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The regular meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, August 22, 2018 at City Hall, 400 South Orange Avenue, City Hall, Sixth Floor, Manatee A & B Conference Room, 400 South Orange Avenue, Orlando, Florida. Chair Wendy Connor called the meeting to order at 3:47 p.m. noting a quorum was present.

MEMBERS PRESENT: Wendy Connor, Chair
Bill Lambert, Vice Chair
Jamie Barati
Monica McCown

MEMBERS ABSENT: Eugene Jones
Commissioner Victoria Siplin

STAFF PRESENT: Thomas Chatmon Jr., Executive Director
Walter Hawkins, Director of Urban Development
David Barilla, Assistant Director
Christel Brooks, Administrative Specialist
Ashley Edwards, Board Secretary
Kimberley Allonce, Economic Development Coordinator III
Analys Sanchez, Interactive Media Coordinator
Mercedes Blanca, Project Manager
Dominique Greco, Project Manager
Tiffany Stephens, Fiscal Manager
Thuy Nguyen, Accountant II
Jason Wojkiewicz, Budget Analyst
Mary-Stewart Droege, Project Manager
Robert Fish, Downtown Facility Supervisor
Stacey Adams, Assistant Attorney II

Election of Officers: A motion was made by Jamie Barati and seconded by Monica McCown to elect Wendy Connor as Board Chair, Bill Lambert as Vice Chair, and Ashley Edwards as Board Secretary, the motion carried unanimously.

Approval of Minutes

- a. **July 25 2018 CRA Advisory Board Meeting** - A motion was made by Monica McCown and seconded by Terry Delahunty to approve the minutes of the July 25, 2018 Community Redevelopment Agency Advisory Board Meeting Minutes. The motion carried unanimously.

- b. **August 15, 2018 CRA Advisory Board Budget Workshop Meeting Minutes** – A motion was made by Jamie Barati and seconded by Monica McCown to approve the minutes of the August 15, 2018 CRA Advisory Board Budget Workshop meeting minutes. The motion carried unanimously.

New Business:

- a. **2018-2019 Proposed Budget and Resolution – Tiffany Stephens, Fiscal Manger** - 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.

A motion was made by Bill Lambert and seconded by Monica McCown to recommend to the CRA approval of the attached FY 2018-2019 Community Redevelopment Agency Budget, adoption of the Resolution, and authorize for the Chair and Executive Director to execute the Resolution. The motion carried unanimously.

- 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.

A motion was made by Jamie Barati and seconded by Monica McCown to approve the attached Cost Share Agreement for FY 2018-2019 between the Downtown Development Board and the Community Redevelopment Agency and authorize for the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

- 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.

A motion was made by Bill Lambert and seconded by Monica McCown to 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. The motion carried unanimously.

- d. **2018-2019 Seniors First, Inc. 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 approve 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 authorize execution of the Agreement by the Chair and the Executive Director.

A motion was made by Terry Delahunty and seconded by Jamie Barati to approve 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 authorize execution of the Agreement by the Chair and the Executive Director. The motion carried unanimously.

- e. **2018-2019 Downtown Orlando Partnership, Inc. 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.

A motion was made by Terry Delahunty and seconded by Monica McCown to 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. The motion carried unanimously.

- 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 with 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.

A motion was made by Jamie Barati and seconded by Monica McCown to Board recommend to the CRA that it approve the Homeless Outreach Funding Agreement, subject to review and

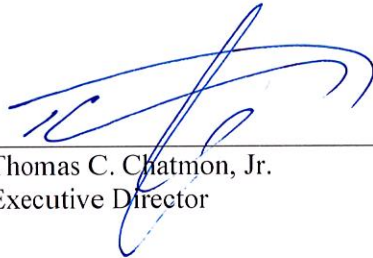
approval of the City Attorney's Office, and authorize execution of the agreement by the Chair and Executive Director. The motion carried unanimously.

Next Meeting


The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, September 26, 2018 at 3:00 p.m., at City Hall, Manatee A & B Conference Room, on the Sixth Floor.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Wendy Connor adjourned the meeting at 3:53 p.m.



Thomas C. Chatmon, Jr.
Executive Director



Ashley Edwards
Board Secretary