Commercial Lease Agreement with a minimum of a two (2) year lease with a two-year (2) renewal option
   a. If the Business Owner is the Property Owner, submit proof of Property Ownership (Property Deed or Property Tax Filing)

Disbursement of Funds

The Applicant shall incur all project costs and receive reimbursement after the project has been completed in accordance with the grant guidelines. Grant funds shall be disbursed upon receipt of a finding of project completion. The finding of project completion shall be granted once staff have received, reviewed, and approved the following items:

- Written notification that the project is complete.
- Copies of all required permits and occupancy certificates (if applicable).
- Copies of invoices for all improvements and evidence of payment (cancelled checks, paid receipts, or bank/credit card statements, etc.).

Requests for reimbursement shall be reviewed as a single package. Once the request for payment has been submitted by invoice, the CRA shall no longer consider any additional receipts or expenses. Grant funds are provided at the discretion of the CRA Director. This grant program cannot be combined with any other CRA grant program for interior and/or exterior renovations once approved for funding.

Direct Payment and Reimbursement Options:

With prior approval from the CRA Board, the CRA may make direct payments to vendors for eligible project expenses up to $8,000 per project. Vendor invoices must be submitted for approval, and the CRA Director shall review and authorize all direct payments with board approval. All other eligible expenses up to $2,000 will be reimbursed directly to the Applicant in accordance with program guidelines upon submission of approved invoices and proof of payment.

Program Closeout

- After five full years of operation, the entire loan is forgiven.
- CRA issues a formal grant conversion letter releasing the applicant from further repayment obligations.

Funding Disbursement: Loan-to-grant funds will be disbursed to a program participant on a reimbursement basis. The CRA and program participants will create a payment schedule to determine project milestones. Submission of receipts, invoices and documentation will be required for payment.

Annual Funding Determination

The Small Business Incentive is not a recurring, annually funded program. Funding is considered and approved by the CRA Board of Trustees on a case-by-case basis on recommendation from the CRA Executive Director.

Funding Exclusion Clause

CRA financial assistance, financial incentive awards, and project funding grants are subject to lawful appropriation and are matters of administrative discretion. Not all qualified applicants will receive financial assistance, a financial incentive award, or a funding grant. Notwithstanding anything in this program description, applicants must demonstrate to the CRA that proposed projects will meet the mission and vision of the CRA as articulated by this program description and by the CRA's Community Redevelopment Plan and will preserve and enhance the tax bases of the City of Bartow, Florida and Polk County, Florida. Applicants who have been awarded CRA financial assistance, a financial incentive award, or a funding grant in previous years, whether by self, by relative, or by corporate affiliate, regardless of time, may be deemed ineligible for funding under this program. The CRA reserves the right to deny funding for any proposed project located on the same property or redevelopment site as a previously funded CRA project. The CRA further reserves the right to require project completion within a reasonable time and to withdraw an award of financial assistance, a financial incentive award, or a funding grant in the event an awardee does not comply. This clause and these provisions are intended to ensure equitable access to CRA financial resources by prioritizing new applicants and expanding the overall impact of CRA investments within the district. All funding decisions made by the CRA are final.

Compliance Requirements

Program participants must sign an agreement with the CRA Board of Trustees that describes their rights and obligations upon issuance of the loan-to-grant award. To ensure successful project completion, the participant shall meet the following deadlines:

- Within 30 days of execution of the Loan-to-Grant Agreement, file a "Notice of Commencement" pursuant to the requirements of the City's Planning and Development Department, If applicable
- Within 4 months of execution of the Loan-to-Grant Agreement, request a "Review of Completed Work" from the City of Bartow, if applicable

Next Steps

Please complete the Small Business Incentive Program application and forward to Cheryl Baksh, Business & Community Engagement Coordinator, at cbaksh@cityofbartow.net. To discuss the program in more detail, please call 863-534-0100 ex 2771.

CRA RESOLUTION NO. 2026-03-R

A RESOLUTION OF THE BARTOW COMMUNITY REDEVELOPMENT AGENCY RELATING TO FINANCE; AMENDING THE FISCAL YEAR 2025-2026 BUDGET PURSUANT TO THE UNIFORM SPECIAL DISTRICT ACCOUNTABILITY ACT TO MAKE ADDITIONAL APPROPRIATIONS; AUTHORIZING THE CRA EXECUTIVE DIRECTOR TO TAKE ALL ACTION NECESSARY TO COMPLETE THE APPROVAL PROCESS FOR THE FISCAL YEAR 2025-2026 BUDGET WITH THE CITY OF BARTOW, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Bartow Community Redevelopment Agency ("CRA") is a dependent special district of the City of Bartow, Florida as defined by the Uniform Special District Accountability Act (the "Act"), § 189.012(2)(b), Florida Statutes; and

WHEREAS, the Bartow CRA is required to adopt an annual budget by resolution in accordance with the Act, § 189.016(3), Florida Statutes; and

WHEREAS, the Board of Commissioners of the Bartow CRA adopted the CRA's fiscal year 2025-2026 budget by resolution after a duly noticed public hearing convened on Wednesday, August 27, 2025 at 5:30 P.M.; and

WHEREAS, the Act, §§ 189.016(6) and 189.016(6)(c), Florida Statutes, state that "The governing body of each special district at any time within a fiscal year or within 60 days following the end of the fiscal year may amend a budget for that year… by resolution" when the governing body determines that the appropriations made to a budgetary fund change; and

WHEREAS, in CRA Resolution 2026-02-R, the Board of Commissioners of the Bartow CRA authorized the CRA to borrow the sum of Eighteen Million One Hundred Ten Thousand Dollars and zero cents ($118,110,000.00) for redevelopment purposes; and

WHEREAS, the loan envisioned by CRA Resolution 2026-02-R was closed on Friday, March 13, 2026; and

WHEREAS, the Board of Commissioners of the Bartow CRA desires to amend the fiscal year 2025-2026 budget to include therein appropriations relating to the proceeds of the loan envisioned by CRA Resolution 2026-02-R; **NOW, THEREFORE,**

Be it resolved by the Board of Commissioners of the Bartow Community Redevelopment Agency:

Section 1. Recitals.

The above referenced recitals and "whereas" clauses are true and correct and incorporated into this Resolution.

Section 2. Approval and Adoption of the FY 2025-2026 CRA Budget.

The Board of Commissioners of the Bartow Community Redevelopment Agency hereby amends, approves, and adopts the Amended Fiscal Year 2025-2026 Budget attached hereto and incorporated herein as Exhibit 'A'.

Section 3. Authority of Executive Director.

The Executive Director is hereby authorized to take all action necessary to complete the approval process for the Amended Fiscal Year 2025-2026 Budget with the City Commission and officers of the City of Bartow, Florida. Pursuant to § 189.016(7), Florida Statutes, the Executive Director is instructed to post the Amended Fiscal Year 2025-2026 Budget on the official website of the Bartow CRA within five (5) days of adoption of this Resolution and to keep the amendment on said official website for no less than two (2) years. Further, the Executive Director is authorized to transmit a copy of the Amended Fiscal Year 2025-2026 Budget to the Polk County Board of County Commissioners as required by § 163.387(6)(b), Florida Statutes, within ten (10) days of the adoption of this Resolution.

Section 4. Effective Date.

This resolution shall take effect immediately upon approval.

PASSED AND ADOPTED by a _______________ vote of the Board of Commissioners of the Bartow Community Redevelopment Agency, this 25th day March, 2026.

____
Gordon Greene, Chair

ATTEST:

____
C. Howard Smith, Executive Director

Approved as to form:

____
W.A. "Drew" Crawford

SPONSORED BY: ADMINISTRATION

Moved by:__________________________

Seconded by:__________________________

Vote:

Chairperson Gordon Greene	_____ (Yes)	_____ (No)
Board member Shana Bennett	_____ (Yes)	_____ (No)
Board member Jerome Corbett	_____ (Yes)	_____ (No)
Vice Chairperson Anthony Ghent	_____ (Yes)	_____ (No)
Board member Cheri Kelley	_____ (Yes)	_____ (No)
Board member Sandra Mendez	_____ (Yes)	_____ (No)
Board member Tom Santarlas	_____ (Yes)	_____ (No)

Bartow Community Redevelopment Agency

FY 2025-2026 Budget Model Redevelopment Projects

Yellow cells are editable inputs (blue text). All other cells auto-calculate.

Description		Current Budget	Proposed	Delta ($)
ESTIMATED REVENUES & BALANCES				
	City TIF Revenue	-		-
	County TIF Revenue	-		-
	Total TIF	**-**	**-**	**-**
	CRA Incurred Debt	-	-	-
	Accumulated Balance	**-**	**-**	**-**
	Unassigned Carryforward Funds FY 24/25		-	-
	Cash		$18,110,000	$18,110,000
	TOTAL REVENUES & BALANCES	**-**	**$18,110,000**	**$18,110,000**

CATEGORY SUMMARY		
Category	**Proposed ($)**	**% of Total**
Obligations		-
Contractual Services		-
Policy And Project Programs		-
Operations		-
TOTAL EXPENDITURES	**$18,110,000**	**100.0%**
Total Revenue	**$18,110,000**	
Fund Balance	**-**	

Account #	Description	Current Budget	Proposed	Delta ($)	% Change
OBLIGATIONS					
559301- 881-052	CRA Construction Project (Inno Center) - Non Tax Proj	-	$3,400,000	$3,400,000	-
	Sub-Total: OBLIGATIONS	**-**	**$3,400,000**	**$3,400,000**	**-**
CONTRACTUAL SERVICES					
559301-334-900	Personnel	-	-	-	-
559301-334-900	Property Maintenance	-	-	-	-
559301-000-000	Loan Closure Costs (PRAG, H&N, & B&D)	-	$110,000		
	Sub-Total: CONTRACTUAL SERVICES	**-**	**$110,000**	**$110,000**	**-**
POLICY AND PROJECT PROGRAMS					
559301-661-001	Land Purchase- Taxable	-	$10,500,000	$10,500,000	-
559301-334-008	Demolition/Code Enforcement- Non Taxable	-		-	-
559201-881-009	CIP WayFinding Project- Non Tax Proj	-	$300,000	$300,000	-
559301-334-008	CIP Park Amenties- Non Tax Proj	-	$800,000		
559201-633-019	CIP - Flood Mitigation and Drainage- Non Tax	-	-	-	-
559201-663-020	CIP - Sidewalk Enhancement- Non Tax Proj	-	-	-	-
559201-663-021	CIP - Smart City Program- Non Tax Proj	-	-	-	-
559301-663-002	CIP - Main Street Reconstruction Non Tax Proj	-			
559301-881-052	330 Main St Construction Proj Non Tax Proj	-	$1,000,000		
559301-881-052	335 Main St Construction Proj Non Tax Proj	-	$1,000,000		
559301-881-052	1095 MLK St Construction Proj Non Tax Proj	-	$1,000,000		
559301-881-045	Incentive Grant - Developers- Taxable	-	-	-	-
	Sub-Total: POLICY AND PROJECT PROGRAMS	**-**	**$14,600,000**	**$14,600,000**	**-**
OPERATIONS					
559301-332-100	Audit & Accounting	-		-	-
559301-345-010	Insurance CRA Parcels		-	-	-
559301-331-100	Legal Services for Project Development		-	-	-
559301-331-300	Consulting Services Taxable/Non Taxable		-	-	-
559301-349-001	Miscellaneous		-	-	-
559301-349-803	Allocated City Clerk			-	-
559301-349-805	Allocated Human Resources	-	-	-	-
559301-349-806	Allocated Purchasing			-	-
	Sub-Total: OPERATIONS	**-**	**-**	**-**	**-**
	TOTAL EXPENDITURES	**-**	**$18,110,000**	**$18,110,000**	**-**
	BUDGETED FUND BALANCE, END OF YEAR	**-**	**-**	**-**	