

A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, August 23, 2023 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Vice Chair Monica McCown called the meeting to order at 3:36 p.m. noting a quorum was present.

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

MEMBERS ABSENT: Commissioner Emily Bonilla
Rachel Moalli

STAFF PRESENT: David Barilla, Acting Executive Director
Mercedes Blanca, Assistant Director
Stacey Adams, Assistant City Attorney
Felix Roman, Board Secretary
Kelly Allen, Marketing and Communications Manager
Kelley Castellanos, Marketing and Communications Coordinator
Natalie Moron, Marketing and Communications Intern
Michael Whiteman, Economic Development Coordinator III
Carlos Zamora, Economic Development Coordinator
Tiffany Stephens, Division Fiscal Manager
Christel Brooks, Fiscal Coordinator
Christina Hyson, Project Manager
Justin Eason, Nighttime Economy Manager
Rose Garlick, Downtown Information Center Manager
Samantha Levine, Housing and Homelessness Initiatives Manager
Eric Ushkowitz, Business Development Manager
Jason Wojkiewicz, Budget Analyst IV
Nicole Novak, Budget Analyst II
Pat Greene, Orlando Venues
Hareton Tejada, Safety Ambassador Manager
James Eason, Outreach Manager

Election of Officers:

A motion was made by Kimberly Stewart and seconded by Doug Taylor to elect Monica McCown as Chair, Eugene Jones as Vice Chair, and Felix Roman as Board Secretary. The motion carried unanimously.

Approval of Minutes

- a. A motion was made by Doug Taylor and seconded by Kimberly Stewart to approve the June 28, 2023 CRA Advisory Board meeting minutes. The motion carried unanimously.
- b. A motion was made by Doug Taylor and seconded by Eugene Jones to approve the August 16, 2023 DDB/CRAAB Budget Workshop meeting minutes. The motion carried unanimously.

Public Comment: None.

New Business:

a. 2023-2024 Proposed Budget and Resolution – Tiffany Stephens, Division Fiscal Manager

The Resolution sets forth the CRA budget for Fiscal Year 2023-2024.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the attached FY 2023-2024 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 Doug Taylor and seconded by Eugene Jones to recommend to the CRA approval of the attached FY 2023-2024 Community Redevelopment Agency Budget, adoption of the Resolution, and authorization for the Chair and Executive Director to execute the Resolution. The motion carried unanimously.

b. 2023-2024 DDB/CRA Cost Share Agreement – Tiffany Stephens, Division 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 2023-2024.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the Cost Share Agreement for FY 2023-2024 between the Downtown Development Board and the Community Redevelopment Agency, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director to execute the Agreement.

A motion was made by Eugene Jones and seconded by Doug Taylor to recommend to the CRA approval of the Cost Share Agreement for FY 2023-2024 between the Downtown Development Board and the Community Redevelopment Agency, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director to execute the Agreement. The motion carried unanimously.

c. 2023-2024 City Services Agreement – Tiffany Stephens, Fiscal Division 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 requested that the CRA Advisory Board recommend to the CRA approval of the City Services Agreement for FY 2023-2024 between the City of Orlando and the Community Redevelopment Agency, subject to review and approval of the City Attorney's Office and authorization for the Chair and Executive Director to execute the Agreement.

A motion was made by Kimberly Stewart and seconded by Eugene Jones to recommend to the CRA approval of the City Services Agreement for FY 2023-2024 between the City of Orlando and the Community Redevelopment Agency, subject to review and approval of the City Attorney's Office and authorization for the Chair and Executive Director to execute the Agreement. The motion carried unanimously.

d. 2023-2024 Seniors First – Senior Tran Funding Agreement – Tiffany Stephens, Fiscal Division Manager

This annual agreement between Seniors First, Inc. and the Community Redevelopment Agency is to provide senior transportation services to residents of 12 downtown senior

housing complexes.

Staff requested that the CRA Advisory Board recommend that the CRA approve the Agreement for up to a total amount of \$63,260.03, subject to review and approval by the City Attorney's Office, and authorize the Chair and Executive Director to execute the Agreement.

A motion was made by Doug Taylor and seconded by Eugene Jones to recommend to the CRA approval the Agreement for up to a total amount of \$63,260.03, subject to review and approval by the City Attorney's Office, and authorization for the Chair and Executive Director to execute the Agreement. The motion carried unanimously.

e. **Downtown Orlando Inc., (DOP) Funding Agreement – Tiffany Stephens, Fiscal Division 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 DOP's assistance in conducting two events, the State of Downtown and the Golden Brick Awards to promote the CRA's Projects and Programs and provide further assistance to the CRA in implementing its Redevelopment Plan goals.

Staff requested 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 \$75,000 for FY 2023-2024 and authorize the Chair and the Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office.

A motion was made by Eugene Jones and seconded by Doug Taylor to recommend to the CRA approval the funding agreement between the CRA and Downtown Orlando, Inc. in the amount of \$75,000 for FY 2023-2024 and authorization for the Chair and the Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

f. **Starter Studio Funding Agreement – Tiffany Stephens, Fiscal Division Manager**

At its facility located within the Downtown Orlando Community Redevelopment Area, Starter Studio hosts two cohorts of up to 16 companies per year in its accelerator program, with a minimum of four companies in each cohort. Starter Studio also provides seed funding to its second stage seed accelerator participants if they reach success metrics established by Starter Studio. The amounts of funding provided to the businesses range from \$25,000 to \$225,000, with such investment made in the form of convertible notes. Returns from convertible notes are returned to the Starter Studio seed fund to invest in other companies.

Staff requested that the CRA Advisory Board recommend to the CRA, approval of the Starter Studio Funding Agreement in the amount of \$125,000, and authorization for the Chair and Executive Director to execute the Funding Agreement, subject to review and approval of the City Attorney's Office.

A motion was made by Kimberly Stewart and seconded by Doug Taylor to recommend to the CRA approval of the Starter Studio Funding Agreement in the amount of \$125,000, and authorization for the Chair and Executive Director to execute the Funding Agreement, subject to review and approval of the City Attorney's Office. The motion carried unanimously.

g. **Destination Activity Catalyst SAK Theatre Company, LLC – David Barilla, Acting Executive Director**

In an effort to accomplish one of its goals to provide destination activities in the Downtown core of the Downtown Orlando Community Redevelopment Area to serve as catalysts for activity and reduce vacancy, the CRA adopted the Downtown Orlando Destination Activity

Catalyst Policy, which provides funding in the form of build-out costs, rent subsidies, and payment of permit fees costs for eligible destination activities to be located within the Downtown core. Live theater is a high priority activity generator that is eligible for funding under the Policy. SAK Theatre Company, LLC operates a live-performance comedy theater which desires to relocate to 55 West Church Street, Unit 211, a location within the Area which is specifically designated as a priority area for the Policy.

The location of the SAK Comedy Lab within the downtown core will help to achieve the goals of the Policy of encouraging destination activities in the downtown core, and will also help to achieve the objectives of the DTOutlook to support development of the Sports and Entertainment Corridor and activation of the area with specific uses, including entertainment uses, and to support the further development of the Cultural Corridor and provide a wide variety of arts opportunities therein. The proposed Destination Catalyst Agreement provides SAK with build-out cost assistance in the amount of \$300,000.

Staff requested that the CRA Advisory Board recommend approval to the CRA for Destination Activity Catalyst Agreement for SAK Comedy Lab in the amount of \$300,000, subject to the review and approval of the City Attorney's Office and authorization for the execution of the Agreement by the Chair and Executive Director.

A motion was made by Doug Taylor and seconded by Eugene Jones to recommend to the CRA approval of the Destination Activity Catalyst Agreement for SAK Comedy Lab in the amount of \$300,000, subject to the review and approval of the City Attorney's Office and authorization for the execution of the Agreement by the Chair and Executive Director. The motion carried unanimously.

h. Downtown Arts District Funding Agreement – Courtyard Project – David Barilla, Acting Executive Director

The Downtown Arts District (DAD) has been operating a multi-use facility known as City Arts Orlando and conducting other art related activities with the Rogers Kiene building located within the Community Redevelopment Area (CRA). It is a goal of the Downtown Orlando Community Redevelopment Area Plan (Plan) to support further development of the Cultural Corridor as shown within the Plan and to incentivize expanding art studios and other cultural facilities to diversify cultural and creator choices within the Downtown Community Redevelopment Area (Area). Additionally, the Plan specifically contemplates that the CRA provide public art and enhanced plazas as well as funding and support to arts groups within the Area.

The proposed funding agreement provides for a payment of \$25,000 annually, renewable for up to three years, to DAD for its assistance in helping the CRA to achieve its Plan goals related to public art and CRA art related projects within the Area. Detailed performance benchmarks related to the operation of the City Arts Orlando, including the Courtyard, and specific programs are provided in the Agreement.

The Downtown Arts District (DAD) is also in the process of planning the renovation of the Courtyard space at Rogers Kiene building into an engaging gathering space for the public and has been awarded a grant from Orange County Arts & Cultural Affairs in the amount of \$318,539 to be used towards renovation expenses. The CRA is desirous of assisting DAD with funding a portion of the Courtyard project, including the incorporation of the former Church Street trellis, creation of artistic metal, street facing gates, as a form of public art, and creation of an outdoor plaza for furtherance of the goals of the CRA plan. The proposed funding for the courtyard project is \$161,632 towards the costs of site preparation and metal work for the Courtyard paid out on a reimbursable basis as invoiced by DAD.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the Funding Agreement for Downtown Arts District, subject to review and approval of the City Attorney's Office and authorize the Chair and Executive Director to execute the Agreement.

A motion was made by Kimberly Stewart and seconded by Eugene Jones to recommend to the CRA approval of the Funding Agreement for Downtown Arts District, subject to review and approval of the City Attorney's Office and authorization for the Chair 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, September 27, 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, Vice Chair Monica McCown adjourned the meeting at 3:49 p.m.



David Barilla
Acting Executive Director

Felix Roman
Board Secretary