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The regular meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, October 31, 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 3:58 p.m. noting a quorum was present.

MEMBERS PRESENT: Wendy Connor, Chair
Bill Lambert, Vice Chair
Jamie Barati
Monica McCown
Terry Delahunty
Commissioner Victoria Siplin

MEMBERS ABSENT: Eugene Jones

STAFF PRESENT: Thomas C. Chatmon Jr, Executive Director
Walter Hawkins, Director of Urban Development
Christel Brooks, Administrative Specialist
Ashley Edwards, Board Secretary
Tiffany Stephens, Fiscal Manager
Mercedes Blanca, Project Manager
Dominique Greco, DDB/CRA Project Manager
Kimberley Allonce, Economic Development Coordinator III
Analys Sanchez, Interactive Media Coordinator
Rose Vignetti-Garlick, Downtown Information Center Manager
Stacey Adams, Assistant City Attorney II
Christopher McCullion, Chief Financial Officer

Approval of Minutes

- a. A motion was made by Victoria Siplin and seconded by Terry Delahunty to rescind the approval of the amended minutes of the August 22, 2018 CRA Advisory Board meeting. The motion carried unanimously.

- b. A motion was made by Terry Delahunty and seconded by Victoria Siplin to approve the August 22, 2018 meeting minutes of the CRA Advisory Board meeting. The motion carried unanimously.
- c. A motion was made by Monica McCown and seconded by Terry Delahunty to approve the September 26, 2018 CRA Advisory Board meeting minutes. The motion carried unanimously.

Parramore Update:

Walter Hawkins, Director of Urban Development gave an update on the recent and upcoming events in Parramore. The Board thanked Mr. Hawkins for his presentation.

Public Comment:

Johnathan Blount commended the Board on the success of the two day Immerse event. Mr. Blount also expressed his appreciation to the Board and staff on their continued efforts to address homelessness in downtown. The Board thanked Mr. Blount for his input.

New Business:

- a. **Vehicular Wayfinding** – Mercedes Blanca, Project Manager, explained to the Board that the CRA implemented its current system of teal vehicular wayfinding signs in 2010 in coordination with the opening of Amway Center. Since 2010, several additional destinations have been added or are underway. In addition, City and CRA staff have done an inventory of the current sign system and have observed that many signs are missing or are in poor condition including missing sign blades, and faded and peeling sign blades due to the Central Florida weather. As a result, CRA staff is recommending refreshing and enhancing the current vehicular wayfinding system. This will include replacing all missing signs, adding signs leading to new developments as needed, and switching out all signs blades in the current wayfinding system to match the current City branding standards (i.e. color, font, and logo). These updates will make the downtown signs consistent with the new vehicular wayfinding signs recently installed in the Loch Haven area. The Greater Orlando Aviation Authority (GOAA), through a competitive solicitation process, selected AC Signs, LLC as its continuing signage construction services contractor. The City used the GOAA contract previously for the purchase of wayfinding signs at Loch Haven Park. CRA staff requests the use of the GOAA contract for the purchase of the vehicular wayfinding signs.

Staff requested that the CRA Advisory Board recommend to the CRA that it authorize the Chief Procurement Officer to enter into a contract with AC Signs, LLC of Orlando, Florida, based upon the attached scope and the GOAA contract, for the purchase of wayfinding signs and sign blades, and installation services in the estimated amount of \$282,186.60, subject to review and approval by the City Attorney's Office.

A motion was made by Victoria Siplin and seconded by Terry Delahunty to recommend to the CRA that it authorize the Chief Procurement Officer to enter into a contract with AC Signs, LLC of Orlando, Florida, based upon the attached scope and the GOAA contract, for the purchase of wayfinding signs and sign blades, and installation services in the estimated amount of \$282,186.60, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

- b. **Carver Park MOU** - Thomas C. Chatmon Jr., Executive Director informed the Board that the Orlando Housing Authority (OHA) received a HOPE VI grant from the U.S. Department of Housing and Urban Development (HUD), to facilitate the Carver Park redevelopment project (Project) with both affordable rental units and affordable homeownership units. The OHA was successful in completing portions of the Project including the Villas at Carver Park, a 64 unit senior living development and The Landings at Carver Park, a 56 unit affordable housing community. Due to unforeseen economic conditions, the OHA was not able to complete the construction the homeownership portion of the Project. To enhance the CRA's effort to increase owner-occupancy of homes in the Parramore area, the CRA, the OHA, and HUD are desirous of working together to complete a portion the homeownership phase of the HOPE VI commitment to provide homeownership units within the Downtown Orlando Community Redevelopment Area (Area). The OHA and the CRA desire to work collaboratively to complete 42 units of the homeownership phase of the HOPE VI commitment. This memorandum of understanding (MOU) sets forth the general parameters for the CRA and OHA to use in working towards a formal agreement of the parties for the construction and development of the remaining 41 homeownership units (one model home has already been constructed by OHA) of the Project located within the Area.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the Memorandum of Understanding with the Orlando Housing Authority, subject to review and approval of the City Attorney's Office, and authorize the Executive Director to execute the MOU.

A motion was made by Terry Delahunty and seconded by Monica McCown to recommend to the CRA that it approve the Memorandum of Understanding with the Orlando Housing Authority, subject to review and approval of the City Attorney's Office, and authorize the Executive Director to execute the MOU. The motion carried unanimously.

- c. **HSN Agreement Amendment** – Thomas C. Chatmon Jr., explained to the Board that since January of 2016, the Homeless Services Network of Central Florida, Inc. (HSN) has been implementing the CRA's Downtown Relocation Assistance Program (Program) through the Downtown Relocation Assistance Program Implementation Agreement (Agreement) with the CRA. The Program and Agreement both contemplate assisting chronically homeless individuals within the Downtown Community Redevelopment Area in obtaining permanent supportive housing. The Agreement was amended once in April of 2016 to refine the definition

of chronically homeless to better meet the CRA's goals with the Program. This proposed second amendment (Amendment) extends the original term through September 30, 2021, aligning the term with the CRA's fiscal year and providing one (1) additional fiscal year of funding and allows for two (2) 3-year renewal terms with a maximum annual funding amount of \$500,000. It also provides for the funds to implement the program to be provided to HSN in advance on a quarterly basis in lieu of monthly payments in arrears as originally provided for in the Agreement.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve Amendment Two to the Downtown Relocation Assistance Program Implementation Agreement, authorize the Chairman and Executive Director to execute Amendment Two, and authorize the City's Chief Procurement Officer, as CRA's agent, to enter into subsequent renewals as provided in the amendment in the estimated annual amount of \$500,000, subject to review and approval by the City Attorney's Office.

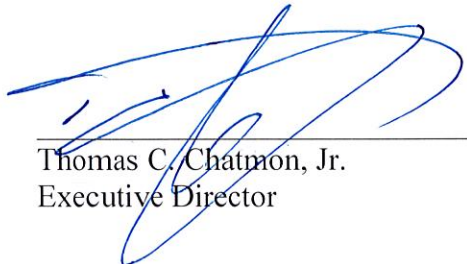
A motion was made by Bill Lambert and seconded by Monica McCown to recommend to the CRA that it approve Amendment Two to the Downtown Relocation Assistance Program Implementation Agreement, authorize the Chairman and Executive Director to execute Amendment Two, and authorize the City's Chief Procurement Officer, as CRA's agent, to enter into subsequent renewals as provided in the amendment in the estimated annual amount of \$500,000, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

Next Meeting

The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Thursday November 28, 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 4:37 p.m.



Thomas C. Chatmon, Jr.
Executive Director



Ashley Edwards
Board Secretary