



Community Redevelopment Agency Regular Meeting

Agenda

July 24, 2024 @ 2:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

- 1. Call to Order**
- 2. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
- 3. Consent Agenda**
 - a. Approve the minutes of June 12, 2024. 1 minute
 - b. CRA Agency meeting dates FY2025 1 minute
- 4. Discussion Items**
 - a. FY24-25 Budget 60 minutes
- 5. Action Items**
- 6. Staff Updates**
- 7. Board Comments**
- 8. Adjournment**



Community
Redevelopment
Agency

agenda item 3.a

item type

Consent Agenda

meeting date

July 24, 2024

prepared by

Rene Cranis, City Clerk

approved by

Michelle del Valle, Assistant City
Manager

subject

Approve the minutes of June 12, 2024.

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

1. Minutes 6-12-24 draft



Community Redevelopment Agency Regular Meeting Minutes

June 12, 2024 at 3:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio; Commissioners Marty Sullivan, Craig Russell, Kris Cruzada, and Todd Weaver; Orange County Representative Hal George; Assistant City Manager Michelle del Valle and City Clerk Rene Cranis.

1. Call to Order

Mayor DeCiccio called the meeting to order at 3:02 p.m.

2. Public Comments (for items not on the agenda): Consent Agenda

- a. Approve the minutes of the meeting of March 13, 2024

Motion made by Mr. George to approve the Consent Agenda; seconded by Commissioner Sullivan. The motion carried unanimously by a 6-0 vote.

4. Action Items

- a. Park Avenue District request - Seasonal Support for Business Development

Director of OMB Peter Moore reviewed commission discussion to allocate \$50k from the CRA to match funds raised by Park Avenue District for holiday decorations. He clarified this allocation is for the current fiscal year and allocation of additional funds will be part of FY 25 budget discussions.

Motion made by Mayor DeCiccio to approve the matching funding allocation, seconded by Mr. George. There were no public comments. **The motion carried unanimously with a 6-0 vote.**

5. Staff Updates

6. Board Comments

7. Adjournment

The meeting was adjourned at 3:05 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



Community
Redevelopment
Agency

agenda item 3.b

item type

Consent Agenda

meeting date

July 24, 2024

prepared by

Kyle Dudgeon, Assistant Division Director of
Economic Development/CRA

approved by

Michelle del Valle, Assistant City
Manager

subject

CRA Agency meeting dates FY2025

motion | recommendation

Approve as presented

background

As a best practice and consistent with Florida Statute, staff is proposing a calendar for CRA meetings for FY25. Meetings may be added, canceled, or modified as necessary, but this allows the Agency the opportunity to communicate with the public regarding future meetings. Proposed dates area as follows:

November 13, 2024

February 12, 2025

July 23, 2025 (worksession)

August 27, 2025

alternatives | other considerations

Amend calendar dates

fiscal impact

N/A

attachments

None



Community Redevelopment Agency

agenda item 4.a

item type

Discussion Items

meeting date

July 24, 2024

prepared by

Kyle Dudgeon, Assistant Division Director of Economic Development/CRA

approved by

Michelle del Valle, Assistant City Manager

subject

FY24-25 Budget

motion | recommendation

N/A

background

Revenue:

Budget estimates suggest increment revenue will increase 6.6%. With added interest earnings and revenue totals are projected at \$9.17 million. Contributions from Orange County over \$2 million in increment revenue are met with a 30% rebate and a 50% rebate of contributions over \$3 million. The CRA will rebate \$1,440,000 to the County as part of this agreement. This will be the sixth-year increment revenue contributions to the trust fund by the City exceed that of the County. CRA revenues are extremely sensitive to changes in the real estate market. Commercial property taxes make up 70% of the CRA TIF revenues and therefore performance of that market will greatly determine CRA project capacity. With the useful life of the CRA remaining at two years, capital capacity could fluctuate quickly depending on market conditions, capital expenditures, and rising project costs.

Expenses:

Through July 2024, actual expenditures of the CRA are seeing adjusted inflated costs due to the rise in labor and building materials. This is having an effect on budget estimates. As a result, staff has proposed a budget that anticipates additional program costs, maintains all debt service payments, supports operations, fulfills all contracts, and includes capital improvement projects for consideration. For FY24-25, general personnel and indirect costs are expected to each stay at ten percent or below of total expenditures. Debt Service shows no significant change. The table below demonstrates budget expense categories consistent with the proforma for FY24-25.

FY24-25 CRA Budget		%
Expenses		
Personnel & Indirect Costs	\$841,465	9%
General Operating	765,745	9
Community Initiatives	1,019,000	11
Capital Maintenance	150,000	2
Debt Service	1,066,442	12
Misc. Capital Enhancements	140,000	2
Proposed Additional Projects	5,000,000	56
Total:	\$8,982,652	100%

Personnel & Indirect Costs: Identified as any cost related to salaries, wages, and benefits.

General Operating: Costs associated with operating supplies, memberships, books, periodicals, equipment, promotional activities, travel and training, and contractual services.

Community Initiatives: Includes CRA resident and business programs, support funding for the Winter Park Community Center and other nonprofits. Staff has added, at minimum, an additional 10% to support funding to combat inflation.

Capital Maintenance: Funding for parking agreements within the CRA district.

Debt Service: Approved bonds through the CRA. Bonds are expected through the existing life of the district.

Capital Projects: Projects included as part of the capital improvement plan (e.g. FY24-25 proforma). This also includes miscellaneous enhancement projects such as the moonlight garden project, downtown sidewalk repair, parking sensors, condensate drainage program, and pedestrian safety improvements such as rapid rectangular flashing beacons (RRFBs). The intention is to provide opportunities within the budget for the CRA to respond quickly to requests and immediate concerns.

Capital Improvement Plan

The proposed capital improvement plan estimates future increment revenue growth, project costs, and Agency direction into the remaining life of the CRA. At this time, conservative growth (roughly 5.0% average) is presumed through 2027. For reference, the attached CRA pro forma sheet hypothesizes potential future increment growth yet to be determined.

To date, staff has moved forward with the proposed CIP plan as presented. However, the unresolved matter of the city's requested CRA extension to Orange County would significantly alter any proposed CIP plan in terms of time, resources, and new project eligibility. A resolution is anticipated this fall. It is common practice for the Winter Park CRA to participate in an early/midyear check on its CIP items to account for updated costs, new information and prioritization. Staff anticipates this at the next approved meeting currently proposed in November.

Funding Highlights

The chart below represents highlights of new funding for the upcoming fiscal year divided by project, program, and community development support:

Budget Highlights:

Project Funding	Cost	Budget Category
17/92 Streetscape	\$2,000,000	Capital Projects
Regional Stormwater Initiatives	1,500,000	Capital Projects
USPS Site Acquisition	1,500,000	Capital Projects
Small Scale CRA Projects Fund	140,000	Misc. Capital Enhancements
Program Funding		
Housing Renovation Program	\$200,000	Community Initiatives
Business Facade Program	100,000	Community Initiatives
Summer Youth Employment Program	35,000	Community Initiatives
Paint/Driveway Programs	Rollover	Community Initiatives
Community Development Support		
Winter Park Library	\$368,000	Community Initiatives
Community Center Programming	75,000	Community Initiatives
Heritage Center Operations	50,000	Community Initiatives
Park Avenue District (Main Street)	50,000	Community Initiatives
Winter Park Playhouse	47,000	Community Initiatives
Welbourne Nursery Program	41,000	Community Initiatives
Snow in the Park	40,000	Community Initiatives
Depugh Nursing Home	23,000	Community Initiatives
Enzian Popcorn Flicks	10,000	Community Initiatives
Total:	\$6,179,000	

The table highlights over \$6.1 million of new investment by the CRA to the district in project, program, and community development funding. Included for discussion are the 17-92 Streetscape, Regional Stormwater Initiatives, USPS Site Acquisition, Small Scale CRA Projects, and program/community support updates.

17-92 Streetscape

The \$2,000,000 for improvements to U.S. 17-92, or Orlando Avenue, is the second of a three-year allocation consistent with the local match required by the Florida Department of Transportation (FDOT). Staff expects this \$5.2 million dollar improvement to adjust given the rise in material in labor costs, it accounts for the pre-existing estimates for intersection improvements at Orlando Avenue and Fairbanks, Morse, and Webster Avenue including mast arms, landscaping, pedestrian curbing, and utility improvements including stormwater. In

addition, the CRA's local contribution will provide for sidewalk improvements in excess of six feet where applicable and additional landscaping. Staff is currently working with FDOT and consultants on new valuations for the proposed work.

Regional Stormwater Initiatives

The \$1,500,000 allocation is the second of a three-year commitment to improving the CRA's environmental resiliency through stormwater mitigation. As a proactive measure, the CRA has committed to this by making funds readily and available at the conclusion of the City's Master Stormwater Study. Pending the completion, the CRA stands ready to assist in this effort by identifying itself as the financing tool for strategies large and small scale, to assist the residential and commercial constituent base of the CRA.

USPS Site Acquisition

The \$1,500,000 allocation is the second of a three-year scheduled CIP item in the future event the Post-Office property becomes available.

Small Scale CRA Projects Fund

The purpose of this line item is to be responsive to needs and concerns not considered as part of the city's budget within a given year. Put differently, it provides a financial opportunity to increase the city's level of service not considered in the city's budget. During the course of the year, the CRA will work with the CRA Advisory Board on a number of small and capital projects to be considered under this fund. Of note, staff is recommending the prioritization of a Knowles Avenue streetscape to assist with hardscape issues, reforming the dismantling of curbs from tree roots, signage, paint, and stormwater enhancements. Staff has had initial conversations with neighbors and merchants regarding this project and will continue to do so including the potential for temporary parking during construction.

Program Updates

The budget provides for renewed funding for popular resident and business grant programs within the district.

Community Development Support

Funding for supporting partners has increased to account for inflation.

alternatives | other considerations

Amend the budget

fiscal impact

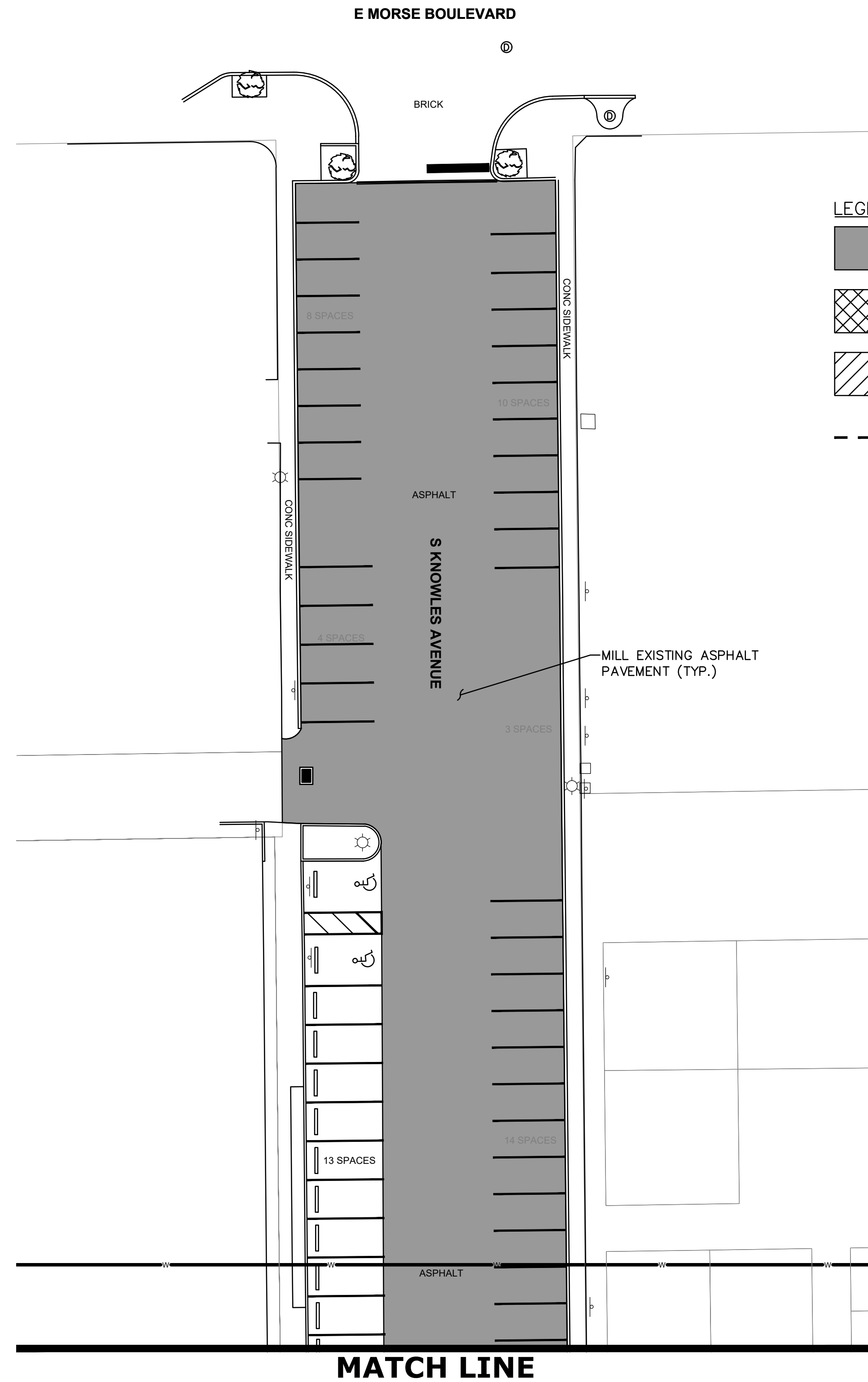
Allocations have been considered as part of the overall budget with pending review by the Agency.



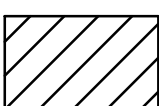

attachments

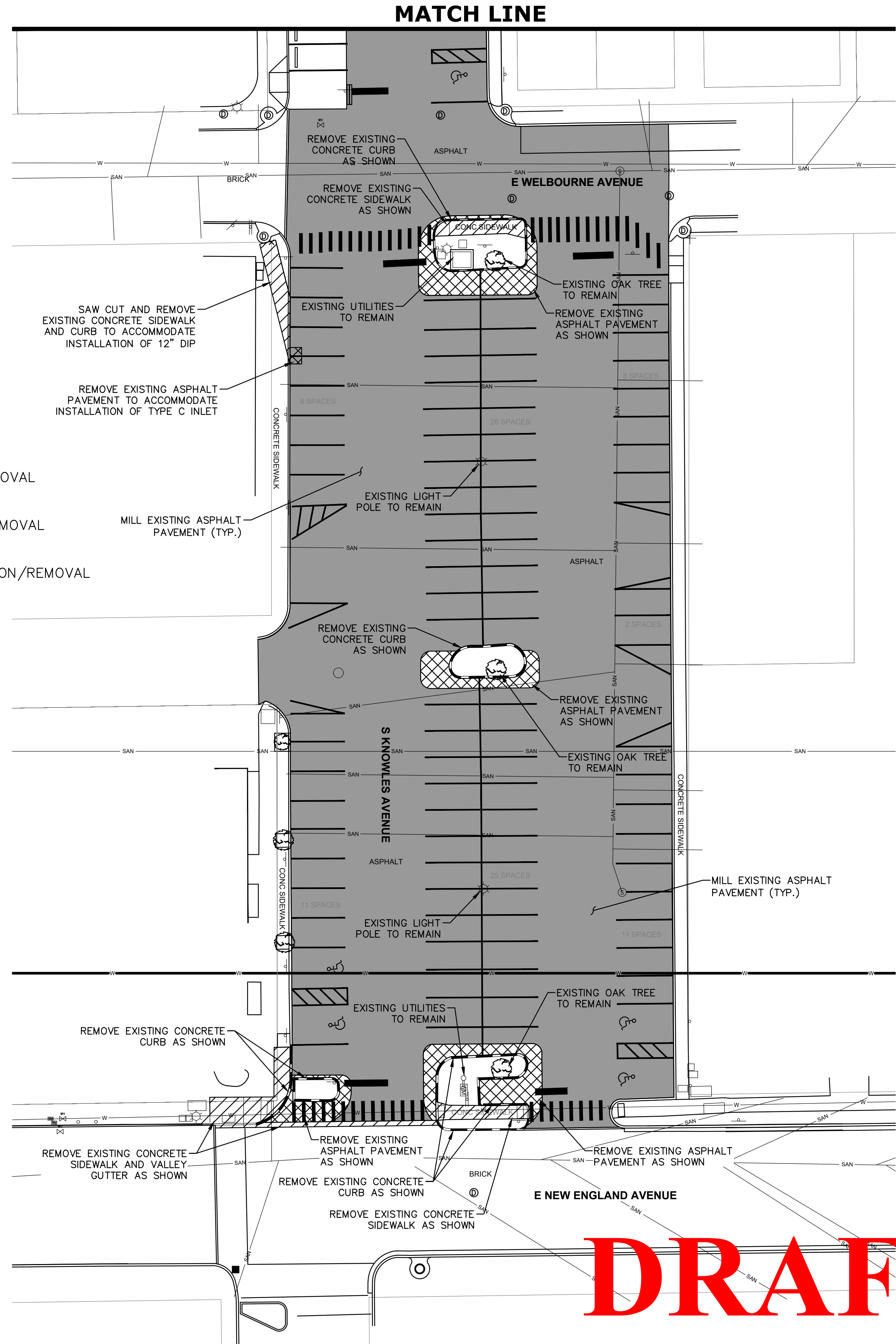
1. Ten Year Pro-Forma - FY 2025 - Final
2. KNOWLES_PLAN_DEMO-34x22
3. KNOWLES_PLAN_SITE-34x22

Community Redevelopment Agency 10-Year Proforma

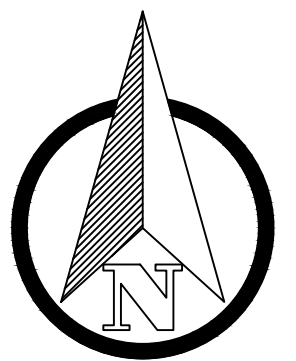
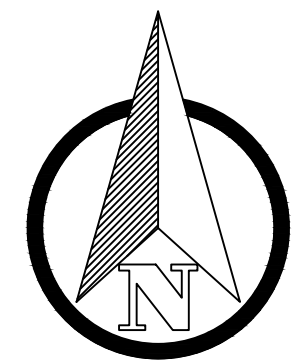
	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
ESTIMATED REVENUES									
TIF Revenue - City	4,872,398	5,164,742	5,371,332						
TIF Revenue - County	3,840,034	4,070,436	4,233,253						
Investment Earnings	427,913	427,913	427,913						
Misc. Revenues	30,000	30,000	-						
CRA Revenues	9,170,345	9,693,091	10,032,498						
Fund Balance	-	-	-						
Total Revenues	9,170,345	9,693,091	10,032,498						
ESTIMATED EXPENDITURES									
Personnel & Indirect Costs	841,165	881,777	919,411						
General Operating	765,745	787,560	783,492						
Community Initiatives	1,019,000	990,360	1,010,686						
Capital Maintenance	150,000	156,000	161,460						
Misc. Capital Enhancements	140,000	140,000	140,000						
Debt Service & Transfers	1,066,442	710,568	-						
Total Expenditures	3,982,352	3,666,266	3,015,050						
Annual Surplus/Deficit (Funding Available for Additional Projects and Programs)	5,187,993	6,026,825	7,017,448						
Proposed Project Addl. Funding									
Est. Totals	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
17/92 Streetscape	4,185,228	2,000,000	2,185,228	-					
Regional Stormwater Improvements	3,500,000	1,500,000	2,000,000						
Post Office Purchase	2,075,000	1,500,000	575,000	-					
Parking Improvements	7,000,000	-	-	7,000,000					
Proposed CRA Project Funding Total	16,760,228	5,000,000	4,760,228	7,000,000					
Fund Surplus/Deficit	187,993	1,266,597	17,448						
Cumulative Fund Balance (Reserves)	(246,334)	(58,341)	1,208,256	1,225,704					



- LEGEND:**
-  - ASPHALT MILLING
 -  - ASPHALT DEMOLITION/REMOVAL
 -  - CONCRETE DEMOLITION/REMOVAL
 -  - CONCRETE CURB DEMOLITION/REMOVAL



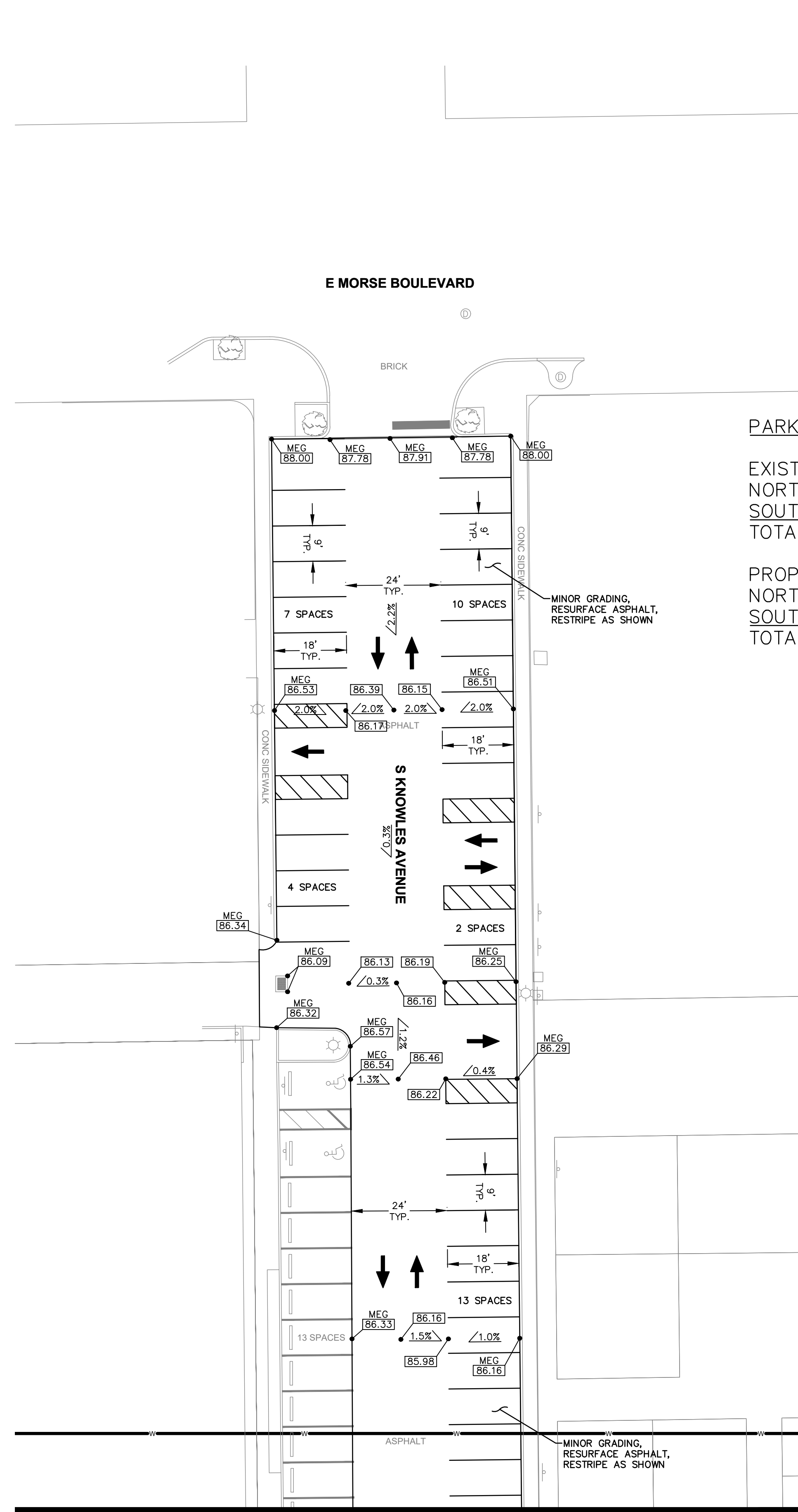
DRAFT



PROJECT NUMBER	00-00-00
DATE	12-05-23
SITE DEMOLITION PLAN	
S KNOWLES AVE. BETWEEN	
MORSE BLVD. AND NEW ENGLAND AVE.	
Winter Park, Florida	
SCALE	1 INCH = 20 FEET
SHEET NO.	I
OF	1

City of Winter Park	DESIGNED BY: BLP	CHECKED BY: HL	APPROVED BY: DM
401 Park Avenue South Winter Park, Florida 32789 Telephone (407) 939-3399	DRAWN BY: BLP	REVISIONS	DATE

FILE NAME	PLOT CODE	CAD Plot.ctb	REVISED BY	CHKD. BY



E MORSE BOULEVARD

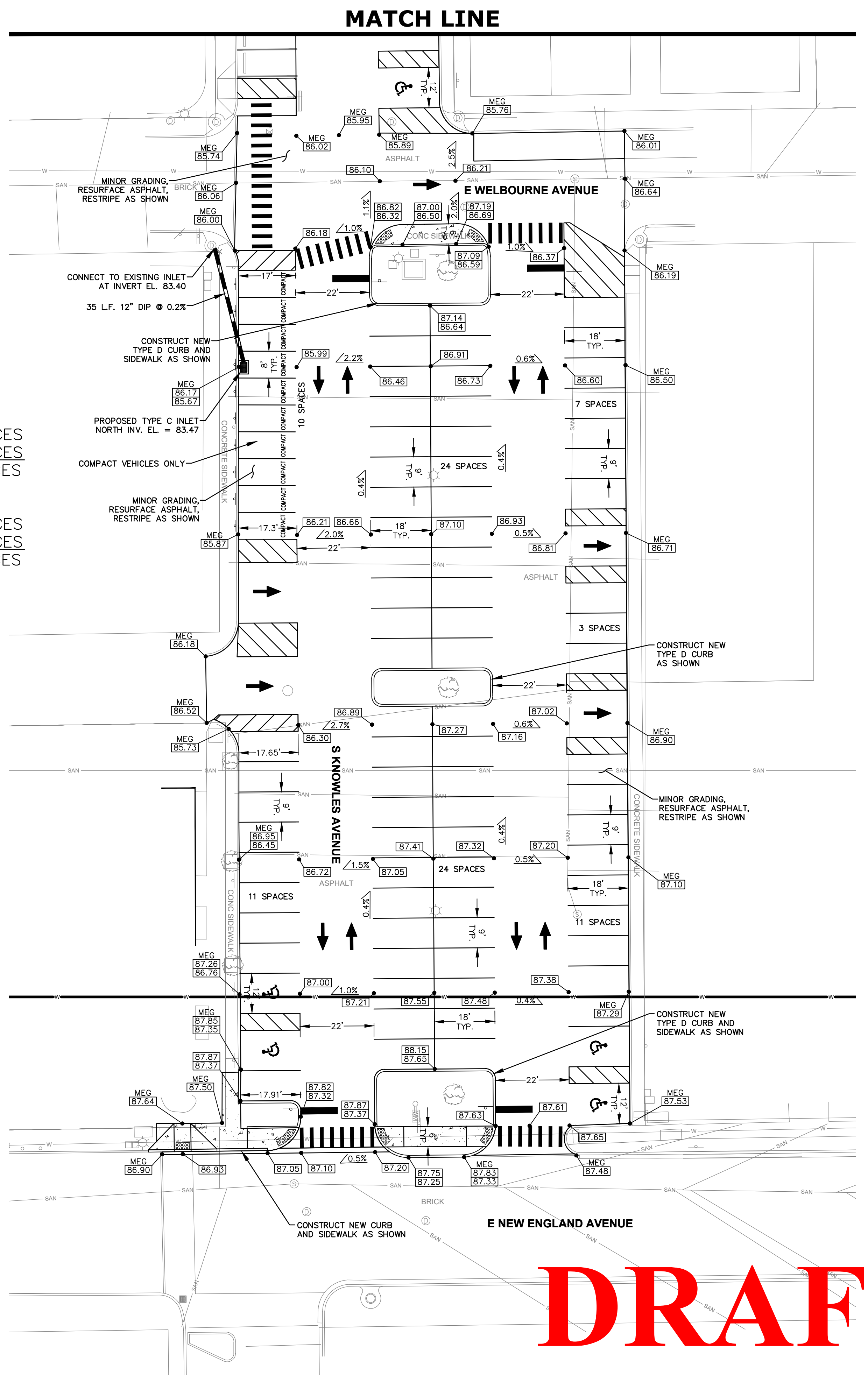
S KNOWLES AVENUE

MATCH LINE

PARKING SUMMARY

EXISTING CONDITION:
 NORTH OF WELBOURNE AVE. = 52 SPACES
 SOUTH OF WELBOURNE AVE. = 97 SPACES
 TOTAL PARKING = 149 SPACES

PROPOSED CONDITION:
 NORTH OF WELBOURNE AVE. = 49 SPACES
 SOUTH OF WELBOURNE AVE. = 90 SPACES
 TOTAL PARKING = 139 SPACES



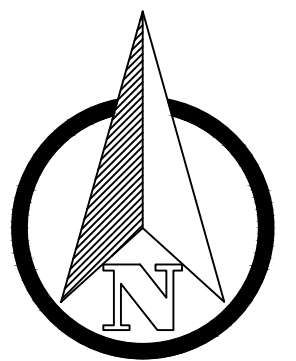
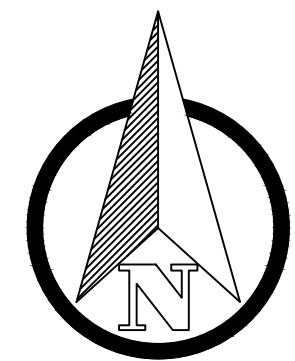
MATCH LINE

E WELBOURNE AVENUE

S KNOWLES AVENUE

E NEW ENGLAND AVENUE

DRAFT



PROJECT NUMBER 00-00-00
 DATE 12-05-23
 SCALE 1 INCH = 20 FEET
 SHEET NO. 1 of 1

SITE CONSTRUCTION PLAN
 S KNOWLES AVE. BETWEEN
 MORSE BLVD. AND NEW ENGLAND AVE.
 Winter Park, Florida

City of Winter Park
 401 Park Avenue South
 Winter Park, Florida 32789
 Telephone (407) 939-3399

DESIGNED BY: BLP
 DRAWN BY: BLP
 CHECKED BY: HL
 APPROVED BY: DM

DATE	REVISIONS	CHKD. BY

FILE NAME
 PLOT CODE
 CAD PLOT.CTB