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## **MEETING NOTICE**

Orlando City Hall, Veterans Conference Room, 2<sup>nd</sup> Floor at 3:00PM

**Welcome,**

**We are glad you have joined us for the December 6, 2023 Community Redevelopment Agency Advisory Board meeting. If you are not on the agenda and would like to speak at the meeting and address the Board, please fill out an appearance request form and hand it to the Board Secretary. The Board is pleased to hear all non-repetitive public comment. Large groups are requested to name a spokesperson. When you are recognized, state your name and address, direct all your remarks to the Board and limit your comments to 3 minutes per item or as set during the meeting.**

**Written public comment must include your name, address, phone number, and topic. Comments are limited to a maximum of 700 words per item. To submit written public comment, select one of the following options: (1) complete an online comment form on [orlando.gov/publiccomments](https://orlando.gov/publiccomments), (2) email to [publiccomments@orlando.gov](mailto:publiccomments@orlando.gov), (3) mail to City Clerk, Public Comment 400 South Orange Avenue, Orlando, FL, 32801, or (4) drop off to the 1<sup>st</sup> floor Security Station at City Hall. Written public comments received 24 hours in advance of the meeting are distributed to the Board and attached to the related agenda item for public viewing.**

**Note: Comments that do not include the required information will not be distributed or attached to the agenda. All comments received are public record.**

## **AGENDA**

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes
  - a. October 18, 2023 – CRA Advisory Board Meeting
4. Public Comment
5. New Business
  - a. Homeless Outreach Funding Agreement with Health Care Center for the Homeless, Inc. and Homeless Services Network of Central Florida, Inc. – Samantha Levine, Housing and Homeless Initiatives Manager
  - b. Amendment One to First Amended and Restated Funding Agreement with Coalition for the Homeless – Samantha Levine, Housing and Homeless Initiatives Manager
  - c. Conditional Grant Agreement and Declaration of Restrictive Covenant for Christian Service Center Campus Modernization and Comprehensive Day Services – Samantha Levine, Housing and Homeless Initiatives Manager
  - d. DTO Retail Program Agreement with Goldfingers Aesthetics of Thornton Park LLC – Michael Whiteman, Economic Development Coordinator
  - e. DTO Retail Program Agreement with Luxe Med Spa Aesthetics, Inc. – Michael Whiteman, Economic Development Coordinator
  - f. DTO Retail Program with Fountain of Youth Medical Spa, LLC – Michael Whiteman, Economic Development Coordinator
  - g. DTO Restaurant Program Agreement with Gonzales & Co LLC – Michael Whiteman, Economic Development Coordinator

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- h. Retail Stimulus Program Funding Agreement with FL Lobster, LLC – Michael Whiteman, Economic Development Coordinator
  - i. International Fringe Festival of Central Florida, Inc. Funding Agreement – Tiffany Stephens, Division Fiscal Manager
6. Date of Next Meeting
7. Adjournment

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**MEMORANDUM**

**TO:** Monica McCown, Chair  
Eugene Jones, Vice Chair  
Kimberly Stewart  
Rachel Moalli  
Steve Garrity  
Doug Taylor  
Commissioner Emily Bonilla

**FROM:** David Barilla, Executive Director of the Downtown Development Board/Community Redevelopment Agency

**DATE:** December 6, 2023

**SUBJECT:** Agenda items to be considered at the Community Redevelopment Agency Advisory Board Meeting for Wednesday, December 6, 2023.

**Approval of Minutes:**

Staff will be available to answer any questions prior to Board consideration of approving the minutes of the October 18, 2023 Community Redevelopment Agency Advisory Board Meeting.

**Public Comment:****New Business:**

- a. **Homeless Outreach Funding Agreement with Health Care Center for the Homeless, Inc. and Homeless Services Network of Central Florida, Inc. – Samantha Levine, Housing and Homeless Initiatives Manager**

The Health Care Center for the Homeless, Inc. (HCCH), has been providing outreach services within the Downtown CRA (Area) to assist those experiencing homelessness for over a decade. The Community Redevelopment Agency (CRA) desires to partner with this agency again in order to retain the services of the two (2) homeless outreach specialists currently assisting the CRA in fulfilling its Downtown Orlando Community Redevelopment Area Plan goals of supporting and funding outreach programs to assist homeless persons in regaining self-sufficiency and minimizing the impacts of the homeless on residents and businesses within the Area. Pursuant to the terms of the Agreement, HCCH will supervise the activities of the homeless outreach specialists and provide quarterly progress and summary reports to the CRA and HSN. The Agreement provides for the CRA to contribute \$111,912, the Homeless Services Network to contribute \$35,000, and HCCH covering all remaining costs for these outreach services during fiscal year 23-24.

Staff recommends that the CRA Advisory Board recommend to the CRA that it approve the Homeless Outreach Funding Agreement with the Health Care Center for the Homeless, Inc. and Homeless Services Network of Central Florida, Inc., subject to review

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and approval of the City Attorney's Office and authorize the Chair and Executive Director to execute the Agreement.

**b. Amendment One to First Amended and Restated Funding Agreement with Coalition for the Homeless of Central Florida, Inc – Samantha Levine, Housing and Homeless Initiatives Manager**

The Downtown Orlando Community Redevelopment Area (Area) Plan (DTOutlook or Plan) specifically calls on the CRA to collaborate with homeless service providers related to homeless within the Area, to encourage the creation of permanent supportive housing with wraparound services, and to support programs designed to assist homeless individuals in regaining self-sufficiency. Additionally, the Plan notes the perception of lack of safety within the downtown Area as an impediment to further redevelopment of the neighborhoods within the Area. This Funding Agreement provides three years of funding, with the option to renew for an additional year, (\$300,000 annually) to the Coalition for the Homeless of Central Florida, Inc., for operations of the Men's Service Center and providing of outreach to unsheltered individuals within the Area.

Staff recommends that the CRA Advisory Board recommend to the CRA that it approve Amendment One to First Amended and Restated Funding Agreement with Coalition for the Homeless of Central Florida, Inc., subject to review and approval of the City Attorney's Office and authorize execution of the agreement by the Chair and Executive Director.

**c. Conditional Grant Agreement and Declaration of Restrictive Covenant for Christian Service Center Campus Modernization and Comprehensive Day Services - Samantha Levine, Housing and Homeless Initiatives Manager**

The Christian Service Center (CSC) has its headquarters at 808 West Central Blvd., Orlando, Florida 32805, within the Parramore area of the Downtown Orlando Community Redevelopment Area. The CSC's property includes various improvements, including the CSC Day Center. The CSC has developed plans to improve its property, including a comprehensive renovation to the CSC Day Center at 816 West Central Boulevard to modernize the facility and to provide comprehensive day services at the Day Center.

The Downtown Orlando Community Redevelopment Area Plan (Redevelopment Plan) specifically notes the challenge created by the perception that the Area is unsafe, partially due to the visible homeless persons residing therein, and such perception and the loitering of homeless persons in the Area are impediments to further redevelopment of the Area. The Redevelopment Plan also provides that the CRA may support and fund construction and/or operation of Emergency Shelters, transitional housing, supportive service centers and outreach programs for the Homeless population that are designed to assist individuals in regaining self-sufficiency and minimize the impacts of homeless persons on the residents and businesses within the Area. Further, the Redevelopment Plan calls for the CRA to continue collaboration with homeless service providers on issues related to downtown homelessness.

The improvements to the CSC Day Center and surrounding campus have been designed to minimize the impacts of the homeless persons on the Area, and the Comprehensive Day Services to be provided by the Christian Service Center are aimed at assisting

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homeless persons in regaining self-sufficiency and providing a place to obtain services and remain during the day. The Comprehensive Day Services to be offered at the new CSC Day Center include advanced human services including showers, laundry, phones, computers, storage, mailboxes, charging stations, bathrooms, haircuts, onsite legal services, and case management.

The Conditional Grant Agreement and Declaration of Restrictive Covenant for Christian Service Center Campus Modernization and Comprehensive Day Services (Agreement) provides for capital funding for modernization and capital improvement of the Fresh Start Building, with \$1,195,523 coming from the CRA. The Agreement provides for \$4,000,000 in funding from the City of Orlando to be used for capital funding for the Day Center, the Respite and Wellness Building, and additional exterior beautification and modernization improvements to the overall CSC property. Limitations on the uses of the CRA's portion of the capital funding are described in the Agreement. Additionally, the Agreement provides that the CSC must use the property for the purposes described in the Agreement for a period of 20 years, with a provision that after year 10, there is a stated prorated rate should CSC wish to sell the property or otherwise buy out of the restriction.

In addition to capital funding for renovations, the CSC has requested funding assistance for its operations in providing Comprehensive Day Services at the CSC Day Center for three consecutive years in the amount of \$300,000 each year for a total of \$900,000. The assistance for operations will begin after completion of the renovations.

Staff requests that the CRA Advisory Board recommend to the CRA that it approve the Conditional Grant Agreement and Declaration of Restrictive Covenant for Christian Service Center Campus Modernization and Comprehensive Day Services, subject to review and approval of the City Attorney's Office and authorize the Chair and Executive Director to execute the Agreement and Restrictive Covenant.

d. **DTO Retail Program Agreement with Goldfingers Aesthetics of Thornton Park – 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 Retail Program allows qualifying businesses to be eligible for up to \$150,000 for tenant improvements and \$50,000 for rent expenses for a potential maximum funding amount of \$200,000. Exact funding levels are dependent on program criteria such as location, square footage, and retail classification.

Goldfingers Aesthetics of Thornton Park LLC, doing business as Goldfinger's Aesthetics, a full-service spa, has signed a ten (10) year lease for the space located at 101 Lake Avenue, Suite 1, Orlando, FL 32801. This 1.024 sq. ft. retail space will offer a variety of skin care treatments, including dermal fillers, Botox injections and facials. This entrepreneur brings six (6) years of retail ownership and operations experience in a similar type of retail business to this new venture.

Goldfingers Aesthetics of Thornton Park LLC has applied for funding in the amount of

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\$89,792 which includes \$64,792.50 for tenant improvements, along with \$25,000 in rent assistance. Funding received would be used for build-out expenses including drywall, plumbing, mechanical, electrical, HVAC, lighting, flooring, and life safety improvements. The overall build-out of the retail space is anticipated to cost \$223,867, with \$64,792.50 from the CRA under this Funding Agreement.

Staff requests that the CRA Advisory Board recommend to the CRA approval of the DTO Retail Program Funding Agreement between the Community Redevelopment Agency and Goldfingers Aesthetics of Thornton Park 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.

e. **DTO Retail Program Agreement with Luxe Med Spa Aesthetics, Inc. – 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 Retail Program (Program) allows qualifying businesses to be eligible for up to \$150,000 for tenant improvements and \$50,000 for rent expenses for a potential maximum funding amount of \$200,000. Exact funding levels are dependent on program criteria such as location, square footage, and retail classification.

Luxe Med Spa Aesthetics, Inc., doing business as Luxe Med Spa Aesthetics, a full-service spa, has signed a ten (10) year lease for the space located at 55 West Church Street, Suite 206, Orlando, FL 32801. This 3,801 sq. ft. retail space will offer a variety of skin care treatments, including dermal fillers, Botox injections and laser treatments. This entrepreneur brings four (4) years of retail ownership and operations experience in a similar type of retail business to this new venture.

Luxe Med Spa Aesthetics, Inc. has applied for funding in the amount of \$200,000 which includes \$150,000 for tenant improvements, along with \$50,000 in rent assistance. Funding received would be used for build-out expenses including plumbing, drywall, mechanical, electrical, HVAC, lighting, flooring, and life safety improvements. The overall build-out of the retail space is anticipated to cost \$1,328,656, with \$150,000 from the CRA under this Funding Agreement.

Staff requests that the CRA Advisory Board recommend to the CRA approval of the DTO Retail Program Funding Agreement between the Community Redevelopment Agency and Luxe Med Spa Aesthetics, Inc, 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.

f. **DTO Retail Program Agreement with Fountain of Youth Medical Spa, 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

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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 Retail Program allows qualifying businesses to be eligible for up to \$150,000 for tenant improvements and \$50,000 for rent expenses for a potential maximum funding amount of \$200,000. Exact funding levels are dependent on program criteria such as location, square footage, and retail classification.

Fountain of Youth Medical Spa, LLC, doing business as Nectar Aesthetics, a full-service spa, has signed a five (5) year lease for the space located at 355 N. Rosalind Avenue, Suite 10, Orlando, FL 32801. This 1,143 sq. ft. retail space will offer a variety of skin care treatments, including dermal fillers, Botox injections and laser treatments. This entrepreneur brings eight (8) years of retail ownership and operations experience in a similar type of retail business to this new venture.

Fountain of Youth Medical Spa, LLC has applied for funding in the amount of \$94,685.20 which includes \$69,685.20 for tenant improvements, along with \$25,000 in rent assistance. Funding received would be used for build-out expenses including plumbing, HVAC, flooring, drywall, electrical, painting, life safety and structural improvements. The overall build-out of the retail space is anticipated to cost \$169,605, with \$69,685.20 from the CRA under this Funding Agreement.

Staff requests that the CRA Advisory Board recommend to the CRA approval of the DTO Retail Program Funding Agreement between the Community Redevelopment Agency and Fountain of Youth Medical Spa, 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.

**g. DTO Restaurant Program Agreement with Gonzales & Co 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.

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 will invest in interior improvements including plumbing, flooring, mechanical, electrical, HVAC, lighting, and life safety improvements. The overall build-

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out of the restaurant is anticipated to cost \$199,058. Based on the program guidelines, Gonzales & Co LLC is eligible for a total of \$50,000 in rent assistance under this Funding Agreement.

Staff requests that the CRA Advisory Board 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 and Executive Director of the CRA to execute such Funding Agreement.

**h. Retail Stimulus Program Funding Agreement with FL Lobster, 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 2020, the Retail Stimulus Program was amended to allow qualifying businesses to be eligible for up to \$75,000 or 50% of the total cost of tenant improvements related costs, whichever is less, as well as to allow a one-time award of up to \$25,000 to cover rent expenses, with the maximum funding amount per eligible business thereunder being \$100,000. In October of 2023, the Retail Stimulus Program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. However, the terms of the DTO Restaurant Program allow applicants which applied for funding after June 19, 2023 but prior to adoption of the Program on October 23, 2023, to elect whether to seek funding under the former Retail Stimulus Program or the DTO Restaurant Program.

FL Lobster, LLC, doing business as Mason's Famous Lobster Rolls, a quick-service restaurant applied for funding under the Retail Stimulus Program on October 16<sup>th</sup>, 2023, to make eligible improvements to the space located at 2 S. Orange Avenue, Orlando, FL 32801. Funding received would be used for plumbing, flooring, mechanical, electrical, HVAC, lighting, and life safety improvements. The total cost associated with eligible improvements is \$277,820 based on the estimates provided. Under the Retail Stimulus Program guidelines, the applicant is eligible for reimbursement of up to \$75,000 for tenant improvements and \$25,000 in rent assistance, bringing the total funding amount that FL Lobster, LLC is eligible for to \$100,000.

Staff requests that the CRA Advisory Board recommend to the CRA approval of the CRA Retail Stimulus Program Funding Agreement between the Community Redevelopment Agency and FL Lobster, 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.

**i. International Fringe Festival of Central Florida, Inc Funding Agreement – Tiffany Stephens, Division Fiscal Manager**

The City leases the space at Units 201 and 202, 54 West Church Street (Facility) to be operated as an arts space. The City currently has a sub-lease with International Fringe Festival of Central Florida, Inc. (Fringe), to conduct theatrical and dance performances as well as host concerts and operate an arts accelerator within the Facility. Fringe is

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responsible for all costs of operating the Facility including rent, insurance, utilities, maintenance, staffing, labor, and marketing costs. The attached Funding Agreement provides \$307,000 for Fringe to continue activating the Facility with an arts accelerator and requires Fringe to host a minimum of 150 performances which will feature at least 25 arts organizations and 2,000 individual artists. The agreement also provides a not to exceed amount of \$55,000 for sound proofing and interior improvements to help Fringe host more performances within the Facility at the same time, thereby maximizing its use. The operation of the Facility within the Downtown Orlando Community Redevelopment Area has assisted the CRA in achieving its Redevelopment Plan goals of providing diverse arts and cultural events and opportunities as destination activities in the downtown core, operating an arts incubator and developing a progressive arts infrastructure, as well as fostering the creator culture.

Staff recommends that the CRA Advisory Board recommend to the CRA that it approve the Funding Agreement with International Fringe Festival of Central Florida, Inc., subject to review and approval by the City Attorney's Office, and authorize the Chairman and Executive Director to execute the Funding Agreement.

**Date of Next Meeting:**

- a. The next Community Redevelopment Agency Advisory Board Meeting will be held Wednesday, January 24, 2024 at 3:00PM in the Veterans Conference Room.

**Adjournment**

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