



AB

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 Wednesday, August 22, 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. Election of Officers
4. Approval of Minutes
 - a. July 25, 2018 – Community Redevelopment Agency Advisory Board Meeting
 - b. August 15, 2018 – DDB/CRAAB Budget Workshop Meeting
5. Public Comment
6. New Business
 - a. 2018-2019 Proposed Budget and Resolution - Tiffany Stephens, Fiscal Manager
 - b. 2018-2019 DDB/CRA Cost Share Agreement - Tiffany Stephens, Fiscal Manager
 - c. 2018-2019 City Services Agreement - Tiffany Stephens, Fiscal Manager
 - d. 2018-2019 Seniors First – Senior Tran Funding Agreement - Tiffany Stephens, Fiscal Manager
 - e. Downtown Orlando Inc., (DOP) Funding Agreement - Tiffany Stephens, Fiscal Manager
 - f. 2018-2019 Homeless Outreach Funding Agreement - Tiffany Stephens, Fiscal Manager
7. Date of Next Meeting – September 26, 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



MEMORANDUM

TO: Wendy Connor, Chair
Bill Lambert Vice Chair
Jamie Barati
Monica McCown
Eugene Jones
Terry Delahunty
Commissioner Victoria Siplin

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

DATE: August 22, 2018

SUBJECT: Agenda items to be considered at the Community Redevelopment Agency Advisory Board Meeting for Wednesday, August 22, 2018.

Approval of Minutes:

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

Election of Officers

Public Comment:

New Business:

- a. **2018-2019 Proposed Budget and Resolution - Tiffany Stephens, Fiscal Manager -** Staff is requesting that the CRA Advisory Board recommend to the CRA approval of the attached FY 2018-2019 Community Redevelopment Agency Budget, adoption of the Resolution, and authorization for the Chair and Executive Director to execute the Resolution.
- b. **2018-2019 DDB/CRA Cost Share Agreement- Tiffany Stephens, Fiscal Manager-** The Cost Share Agreement between the CRA and DDB outlines the terms under which the DDB and CRA will share administrative costs for FY 2018-2019. Staff is requesting approval of the attached Cost Share Agreement for FY 2018-2019 between the Downtown Development Board and the Community Redevelopment Agency and authorization for the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office.

- c. **2018-2019 City Services Agreement- Tiffany Stephens, Fiscal Manager-** The City Services Agreement outlines the terms under which the City will provide administrative and professional support to the CRA in its implementation of the Community Redevelopment Plan. Staff is requesting that the CRA Advisory Board recommend to the CRA approval of the attached City Services Agreement for FY 2018-2019 between the City of Orlando and the Community Redevelopment Agency, and authorize the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office.
- d. **2018-2019 Seniors First – Senior Tran Funding Agreement- Tiffany Stephens, Fiscal Manager-** Our annual agreement between Seniors First, Inc. and the Community Redevelopment Agency to provide a senior transportation service to residents of 12 downtown senior housing complexes. This FY 2018-2019 agreement includes an increase of \$0.90 per unit hour, resulting in a \$1,015.73 increase in funding from last fiscal year. Staff is requesting the CRA approval of the agreement for a period of October 1, 2018 to September 30, 2019 for up to a total amount of \$46,861.78. Subject to review and approval by the City Attorney's Office and authorization of execution of the Agreement by the Chair and the Executive Director.
- e. **Downtown Orlando Inc., (DOP) Funding Agreement- Tiffany Stephens, Fiscal Manager-** The Downtown Orlando Inc. (Downtown Orlando Partnership) is a 501c(6) founded in 1961 and comprised of more than 200 corporate members. Their mission is to enhance business and community relationships through collaborative events and initiatives. The agreement between the CRA and DOP provides funding to the DOP for activities related to the support and enhancement of downtown businesses and DOP's assistance in meeting the CRA Redevelopment Plan goals. DOP's annual events include Golden Brick Awards, State of Downtown, Lunch and Learn series, Artful Networking, and the Downtown Food Tours. The funding agreement proposed between the CRA and DOP includes benchmarks for DOP to meet including their commitment to host at least 10 Third Thursday partnership events per year, host events related to its strategic priorities (Art, Sports & Entertainment, Technology, Lodging & Dining, Real Estate & Development, and Quality of Life), work with the CRA to assist the Downtown Information Center welcome new businesses downtown, partner with the CRA in its implementation of the Redevelopment Plan with clean-up/beautification initiatives, as well as offer affordable and/or sponsored membership opportunities for Parramore businesses. Staff is requesting that the CRA Advisory Board recommend to the CRA that it approve the funding agreement between the CRA and Downtown Orlando, Inc. in the amount of \$25,000 for the FY 2018-2019, authorizing the execution of the Agreement by the Chair and the Executive Director. Subject to review and approval by the City Attorney's Office.
- f. **2018-2019 Homeless Outreach Funding Agreement – Tiffany Stephens, Fiscal Manager -** As stated in the Downtown Outlook Plan, the CRA may support and fund outreach programs to assist homeless persons. For the last few years, under an agreement with the CRA and other entities, the Health Care Center for the Homeless, Inc. (HCCH), has

been providing outreach services within the Downtown CRA. The CRA desires to partner with this agency again in order to retain the services of the two homeless outreach specialists currently serving the Downtown CRA. The total estimated cost for outreach services is \$106,110, the agreement for October 1, 2018 to September 30, 2019 would have the CRA contributing \$61,050 and the Homeless Services Network contributing \$35,000; HCCH would cover all remaining costs. The HCCH will supervise the activities of the homeless outreach specialists and provide quarterly progress and summary reports to the CRA and HSN. Staff is requesting that the CRA Advisory Board recommend to the CRA that it approve the Homeless Outreach Funding Agreement, subject to review and approval of the City Attorney's Office, and authorize execution of the agreement by the Chair and Executive Director.

Date of Next Meeting: The next CRA Advisory Board meeting will be held September 26, 2018 at 3:00 pm in the Manatee A & B Conference Room.

Adjournment