

A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, March 27 2024 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Monica McCown called the meeting to order at 3:18 p.m. noting a quorum was present.

MEMBERS PRESENT: Monica McCown, Chair
Rachel Moalli
Steve Garrity
Doug Taylor

MEMBERS ABSENT: Eugene Jones, Vice Chair
Commissioner Emily Bonilla

STAFF PRESENT: David Barilla, Executive Director
Stacey Adams, Assistant City Attorney
Felix Roman, Board Secretary
Liz Nigro, Senior Administrative Assistant
Kelley Castellanos, Marketing and Communications Coordinator
Etajah Mourier, Interactive Media Coordinator
Michael Whiteman, Economic Development Coordinator III
Christina Hyson, Project Manager
Mary-Stewart Droege, Project Manager
Gerhard van der Snel, Downtown Facilities Supervisor
Christel Brooks, Fiscal Coordinator
Samantha Levine, Housing and Homelessness Initiatives Manager
Rose Garlick, Discover Downtown Manager
Justin Eason, Nighttime Economy Manager
Tiffany Stephens, Division Fiscal Manager
Eric Ushkowitz, Business Development Division Manager
Sherry Gutch, Director of Placemaking

Approval of Minutes

- a. A motion was made by Doug Taylor and seconded by Rachel Moalli to approve the February 28, 2024 CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment:

- Dr. Minjee Kim, Assistant Professor at Florida State University, Urban Planning Department, introduced herself to the Board and to DDB/CRA Staff. She is currently researching Florida's community redevelopment agencies, and how they are investing in the CRA districts. The Board thanked Dr. Kim for her comments.

New Business:

- a. **Amendment One to Contract with Universal Protection Services, LLC – Mercedes Blanca, Assistant Director**

On March 10, 2023, the CRA entered into a contract with Universal Protection Service LLC d/b/a Allied Universal Security Services (Allied) to provide downtown ambassador services which focus on hospitality, safety, and homeless outreach. Additionally, in the event of extreme weather events or other atypical situations, the Ambassadors can deviate from their regular services to collaborate with the CRA and serve the CRA community as needed. The annual expenditure for these services per the contract are \$1,307,522.80 and include two daily shifts with roughly seven Ambassadors per shift, covering the hours of 7am to 11pm.

CRA staff is interested in amending the contract with Allied to provide additional ambassador services for major events, as well as cleaning and patrol services. Based on historical information, staff anticipates up to 2,304 hours for event ambassadors annually. To increase the cleanliness and safety of downtown, Allied's Sani-Guards would provide cleaning and patrol services Thursday through Sunday nights focusing on the Entertainment District, and Porters would supplement the Clean Team's services by providing roving cleaning services between the hours of 7am and 11pm. These additional services would cost up to \$338,217.36.

Staff requested that the CRA Advisory Board recommend to the CRA approval of Amendment One to the Contract with Universal Protection Service LLC, subject to review and approval by the City's Attorney's Office and authorize the Chief Procurement Officer to execute such Amendment.

A motion was made by Doug Taylor and seconded by Rachel Moalli to recommend to the CRA approval of Amendment One to the Contract with Universal Protection Service LLC, subject to review and approval by the City's Attorney's Office and authorize the Chief Procurement Officer to execute such Amendment. The motion carried unanimously.

b. DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency (CRA) and Qreate Coffee Creative Village, 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 amended to allow qualifying businesses under the DTO Restaurant Program to be eligible for up to \$400,000 for tenant improvements, \$50,000 for rent expenses, and \$25,000 for the addition of or improvements to outside seating areas for a potential maximum funding amount of \$475,000. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

Qreate Coffee Creative Village, LLC, doing business as Qreate Coffee, a non-full-service restaurant, has signed a five (5) year and seven (7) month lease for the space located at 591 Chatham Avenue, Unit 120, Orlando, Florida 32801. This 1,350 sq. ft. restaurant will offer counter service and approximately XX seats. This restaurateur has five (5) years of restaurant ownership and operations experience to this new venture.

Qreate Coffee Creative Village, LLC has applied for funding in the amount of \$125,000 which includes \$75,000 for tenant improvements, along with \$50,000 in rent assistance. Funding received would be used for build-out expenses including plumbing, electrical HVAC and interior improvements. The overall build-out of the retail space is anticipated to cost approximately \$450,000, with \$75,000 from the CRA under this Funding 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 Qreate Coffee Creative Village, LLC, 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 Funding Agreement.

A motion was made by Steve Garrity and seconded by Doug Taylor to recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and Qreate Coffee Creative Village, LLC, 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 Funding Agreement. The motion carried unanimously.

c. **DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency (CRA) and Gonzales & Co, LLC d/b/a Blu Wave Sushi & Handroll Bar – 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 for up to \$400,000 for tenant improvements, \$50,000 for rent expenses, and \$25,000 for the addition of or improvements to outside seating areas for a potential maximum funding amount of \$475,000. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

Gonzales & Co LLC, doing business as BluWave Sushi & Handroll Bar, a full-service restaurant, has signed a seven (7) year lease for the space located at 54 West Church Street, Suite 170, Orlando, FL 32801. This 3,038 sq. ft. restaurant space will have table and bar service with approximately eighty (80) overall seats. This restaurateur brings ten (10) years of restaurant ownership and operations experience to this new venture, including BluWave Sushi in the Tampa area.

Gonzales & Co LLC qualifies for funding in the amount of \$100,050 which includes \$50,050 for tenant improvements, along with \$50,000 in rent assistance. Funding received would be used for build-out expenses including plumbing, flooring, mechanical, electrical, HVAC, lighting, and life safety improvements. The overall build-out of the retail space is anticipated to cost approximately \$400,000, with \$100,050 from the CRA under this Funding Agreement. This action supersedes the action taken by the CRA on December 11, 2023 with respect to this applicant.

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


A motion was made by Doug Taylor and seconded by Rachel Moalli to recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and Gonzales & Co LLC, subject to review and approval of the City Attorney's Office and authorization for the Chair of the CRA and Executive Director to execute such DTO Restaurant Program Funding Agreement. The motion carried unanimously.

Next Meeting

The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, April 24, 2024 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 Monica McCown adjourned the meeting at 3:32 p.m.



David Barilla
Executive Director



Felix Roman
Board Secretary