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A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, December 14, 2022 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Jamie Barati called the meeting to order at 3:38 p.m. noting a quorum was present.

MEMBERS PRESENT: Jamie Barati, Chair
 Monica McCown, Vice Chair
 Eugene Jones
 Kimberly Stewart
 Doug Taylor

MEMBER ABSENT: Commissioner Emily Bonilla

STAFF PRESENT: Walter Hawkins, Director of Urban Development
 David Barilla, Assistant Director
 Christel Brooks, Fiscal Coordinator
 Stacey Adams, Assistant City Attorney
 Felix Roman, Board Secretary
 Liz Nigro, Senior Administrative Assistant
 Kelly Allen, Marketing and Communications Manager
 Chelsey Parrish, Special Event Coordinator
 Michael Whiteman, Economic Development Coordinator III
 Mercedes Blanca, Project Manager
 Mary-Stewart Droege, Project Manager
 Justin Eason, Nighttime Economy Manager
 Rose Garlick, Discover Downtown Manager
 Gerhard van der Snel, Downtown Facilities Supervisor
 Steve Zima, Downtown Facilities Assistant Supervisor
 Mark Rendini, Ambassador Program Operations Manager

Approval of Minutes

- a. A motion was made by Monica McCown and seconded by Kimberly Stewart to approve the October 26, 2022 CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment: None

New Business:

a. Ambassador Team RFP – Walter Hawkins, Director of Urban Development

The Community Redevelopment Agency's (CRA) Downtown Orlando Community Redevelopment Area Plan (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. In July of 2018, the CRA first contracted with Mydatt Services, Inc., d/b/a Block by Block, to provide a new hospitality and safety focused Downtown Orlando ambassador program. The Program was first launched in summer 2018 and had the intent of promoting positive downtown experiences by providing enhanced hospitality and security through the organized presence of dedicated downtown representatives. In 2020, an additional type of ambassador was added to the Ambassador Program. These new ambassadors or "outreach ambassadors", specifically trained, were dedicated to providing specialized homeless outreach services. These services have been provided to the CRA at an annual cost of \$1.02 million.

The original 2018 agreement with Block by Block was subsequently amended to allow services through October 2022. Subsequently, an additional time extension was entered into through January 10, 2023 to support an ongoing RFP selection process for Downtown Ambassador Services (RFP2022-0386).

The Downtown Ambassador Services RFP was issued on August 5, 2022, soliciting ambassador services. Two proposals, Mydatt Services, Inc. and Universal Protection Services, LLC, were reviewed by the City/CRA Selection Committee on October 31, 2022, November 30, 2022, with final selection on December 9, 2022. The selection committee ranked Universal Protection Services, LLC as the top ranked firm. The term of the new agreement is anticipated to be for two years with the option of up to three one-year extensions, for a total term of up to sixty (60) months.

In order to prevent a gap in services, it is recommended that the Chief Procurement Officer be authorized to extend the current agreement as needed until execution of the new contract with Universal Protection Services, LLC.

Staff requested that the CRA Advisory Board recommend approval of the ranking and authorization for the Chief Procurement Officer to negotiate and execute a contract with Universal Protection Services, LLC and the CRA. The final negotiated agreement will be subject to review and approval by the City Attorney's Office. Additionally, staff recommended that the Chief Procurement Officer be authorized to extend the current agreement as necessary to avoid a gap in services.

A motion was made by Monica McCown and seconded by Doug Taylor to approve of the ranking and authorization for the Chief Procurement Officer to negotiate and execute a contract with Universal Protection Services, LLC and the CRA. The final negotiated agreement will be subject to review and approval by the City Attorney's Office. Additionally, staff recommended that the Chief Procurement Officer be authorized to extend the current agreement as necessary to avoid a gap in services. The motion carried unanimously.

b. MEBA – Taiché Professional Medical Services, Michael Whiteman, Economic Development Coordinator

The Minority/Women Business Assistance Program was approved by the CRA on August 28, 2006. The MEBA Program assists with small business retention and creation in the MEBA target area as defined within the Downtown Orlando Community Redevelopment Area. The MEBA Program provides financial assistance of up to \$40,000.00 to qualified new and existing retail and service businesses for retention/relocation expenses, purchase of capital equipment, marketing services, and business start-up expenses.

Taiché Professional Medical Services LLC is a Florida limited liability company, which was formed in June 2018 and the business is located at 595 W Church Street, Suite F. Taiché Professional Medical Services LLC's primary services include cosmetic and wellness treatments. The owner, Taiché Griffin is a Certified Family Nurse Practitioner (FNP-C) with more than 18 years in primary care and wellness coaching. The applicant has requested MEBA grant funding for capital equipment, rental abatement, expansion costs and marketing assistance, totaling \$20,602.25. The MEBA Advisory Board recommended approval of the funding in the amount of \$20,602.25 capital equipment, rental abatement, marketing assistance, and QuickBooks subscription costs at its meeting on December 6th, 2022.

Staff requested that the CRA Advisory Board recommend approval of the MEBA Funding Agreement, Continuing Guaranty, and Security Agreement between the CRA and Taiché Professional Medical Services, LLC and authorization for the Chairman and Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office.

A motion was made by Monica McCown and seconded by Kimberly Stewart to approve the MEBA Funding Agreement, Continuing Guaranty, and Security Agreement between the CRA and Taiché Professional Medical Services, LLC and authorization for the Chairman and Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office. The motion carried unanimously.

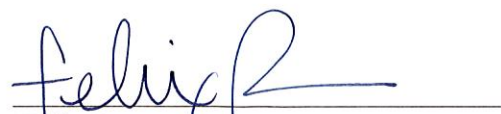
Next Meeting

The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, January 25, 2023 at 3:00 p.m. in Veterans Conference Room.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Jamie Barati adjourned the meeting at 3:52 p.m.


David Barilla
Assistant Director


Felix Roman
Board Secretary