A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, February 12, 2020 at City Hall, 400 South Orange Avenue, City Hall, Second floor, Veterans Conference Room, 400 South Orange Avenue, Orlando, Florida. Chair Bill Lambert called the meeting to order at 3:27 p.m. noting a quorum was present.

MEMBERS PRESENT: Bill Lambert, Chair
                Jamie Barati, Vice Chair
                Monica McCown
                Eugene Jones
                Doug Taylor
                Commissioner Victoria Siplin

MEMBER ABSENT: Wendy Connor

STAFF PRESENT: Thomas C. Chatmon Jr, Executive Director
                David Barilla, Assistant Director
                Walter Hawkins, Director of Urban Development
                Christel Brooks, Administrative Specialist
                Ashley Edwards, Board Secretary
                Kelly Allen, Marketing and Communications Manager
                Rose Vignetti-Garlick, Downtown Information Center Manager
                Stacey Adams, Assistant City Attorney
                Tiffany Stephens, Fiscal Manager
                Kimberley Allonce, Economic Development Coordinator III
                Dominique Greco, Project Manager
                Mary-Stewart Droge, Project Manager
                Mark Rendini, Downtown Ambassador Program Operations Manager

Approval of Minutes - A motion was made by Doug Taylor and seconded by Victoria Siplin to approve the minutes of the January 22, 2020 CRA Advisory Board meeting. The motion carried 6-0.

Downtown Bike Gap Study: Ian Sikonia, Planner gave an update on the downtown active transportation projects. The Board thanked Mr. Sikonia for his presentation.
Public Comment: Ms. Lawanna Gelzer expressed her concerns regarding the expenditure of funds to Amelia Court and Baptist Terrace. The Board thanked Ms. Gelzer for her input.

New Business:

a. **Baptist Terrace** – David Barilla, Assistant Director explained that Baptist Terrace is a housing community located at 414 E. Pine Street consisting of 197 affordable rental apartments for occupants age 62 and over. It was built in 1969 and financed using a HUD 202 Loan which established affordability and age restrictions which remain in place into 2021. Upon maturity of the current financing, the property will no longer be subject to restriction on rental rates or on tenant incomes. However, Orlando Neighborhood Improvement Corporation, Inc. (ONIC) is under contract with the Baptist Terrace property owner, First Baptist Housing, Inc., to purchase the property, and both entities are committed to maintaining affordable and stable housing for the current and future senior residents of the property. ONIC intends to renovate all 197 units and obtain permanent financing, low income housing tax credits from the state, as well as HUD project based vouchers to ensure long term affordability and minimal displacement of residents. As part of these arrangements, affordability restrictions will be extended for a term of at least 20 years. ONIC’s overall investment in the acquisition and renovation exceeds 38 million dollars. The goals established in the DTOutlook, the CRA’s Downtown Orlando Community Redevelopment Area Plan, include improving the variety of housing options, providing affordable housing, and ensuring long term affordability. The proposed Agreement provides $1,000,000 in CRA funding to be provided at closing to be used by ONIC in renovating the 197 apartments in the existing facility and maintaining them as affordable housing for seniors for a period of at least 20 years.

A Board discussion ensued regarding the allocation of funds, affordability and the process of monitoring the expenditure of funds.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the Agreement with Orlando Neighborhood Improvement Corporation, Inc., subject to review and approval by the City Attorney’s Office, and authorize the Chairman and Executive Director to execute the Agreement.

A motion was made by Eugene Jones and seconded by Monica McCown to recommend to the CRA that approve the Agreement with Orlando Neighborhood Improvement Corporation, Inc., subject to review and approval by the City Attorney’s Office, and authorize the Chairman and Executive Director to execute the Agreement. The motion carried unanimously.

b. **Downtown Garage Signage** – Mercedes Blanca, Project Manager explained that in an effort to achieve its DTOutlook goal of making downtown travel and parking intuitive and easy, CRA staff has partnered with the City of Orlando’s Parking Division to move forward in obtaining lit signs on downtown parking garages to make it easier for motorists and others to locate them. The need for this improved wayfinding is highlighted in both the DTOutlook and the RHI Sociable
City Plan. In addition, these signs will complement other wayfinding projects in the downtown area and will meet the new signage branding standards that are being developed by the City’s Communication Department which will create more uniformity across city signage.

The parking garages that staff proposes adding the signage to include the Jefferson St. Garage (62 W. Jefferson St.), Amelia St. Garage (355 Alexander Place), Library Garage (112 E. Central Blvd.), 55W Garage (60 W. Pine St.), and Central Blvd. Garage (55 W. Central Blvd.). The Administration Garage previously had signs added to it to test their visibility.

GOAA, through a competitive solicitation process, selected AC Signs, LLC as its continuing signage construction services contractor. The CRA and City have previously used the GOAA contract for the purchase of wayfinding signs in downtown Orlando and Loch Haven Park, respectively. CRA staff is requesting to utilize the GOAA Continuing Signage Construction Services Agreement dated May 15, 2019 with AC Signs, LLC of Orlando, Florida for the purchase and installation of vehicular wayfinding signs in the estimated amount of $104,325.00. This cost will be split evenly between the CRA and the Parking Division.

The City does not utilize other agencies’ contracts when there are opportunities for City-certified M/WBE firms to participate. The M/WBE office has reviewed the GOAA agreement for special sign fabrication and installation with AC Signs, LLC and has determined that there were no City-certified M/WBE firms that are able to provide the subject goods or services.

Staff requested that the CRA Advisory Board recommended to the CRA that it authorize the Chief Procurement Officer to enter into a contract with AC Signs, LLC, based upon the attached documents, for the purchase and installation of garage signage in the estimated amount of $104,325.00, subject to review and approval by the City Attorney’s Office.

A motion was made by Doug Taylor and seconded by Jamie Barati to recommended to the CRA that it authorize the Chief Procurement Officer to enter into a contract with AC Signs, LLC, based upon the attached documents, for the purchase and installation of garage signage in the estimated amount of $104,325.00, subject to review and approval by the City Attorney’s Office. The motion carried unanimously.

c. **Amelia Court Phase II Funding Agreement** – Thomas C. Chatmon, Jr., Executive Director explained that Amelia Court Phase II is a multi-family residential complex containing 105 units of affordable housing within Creative Village. Amelia Court at Creative Village-Phase II Partners, Ltd., (Amelia Court) under RFA#2018-112, applied to, and was awarded, low income housing tax credits from the Florida Housing Finance Corporation. Through the City’s established process for granting local government preferences, Amelia Court received the award of the City’s local government preference for RFA#2018-112.
The goals established in the DTOoutlook, the CRA's Downtown Orlando Community Redevelopment Area Plan, include improving the variety of housing options, providing affordable housing, and ensuring long term affordability. The proposed Agreement provides $625,750 in CRA funding, the amount of the local government preference, to be provided to Amelia Court following completion of construction of the Project in exchange for Amelia Court operating and maintaining the Project as affordable in accordance with the terms of the Agreement.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the Agreement with Amelia Court at Creative Village-Phase II Partners, Ltd., subject to review and approval by the City Attorney's Office, and authorize the Chairman and Executive Director to execute the Agreement.

A motion was made by Monica McCown and seconded by Jamie Barati to recommend to the CRA that it approve the Agreement with Amelia Court at Creative Village-Phase II Partners, Ltd., subject to review and approval by the City Attorney's Office, and authorize the Chairman and Executive Director to execute the Agreement. The motion carried unanimously.

Next Meeting
The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, March 25, 2020 at 3:00 p.m., at City Hall Veterans Conference Room, on the Second floor.

Adjournment
There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Bill Lambert adjourned the meeting at 4:31 p.m.

Thomas C. Chatmon, Jr.
Executive Director

Ashley Edwards
Board Secretary