





INTEROFFICE MEMORANDUM

FROM THE OFFICE OF THE
CITY MANAGER

To : The Honorable Mayor and Members of the City Commission

THRU : Robert J. Bradshaw, City Manager 

FROM : Nick Mimms, P.E., Deputy City Manager 

RE : **306 NORTH 16TH STREET**
REQUEST FOR WAIVER – LOT CLEARING & DEMOLITION

DATE : August 4, 2015

The Fort Pierce Redevelopment Agency (FPRA) recently entered into a contract for the sale of the subject property with Albert and Cassandra Birks pursuant to Bid Number 2015-006. The Birks' purchase proposal amounted to \$5,250.00, which was slightly more than the property appraisal value, and the proposed use is consistent with the Fort Pierce Redevelopment Agency plan. A copy of the bid tabulation and FPRA Minutes of January 2015 are attached for your reference.

Unfortunately, during the property disposition process two (2) City of Fort Pierce liens were discovered for lot clearing and demolition activities that must be released prior to final sales transfer. A lot clearing lien in the amount of \$4,590.40 and a demolition lien in the amount of \$14,192.56 are currently levied against the property that is only valued at \$5,000 based upon a recent appraisal. A request for the proposer, who is also the neighbor, to absorb these costs is not feasible and should not be considered.

At this time it is our request to waive the administrative fees, interest, and penalties of the lot clearing lien, and the administrative fees, interest, penalties, and a portion of the demolition costs so that the cumulative total of the liens equals the sale price (\$5,250) of the property. The subsequent purchase price receivable will be used to pay the City of Fort Pierce in order to initiate the required release of lien for the sales transfer. This recommended resolution will amicably resolve this situation by compensating the City of Fort Pierce for property maintenance expenditures, and transferring this residential parcel to the neighbor that will maintain this property at a high standard thereby increasing the aesthetic appearance and sustainability of the neighborhood.

Please review this information, consider the recommendation, and approve the requested waiver at the August 17, 2015 City Commission Meeting. Thank you for your consideration.

Attachments

cc: Director of Administrative Services
Code Compliance Manager

306 N 16th Street Request for Lien Fee Waiver to CC 8-4-15

MINUTES OF A REGULAR MEETING OF THE FORT PIERCE REDEVELOPMENT AGENCY, HELD IN THE CITY HALL COMMISSION CHAMBERS, 100 NORTH U.S. #1, FORT PIERCE, FLORIDA, AT 5:30 P.M. ON TUESDAY, JANUARY 20, 2015.

1. **CALL TO ORDER** - Chairwoman Linda Hudson called the meeting to order at 5:32 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Present: Chairperson Linda Hudson; Commissioner Rufus Alexander; Commissioner Edward Becht; Commissioner Reginald Sessions

Absent: Commissioner Thomas Perona

Staff Present: City Manager Robert Bradshaw
City Attorney Robert Schwerer
City Clerk Linda Cox

Commissioner Thomas Perona arrived at 5:35 p.m.

4. **APPROVAL OF MINUTES**

A. Approval of Minutes from the October 20, 2014 meeting.

Motion was made by Commissioner Edward Becht, seconded by Commissioner Rufus Alexander to approve the Minutes of the Regular Meeting on October 20, 2014.

AYE: Commissioner Rufus Alexander, Commissioner Edward Becht, Commissioner Reginald Sessions, Chairperson Linda Hudson

Other: Commissioner Thomas Perona (ABSENT)

Passed

5. **COMMENTS FROM THE PUBLIC** - none present.

6. **FY2015 1ST QUARTER FINANCIAL REPORT**

Ms. Gloria Johnson, Finance Director, appeared, was available for questions, and reported the 1st Quarter Report - Quarter ending 12/31/2014, as the following:

Beginning available resources: \$0

Tax Increment Funding: \$2,112,163 (County)

Tax Increment Funding: \$1,989,539 (City)

Total Tax Increment Funding: \$4,101,702

Expenditures: \$95,336

Current Event Available Resources: \$4,112,220

Projected Over Resources: \$28,735

Construction funding balance is zero

Commissioner Becht requested that a breakdown of expenses be included in future reports.

7. OLD BUSINESS - none.

8. NEW BUSINESS

A. CRA Advisory Committee Report/Recommendations

Mr. Mimms, Chair Matthews, and Vice-Chair Gibbons appeared, were available for questions, and offered recommendations to move forward with appraisals of property, a land transfer involving Little Jim Bait & Tackle Shop*, and evaluating the economic impact of a thriving, local business in the Fort Pierce community.

*Little Jim Bait & Tackle Shop should be added to the conversation and alerted to the possible transfer.

Motion was made by Commissioner Edward Becht, seconded by Commissioner Rufus Alexander to accept the CRA Advisory Committee's recommendations as presented.

AYE: Commissioner Edward Becht, Commissioner Thomas Perona, Commissioner Reginald Sessions, Commissioner Rufus Alexander, Chairperson Linda Hudson
Passed

B. Resolution 15-01 Appointment/Reappointment to the Community Redevelopment Agency/Agency Committee

Motion was made by Commissioner Edward Becht, seconded by Commissioner Thomas Perona to adopt Resolution 15-01.

AYE: Commissioner Thomas Perona, Commissioner Reginald Sessions, Commissioner Rufus Alexander, Commissioner Edward Becht, Chairperson Linda Hudson
Passed

C. Approval of Sale of Surplus Property located at 306 North 16th Street.

Motion was made by Commissioner Edward Becht, seconded by Commissioner Thomas Perona to proceed with Advertising the Intent to Sell Surplus Property located at 306 North 16th Street.

AYE: Commissioner Reginald Sessions, Commissioner Rufus Alexander, Commissioner Edward Becht, Commissioner Thomas Perona, Chairperson Linda Hudson
Passed

D. Extension of Consultant Agreement with Cardno to December 31, 2016 for the cleanup of the former HD King Power Plant site.

Mr. Mimms reported that Cardno is the consultant on this project with current plans for cleanup to residential standards. There are conceptual plans for a linear park available, however funding has not been identified. The strategic and long term vision requires immediate restoration of the area.

Motion was made by Commissioner Thomas Perona, seconded by Commissioner Rufus Alexander to approve the Extension of Consultant Agreement with Cardno to December 31, 2016 for the cleanup of the former HD King Power Plant site.

AYE: Commissioner Rufus Alexander, Commissioner Edward Becht, Commissioner Thomas Perona, Commissioner Reginald Sessions, Chairperson Linda Hudson
Passed

- E. Approval of Cardno Scope of Services for 2015 Cleanup Activities for the former HD King Power Plant Site.

Mr. Mimms appeared, was available for questions, and gave recommendation to approve the Cardno Scope of Services to restore the area to residential standards.

Motion was made by Commissioner Thomas Perona, seconded by Commissioner Rufus Alexander to approve Cardno Scope of Services for 2015 Cleanup Activities for the former HD King Power Plant site.

AYE: Commissioner Edward Becht, Commissioner Thomas Perona, Commissioner Reginald Sessions, Commissioner Rufus Alexander, Chairperson Linda Hudson
Passed

9. **STAFF COMMENTS**

Mr. Mimms reported that our Tax Credit application is complete and that we are ahead of schedule in the attempt to recover \$500,000 reimbursement for work done in calendar year 2014.

10. **BOARD COMMENTS** - no comments.

11. **ADJOURNMENT**

Chairperson Hudson declared the meeting adjourned at 6:09 p.m.

ATTEST:

CITY CLERK

CHAIRPERSON



MEMORANDUM
from the
PROCUREMENT DEPARTMENT

TO: Nick Mimms, Deputy City Manager

THROUGH: Gelencia Carter, Purchasing Manager *GC*

FROM: Georgia Montgomery, Purchasing Specialist *Georgia Montgomery*

SUBJECT: Bid No. 2015-006 ~Sale of Surplus Property 306 North 16th Street

DATE: December 30, 2014

Attached is the tabulation sheet, and a copy of each bid submittal. The file is available for review in the Procurement Department.

The invitation was sent to 40 vendors. Two (2) vendors requested specifications with (1) responding (50%) plus 0 "No Bid" (50% total response).

Please respond to the Procurement Department for recommendation of award.

Expiration date is February 21, 2015. Commission approval must be completed by this date.

/gm

Attachment



**CITY OF FORT PIERCE
TABULATION OF BIDS**

"Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late."

BID ON:	Sale of Surplus Property 306 North 16th Street
BID NUMBER:	2015-006
DATE:	12/30/14 @ 3:00 PM
RECOMMENDED AWARD:	Pending

RESPONSE
1 of 2 = 50 %
0 "No Bids"
Total = 50 %

BIDDER NAME	BID AMOUNT
Albert R. & Cassandra Birks Fort Pierce, FL	\$5,250.00

COMMISSION MEETINGS ARE HELD THE FIRST AND THIRD MONDAY OF EVERY MONTH. CALL THE PURCHASING DEPARTMENT WEDNESDAY PRIOR TO THE MEETINGS FOR RECOMMENDATION OF AWARD.

<p>City of Fort Pierce 100 North U.S. #1 Fort Pierce, FL 34950</p> <p>MAIL TO: City of Fort Pierce Procurement Dept. P.O. Box 1480 Fort Pierce, FL 34954-1480</p>	<p align="center">INVITATION TO BID</p> <p align="center">and</p> <p align="center">BIDDER ACKNOWLEDGMENT</p>
<p>Contact: Gelencia Carter, (772) 467-3749</p>	<p>Bid No: 2015-006</p>
<p>Mandatory Pre-Bid Conference : N/A</p>	<p>Bid Title: SALE OF SURPLUS PROPERTY 306 NORTH 16TH STREET</p>
<p>Mandatory Pre-Bid Conference Location: N/A</p>	<p>Bid Opening Location: City of Ft. Pierce Procurement Dept. 100 North U.S. #1, 1st Floor Ft. Pierce, Florida 34950</p>
<p>Bid Due Date & Time: 3:00PM, TUESDAY, DECEMBER 30, 2014</p>	<p>If you need any reasonable accommodation for any type of disability in order to participate in this procurement, please contact this department as soon as possible.</p>
<p>Bidder Name: <u>Cassandra Birks</u> <u>Albert R. Birks Jr</u></p> <p>Mailing Address: <u>1510 Ave B</u></p> <p><u>Ft. Pierce, FL 34950</u></p>	<p>I hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.</p> <p><u>Cassandra Birks</u> <u>Albert Rainer Birks Jr</u> Authorized Signature (Mandal)</p>
<p>City, State, Zip Code:</p>	<p>Typed or Printed Name:</p>
<p>Type of Entity (Circle One): Corporation Partnership Proprietorship</p>	<p>Title:</p>
<p>Incorporated in the State of: _____ Year: _____</p>	<p>Delivery in _____ days, ARO</p>
<p>Phone Number: <u>772-466-8778</u></p>	<p>Payment Terms: Net 30 Days</p>
<p>Fax Number:</p>	<p>FEIN or SS Number:</p>
<p>E-Mail Address:</p>	<p>Local Business: <u>Y</u> X N MWBE: <u>Y</u> <u>N</u></p>
<p>Bid Security is attached, when required, in the amount of \$ <u>500.00</u> F.O.B. DESTINATION</p>	<p>If returning as a "No Bid" state reason:</p>
<p align="center">THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR BID</p>	

Bid No. 2015-006



BID RESPONSE FORM



Bid Item	SALE OF SURPLUS PROPERTY – FORT PIERCE REDEVELOPMENT AGENCY PARCEL		
Bid Number	2015-006	Due Date & Time	December 30, 2014; 3:00P.M.

The undersigned, as bidder, does declare that no other persons other than the bidder herein named has any interest in this proposal or in the contract to be taken, and that it is made without any connection with any other person or persons making proposal for the same articles, and it is in all respects fair and without collusion or fraud.

**SALE OF SURPLUS PROPERTY –
FORT PIERCE REDEVELOPMENT AGENCY PARCEL**
Located on 300 Block of North 16th Street
Parcel ID#2409-510-0045-000-4

The undersigned further declares that he has carefully examined the specifications and is thoroughly familiar with their provisions and penalties.

Purchase Price (Dollars) \$ 5250.00

Written Purchase Price: Five thousand two hundred fifty dollars

Contact Information of person or firm concerning the bid

Signature: Albert R. Birks Jr + Cassandra Birks Firm: N/A
 Name: Albert R. Birks Jr + Cassandra Birks Address: 1510 Ave B
 Title: _____ City: Ft. Pierce, FL 34950
 Telephone Number: 772-466-8728 Alternative Number: 772-370-2336
 Email: ~~galt77~~

This Form Must Be Returned With Proposal

ADDENDUM

Borrower:	File No.: 14-71760
Property Address: 306 North 16th Street	Case No.:
City: Ft. Pierce	State: FL Zip: 34950
Lender: City of Fort Pierce	

Purpose

The purpose of the appraisal is to develop an opinion of market value of the subject property as defined in this report (see limiting conditions attached for definition), as of effective date of this appraisal November 14, 2014

Intended Use

This report was prepared for our client, City of Fort Pierce. The intended use of this appraisal is to assist the client mentioned in this report in evaluation of the subject property for internal purposes. The scope of work performed is specific to the needs of the intended user and the intended use. No other use is intended and the scope of work may not be appropriate for other use.

Scope

This is a complete appraisal written in an appraisal report format.

Bryan A. Neill inspected the subject property on the effective date of this appraisal November 14, 2014.

Bryan A. Neill inspected the location of the comparable sales where possible.

Market research included, but was not limited to contacting local real estate brokers, St. Lucie County Property Appraiser's office (via website), local contractors, researching appraiser's files, and consulting the Multiple Listing Service.

Conditions of Appraisal

As per USPAP guidelines, this report is an "appraisal report format".

1. Personal property is not included in our valuation.
2. Third party information is verified and contained in our office files.

Statement of Limiting Conditions and Appraisers Certification

I certify that, to the best of my knowledge and belief, the reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

I certify that the use of this report is subject to the requirements of the Appraisal Institute relating to the review by its duly authorized representatives.

The use of this report is subject to the requirements of the State of Florida relating to the review by the Florida Real Estate Appraisal Board.

As of the date of this report, Harry D. Gray, MAI, SRA had completed the requirements under the continuing education program of the Appraisal Institute.

Callaway & Price, Inc. has not performed any services regarding the Subject Property in the last three years.

Legal Description

KILLER'S S/D BLK B LOT 21 (OR 2868-1582)

Comments on Sales Comparison

All of the comparables are located within the Subject neighborhood, or very similar neighborhoods within close proximity to the Subject. Comparable sales data is very limited in this market, however, the best available sales have been used. We have made the appropriate abstracted adjustments to each of the comparables where necessary and have examined the whole adjusted lot sales price.

Comparable 1 required no adjustments and has a price per square foot indication of \$0.64 per square foot.

Comparables 2 and 3 warranted a size adjustments which was estimated at \$0.20 per square foot base on the sales available.

Conclusion

The comparables indicated an adjusted range from \$0.64 to \$0.73 per square foot with an average of \$0.67 per square foot. In addition, we have considered the price per lot range of the comparables at \$4,500 to \$7,250 per lot with the comparables bracketing the Subject Property. All of the comparables have been given consideration in our reconciliation.

After considering all of the data, it is in our opinion that the Fee Simple Market Value of the Subject Property as of

ADDENDUM

Borrower:	File No.: 14-71780	
Property Address: 306 North 16th Street	Case No.:	
City: Ft. Pierce	State: FL	Zip: 34950
Lender: City of Fort Pierce		

November 14, 2014 is best recognized at \$5,000. This conclusion equates to \$0.65 per square foot and is within the range of the comparables.

Albert R. Binko Jr
Cassandra Binko

CITY OF FORT PIERCE BIDDER'S CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline, it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

Check "Yes" or "No" to each of the following:

	YES	NO
Is Invitation to Bid cover page (page 1) completed, signed and attached?	<u>X</u>	_____
Is Bid Response Form completed, signed and attached?	<u>X</u>	_____
Are three (3) complete bid packages included (one original and two copies)?	<u>X</u>	_____
Is each Bid Addendum (when issued) signed and included?	<u>X</u>	_____

PLEASE SIGN AND RETURN WITH BID

Albert H. Biles Jr.
Cassandra Biles

<p>City of Fort Pierce 100 North U.S. #1 Fort Pierce, FL 34950</p> <p>MAIL TO: City of Fort Pierce Procurement Dept. P.O. Box 1480 Fort Pierce, FL 34954-1480</p>	<p>INVITATION TO BID</p> <p>and</p> <p>BIDDER ACKNOWLEDGMENT</p>
<p>Contact: Gelencia Carter, (772) 467-3749</p>	<p>Bid No: 2015-006</p>
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<p>Bidder Name: <u>Cassandra Birks</u> <u>Albert R. Birks Jr</u></p> <p>Mailing Address: <u>151A Ave B</u> <u>Ft. Pierce, FL 34950</u></p>	<p>I hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.</p> <p><i>Cassandra Birks</i> x <i>Albert R. Birks Jr</i> Authorized Signature (Mandal)</p>
<p>City, State, Zip Code:</p>	<p>Typed or Printed Name:</p>
<p>Type of Entity (Circle One): Corporation Partnership Proprietorship</p>	<p>Title:</p>
<p>Incorporated in the State of: Year:</p>	<p>Delivery in _____ days, ARO</p>
<p>Phone Number: <u>772-466-8778</u></p>	<p>Payment Terms: Net 30 Days</p>
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Bid No. 2015-006



BID RESPONSE FORM



Bid Item	SALE OF SURPLUS PROPERTY – FORT PIERCE REDEVELOPMENT AGENCY PARCEL		
Bid Number	2015-006	Due Date & Time	December 30, 2014; 3:00P.M.

The undersigned, as bidder, does declare that no other persons other than the bidder herein named has any interest in this proposal or in the contract to be taken, and that it is made without any connection with any other person or persons making proposal for the same articles, and it is in all respects fair and without collusion or fraud.

**SALE OF SURPLUS PROPERTY –
FORT PIERCE REDEVELOPMENT AGENCY PARCEL**
Located on 300 Block of North 16th Street
Parcel ID#2409-510-0045-000-4

The undersigned further declares that he has carefully examined the specifications and is thoroughly familiar with their provisions and penalties.

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Lender: City of Fort Pierce	Zip: 34950

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Albert R. Bink⁶ Jr
Cassandra Bink²

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Is each Bid Addendum (when issued) signed and included?	<u>X</u>	_____

PLEASE SIGN AND RETURN WITH BID

Albert H. Biles Jr.
Cassandra Biles