



Community Redevelopment Advisory Board Regular Meeting

Agenda

September 22, 2022 @ 5:30 pm

Winter Park City Commission Chambers

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm 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. **Consent Agenda**
 - a. [Approval of minutes from July 28, 2022 meeting](#) 1 minute
 3. **Public Comments (for items not on the agenda): three minutes allowed for each speaker.**
 4. **Action Items**
 5. **Non-Action Items**
 - a. [Review of CRA mission & CRA Agency meeting from August 24](#) 40 minutes
 6. **Staff Updates**
 - a. [Project Updates](#) 20 minutes
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Community
Redevelopment
Advisory Board

agenda item

item type	Consent Agenda	meeting date	September 22, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Approval of minutes from July 28, 2022 meeting

motion / recommendation

Approval of the minutes as presented

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[072822 CRA AB Minutes ADA.pdf](#)



Community Redevelopment Advisory Board Minutes

July 28, 2022 at 5:30 pm

Hybrid Meeting

Present

Board Members: Carol M Rosenfelt, Maria Bryant, Linda Faye Washington, Murray Scott Wilton, Sherwin Sargeant

Staff Members: Kyle Dudgeon, Jessica Lovelace

Absent

Anjali Vaya

(1) Call to order

Staff called the meeting to order at 5:34 pm.

(2) Consent Agenda

A. Approval of Minutes - April 28, 2022

Motion to approve minutes made by Carol Rosenfelt, seconded by Maria Bryant. Motion Passes 5-0.

(3) Public Comments (for items not on the agenda)

None.

(4) Action Items

A. Election of Chair and Vice Chair

CRA Assistant Division Director, Kyle Dudgeon, provided a brief background of the election process. Board member Carol Rosenfelt nominated herself as board chair and cited the importance of establishing a meaningful relationship between the board and the commissions as well as the board taking on a more proactive position when addressing matters in the CRA.

Board member Linda Washington nominated Maria Bryant as Vice Chair. Ms. Bryant accepted.

Motion to approve Carol Rosenfelt as board chair made by Murray Wilton, seconded by Sherwin Sargeant.

Motion made to approve Maria Bryant as vice chair made by Linda Washington, seconded by Carol Rosenfelt.

Both motions pass 5-0.

B. Business Façade Program Update FY23

CRA Assistant Division Director, Kyle Dudgeon, introduced the item by providing background information about the business façade program. In comparing the Program with similar business façade programs in other

municipalities, Winter Park's is the only one that does not allow reentrance after participation. As it stands, any property that uses the program cannot participate in the program again regardless of whether or not the property comes under new ownership. As a remedy, staff has added new language to allow a 10-year time limit on participating properties.

Inquiries were raised regarding a budget cap on multi-family storefronts. Mr. Dudgeon responded stating that these opportunities are rare; however, if one were to arise, then staff would ask the board to consider raising the cap.

Concerns were raised regarding the program's participation. Mr. Dudgeon stated that getting the word out to local businesses is a challenge; however, staff is continuing to engage in its current efforts, will consider other communication avenues as they develop, and asked if board members would help spread the word as well.

Motion to approve adding the 10-year time limit to the business façade program made by Murray Wilton, seconded by Linda Washington. Motion passes 5-0.

C. CRA Budget FY22-23

CRA Assistant Division Director, Kyle Dudgeon, introduced the budget while detailing key items pertaining to the CRA's economic structure. Key points include:

- The CRA is comprised of 70% commercial tax base.
- CRA TIF growth has experienced both up and down turns over the past 15 years, with years 2016 and 2017 seeing the highest growth. Nevertheless, tax increment growth is currently at 9.6% over last year.
- Staff aims to keep staff and operations expenditures at 10% or less.

CRA program highlights include:

- 188 homes supported through rehabilitating homes (\$200,000)
- 66 total façade grants (\$100,000)
- 205 Youth program participants since 2008 (\$30,000).
- 32 residential driveway and paint program projects (\$12,000).

In addition to existing budget items, staff also proposed additional CRA Capital Project options that are not in the current Capital Improvement Project (CIP):

- MLK Park: Staff is proposing adding \$500,000 funds over and above the capital improvement plan amount of \$2.9M to the project given the uncertain nature of material pricing and labor constraints. In addition, the current funding in the CRA Master Stormwater fund would also contribute to the cost of the project respectively (\$492,000).
- Hannibal Square Design Standards: Given the priority placement on MLK and Shady Park, staff proposed moving this item back in the CIP freeing up cash on-hand, and allowing more time for research and discussion (\$-200,000)
- Denning Drive project (north of Webster): continuation of mixed-used path to include a 10-foot landscape buffer (\$500,000).
- Denning Drive/Fairbanks Avenue Improvements: Installation of southbound right turn lane on Fairbanks, approximately (\$321,765.)

An inquiry was made about considering additional nonprofit organizations for nonprofit funding support. Mr. Dudgeon indicated that while staff does not have an established policy to acquire and retain nonprofit organizations, the challenge for acquiring more nonprofits is the year over year commitment that could put a strain on the budget. Hence, staff recommended keeping the current number of supported nonprofits the same.

There was a concern raised about setting aside \$3.4 million in funds for the MLK Park project in the event the funds are not used during the fiscal year. Unutilized funds could instead be used for other projects that will take advantage of these monies. Mr. Dudgeon assured the board that the project is moving forward in phases. However, in the event that there are any major delays, the board can meet during the fiscal year to discuss budget concerns and allocations.

After further discussion, the board moved to approve the budget as proposed.

Motion made to approve the budget as proposed made by Maria Bryant, seconded by Linda Washington.

Motion passes 5-0.

(5) Non-Action Items

A.CRA Tree Assessment Policy

CRA Assistant Division Director, Kyle Dudgeon, introduced the item. As citizens raised concerns about receiving city support in removing potential hazardous trees from their property, staff developed a tree assessment program to support residential demand. The program would not result in an increase in the CRA budget. Presently, the CRA plan does not specifically speak to tree improvement. Therefore, staff is requesting thoughts and suggestions from the board on how to move forward best.

Discussion ensued regarding the use of this program outside of the CRA since, as presented, the tree assessment policy could only be utilized by residents within the CRA boundary. Additionally, the board made additional inquiries about program participation throughout the city, income requirements, participation among elderly residents, and potentially changing the program from a CRA resident initiated program to an established city policy initiated and facilitated by City staff for all residents.

The board requested additional information and research to discuss again in the future.

(6) Staff Updates

Central Park Stage. Supply chain issues have caused some delays but staff is still working towards completion in September.

MLK Park. Staff has held two public meetings to discuss the project and its progress, which was met with good public engagement.

CRA Extension. By statute, CRAs have a useful life. The lifespan for Winter Park's CRA ends in 2027. Thus, staff has communicated with the CRA Agency to evaluate need, which includes the potential extension of the CRA boundary. The CRA board will receive updates as staff receives direction from the CRA Agency on extension progress and review which areas can be considered for CRA modification.

(7) Board Comment

None.

(8) Upcoming Agenda Items

The board would like to review the CRA mission at the next meeting to understand what exactly the board is expected to accomplish.

(9) Adjournment

There being no further business to discuss, the meeting adjourned at 7:01 pm.

Carol Rosenfelt, Chairperson

Board Liaison, Kyle Dudgeon



Community Redevelopment Advisory Board

agenda item

item type Non-Action Items	meeting date September 22, 2022
prepared by Kyle Dudgeon	approved by
board approval	
strategic objective	

subject

Review of CRA mission & CRA Agency meeting from August 24

motion / recommendation

background

Staff is presenting a review of three items: the CRA's mission, budget presentation results from August 24th, and subsequent discussion regarding the future of the CRA. Agenda packet from the Agency's 8/24 meeting can be found on the city's website.

Mission: For reference, staff is providing the CRA mission page from the districts latest annual report, and approved CRA budget.

CRA Future Direction: In addition, at their June 23rd work session, the CRA Agency directed staff to analyze potential areas for Winter Park CRA expansion while additionally providing insight on a request for CRA extension (additional years of CRA existence) of the existing boundary.

Staff has completed an initial analysis reviewing requested areas by the Agency for taxable value, FAR, and potential increment revenue through FY2037. A map of these areas is included as backup to this item. Staff will communicate their findings as part of a powerpoint presentation, and share additional direction given by the Agency.

alternatives / other considerations

fiscal impact

Expanding or extending the CRA's sunset date could allow the CRA to accrue additional increment revenue, expand project capacity, and generate more capital investment throughout its life. Considerations would be subject to final agreement amongst the Agency, City, and County.

ATTACHMENTS:

[CRA Annual Report Mission Page.pdf](#)

ATTACHMENTS:

[Budget_Ten_Year_Pro-Forma_-_FY_2023_Final.pdf](#)

ATTACHMENTS:

[CRA.Extension Possibilities Map.pdf](#)



mission

To preserve and improve the residential viability and livability of the neighborhoods within the Community Redevelopment Agency (CRA) district by encouraging and initiating activities which empower residents to effect change and to enhance and improve the commercial areas of the CRA by encouraging and implementing activities that promote economic growth.

The Winter Park CRA is guided by a CRA Plan. The CRA Plan is designed to explore the critical factors that have shaped Winter Park and to identify opportunities to create a quality environment for residents and businesses. The CRA Plan has been the foundation for establishing and defining the vision and mission for revitalizing the Winter Park CRA district. The CRA Plan and the CRA Plan Amendment were adopted in August 1994 and February 1999, respectively.

**Community Redevelopment Agency 10-Year Proforma
FY22-23 Approved Budget Plan**

		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
ESTIMATED REVENUES											
TIF Revenue - City		4,043,522	4,326,569	4,369,834	4,457,231	4,590,948					
TIF Revenue - County		3,390,920	3,628,284	3,664,567	3,737,859	3,849,994					
Investment Earnings		-	30,000	30,450	30,907	31,370					
Misc. Revenues		-	-	-	-	-					
CRA Revenues		7,434,442	7,984,853	8,064,851	8,225,996	8,472,313					
Fund Balance		-	-	-	-	-					
Total Revenues		7,434,442	7,984,853	8,064,851	8,225,996	8,472,313					
ESTIMATED EXPENDITURES											
Personnel & Indirect Costs		572,642	598,028	621,972	644,247	666,698					
General Operating		384,503	400,193	414,763	428,017	439,801					
Community Initiatives		445,000	550,310	555,242	559,731	563,713					
Capital Maintenance		120,000	126,000	131,040	135,626	139,695					
Misc. Capital Enhancements		-	140,000	140,000	140,000	140,000					
Debt Service & Transfers		1,484,485	1,071,284	1,066,442	710,568	-					
Total Expenditures		3,006,630	2,885,814	2,929,459	2,618,189	1,949,908					
Annual Surplus/Deficit (Funding Available for Additional Projects and Programs)		4,427,812	5,099,038	5,135,392	5,607,807	6,522,405					
Proposed Project Addl. Funding	Est. Totals	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
17/92 Streetscape	5,185,228	-	1,000,000	2,000,000	2,185,228	-					
North Denning Dr. Streetscape Extension	500,000	500,000	-	-	-	-					
Denning/Fairbanks Improvements	321,765	321,765	-	-	-	-					
MLK Park Improvements	2,900,000	2,900,000	-	-	-	-					
Land Acquisitions	1,500,000	-	1,500,000	-	-	-					
Post Office Purchase	7,075,000	-	-	5,000,000	2,075,000	-					
Parking Improvements	7,000,000	-	-	-	-	7,000,000					
Connectivity Improvements	200,000	-	200,000	-	-	-					
Proposed CRA Project Funding Total	24,681,993	3,721,765	2,700,000	7,000,000	4,260,228	7,000,000					
Fund Surplus/Deficit		706,047	2,399,038	(1,864,608)	1,347,579	(477,595)					
Cumulative Fund Balance (Reserves)	(622,747)	83,300	2,482,339	617,731	1,965,310	1,487,715					

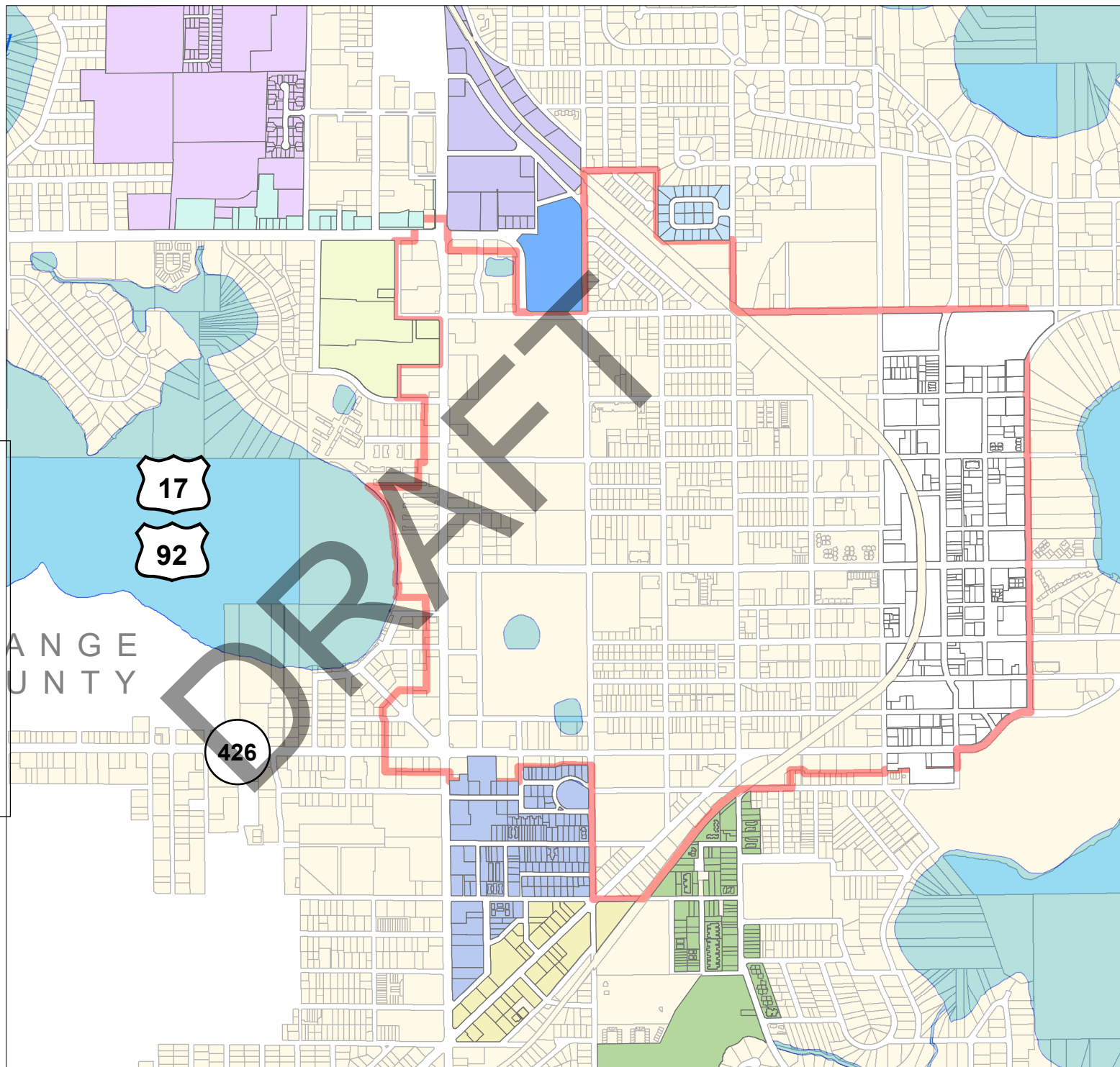


CRA Extension Study

City of Winter Park
Economic Development/
CRA

Legend

- Orange/Orlando connection area
- Denning to Mead
- Park Avenue reduction
- Norwood Circle
- Railroad Ave Ext.
- OCPS
- K-Mart Area
- Lee Road Extension Area
- Bennett Area
- Orange Ave remainder (Ozark/Progress)
- CRA.DBO.CRAMergedBoundary**
- WP Parcels





Community Redevelopment Advisory Board

agenda item

item type Staff Updates	meeting date September 22, 2022
prepared by Kyle Dudgeon	approved by
board approval	
strategic objective	

subject

Project Updates

motion / recommendation

background

Staff is providing an update relative to the following topics. In general, these do not necessitate action by the board, but are included to provide the public the most up to date information regarding the status of various issues. The board may use this time to address discussion or viewpoints on these items.

New York Avenue Streetscape - Phase I construction complete (Intersection of Fairbanks and New York Avenue) to improve turning lanes, ADA improved pedestrian crosswalks, and mast arm construction. Coordination on Phase II (New York Avenue to Morse Blvd intersections) streetscape and ADA enhancements underway with intersection of New York and Comstock completed. Remaining intersections include New York and Welbourne and New York and Morse.

Central Park Stage - Construction documents complete and permits pulled. Fencing around the stage installed, demolition complete, and construction near completion. Staff has sent notification cards to all CRA stakeholders with two supplemental articles within the Winter Park Update periodical. Opening date for the stage is set for October 4th.

MLK Park Improvements - Additional funding approved by the CRA Agency at their August 24th meeting. Staff continues to collect updated costs for final construction document approval.

Shady Park Enhancements - Call to artist process vetted through selection committee and artist chosen. Contract approved by City Commission in August. Timeline for fabrication, installation of the art piece, and remaining amenity enhancements currently

estimated at 12-14 months.

Traffic Improvements - Staff is assembling the necessary pieces for solicitations on Denning Drive/Fairbanks and Denning Drive/Webster. Anticipated timeline to secure a contractor is 6-8 months.

Community Development Block Grant (CDBG) - Contract approved for free public Wi-Fi on Denning Drive extending to additional areas within the district. Staff is currently coordinating on installation timelines with the vendor.

[alternatives / other considerations](#)

[fiscal impact](#)

ATTACHMENTS:

[Project Images.pdf](#)







