

A meeting of the Community Redevelopment Agency Advisory Board was held on Thursday, December 4, 2025, at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Kimberly Stewart called the meeting to order at 3:09 p.m. noting a quorum was present.

Board Members Present Rachel Moalli, *Vice Chair*
Dr. Robert M. Spooney
Jason Chin
Steve Garrity

Board Members Absent Kimberly Stewart, *Chair*

Staff Present Justin Eason, Assistant Director
Dr. Kristen Holmes, Assistant Director
Stacey Young Adams, Chief Assistant City Attorney
Mary-Stewart Droege, Project Manager
Charles Zollars, Economic Development Coordinator
Eric Ushkowitz, Business Development Division Manager
Harry Tejada, CRA Operations Manager
Jeramiah Caret, Project Manager
Manuel Ospina, Economic Development Coordinator
Michael Whiteman, Economic Development Coordinator
Molly Diaz, Fiscal Manager
Robyn Gray, Marketing and Communications Coordinator
Rose Garlick, Discover Downtown Manager
Samantha Levine, Housing and Homelessness Initiatives Manager
Kim King-Maysonet, Business Development Assistant Manager
Gerhard van der Snel, Downtown Facility Supervisor
Flynn Dobbs, Public Art Coordinator

Approval of Minutes

A motion was made by Jason Chin and seconded by Steve Garrity to approve the October 22, 2025, CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment

None

Old Business

A. DTO Restaurant Program Funding Agreement with DTO Hospitality, LLC

Michael Whiteman, Economic Development Coordinator

In 2010, the Community Redevelopment Agency (CRA) created the CRA Retail Stimulus Program to attract strong retail operators and to achieve high-quality interior buildouts of new retail establishments within the CRA. In 2023, the program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. The DTO Restaurant Program allows qualifying businesses to be eligible to receive reimbursement funding for tenant improvements and rent expenses. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

DTO Hospitality LLC, a full-service restaurant, has entered into a lease for the space located at 24 E. Washington Street, Orlando, Florida 32801. This new restaurant space is 2,400 sq. ft. and will have approximately 49 seats. Moreover, this restaurateur brings over five (5) years of restaurant ownership and operations experience to this new venture.

The overall build-out of the restaurant space is anticipated to cost approximately \$400,000. DTO Hospitality LLC qualifies for funding in the amount of \$120,000 for tenant improvements. Funding received would be used for build-out expenses including plumbing, flooring, mechanical, electrical, and interior finishings and walls. DTO Hospitality LLC also qualifies for up to \$50,000 in rental assistance for the first year of the agreement.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and DTO Hospitality LLC, subject to review and approval of the City Attorney's Office and authorization for the Chair of the CRA and Executive Director of the CRA to execute such DTO Restaurant Program Funding Agreement.

A motion was made by Jason Chin and seconded by Steve Garrity to recommend to the CRA that it approve the DTO Restaurant Agreement between the Community Redevelopment Agency and DTO Hospitality, LLC, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director to execute such Funding Agreement. The motion carried unanimously.

New Business

A. DTO Restaurant Program Funding Agreement with Osteria Ester Orlando, LLC

Michael Whiteman, Economic Development Coordinator

In 2010, the Community Redevelopment Agency (CRA) created the CRA Retail Stimulus Program to attract strong retail operators and to achieve high-quality interior buildouts of new retail establishments within the CRA. In 2023, the program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. The DTO Restaurant Program allows qualifying businesses to be eligible to receive reimbursement funding for tenant improvements and rent expenses. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

Osteria Ester Orlando, LLC, a full-service restaurant, has entered into a lease for the space located at 629 E. Central Boulevard, Orlando, Florida 32801. This new restaurant space is 4,075 sq. ft. and will have approximately 150 seats. This restaurateur brings eighteen (18) years of restaurant ownership and operations experience to this new venture, including Seito Sushi, Sparrow, The Osprey, Reyes Mezcaleria, and The Monroe.

The overall build-out of the restaurant space is anticipated to cost approximately \$150,000. Osteria Ester Orlando, LLC qualifies for funding in the amount of \$75,000 for tenant improvements. Funding received would be used for build-out expenses including plumbing, flooring, mechanical, electrical, interior finishings, and walls. Osteria Ester Orlando, LLC also qualifies for up to \$25,000 in rental assistance for the first year of the agreement.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and Osteria Ester Orlando, LLC, subject to review and approval of the City Attorney's Office and authorization for the Chair of the CRA and Executive Director of the CRA to execute such DTO Restaurant Program Funding Agreement.

A motion was made by Dr. Robert M. Spooner and seconded by Steve Garrity to recommend to the CRA that it approve the DTO Restaurant Agreement between the Community Redevelopment Agency and Osteria Ester Orlando, LLC, subject to review

and approval of the City Attorney's Office, and authorization for the Chair and Executive Director to execute such Funding Agreement. Prior to the vote, board member Justin Chin declared a conflict. The motion carried 3-0, with Jason Chin abstaining.

B. DTO Restaurant Program Funding Agreement with MSFMCO, LLC dba Milkshake Factory Downtown Orlando

Kim C King-Maysonet, Business Development Assistant Manager

In 2010, the Community Redevelopment Agency (CRA) created the CRA Retail Stimulus Program to attract strong retail operators and to achieve high-quality interior buildouts of new retail establishments within the CRA. In 2023, the program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. The DTO Restaurant Program allows qualifying businesses to be eligible to receive reimbursement funding for tenant improvements and rent expenses. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

MSFMCO, LLC dba Milkshake Factory Downtown Orlando, has entered into a ten (10) year lease for the space located at 595 West Church Street, Suite K Orlando, Florida 32805. This new restaurant space is 1,502 sq. ft. and will be a franchise ice cream shop with approximately sixteen (16) seats. This restaurateur brings five (5) years of restaurant operations experience to this new venture. The Downtown Orlando Milkshake Factory will be one of several in the Orlando area, owned and operated by the same franchisee.

The overall build-out of the restaurant is expected to cost approximately \$286,500. MSFMCO, LLC qualifies for funding in the amount of \$37,550 for tenant improvements. Funding received would be used for build-out expenses including interior electrical, plumbing, HVAC upgrades, lighting, interior improvements for ADA compliance, prep space fixtures, kitchen equipment, grease trap, flooring, drywall, ceiling, walk in cooler, doors, carpentry, interior life safety improvements, and bathrooms. MSFMCO, LLC also qualifies for up to \$33,868.08 in rent assistance for the first year of the agreement.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and MSFMCO, LLC dba Milkshake Factory Downtown Orlando subject to review and approval of the City Attorney's Office and authorization for the Chair and Executive Director of the CRA to execute such DTO Restaurant Program Funding Agreement.

A motion was made by Jason Chin and seconded by Dr. Robert M. Spooner to recommend to the CRA that it approve the DTO Restaurant Agreement between the Community Redevelopment Agency and MSFMCO, LLC, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director to execute such Funding Agreement. The motion carried unanimously.

Next Meeting

The next regularly scheduled Community Redevelopment Agency Advisory Board will be held on Wednesday, January 28, 2026, at 3:00 p.m. in the Veterans Conference Room.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Vice-Chair Rachel Moalli adjourned the meeting at 3:39 p.m.



Justin Eason
Assistant Director



Dr. Kristen Holmes
Acting Board Secretary