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## **MEETING NOTICE**

**WELCOME! We are very glad you have joined us for today's meeting. If you are not on the agenda and would like to speak at the meeting and address the Board, please fill out an appearance form and hand it to the Board Secretary. When you are recognized, state your full name, address, and speak directly into the microphone. The Board is pleased to hear relevant comments; however a 5-minute limit is set by City Code. Large groups are asked to name a spokesperson. Robert's Rules of Order governs the conduct of the meeting.**

A meeting of the Community Redevelopment Agency Advisory Board will be held Thursday, May 24, 2018 at 3:00 p.m., City Hall, Sixth Floor Manatee A & B Conference Room, 400 South Orange Avenue, Orlando, Florida.

## **AGENDA**

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes - Approval of April 25, 2018
4. Parramore Update – Walter Hawkins, Director of Urban Development
5. Public Comment
6. New Business
  - a. Agreement with Mydatt Services Inc., d/b/a Block by Block for Ambassador Services – Thomas C. Chatmon Jr., Executive Director
  - b. Parramore Oaks-Second Amendment to Purchase and Sale Agreement (Phase 1) and Third Amendment to Development Agreement– David Barilla Assistant Director – David Barilla, Assistant Director
7. Date of Next Meeting – June 27, 2018 at 3:00 PM, in Manatee A & B Conference Room
8. Adjournment

Persons wishing to appeal any decision made with respect to any matter considered at the Community Redevelopment Agency Advisory Board meeting, will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 24 hours in advance of the meeting at 407-246-2251

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Downtown Development Board/Community Redevelopment Agency  
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## **MEMORANDUM**

**TO:** Wendy Connor, Chair  
Bill Lambert Vice Chair  
Jamie Barati  
Doug Taylor  
Eugene Jones  
Terry Delahunty  
Commissioner Victoria Siplin

**FROM:** Thomas C. Chatmon Jr., Executive Director of the Downtown Development Board/Community Redevelopment Agency

**DATE:** May 24, 2018

**SUBJECT:** Agenda items to be considered at the Community Redevelopment Agency Advisory Board Meeting for Thursday, May 24, 2018.

### **Approval of Minutes:**

Staff will be available to answer any questions prior to Board consideration of approving the minutes of the April 25, 2018 Community Redevelopment Agency Advisory Board Meeting.

**Parramore Update:** Walter Hawkins, Director of Urban Development

### **Public Comment:**

### **New Business:**

- a. **Agreement with Mydatt Services, Inc., d/b/a Block by Block for Ambassador Services– Thomas Chatmon Jr., Executive Director** - Ambassador programs are used throughout the country to promote hospitality and provide additional community policing. Staff is receiving increasing feedback from businesses and stakeholders expressing concerns related to downtown and feels a pilot ambassador program will help to identify, assess, prioritize and respond to these concerns. Ambassadors interact with visitors, businesses, and residents with the long term goal and strategy of promoting positive downtown experiences by providing enhanced hospitality and security through the presence of additional organized and dedicated downtown representatives.

The DTOutlook specifically includes the CRA’s implementation of Downtown “Clean and Safe” programming, including a Downtown Ambassador program as a way to make the Downtown experience easier and more satisfying. The program will also help improve the perception of lack of safety noted in the DTOutlook through the use of this community policing innovation.

Other jurisdictions throughout the state have procured similar ambassador services to address similar downtown issues. CRA staff has reviewed ambassador programs in many of these jurisdictions and identified Mydatt Services Inc., d/b/a Block by Block's services under its contract with the City of Miami as providing similar services to those currently desired. Both the City of Coral Gables and the Hollywood CRA have also used the City of Miami's contract with Block by Block as a basis for their ambassador programs. CRA staff is seeking approval to enter into a contract with Block by Block for ambassador services similar to those of the City of Miami. A proposed draft contract is attached.

The proposed contract with Block by Block for downtown ambassador services is for an initial term of two years in an annual estimated amount of \$725,000. The scope of work provides for ambassadors to circulate throughout the Downtown Community Redevelopment Area pursuant to a deployment schedule set by CRA staff providing safety, hospitality, and other ambassador related services as outlined in the scope of work. The deployment schedule can be adjusted to accommodate special events, holidays, inclement weather and other circumstances. The CRA staff will have daily interaction with an on-site Operations Manager provided by Block by Block who oversees the entire Ambassador Program.

Staff recommends that the Advisory Board recommend to the CRA that it authorize the City's Chief Procurement Officer to enter into an agreement with Mydatt Services Inc., d/b/a Block by Block as set forth above, subject to review and approval by the City Attorney's Office.

- b. **Parramore Oaks-Second Amendment to Purchase and Sale Agreement (Phase 1) and Third Amendment to Development Agreement– David Barilla Assistant Director** In December, 2016, the CRA entered into Purchase and Sale Agreements (Phase 1 and Phase 2) and a Development Agreement with InVictus Development, LLC (InVictus) for its purchase and development of the Parramore Oaks project on property currently owned by the City and CRA. As InVictus was successful in obtaining 9 % Low Income Housing Tax Credits (LIHTC) through the Florida Housing Finance Corporation (FHFC) for Phase I of the Project, construction of the first 120 units is anticipated to commence in 2018.

The initial Development Agreement contemplated the provision of up to \$648,000 in an affordable housing incentive for Phase I of the Project. This Third Amendment to Development Agreement provides for an additional \$500,000 in an affordable housing incentive for Phase I of the Project to address a portion of the funding gap created by the sharp increase in construction costs, decrease in equity pricing, and rising interest rates since its initial approval of financing through FHFC's 9% LIHTC program. Total CRA funding for Phase I equates to \$1,148,000/\$9,567 per unit and is consistent with InVictus's initial RFP submittal. The Second Amendment to Purchase and Sale Agreement for Phase One further clarifies closing conditions related to the incentive.

Staff recommends that the CRA Advisory Board recommend to the CRA that it approve the Second Amendment to Purchase and Sale Agreement (Phase 1) between the City of Orlando, the Community Redevelopment Agency and InVictus Development, LLC and the Third Amendment to Development Agreement between the City of Orlando, the Community Redevelopment Agency, and Parramore Oaks, LLC, as permitted assignee of InVictus Development, LLC, subject to review and

approval of the City Attorney's Office, and authorize the Chair and Executive Director to execute the Agreement Amendments.

**Date of Next Meeting:** The next CRA Advisory Board meeting will be held June 27, 2018 at 3:00 pm in Manatee A & B Conference Room.

**Adjournment**