

City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, FL. 33850



Phone: (863) 291-5270
Visit: MyLakeAlfred.com

**AGENDA
CITY COMMISSION / CRA
TUESDAY, FEBRUARY 17, 2026
7:00 PM
CITY HALL**

Call to Order: Mayor Mac Fuller

Invocation and Pledge of Allegiance

Roll Call: Linda Bourgeois, City Clerk

City Manager & City Attorney Announcements

Presentation: Fire Department

Recognition of Citizens: Items that are not on the Agenda

Special Recognition(s)

Consent Agenda:

- 1.) City Commission Meeting Minutes for February 2, 2026
- 2.) City Commission Announcements
- 3.) Purchase: City Hall Digital Sign Replacement
- 4.) Purchase and Sales Agreement: Lock Street

Agenda:

- 1.) Ordinance 1574-26: Tree O' Groves Annexation
- 2.) Resolution 02-26: Acceptance and Conveyance of Property
- 3.) Bid Award: Haines Blvd. Downtown Project Water Line Relocation
- 4.) Department Updates

Recess City Commission Meeting / Call to Order CRA Meeting / Roll Call

Consent Agenda:

- 1.) Community Redevelopment Meeting Minutes for November 3, 2025
- 2.) CRA Annual Report

Agenda:

- 1.) Bid Award: Haines Blvd. Downtown Streetscape Project

Adjourn CRA Meeting / Reconvene City Commission Meeting / Roll Call

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Commissioner Dearmin
Mayor Fuller
Vice Mayor Daley
Commissioner Robinson, Jr.
Commissioner Eden

Adjourn

**LAKE ALFRED CITY COMMISSION
FEBRUARY 17, 2026**

CRA Consent Agenda

1.) Community Redevelopment Agency Meeting Minutes

Attachments:

- Draft Minutes for November 3, 2025

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

2.) CRA Annual Report

Attachments:

- CRA Annual Report

Analysis: Pursuant to Chapter 163, Florida Statutes, a Community Redevelopment Agency is required to file an annual report with the county or municipality that created the agency and publish the report on the agency's website. The report must include the following information:

The most recent complete audit report of the redevelopment trust fund as required in s. 163.387(8), and the performance data for each plan authorized, administered, or overseen by the community redevelopment agency as of December 31 of the reporting year.

This report includes:

1. The total number of projects started and completed and the estimated cost for each project.
2. Total expenditures from the redevelopment trust fund.
3. Original assessed real property values within the community redevelopment agency's area of authority as of the day the agency was created.
4. Total assessed real property values of the property within the boundaries of the Community Redevelopment Agency as of January 1 of the reporting year.
5. Total amount expended for affordable housing for low-income and middle-income residents.

Staff Recommendation: Approve the CRA Consent Agenda

**MINUTES
CRA
MONDAY, NOVEMBER 3, 2025
7:00 PM
CITY HALL**

At 9:10 PM, Chair Fuller called the Community Redevelopment Meeting to order.

Roll Call: Linda Bourgeois, City Clerk

CRA Board Members in attendance: Chair Mac Fuller, Vice Chair Nancy Z. Daley, Board Member Brent Eden, Board Member Jack Dearmin, and Board Member Robinson.

Staff in attendance: City Manager Ryan Leavengood, City Attorney Seth Claytor, Public Works Director Clifton Bernard, Finance Director Amber Deaton, Police Chief Art Bodenheimer, Parks and Recreation Director Emily Deal, Grant and Outreach Manager Aubrey Fuller, Assistant to the City Manager Brenn Hines, and Fire Chief Darius Livingston.

Chair Fuller introduced the consent agenda.

- 1.) Community Redevelopment Meeting Minutes for September 11, 2025

Chair Fuller opened the floor to public comments, and seeing no one, he closed it.

Board Member Dearmin moved to approve the CRA Consent Agenda, which was seconded by **Board Member Eden**. The motion was unanimously approved.

Chair Fuller introduced the first item of business.

- 1.) CRA Resolution 03-25: FY 24/25 Final Budget Adjustment

The city attorney read the CRA Resolution 03-25 into the record.

The city manager presented the analysis. As part of the closeout process for the previous fiscal year of 2024/2025, the CRA is required to submit an amended budget that includes any changes made from the original budget. These changes can include unanticipated projects, expenses, or revenues that were not included or changes to existing line items that did not meet exact revenue or expenditure projections. The proposed budget adjustment accounts for these changes and rebalances the total budget and each fund.

The staff recommends approval of CRA Resolution 03-25.

Chair Fuller opened the floor to public comments, and seeing no one, he closed it.

Vice Chair Daley commented on a building that had received CRA funding and was undergoing renovation, inquiring whether there was a time limit to improve it further.

The city staff responded, stating that the property had recently changed ownership and the new owners were actively working on it.

Board Member Robinson moved to approve CRA Resolution 03-25, which **Board Member Dearmin** seconded. The motion was unanimously approved.

Chair Fuller introduced the next item of business.

2.) Grant Variance

The city manager presented the analysis. On September 11, 2025, the CRA Board approved a Capital Improvement Grant for 280 E. Pierce Street, for \$15,500, to demolish two structures on the property. The applicant has requested a variance to complete the area by grading and laying sod in the affected areas.

The quote to finish the area is \$10,358.70. This brings the variance request to \$10,358.70 with \$5,179.35 eligible for reimbursement.

	Applicant	Eligible Amount	Grant Award
Original Grant	First Baptist Church of Lake Alfred	\$ 31,000.00	\$ 15,500.00
Variance Request	First Baptist Church of Lake Alfred	\$ 10,358.70	\$ 5,179.35
	New Total	\$ 41,358.70	\$ 20,679.35

The staff recommends approval of the requested grant variance for the First Baptist Church.

Chair Fuller opened the floor to public comments, and seeing no one, he closed it.

Board Member Eden moved to approve the grant variance request from the First Baptist Church of Lake Alfred, which was seconded by **Board Member Dearmin**. The motion was unanimously approved.

At 9:17 PM, Chair Fuller adjourned the Community Redevelopment Agency Meeting.

Respectfully submitted,

Linda Bourgeois, BAS, MMC, City Clerk

Lake Alfred Community Redevelopment Agency

2025 ANNUAL REPORT



Lake Alfred Community Redevelopment Agency

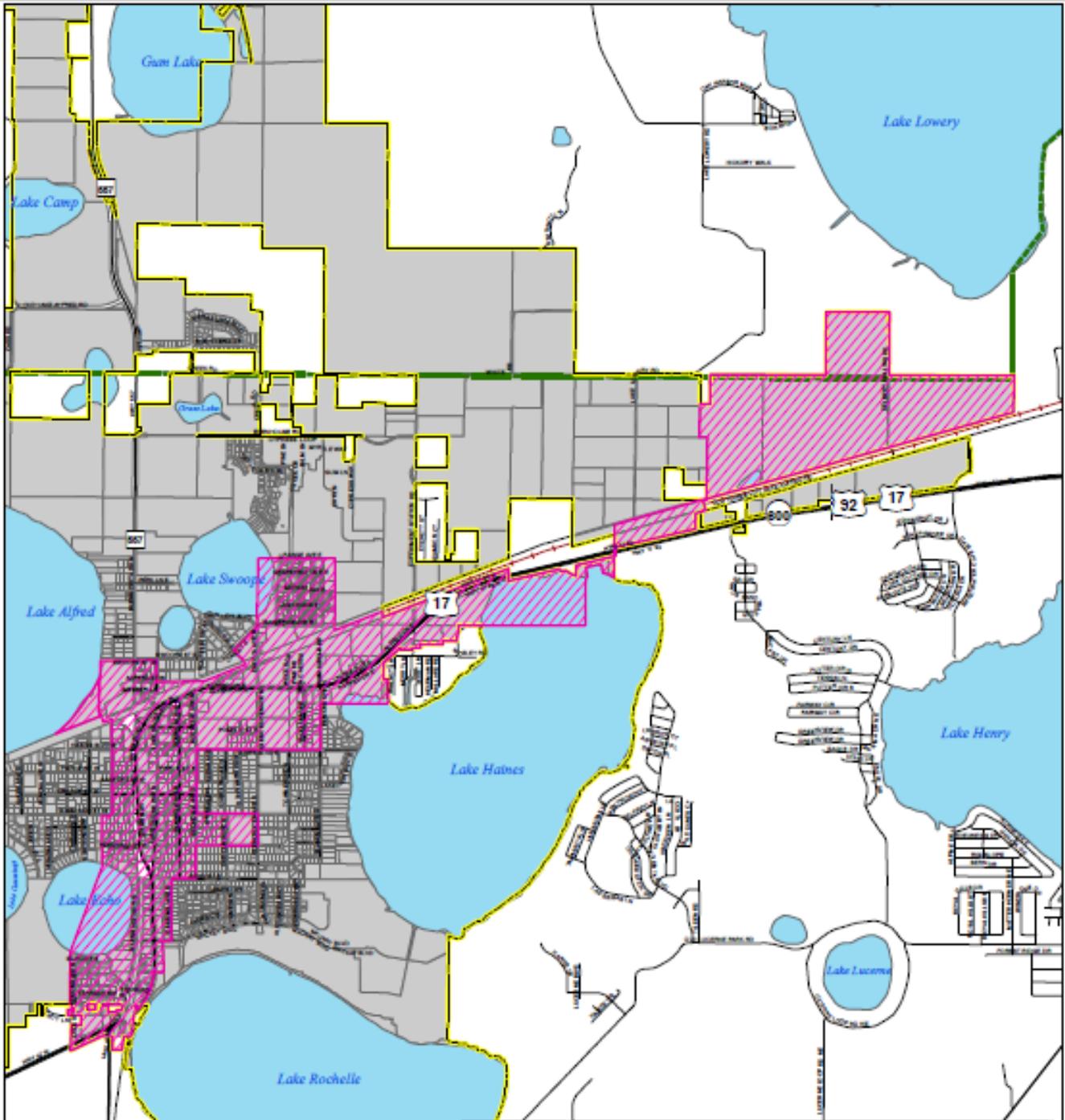
City Hall – 120 E. Pomelo Street

Lake Alfred, Florida 33850

Phone: (863) 291-5270

Website: mylakealfred.com

Fiscal Year 2024 -2025



Historical Perspective

The City of Lake Alfred and the Lake Alfred community have identified improvements needed within the downtown area periphery. The Downtown Master Plan Process in 2011 identified the need for a CRA. The City completed and adopted a [Findings of Necessity \(PDF\)](#) (FON) Study by Resolution 03-14 in February 2014. In accordance with Chapter 163, Part III, Florida Statutes, the FON Study assesses conditions of slum and blight in a defined study area within the City of Lake Alfred.

2025 LAKE ALFRED CRA ANNUAL REPORT

The mission of the Community Redevelopment Agency is to eliminate and prevent conditions of slum and blight by facilitating redevelopment activities and encouraging private investment.

Based on the findings, on August 4, 2014, the City established a Community Redevelopment Agency by Ordinance 1335-14, which defined the boundaries of the Community Redevelopment Area, and implemented a Community Redevelopment Plan by Ordinance 1336-14 to foster redevelopment activities and eliminate blighted conditions within the area.

The Lake Alfred Community Redevelopment Agency Board, as of the end of the 2024-2025 fiscal year (September 30, 2025), was comprised of:

Mac Fuller	Chair
Nancy Z. Daley	Vice-Chair
Ronnie Robinson Jr.	Board Member
Brent Eden	Board Member
Jack Dearmin	Board Member

The Lake Alfred Community Redevelopment Agency staff, as of the end of the 2024-2025 fiscal year (September 30, 2025), was comprised of:

Ryan Leavengood	City Manager / Interim Community Development Director
Frederick J. Murphy, Jr.	City Attorney
Seth Claytor	Assistant City Attorney
Amber Deaton	Finance Director
Aubrey Fuller	Grants and Outreach Manager

Purpose of Annual Report

The Community Redevelopment Act requires the Lake Alfred Community Redevelopment Agency to submit a progress report of the year's community redevelopment activities, including a complete financial statement of assets, liabilities, income, and operating expenses. This report is due and must be reported to the governing body on or before March 31st of each year.

This report contains the annual redevelopment activities of the Lake Alfred Community Redevelopment Agency for FY 24/25. It is prepared and filed in accordance with Florida Statutes.

Additionally, the CRA is required to submit an independent financial audit of its trust fund to each taxing authority. Upon completion and acceptance, a copy of this audit is made public and provided to each taxing authority.

2025 LAKE ALFRED CRA ANNUAL REPORT

Revenues

The CRA is funded through tax increment revenues. Properties located within the CRA's boundaries do not pay additional property taxes; instead, a portion of the annual City and County property taxes collected are transferred to the CRA. The more significant the increase in taxable property values over the CRA's base year (2014), the larger the incremental increase in revenues transferred to the CRA. The taxable value of the CRA properties has increased by over 100% since 2014, which has led to increased revenues.

	Taxable Value	% Increase	Revenue	% Increase
2014	\$39,231,173	Over 2014		Over Base
2015	\$40,896,684	4.25 %	\$ 26,111	Base year
2016	\$42,878,225	9.30 %	\$ 50,847	94.73%
2017	\$46,326,948	18.09 %	\$ 91,134	249.03%
2018	\$49,040,062	25.00 %	\$132,567	407.71%
2019	\$53,044,837	35.21%	\$182,029	597.14%
2020	\$56,755,129	44.67 %	\$230,099	781.23 %
2021	\$60,283,847	53.66%	\$276,870	960.36 %
2022	\$75,438,916	92.29%	\$495,786	1798.76%
2023	\$79,915,378	103.70%	\$478,493	1732.53%
2024	\$87,778,698	123.75%	\$527,533	1920.35%

The continued redevelopment of downtown and the development of the Industrial area on US 17/92 are positive indicators for the future of the CRA, as all tax revenue generated from these sites will further expand the growing CRA budget.

Audit

The CRA is responsible for filing an annual report and an independent financial audit. This Annual Report will be filed consistent with Fla. Stat. 163.356 (3) (c). Financial audits are made public on the CRA's website, at the office of the City Clerk, and distributed to taxing authorities who are paying into the Redevelopment Trust Fund, including Polk County. Some highlights from the audit are below.

- The assets of the CRA exceeded its liabilities.
- The CRA's total net balance decreased during the audit period.
- The CRA's general fund reported that the ending fund balance was higher than in previous years.

2025 LAKE ALFRED CRA ANNUAL REPORT

Expenditures

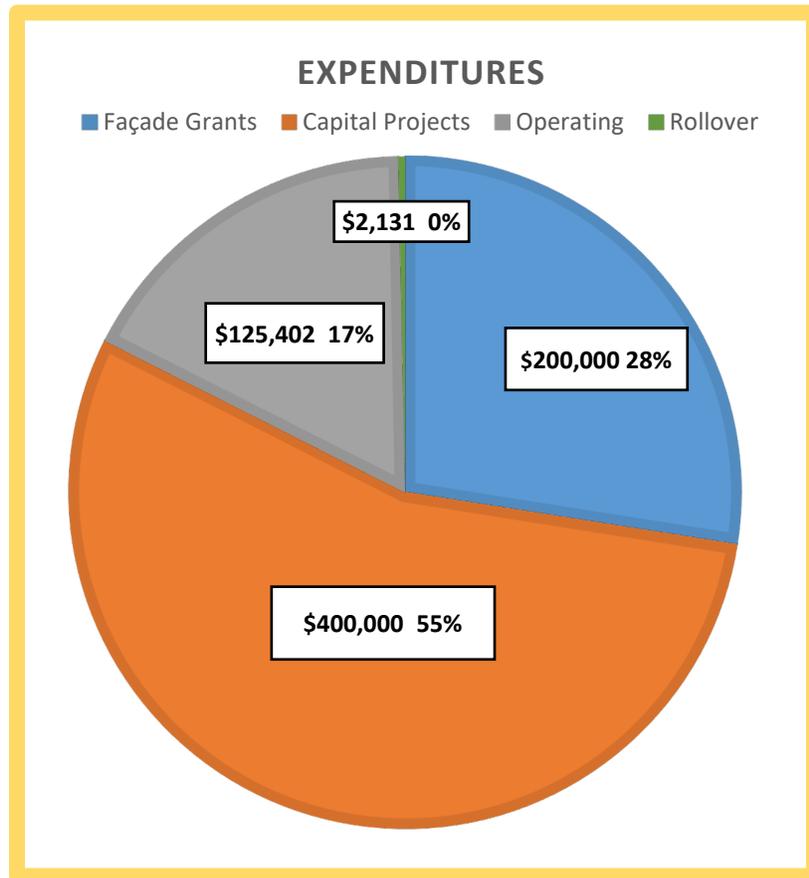
The CRA often saves money to roll over into subsequent years to fund larger projects. Rollover funds saved in FY 2024-2025 for are planned to be expended in FY 2025-2026 for the Residential Façade Grants. According to Fla. Stat. 163.387(7), unspent funds may be allocated to specific redevelopment projects, as shown in the adopted CIP.

CITY OF LAKE ALFRED
CAPITAL IMPROVEMENTS PROGRAM (CIP)
 FY 2022/2023 - FY 2026/2027

2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
1st Year	2nd Year			New 5th Year

Community Redevelopment Agency

Downtown Streetscaping		\$50,000	\$50,000	\$50,000	
Central Park Phase 3	\$200,000	\$400,000			200k CRA Asg.
Central Park Concession			\$250,000	\$500,000	
Commercial Façade Grant		\$150,000		\$150,000	
Residential Façade Grant	\$150,000		\$150,000		\$150,000
Total:	\$350,000	\$550,000	\$450,000	\$700,000	\$200,000

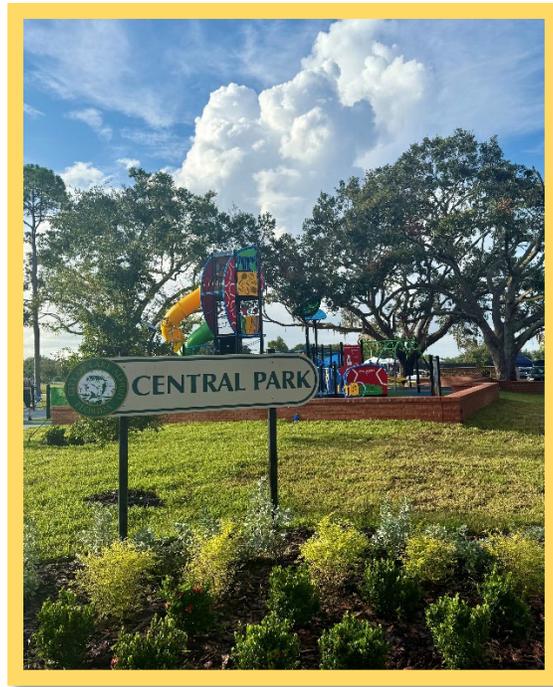


Achievements and Projects

The Lake Alfred Community Redevelopment Agency accomplished some significant projects in FY 24/25.

Central Park Project

Central Park Phase II was completed in the past fiscal year. The on-street parking was completed in October 2023, and the new basketball courts opened in December 2023. The Central Park improvements accounted for 55% of the CRA's expenditures in FY 24/25.



2025 LAKE ALFRED CRA ANNUAL REPORT

Capital Improvement Grants

The Capital Improvement Grant Program opened for applications on October 1, 2024. The program provides a 50% matching reimbursement grant of up to \$50,000 for eligible expenses for commercial businesses (100% of ADA improvements up to \$25,000). Several local businesses have applied for and received the grant through this program

LA Diner

The Lake Alfred Diner was approved for a Capital Improvement Grant on February 17, 2025, to make parking lot improvements and to add additional ADA parking.



First Baptist Church of Lake Alfred

The First Baptist Church of Lake Alfred was approved for a Capital Improvement Grant on September 11, 2025, to demolish two unused residential structures on its property.



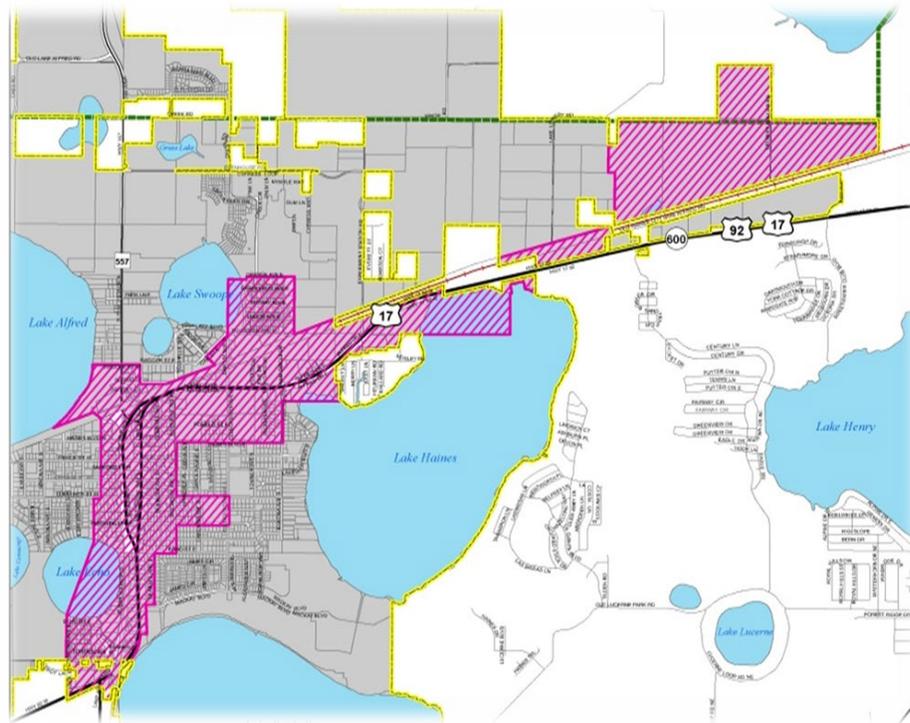
2025 LAKE ALFRED CRA ANNUAL REPORT

In Summary

The Lake Alfred Community Redevelopment has been highly successful in investing in infrastructure within the CRA area through park and recreational improvements and by working with business partners to increase taxable value in the redevelopment area. Continued investment in infrastructure projects that improve economic vitality and the living environment will encourage taxable values to continue to rise.

A copy of the Lake Alfred Community Redevelopment Agency Budget, Audit, and Annual Report can be found on the City's website at mylakealfred.com. Please get in touch with the Lake Alfred CRA at (863) 291-5748 if you have any questions about redevelopment projects or grants.

City of Lake Alfred Community Redevelopment Area



Contact:

Grants and Outreach Manager, Aubrey Fuller
155 East Pomelo Street, Lake Alfred, FL 33850
863-291-5270
www.mylakealfred.com/CRA
afuller@mylakealfred.com

**LAKE ALFRED CITY COMMISSION
FEBRUARY 17, 2026**

CRA AGENDA:

1.) Bid Award: Haines Blvd. Downtown Streetscape Project

Issue: The Community Redevelopment Agency will consider awarding the CRA Haines Blvd. Streetscape Project.

Attachments

- Bid Summary

Analysis: The Downtown Streetscape Project includes the installation of new brick pavers, decorative light poles, relocation and replacement of existing trees, and the addition of new benches and trash receptacles along the downtown corridor. This CRA project will integrate the beautification component of all three projects, including the waterline relocation and curbing reconstruction. The curbing reconstruction project will be brought forward for consideration at a future city commission meeting as a complete street project.

This project is intended to create a more cohesive, pedestrian-friendly environment that supports downtown businesses and improves the overall appearance of the corridor.

The following bids were submitted:

1. Whitehead Construction	No Bid
2. Henkelman Construction	No Bid
3. JCR Construction Services	\$230,860

The proposed project was included in the current CRA FY 25/26 Budget with \$275,000 budgeted to complete the project.

Staff Recommendation: Approve the bid award to JCR Construction Services in the amount of \$230,860 for the Haines Boulevard Downtown Project.

City of Lake Alfred BID SHEET
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Date Requested: 11/20/2025	Requesting Department: CRA
Purchase Order:	Amount of Purchase: \$230,860.00
G/L Code: 101.515.1.464.103	

Equipment or items being purchased:
Haines Blvd Sidewalk Construction Project

Names of companies contacted and their quotations:		
Company Name	Person Contacted	Amount
Whitehead Construction	Chris Szucs	N/A
Henkelman Construction	Tom Moxley	N/A
JCR Construction Services	Jarold Payan	\$230,860.00

Henkelman Construction & Whitehead Construction didn't respond in the allotted time frame (1 month). JCR won the bid due to no response from others.

Approval Requirements:	
Department Director	Date:
City Manager	Date:

JCR CONSTRUCTION & SERVICES LLC

3804 Block Prine Rd
 FL 33810 USA
 jcrconstructionservices@gmail.com



ADDRESS

Lake alfred Haines Blvd
 Downtown Street Project
 Haines blvd, lake alfred ,fl

ESTIMATE # 4641

DATE 12/03/2025

ACTIVITY	QUANTITY	RATE	AMOUNT
Material & service:Material & service Sidewalk & Brick Paver Removal and Replacement Concrete Sidewalks: 6,700 sq. ft. Brick Pavers: 5,000 sq. ft. A. Demolition and Removal Remove all existing sidewalks and pavers from sidewalk edge to curb (approx. 3 blocks, both sides). Protect curbs, structures, and utilities. Load and haul debris offsite.	1	38,256.00	38,256.00
Service Remove existing trees.	1	10,257.00	10,257.00
Material & service:Material & service Concrete Sidewalk Installation with Double Brick Borders Install new concrete sidewalks in 10-ft modular sections. Provide double brick border every three sidewalk sections. Concrete to meet City/FDOT strength and finish standards. Brick borders to match City-approved type, color, and pattern.	1	58,600.00	58,600.00
Services Decorative Light Poles — Procurement & Installation Quantity: 21 Units Model: Mel Northey Co. Inc., Model 4072 – Liberty Black Specifications: Height: 12 ft; 3” tubular aluminum Finish: Liberty Black LED 40W light source 120V photocell GFI double receptacle at base Banner bar set included Anchor bolts included Wired for 240V INSTALLATION OF POLES ONLY	16	2,100.00	33,600.00
Overhead	1	41,630.00	41,630.00

ACTIVITY	QUANTITY	RATE	AMOUNT
22% of overhead and profit.			
EXCLUSIONS			
CITY WILL BUY THE TREES. JCR WILL REMOVE THEM.CITY WILL GIVE THE LOCATION OF THE NEW TREES BEFORE START THE JOB.			
CITY WILL BUY THE PLANTERS AND JCR WILL INSTALL THEM FOR A COST OF 1200 PER PLANTERS. THIS COST IS NOT IN THIS ESTIMATE SINCE WE DON'T KNOW HOW MANY PLANTERS WILL BE INSTALLED.			
CITY WILL PROVIDE IRRIGATION FOR THE PLANTERS AND PROVIDE LOCATION OF THE PLANTERS PREVIOUSLY THE START OF THE JOB.			
PERMIT COST IS NOT INCLUDED IN THIS PROJECT OR ANY COST ASSOCIATED WITH PERFORMANCE BOND OR BID BOND.			
IF ANY KIND OF ARCHITECTURAL OR CIVIL DRAWINGS NEEDSS TO BE PROVIDED THE COST WILL BE 2500.00 DOLLARS.			
Services Installing the 16 trees	16	180.00	2,880.00
Service Preparing the trees grates areas for next year installation of the grates. We have to pour concrete flappers where the grates will rest and do the small bases and fill up with Grey granite around the trees. I estimate we may need 10 yards of materials.	16	240.00	3,840.00
Material & service:Material & service 5 yards of Black Canyon Granite 1". note: this is the market price Im not adding any to this price.	5	275.00	1,375.00
Material & service:Material & service Installing the concrete base for the future installation of the grates . Frame it and pour it oil concrete.	16	80.00	1,280.00
Materiales & Installation Additional removal and installation of the pavers in front of Taco Bell restaurants.	1	1,200.00	1,200.00
Services			37,942.00
ITEMIZED COSTS			
Tree Grates			
Locust 36" x 72" Tree Grates (LX36-72 I99TG)			
Quantity: 16 sets			
Unit Cost: \$1,280.00			
Subtotal: \$20,480.00			
Powder Coat Finish			
Standard Powder Coat Finish (PCGR)			
Quantity: 16			
Unit Cost: \$406.00			
Subtotal: \$6,496.00			
Note: Powder coat finish is not recommended for in-ground applications and cannot be warrantied in this condition. Slip resistance is reduced.			

ACTIVITY

QUANTITY

RATE

AMOUNT

Steel Frames
36" x 72" E-Frame for Concrete Embedment (FRE36-72MNH)

Quantity: 16

Unit Cost: \$465.00

Subtotal: \$7,440.00

Includes:

(4) Stainless steel star pin-in bolts per frame

(1) Installation bit per frame

Receiver responsible for replacement if hardware is lost

Freight

Business-to-Business Freight (No Lift Gate)

Cost: \$3,526.00

Loading dock or forklift required. Residential/jobsite delivery or liftgate service will incur additional charges. Unloading and installation are not included.

COST SUMMARY

Description Amount

Tree Grates \$20,480.00

Powder Coating \$6,496.00

Steel Frames \$7,440.00

Freight \$3,526.00

Subtotal \$37,942.00

Sales Tax (0.00%) \$0.00

TOTAL ESTIMATE \$37,942.00

TOTAL

\$230,860.00

Accepted By

Accepted Date