

A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, September 24, 2025, at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Kimberly Stewart called the meeting to order at 3:41 p.m. noting a quorum was present.

Board Members Present

Kimberly Stewart, *Chair*
Rachel Moalli, *Vice Chair*
Dr. Robert M. Spooner
Jason Chin
Steve Garrity

Board Member Absent

Kelly Martinez Semrad, *Orange County Commissioner*

Staff Present

David Barilla, Executive Director
Justin Eason, Assistant Director
Dr. Khristen Holmes, Assistant Director
Stacey Young Adams, Chief Assistant City Attorney
Felix Roman, Board Secretary
Alejandra Caceres, Interactive Media Coordinator
Charles Zollars, Economic Development Coordinator
Christel Brooks, Fiscal Coordinator
Christina Hyson, Project Manager
Eric Ushkowitz, Business Development Division Manager
Jeremiah Caret, Project Manager
Juliana Bernal Guinand, Project Manager
Kelly Allen, Marketing and Communications Manager
Manuel Ospina, Economic Development Coordinator
Mary-Stewart Droege, Project Manager
Michael Whiteman, Economic Development Coordinator
Molly Diaz, Fiscal Manager
Nicole Carro, Marketing and Communications Intern
Robyn Gray, Marketing and Communications Coordinator
Samantha Levine, Housing and Homelessness Initiatives Manager

Approval of Minutes

A motion was made by Jason Chin and seconded by Rachel Moalli to approve the August 27, 2025, CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment

None

New Business**A. DTO Restaurant Program Funding Agreement with I Love Orlando Café, 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 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.

I Love Orlando Café LLC, a full-service restaurant, has entered into a lease for the space located at 151 E. Washington Street, C-101, Orlando, Florida 32801. This restaurant space has a current square footage of 578 sq. ft. and is expanding by 564 sq. ft., which will give the restaurant space a total of 1,142 sq. ft. This additional 564 sq. ft. of restaurant space will have approximately 36 seats. Moreover, this restaurateur brings over ten (10) years of restaurant ownership and operations experience to this new venture.

The overall build-out of the restaurant space is anticipated to cost approximately \$17,815. I Love Orlando Café LLC qualifies for funding in the amount of \$14,100 for tenant improvements. Funding received would be used for build-out expenses including plumbing, flooring, mechanical, electrical, and interior finishings. I Love Orlando Café 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 I Love Orlando Café LLC, subject to review and approval of the City Attorney's Office and authorize the Chair of the CRA and Executive Director of the CRA to execute such DTO Restaurant Program Funding Agreement.

A motion was made by Steve Garrity and seconded by Jason Chin to approve the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and I Love Orlando Café LLC, subject to review and approval of the City Attorney's Office and authorize the Chair of the CRA and Executive Director of the CRA to execute such DTO Restaurant Program Funding Agreement. The motion carried unanimously.

B. Parramore Streetscape Improvements Project Cost-Sharing Agreement

Mary-Stewart Droege, Project Manager

The Community Redevelopment Agency (CRA) DTO Outlook discusses the importance of creating a well-balanced street network to support a livable and economically successful downtown throughout its diverse and vibrant neighborhoods, with a priority on connecting people and places. In particular, Goal A. Subpart 9 calls out improving streetscape treatments to provide safe access and comfort for all pedestrians, both day and night. The CRA plan further emphasizes that this is particularly important along historic corridors, such as S. Parramore Ave. to provide support for continued neighborhood development, reconnect isolated areas, and strengthen earlier CRA subsidized initiatives, such as the Parramore Oaks residential development.

The subject section of S. Parramore Ave., is located in the Parramore Heritage District, within a southern subpart known as Holden-Parramore. It will involve a 0.35-mile linear portion of the roadway from W. Gore St. to Long St. that is targeted for key improvements. This agreement outlines the cost-sharing between the City and CRA for design services associated with this project, where the CRA will focus on landscape and lighting related components of the project.

Total project design cost includes the not to exceed amount of \$458,619.00, inclusive of the pre-authorized fee of \$39,158.00 for optional lighting design services. The CRA's share of costs is \$179,284.50, with an up to \$39,158.00 in optional lighting design services, for a total of \$218,442.50. Staff considers this fee proposal reasonable and appropriate for the scope of work to be performed.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the Parramore Streetscape Improvements Project Cost-Sharing Agreement between the City

and CRA, subject to review and approval of the City Attorney's Office and authorize the Executive Director to execute the Agreement on behalf of the CRA.

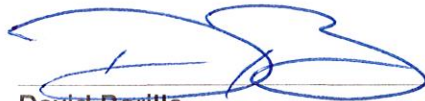
A motion was made by Jason Chin and seconded by Dr. Robert M. Spooner to approve the Parramore Streetscape Improvements Project Cost-Sharing Agreement between the City and CRA, subject to review and approval of the City Attorney's Office and authorize the Executive Director to execute the Agreement on behalf of the CRA. The motion carried unanimously.

Next Meeting

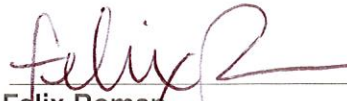
The next regularly scheduled Community Redevelopment Agency Advisory Board will be held on Wednesday, October 22, 2025, at 3:00 p.m. in the Veterans Conference Room.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Kimberly Stewart adjourned the meeting at 4:01 p.m.



David Barilla
Executive Director



Felix Roman
Board Secretary: