



Community Redevelopment Advisory Board Regular Meeting

Agenda

July 28, 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 April 28, 2022 meeting.](#) 1 minutes
 3. **Public Comments (for items not on the agenda): three minutes allowed for each speaker.**
 4. **Action Items**
 - a. [Election of Chair and Vice Chair](#) 5 minutes
 - b. [Business Facade Program Update FY23](#) 15 minutes
 - c. [CRA Budget FY22-23](#) 40 minutes
 5. **Non-Action Items**
 - a. [CRA Tree Assessment Policy](#) 15 minutes
 6. **Staff Updates**
 - a. [Staff Updates](#) 5 minutes
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Community
Redevelopment
Advisory Board

agenda item

item type	Consent Agenda	meeting date	July 28, 2022
prepared by	Jesica Lovelace	approved by	Kyle Dudgeon, Peter Moore
board approval	Completed		
strategic objective			

subject

Approval of minutes from April 28, 2022 meeting.

motion / recommendation

Approval of the minutes from the April 28, 2022 meeting is requested.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[1a - 042822 CRA AB Meeting Minutes ADA.pdf](#)



Community Redevelopment Advisory Board Minutes

April 28, 2022 at 5:30 pm

Present

Board Members: Christine Girand, Maria Bryant, Linda Washington, Carol Rosenfelt, Anjali Vaya, Murray Scott Wilton

Staff Members: Peter Moore, Kyle Dudgeon, Jessica Lovelace

Absent

None.

(1) Meeting called to order

Staff called the meeting to order at 5:36 pm.

A. Board Member (Re)introduction

Board members reintroduced themselves as meetings return to physical space.

(2) Consent Agenda

A. Approval of minutes from March 24, 2022 meeting.

Board asked to correct spelling of staff name from Pater to Peter.

Motion to approve minutes with amendments made by Carol Rosenfelt, seconded by Murray Scott Wilton. Motion Passes 6-0.

(3) Public Comments (for items not on the agenda): three minutes allowed for each speaker.

None.

(4) Action items

A. Home Renovation Program FY23 Update

CRA Assistant Division Director, Kyle Dudgeon, provided background on the home renovation program as it relates to its performance. To date, the program boasts 142 successful applicants since inception and is considered one of the most successful programs in the CRA. In assessing similar home renovation programs in the region, staff determined that the grant cap is comparatively low. Staff also recognized that increasing the available funds cap for each eligible applicant, the program should also consider including additional eligibility improvements. Mr. Dudgeon is seeking approval from the board to raise the program's cap. After receiving approval, the next step would be to bring the updated program

guidelines forward to CRA Agency. Pending CRA Agency approval, the proposed changes will go in effect October 1, 2022.

An inquiry was raised regarding what a zero-interest forgivable loan is in terms of this program. Mr. Dudgeon responded stating that residents are not required to repay if they stay in the home for 10 years. This requirement ensures that owners do not use the program, flip the house, and then sell it. Some board members inquired about whether the program was successful at accomplishing its goal to preserve decent owner-occupied homes. Mr. Dudgeon responded stating that based on available data the program has only addressed approximately 50-60% of owner-occupied homes in Winter Park.

The board asked about how residents find out about the program. Mr. Dudgeon replied that word of mouth is the most successful medium for message delivery. In addition, program documents are available online, information and outreach is available at the community center, and there are hard copies of program documents available at the front desk of City Hall.

An inquiry was raised about whether the community service hours requirement can be waived for senior citizens. Particularly, if the applicant is already active in the community (i.e. attends public meeting, conducts outreach in the city, etc.), can staff consider that as service? Mr. Dudgeon noted that applicants can work with staff to build out the community service requirement. Additionally, staff can consider expanding this guideline to accommodate at-risk applicants. Budget and Management Division Director, Peter Moore added that staff can also accommodate community service suggestions provided by an applicant.

The board asked if staff can also utilize the bulletin announcements to advertise the program, especially during the summer. Mr. Dudgeon stated that staff can use the bulletin and can work with communications to advertise for all CRA programs.

Some concerns were raised regarding increasing the cap to \$30,000 but keeping the overall program budget at \$200,000. Inquiries were made on whether the board also be considering increased the total program budget as well to accommodate the new \$30,000 cap. Mr. Dudgeon noted that he is confident that the overall budget will not need to be raised to accommodate the cap increase.

The board asked if the program needed a waitlist this past year. Mr. Dudgeon responded stating that the program has not been on a waitlist this year.

Prior to approval, the board opened the floor to public comment.

Sheila reed, 780 Carver Street, inquired about the difference between the \$200,000 budget and the \$30,000 cap. Mr. Dudgeon advised that each applicant is eligible for a grant up to \$30,000. Accordingly, the total pool of money available for affordable housing is \$200,000, which includes housing renovation.

Motion made to approve home renovation program updates for FY23 by Murray Scott Wilton, seconded by Carol Rosenfelt. Motion passes 6-0.

(5) Non-action items

A. Business Façade Program FY23

Mr. Dudgeon introduced item by briefly discussing the program's background. Subsequently, Mr. Dudgeon discussed that the current program language is "one and done" in reference to use and future of the program. The program, as Mr. Dudgeon noted, has been in existence for quite some time and some business façade improvements are beginning to wane. However, per current guidelines, new business owners that move into properties that have used the program in the past are unable to participate in the program again. Mr. Dudgeon wants the board to consider potentially giving business locations the opportunity to access the program after a certain time.

The board supported the idea of giving new business owners the opportunity to use the program again as it would also help with the city's sustainability goals.

An inquiry was raised regarding what type of businesses have utilized the program in the past and if staff has noticed a usage pattern among participants. Mr. Dudgeon responded stating that the program has been used by all different types of businesses. Mr. Dudgeon added that staff has a map that outlines who has used the program and where can potentially geo-code the map if requested.

Concerns were raised regarding the program's visibility as many business owners are not aware of the program. Mr. Moore provided historical details about the program stating that program usage has been more successful among property owners as opposed to tenants. Accordantly, staff can consider developing a mailer to send out to property owners advertising the program. Mr. Moore added that many tenants did not want to use the program because the guidelines initially included a five-year no sale clause, which has since been removed.

The board inquired about the Chamber of Commerce helps with promoting the program. Mr. Dudgeon responded stating that the Chamber is aware of all CRA programs and engages in word of mouth advertising while employing digital tools to promote the program. Mr. Dudgeon will also chat with them to discuss how word of mouth advertising can dovetail with their digital tools.

An inquiry was raised regarding a property building with multiple tenants and whether different tenants can apply for the program separately as opposed to the property owner applying as a whole. Mr. Dudgeon noted that buildings with multiple occupants may be eligible on a case by case basis; however, the occurrence is rare.

Inquiries were raised regarding where the program's \$20,000 program cap was derived from. Mr. Dudgeon stated that based on the value of investments within Winter Park, most businesses spend an average of about \$40,000 on façade renovations. The program cap is \$20,000 because the program will only provide up to 50% of all eligible improvements.

The board asked how many applicants has the program have this year? Mr. Dudgeon noted that this year has been a more aggressive year in comparison to other years with approximately 4-5 applicants, which may be as a result of businesses recently coming out of pandemic.

The board is receptive to making changes to the program's usage cap. Mr. Dudgeon will review current guidelines and business needs and then bring up program changes as an action item during the next meeting.

(6) Staff updates

A. Staff updates

Mr. Dudgeon stated that staff is nearing the end of phase one of the New York Avenue and Fairbanks Avenue project. Phase one resulted in improved functionality and aesthetical appeal of the New York Avenue and Fairbanks Avenue intersection. Mr. Dudgeon added that Rollins college stated that the project has helped elevate the area and the district. Staff is planning to move forward with phase two, which involves moving on to remaining intersections on New York Avenue and up to Morse Boulevard.

Demolition for the Central Park Stage will begin in the coming weeks. Mr. Dudgeon noted that the stage has a September 2, 2022 due date.

Mr. Dudgeon remarked on the selection committee for the Shady Park improvement art piece. Staff is hoping to have the request for proposal out next week, which will start the 90-day solicitation process.

Mr. Dudgeon noted that staff is hoping to schedule a joint meeting with the Parks and Recreation and the consultant on May 18, 2022 to discuss Martin Luther King (MLK) Jr. park, the MLK park corner, park improvements, and budget constraints.

Mr. Dudgeon remarked on this meeting being the last meeting as an existing board as April ends term board appointments for the existing board. Mr. Dudgeon thanked the board for their community service.

(7) Board comments

A. Board comments

The board thanked Mr. Dudgeon and Mr. Moore for their support and their efforts.

Concerns were raised regarding the addition of restrooms on West Meadow. In the property documents, the land owners mentioned that they were not in favor of adding restrooms; therefore, some board members are not in support of the development of restrooms on the West Meadow property.

Board orientation will be held on Monday, May 23, 2022 at 630 at the Winter Park Library and Events Center.

(8) Adjournment

There being no further matters to discuss, the meeting adjourned at 6:34pm

Christine Girand, Chairperson

Board Liaison, Kyle Dudgeon



Community Redevelopment Advisory Board

agenda item

item type	Action Items	meeting date	July 28, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective	N/A		

subject

Election of Chair and Vice Chair

motion / recommendation

Motion is at the pleasure of the board

background

Staff is requesting approval of a board chair and vice- chair consistent with Ordinance 3245-22. As required, each board shall elect a chair and vice-chair from its membership on an annual basis. Election of the chair and vice-chair will take place at the second meeting following the Commission's annual board appointments. Vacancies in the position of chair or vice-chair should be filled at the subsequent regular meeting of the board following the occurrence of the vacancy.

Below is the current board roster.

- **Linda Faye Washington**
1st Term
Jun 22, 2020 to Apr 30, 2023
Appointing Authority
City Commission
Category
Resident in CRA
Dais Seat
Commission Seat 2
- **Murray Scott Wilton**
1st Term
Jun 23, 2021 to Apr 30, 2023
Appointing Authority
City Commission
Category
Business in CRA

Dais Seat
Commission Seat 1

- **Anjali Vaya**
1st Term
Apr 28, 2021 to Apr 30, 2024
Appointing Authority
City Commission
Category
At-large
Dais Seat
Mayor
- **Maria Bryant**
1st Term
Apr 28, 2021 to Apr 30, 2024
Appointing Authority
City Commission
Category
At-large
Dais Seat
Mayor
- **Sherwin Sargeant**
1st Term
Apr 29, 2022 to Apr 29, 2025
Appointing Authority
City Commission
Category
Business in CRA
Dais Seat
Commission Seat 4
- **Carol M Rosenfelt**
2nd Term
Apr 27, 2022 to Apr 30, 2025
Appointing Authority
City Commission
Category
Business in CRA
Dais Seat
Commission Seat 3

alternatives / other considerations

N/A

fiscal impact

N/A



Community Redevelopment Advisory Board

agenda item

item type	Action Items	meeting date	July 28, 2022
prepared by	Jesica Lovelace	approved by	
board approval			
strategic objective			

subject

Business Facade Program Update FY23

motion / recommendation

To approve as requested

background

In its thirteen-year tenure, the Business Façade Program has witnessed a great deal of growth within the community as well as program use. Since 2009, it has supported almost 70 different businesses within the CRA. As the program continues to evolve, staff will continue to identify ways to improve programming and provide maximum assistance to businesses. This includes evaluating other programs documented within the City/CRA facade research matrix. Current program guidelines aim to maximize participation by only permitting business locations to use the program once. This guideline also carries over for merchants who sell their property to a new owner. Thus, if a new owner acquires a business that once used the program, that merchant is no longer able to utilize the façade program under the current guidelines. Staff is requesting to consider shifting to a 10-year time limit for properties that use this program to provide future business owners with the opportunity to utilize the program. Changing this guideline would allow for increased usage in the program in the event that new merchants or even previous applicants are seeking relief in times of economic uncertainty, or the useful life of previous improvements has expired.

In 2022, with the goal of growing and expanding its reach within the city, the program expanded beyond the community redevelopment area (CRA) and transitioned to a separate city-wide effort through American Rescue Plan Act (ARPA) funds. Moving to city-wide approach allows the CRA to promote a more inclusive community enhancement agenda that not only benefits the CRA but the city as a whole. Ultimately, the business façade program is a useful tool in bolstering the city's competitiveness through supportive programming and business retention.

alternatives / other considerations

Provide staff direction on other program changes

Provide no program changes

fiscal impact

Pending changes to guidelines. Existing applicants are able to request up to \$20,000 in eligible funding rebates. The program is budgeted at \$100,000 for this fiscal year.

ATTACHMENTS:

[WP Business Facade Guidelines 1-27-2022.pdf](#)

ATTACHMENTS:

[WP Business Facade Application 1-27-2022.pdf](#)

ATTACHMENTS:

[Participant List_Business Facade Map2020.pdf](#)

ATTACHMENTS:

[Business Facade Program Research Matrix.pdf](#)



City of Winter Park Business Façade Grant Program Guidelines

The City of Winter Park established the Business Façade Grant Program to provide a financial incentive to property and business owners to renovate and reinvest in the exterior of their business or commercial property. The program specifically encourages redevelopment and reinvestment for commercial properties located in the City of Winter Park.

ELIGIBLE APPLICANTS

- The grant applicant must be a property owner or a business owner leasing a storefront;
- The business must be located within the boundaries of the City of Winter Park (see map, which may be updated periodically);
- If applying as the tenant, an affidavit must be signed by the property owner consenting to the improvements (see application);
- Proposed project must be a small business as defined by the U.S. Small Business Administration (For more information visit www.sba.gov/size).
- Business may be an individually owned franchise as long as it meets all other criteria;
- Tenant must have at least two years remaining in lease at location of proposed project;
- Business Façade Improvement Program Grant can only be used once per building; regardless of ownership;
- Buildings with multiple occupants may be eligible on a case by case basis;
- The project applicant must owe no outstanding property taxes, fees, judgment, or liens to the City of Winter Park or Orange County and have no outstanding code violations.

Ineligible Applicants: National corporate franchises, government offices and agencies (non-governmental, for-profit, tenants are eligible), businesses that exclude service to minors, properties primarily in residential use, properties exempt from property taxes.

ELIGIBLE PROJECTS

The Exterior Improvement Grant program is funded through the City of Winter Park. The City will match the Owner/Lessee up to fifty percent (50%) of the total cost of eligible improvements up to \$20,000. Project cost must exceed \$2,500 of eligible improvements to be considered for façade grant. All work must be done on the exterior of a street facing side of the building. Grant funds cannot be used on work already completed. Eligible work must be completed **after** an applicant's request has been reviewed **and** approved.

Eligible work: Rehabilitation of building facades visible to the street or public right-of-way, including:

- storefronts;
- ledges;

- gutters and downspouts;
- signs and graphics;
- exterior lighting;
- canopies and awnings;
- painting and masonry work.

Following repairs are allowed as long as they are part of work which is directly visible from public right-of-ways and specifically approved by the City:

- landscaping and irrigation;
- fences;
- seal coating, re-stripping of parking lots and bike racks;

Ineligible Activities:

- roofs;
- structural foundations;
- billboards;
- security systems;
- non-permanent fixtures;
- interior window coverings;
- personal property and equipment;
- security bars; razor/barbed wire fencing;
- sidewalks and paving;
- all necessary government approvals, building permits, and taxes;
- services performed by a non-licensed contractor
- work performed prior to grant award

AWARD TIMELINE

Applications will be collected throughout the year. Businesses may apply any time during the fiscal year, but are encouraged to submit their applications as soon as possible to ensure funds are available for commitment.

AWARD REIMBURSEMENT

Reimbursement shall be limited to no more than 50% of the total cost of eligible improvements, not to exceed \$20,000 per storefront. Larger buildings with more than one storefront and/or more than one side visible (on a corner) may be considered for a larger grant on a case by case basis by the City. Any projects totaling less than \$2,500 in qualified improvements are not eligible.

Approved applicants may request on up to 50% of the estimated awarded grant funds, with proof of paid invoice. The remaining grant funds will be paid once the project is complete. Grants are awarded on a first come, first served basis, as long as funding remains available in the program.

The City reserves the right to refuse reimbursements in whole or in part for work that is not completed within 9 months. The City cannot reserve funds indefinitely. Grants may be subject to cancellation if not completed or significant progress has not been made by the completion date. Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.

Only applicants that have previously applied and been placed on the waiting list prior to beginning any exterior improvement under this program may be eligible for funding.

Multi-Tenant Building: Business tenants in a multi-tenant property may apply to the program as long as the tenant has a clearly definable independent entrance into the storefront that is clearly visible from public rights-of-way (ex. strip-mall tenants). Business tenants in multi-tenant buildings that do not have independent storefronts are not eligible to apply; however, the property owner may still apply if they meet the eligibility requirements. Multi-tenant property owners may still apply if they meet all other eligibility requirements. Property owners will not be able to apply if other tenants in the same property have previously used the program. If no other tenant in the property has utilized the program then the property owner may apply as the applicant and receive up to \$20,000 for the entire property.

COMPETITIVE BIDDING Applicants are required to get three (3) competitive bids for every type of proposed work. Please be advised, applicants are not permitted to use their own business as one of the required bids. The City will match up to 50% of the cost up to \$20,000. All contractors must be insured and licensed by the State of Florida. All construction contracts will be between the applicant and contractor.

APPROVALS

The City has the sole authority to determine eligibility of proposed work and confirmation of completed work. Certain work may be required or precluded as a condition of funding. Participants will be responsible for obtaining necessary regulatory approvals, including any needed by City departments or boards and including, but not limited to, building permits and any other necessary permits. All work must comply with city, state, and federal regulations.

CONTRACTUAL AGREEMENT

Accepted applicants must enter into a contractual agreement with the City prior to disbursement of grant funds.

SUBMISSION REQUIREMENTS

Application packages must include documentation that illustrates the visual impact of the project and its cost.

PROGRAM REUSE

An applicant's property can be approved for program reuse once every 10 years.

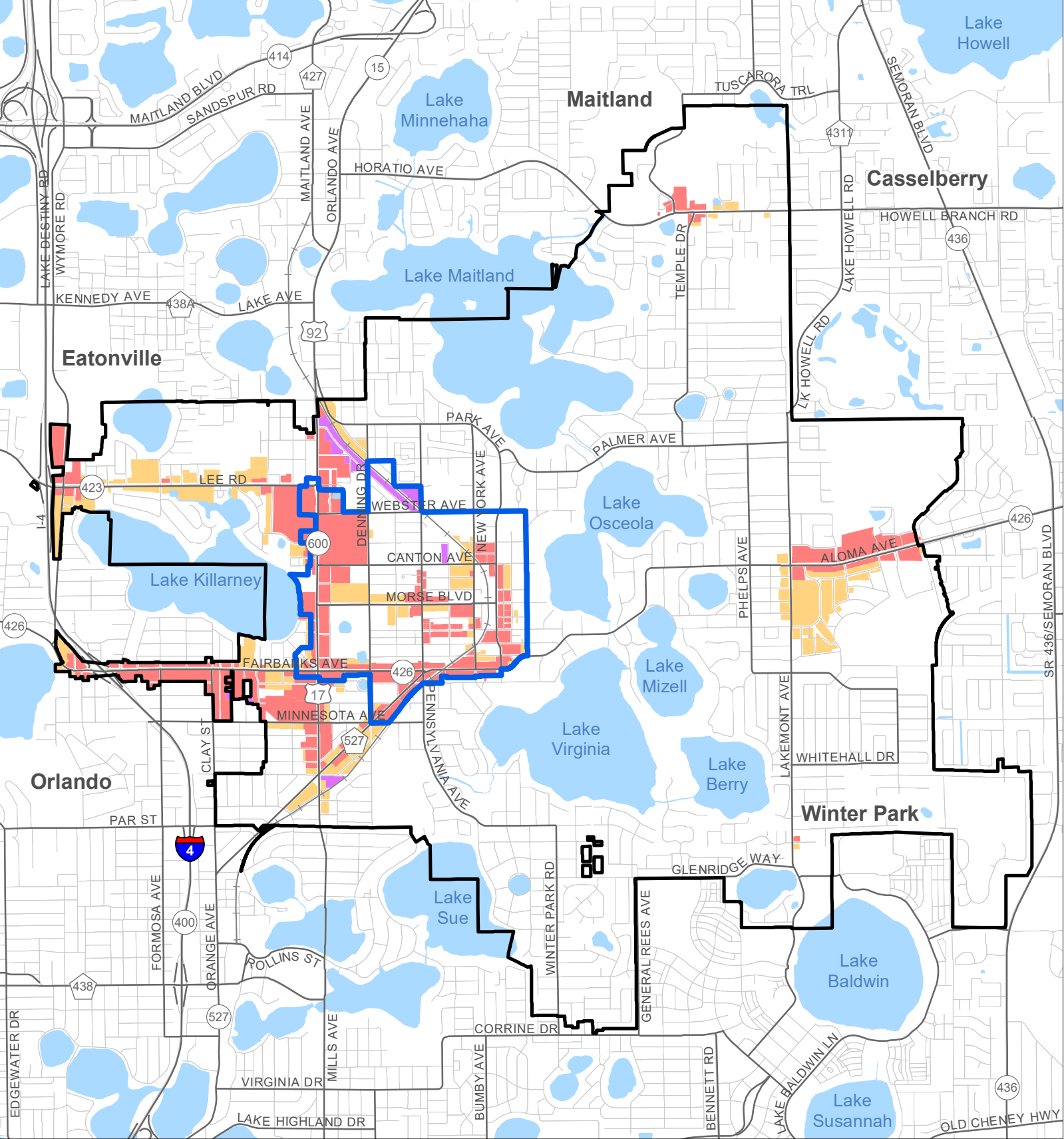
Failure to provide required information will delay the review and/or approval process.

The applications must include the following attachments:

1. Complete application form
2. Copy of current business license
3. Copy of current property insurance
4. Written consent from property owner giving permission to conduct exterior improvements (*if necessary*)
5. Digital photographs of existing conditions of project
6. Written description of project improvements including material list and color selections
7. Simple sketch of improvement project
8. Three competitive bids for each type of work proposed

Submit complete applications to:
Economic Development/ Community Redevelopment
Agency Division
Attn: Business Façade Grant Program
401 Park Avenue South
Winter Park, FL 32789

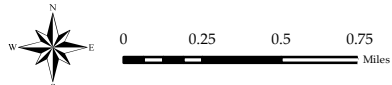
For more information about the City's Business Façade Program, please contact our office at 407-599-3225 or online by visiting www.cityofwinterpark.org/depts/admin/ED



**COMMERCIAL, INDUSTRIAL
AND INDUSTRIAL ZONING**
City of Winter Park, Florida

- CRA Boundary
- Winter Park Zoning**
- Commercial
- Industrial
- Office

Date: 12/28/2021
Project: CRA20211111
Source: Winter Park Planning
Department





City of Winter Park Business Façade Program

1. APPLICANT

Name: _____

Address: _____

_____ Zip _____

Contact Name: _____ Phone Number: _____

Email: _____ Fax Number: _____

Legal Form: Sole Proprietorship ☐ Partnership ☐

Corporation: Profit ☐ Non-Profit ☐

In which State are the incorporation and/or organization documents filed?

Tax Identification Number: _____

2. BUILDING/BUSINESS TO BE IMPROVED

Name: _____

Address: _____

_____ Zip _____

Legal Description: _____

Property Tax Parcel Number: _____

3. OWNER OF PROPERTY (if not applicant)

Name: _____

Contact Name: _____

Address: _____

_____ Zip _____

Phone Number(s): _____

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____
--

4. AUTHORIZATION TO UNDERTAKE WORK

If the applicant is not the owner of the property, provide written evidence in the form below that the owner authorizes this work to be undertaken.

5. BRIEF DESCRIPTION OF PROPOSED EXTERIOR IMPROVEMENTS

6. ESTIMATED COST OF WORK FROM BIDS RECEIVED *(Applicant may make multiple copies of this page if the applicant is collecting bids from more than three vendors to ensure a complete scope of work. Please be advised, applicants are not permitted to list their own services/business as a potential vendor for use of grant funding. List each type of work separately under item 5 and enter the required bids below.)*

Bid #1:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____._____

Bid #2:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____._____

Bid #3:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____._____

7. SOURCE(S) OF ADDITIONAL FUNDING

8. INVESTMENT VALUE OF WORK BEING PERFORMED BY APPLICANT

Include the total cost estimate of all work being performed at the business, both exterior and any interior improvements being made. \$_____._____

9. ACKNOWLEDGEMENTS

- ☐ I have read and understand the program guidelines and criteria
- ☐ I have attached a copy of my current business license to this document
- ☐ I have attached a copy of my current property insurance
- ☐ To the best of my knowledge the business and the property are current on all local, state, and federal taxes
- ☐ I have attached a copy of the scope of work and available drawings or sketches
- ☐ I understand that final approval must come from all City departments concerned with any improvement and that award of the grant by the City does not guarantee approval of the project. The applicant must meet all City requirements and codes.

CERTIFICATION BY APPLICANT

The applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a 50/50 grant and is true and complete to the best of the applicant's knowledge and belief.

If the applicant is not the owner of the property to be rehabilitated, or if the applicant is not the sole owner of the property, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

The City is dedicated to promoting and encouraging diversity in the programs that it supports or funds. Successful applicants in the City's Business Façade Program are encouraged to contact contractors that are certified minority owned or small businesses.

Verification of any information contained in this application may be obtained by the City from any available source.

Applicant Signature

Date

Please return a copy of this completed application along with any supporting documentation to the City.

Economic Development/Community Redevelopment Agency Division
401 S. Park Ave
Winter Park, FL 32789

For additional information please contact:

Jesica Lovelace
CRA/Economic Development Specialist
Phone: 407-599-3225
Email: jlovelace@cityofwinterpark.org

Business Façade Program Property Owner Authorization

I, _____, understand that

_____, a leaseholder of my property located at

_____ is considering improvements under the City of Winter Park Business Façade Grant Program, hereinafter referred to as "Program." For the purposes of this authorization, hereinafter the City of Winter Park as "City".

I have received and reviewed the Program guidelines and reviewed the application submitted by my tenant. I agree to permit the proposed improvements to my building. I understand that I am not financially responsible to complete these improvements under the Program.

I understand and agree that neither the City assume responsibility or liability to me or any other part for any action or failure of any contractor or other third party and in no way guarantee any work to be done or material to be supplied.

I further agree to hold the City harmless from and indemnify them for and against any and all claims which may be brought or raised against the City or any of its officers, representatives, agents or agencies regarding any matters relevant to the participant obligations under the Program.

I assure the City that the tenant holds a valid lease with no expiration pending within the next twenty-four months following the date of application for Program funding.

I have read the above statements and acknowledge that they are true and complete to the best of my knowledge. I have no objection to the applicant pursuing the proposed improvements project, and I authorize the leaseholder to make the proposed improvements under the provisions of the Program.

Property Owner Signature

Date

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____

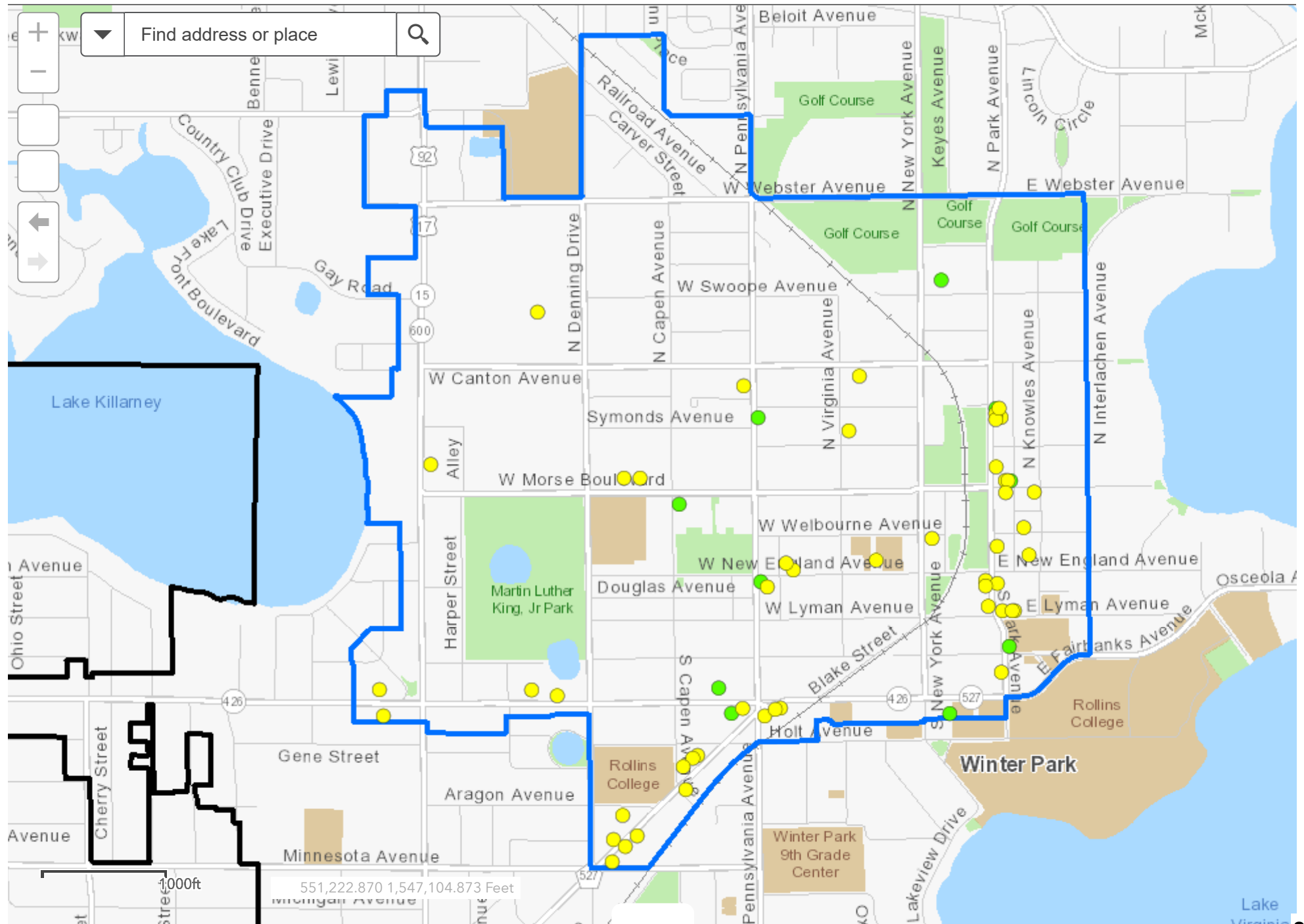
by _____, who is personally

known to me or who has produced _____ as identification.

Notary Public



WebMap



#	City	Timeline	Notes	Website
1	Gainesville	3 years		https://gainesvillecra.com/wp-content/uploads/2018/07/FAPS-Facade-Grant.pdf
2	Tallahassee	None	Applicants can use up to \$50,000. They have the option to come back once a year until the 50k they are allotted is used up	https://www.talgov.com/Uploads/Public/Documents/cra/dtgreg_guide_application.pdf
3	Lakeland	5 years		https://static1.squarespace.com/static/5930d7bce4fcb5becc66acb5/t/6024284cda7dae3d2cc1f526/1612982349413/Art+Infusion+District+Grant+Guidelines_Final_1.28.21.pdf
4	Sanford	10 years		https://sanfordfl.gov/wp-content/uploads/2021/10/FacadeGrantApplication-1.pdf
5	Winter Garden	5 years	Even if an owner sells the property, the 5-year rule still applies	https://www.cwgdn.com/DocumentCenter/View/254/Business-Facade-Matching-Grant-Program-4-14-PDF?bidId=
6	Daytona Beach	10 years	\$5000 maximum per proerty, this amount increases to \$10,000 for properties with multiple storefronts	https://fl-daytonabeach.civicplus.com/DocumentCenter/View/11554/Commercial-Facade-Grant-Program?bidId=
7	Winter Haven	5 years		https://www.mywinterhaven.com/wp-content/uploads/Downtown-CRA-Facade-Grant-application-1.pdf
8	Kissimmee	5 years		https://www.experiencekissimmee.com/sites/default/files/Facade%20Improvement%20Matching%20Grant%20-%20July%202016.pdf
9	Pompano Beach	3 years	Reimbursement up to 80%	https://cdn.pompanobeachfl.gov/city/pages/cra/dev_opportunities/East%20Facade%20&%20Business%20Site%20Improvement%20Program.pdf



Community Redevelopment Advisory Board

agenda item

item type	Action Items	meeting date	July 28, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

CRA Budget FY22-23

motion / recommendation

Approve as recommended by staff

background

During this past fiscal year, the real estate market yielded varying degrees of growth due to the wake of the pandemic and early affects of inflation, labor and material volatility. As a result, modest returns on TIF were produced.

Revenue:

Budget estimates suggest increment revenue will increase 9.60%. With added interest earnings and revenue totals are projected at \$7.43 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 \$990,000 to the County as part of this agreement. This will be the fourth year increment revenue contributions to the trust fund by the City exceed that of the County.

Expenses:

Through July 2022, actual expenditures of the CRA are expected to be in-line with budgeted estimates by fiscal year-end. As a result, staff has proposed a budget that maintains all debt service payments, supports operations, fulfills all contracts, provides funding for existing programs and includes capital improvement projects. For FY22-23, 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 FY22-23.

<u>FY22-23 CRA Budget Expenses</u>		<u>%</u>
Personnel & Indirect Costs	\$567,389	10%
General Operating	\$384,503	7%
Community Initiatives	\$545,000	10%
Capital Maintenance	\$120,000	2%
Debt Service	\$1,484,485	26%
Misc. Capital Enhancements	\$140,000	2%
Proposed Additional Projects	\$2,600,000	45%

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.

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.

Misc. Capital Enhancements: Funding for smaller capital intensive projects, or partnership opportunities through the upcoming year. Past projects have included weekend Sunrail, the moonlight garden project, downtown sidewalk repair, parking sensors, and pedestrian safety improvements such as rapid rectangular flashing beacons (RRFBs).

Capital Projects: Projects included as part of the capital improvement plan (e.g. FY22-23 proforma).

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 3.3% average) is presumed through 2027. For reference, the attached CRA pro forma sheet hypothesizes potential future increment growth yet to be determined.

Funding Highlights

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

Budget Highlights:

<i>Project Funding</i>	<i>Cost</i>	<i>Budget Category</i>
MLK Park Enhancements	\$2,400,000	Capital Projects
Hannibal Sq. Design Guideline Implementation	\$200,000	Capital Projects
CRA Enhancement Fund	\$100,000	Misc. Capital Enhancement
Small Scale CRA Projects Fund	\$40,000	Misc. Capital Enhancement
<i>Program Funding</i>		
Affordable Housing	\$200,000	Community Initiatives
Business Façade Program	\$100,000	Community Initiatives
Residential Driveway Program	Rollover	Community Initiatives
Residential Paint Program	Rollover	Community Initiatives
Summer Youth Employment Program (SYEP)	\$30,000	Community Initiatives
<i>Social & Event Funding</i>		
Community Center Programming	\$48,000	Community Initiatives
Heritage Center Operations	\$40,000	Community Initiatives
Winter Park Playhouse	\$40,000	Community Initiatives
Snow in the Park	\$35,000	General Operating
Welbourne Nursery Program	\$35,000	Community Initiatives
Organizational Support Grant	\$25,000	Community Initiatives
Depugh Nursing Home	\$20,000	Community Initiatives
Popcorn Flicks	\$7,000	Community Initiatives
<i>Total:</i>	<i>\$3,320,000</i>	

The table highlights over \$3.3 million of investment by the CRA to the district in project, program, and social & event funding. Included for discussion is the MLK Park Enhancement project, Hannibal Sq. Design Guideline Implementation, additional project considerations, and program updates.

MLK Park Enhancement

Under redevelopment goals and objectives sections 1.8, 1.9, and 6.5 of the 1999 CRA plan highlights the need to beautify the corridor including "to augment and improve open space", "to showcase Lake Island (MLK) Park", and "to resolve stormwater pollution issues." To that end, the CRA budget includes \$2.4 million to continue the improvements to MLK Park that began in FY22 with replacement of the fields and funding of the MLK Memorial Corner. Remaining enhancements include boardwalks, cultural and historical signage, improved lighting and sidewalks, parking expansion, restroom & playground area enhancements, and stormwater upgrades. There is additional funding within the CRA stormwater Master Plan, developed in 2020, to assist in the cost of the project at

\$492K. The project has also seen a series of public input sessions noting dialogue with Winter Park residents from all areas of the city regarding uses, infrastructure, and interactive and passive elements of the park.

Given the uncertain nature of material and labor costs, staff is continuing to hone in on a final price for the project. Given these frequent changes, the board may wish to consider additional funding to the project. Staff's working number is \$500,000.

Hannibal Sq. Design Guideline Implementation

Originally contemplated by the CRA Advisory Board in 2018, this item is an opportunity to promote multimobility and connectivity within the neighborhood. As this project is still in concept phase and the priority placed on improvements to Shady and MLK Park, staff is proposing this be pushed backwards in the CIP, at least one year, to allow for completed park improvements first prior to the consideration of connectivity enhancements between the two newly enhanced amenities. By in large, this movement would unencumber \$200,000 for other projects the board may wish to consider for this fiscal year.

Additional Project Considerations

Staff is providing additional projects for funding not yet contemplated within the CRA CIP, but have been discussed and are compliant within the CRA plan.

Denning Drive north of Webster Ave to (+\$500,000)

Continuing the work provided in FY2016-17, the Denning Drive rightsizing project has seen several benefits including the promotion of multi-mobility within the corridor, creation of buffer space between residential and commercial properties, sewing a closer pedestrian connection between MLK Park and Mead Gardens, and safety enhancements (including installation of rapid rectangular flashing beacons (RRFB) for pedestrians to adjacent partnered parking facilities). This improvement builds on this critical infrastructure by extending multi-mobility north of Denning Drive and Webster Avenue by providing a mixed-use path to Solana Avenue and the northern boundary of the CRA (see attached). As it exists today, this section of road is in dire need of repair. The attached design concept showcases a a ten foot mixed use path, ten foot buffer space for shade trees, and two ten and a half foot vehicle lanes for traffic. The plan also contemplates a six foot pedestrian crossing with RRFB north of Carver Street and in close proximity to the existing driveway aprons and parking area for the Orange County Public Schools (OCPS) site. The crosswalk may change to the south depending on field evaluation and power availability. Staff did evaluate the potential of including the mixed use path on the east side of the road. While possible, the number of residential driveways impacted (9) during construction without an alternative means of access presented a major contention point.

Denning Drive/Fairbanks Ave Improvements (+\$321,765)

With the purchase of the now demolished dry cleaner and spa properties near the Denning/Fairbanks intersection, staff has moved forward with the design of an extended southbound right turn lane at that location. The proposed improvements have been designed by a private consultant, Kimley Horn over past fiscal year. The intention of the design is to provide relief for this traffic movement by installing a 120' turn lane (phase I attached).

An additional fifty feet in deceleration length was also considered, but the estimated added cost of \$128,663 *not including* several added layers of design, geotechnical work, and a retaining wall for the structural integrity of the road against the sinkhole provide additional unknowns and costs which may be better served to be contemplated as an additional phase (phase II). At this time, staff has moved forward to request comments by the Florida Department of Transportation (FDOT) on the phase I portion of the project then; as needed, phase II could be considered.

From a cash flow perspective, further amending the CRA budget would provide for 100% funding of all proposed capital projects. In addition to moving the Hannibal Square design standards project, staff is also proposing using existing funds for the business façade program and misc. enhancement fund. Based on existing demand, these programs can be accommodated for next fiscal year while unencumbering an additional \$240K. The attached proposed CRA proforma indicates these changes for board consideration.

Program Updates

Respectively contemplated and approved by the CRA advisory board, the budget provides for updates to both the CRA's business façade and housing rehabilitation program. Changes include a time certain before reapplication by business façade property owners/lessees and an updated cap of \$30,000 for eligible rehabilitation improvements.

alternatives / other considerations

Consider modifications to the budget

fiscal impact

Impacts are provided within the context of the budget as modified/approved

ATTACHMENTS:

[Ten Year Pro-Forma - FY 2023.pdf](#)

ATTACHMENTS:

[Ten Year Pro-Forma - FY 2023 PROPOSED.pdf](#)

ATTACHMENTS:

[2022-05-10 MLKjr Concept Package_REDUCED.pdf](#)

ATTACHMENTS:

[Denning_Webster-Solana_REV-COLOR.pdf](#)

ATTACHMENTS:

[Denning & Fairbanks TL exhibits.pdf](#)

ATTACHMENTS:

[CRA Social Highlightsv2.2022.pdf](#)

**Community Redevelopment Agency 10-Year Proforma
Existing Approved Capital 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		567,389	592,565	616,318	638,423	660,700					
General Operating		384,503	400,193	414,763	428,017	439,801					
Community Initiatives		545,000	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	140,000					
Debt Service & Transfers		1,484,485	1,071,284	1,066,442	710,568	-					
Total Expenditures		3,241,377	2,880,351	2,923,805	2,612,365	1,943,909					
Annual Surplus/Deficit (Funding Available for Additional Projects and Programs)		4,193,065	5,104,502	5,141,047	5,613,631	6,528,403					
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	-					
MLK Park Improvements	2,400,000	2,400,000	-	-	-	-					
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					
Hannibal Sq. Design Guideline Implementation	200,000	200,000	-	-	-	-					
Proposed CRA Project Funding Total	23,360,228	2,600,000	2,500,000	7,000,000	4,260,228	7,000,000					
Fund Surplus/Deficit		1,593,065	2,604,502	(1,858,953)	1,353,403	(471,597)					
Cumulative Fund Balance (Reserves)	(622,747)	970,318	3,574,820	1,715,866	3,069,270	2,597,673					

**Community Redevelopment Agency 10-Year Proforma
Proposed Capital Plan Changes FY2022-2023**

	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	567,389	592,565	616,318	638,423	660,700						
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	3,001,377	2,880,351	2,923,805	2,612,365	1,943,909						
Annual Surplus/Deficit (Funding Available for Additional Projects and Programs)	4,433,065	5,104,502	5,141,047	5,613,631	6,528,403						
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	-					
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					
Hannibal Sq. Design Guideline Implementation	200,000		200,000	-	-	-					
Denning/Fairbanks Improvements	321,765	321,765	-	-	-	-					
Denning Streetscape (North of Webster)	500,000	500,000	-	-	-	-					
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		711,300	2,404,502	(1,858,953)	1,353,403	(471,597)					
Cumulative Fund Balance (Reserves)	(622,747)	88,553	2,493,055	634,101	1,987,505	1,515,908					

DR. MARTIN LUTHER KING, Jr. PARK

CONCEPT PACKAGE

Prepared for the City of Winter Park

May 10, 2022



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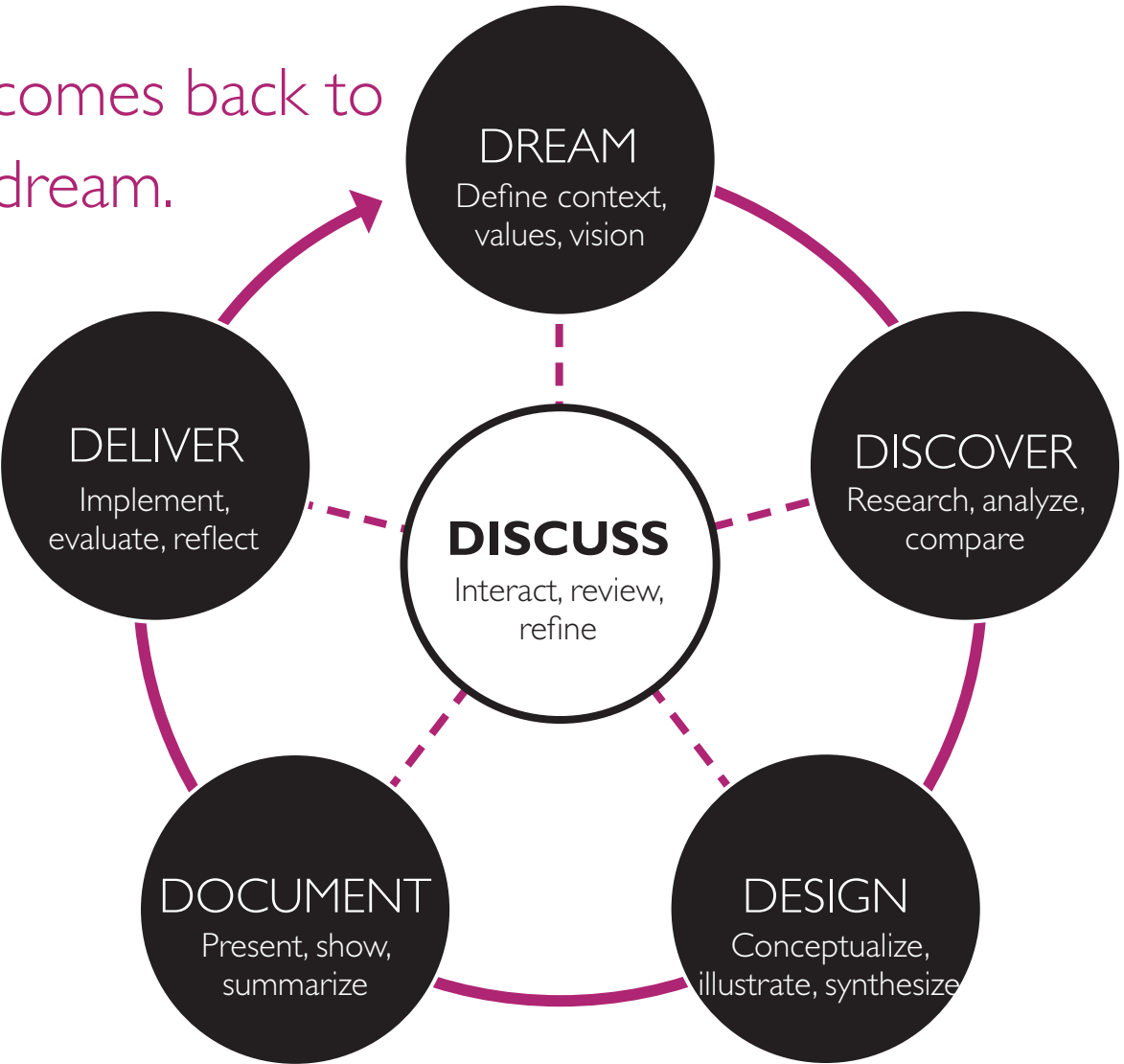


6D PROCESS

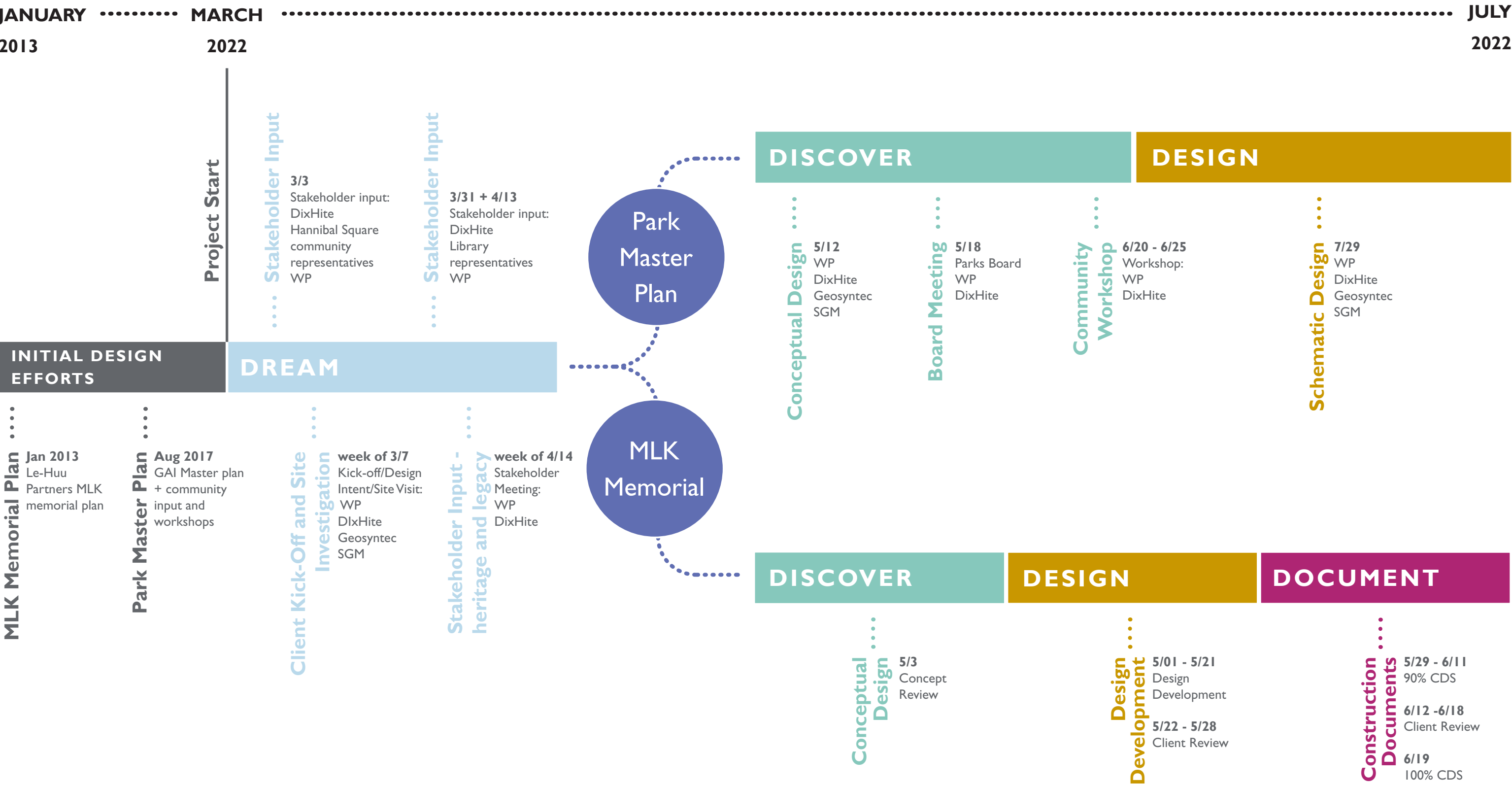
We're true believers in the power of the design process. To help clients meet their goals, we apply the "6D" approach: a transparent and scalable process that engages the entire design team in collectively identifying opportunities and constraints.

These steps provide a framework for project management, ensuring that outcome matches the intent and that the results fulfill the vision. As details of the project are uncovered, we adapt our approach to meet specific goals, deliverables and timeframes.

Everything comes back to the client's dream.



PROJECT SCHEDULE



DREAM

To enhance the City's Dr. Martin Luther King, Jr. Park through better neighborhood and internal connections, integration of additional recreational and cultural programming, environmental sustainability, while honoring the legacy of Dr. MLK, Jr. and the historic neighborhood.



LEGACY



SUSTAINABILITY



ENGAGEMENT

DISCOVERY

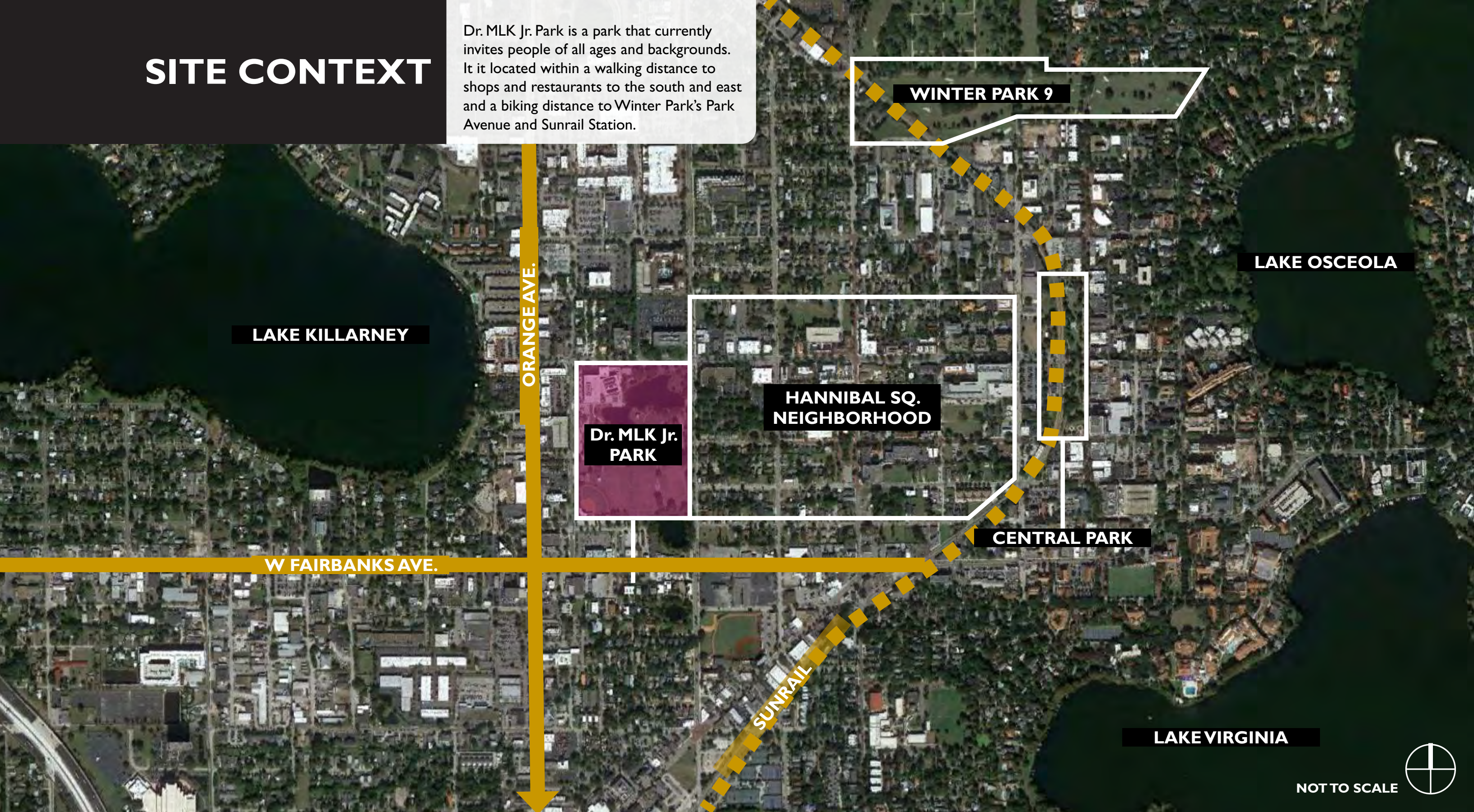
CONTEXT. HISTORY. SITE



2022-05-05

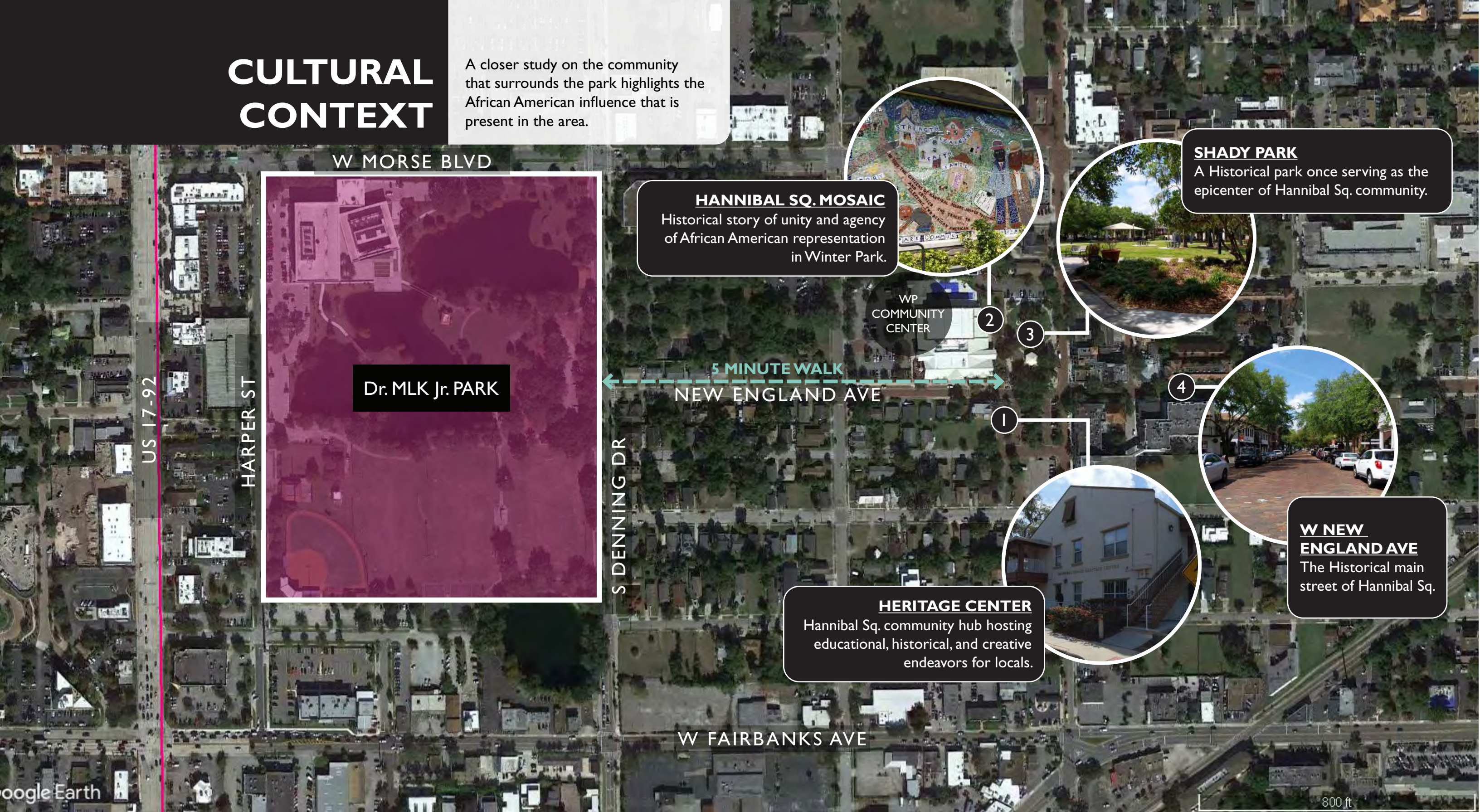
SITE CONTEXT

Dr. MLK Jr. Park is a park that currently invites people of all ages and backgrounds. It is located within a walking distance to shops and restaurants to the south and east and a biking distance to Winter Park's Park Avenue and Sunrail Station.



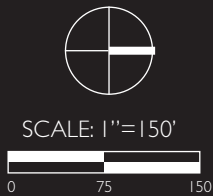
CULTURAL CONTEXT

A closer study on the community that surrounds the park highlights the African American influence that is present in the area.



SITE INVENTORY

- ① PAVILION
- ② PARKING LOT
- ③ PLAYGROUND
- ④ LAKE MENDESEN
- ⑤ FLEXIBLE SPORT FIELDS
- ⑥ SOFTBALL FIELD
- ⑦ BASKETBALL COURTS
- ⑧ MAINTENANCE BUILDING
- ⑨ WEATHER STATION
- ⑩ UNITY CORNER
- ⑪ SINKHOLE
- ⑫ ADULT FITNESS
- ⑬ UNITY BRIDGE
- ⑭ OVERLOOK DECK
- ⑮ OPEN LAWN
- ⑯ EXISTING PEDESTRIAN BRIDGE



Dr. MLK Jr. Park currently provides a range of activities for the local community such as a local playground, pavilion, and trails as well as sports fields used by leagues from all surrounding municipalities.

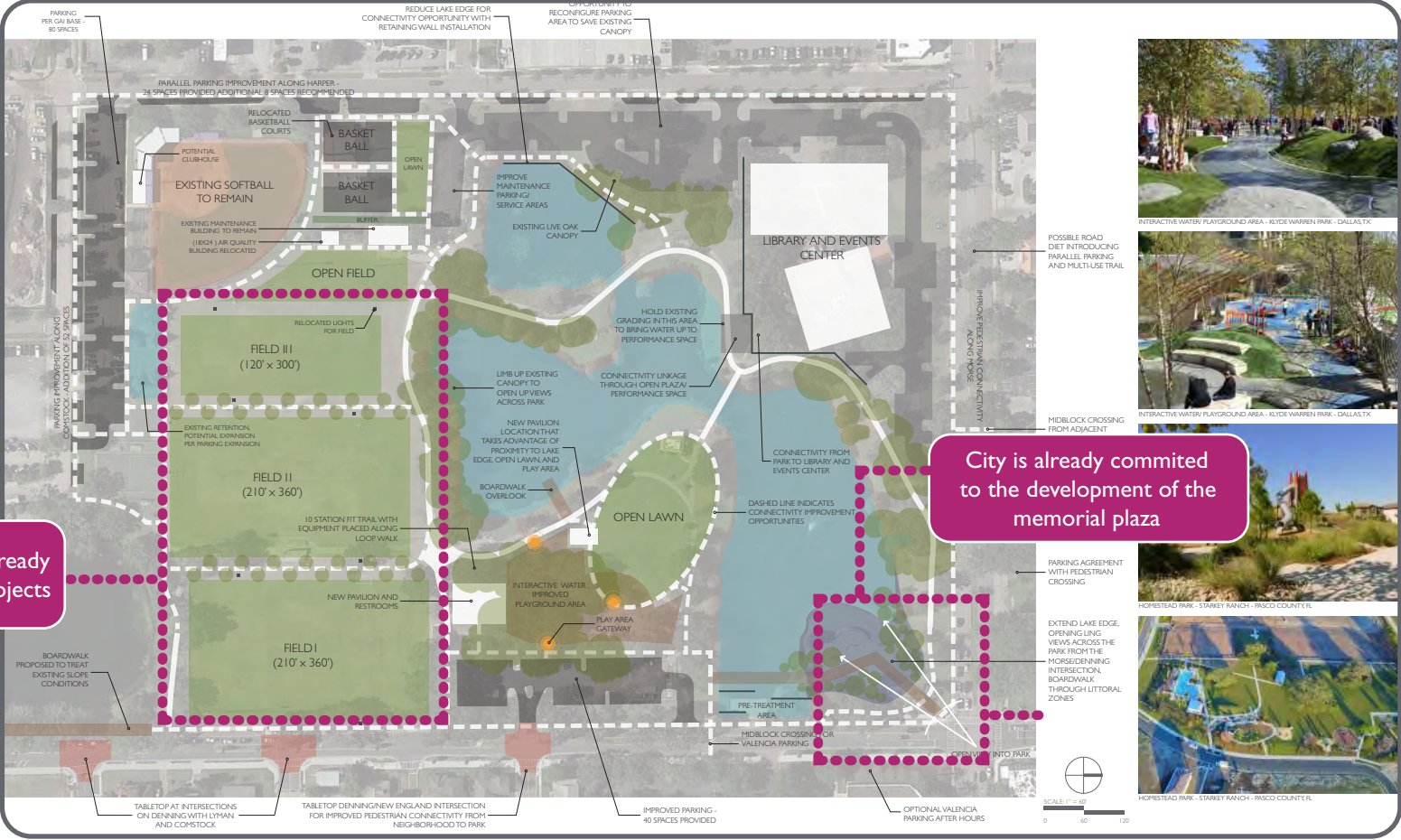


March 2020 - Study on the connectivity from Shady Park to the new Library and Events Center. The study proposed road enhancements for better connection and improved crossings at Denning Dr.

EARLY EXPLORATIONS

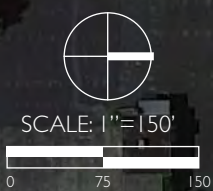
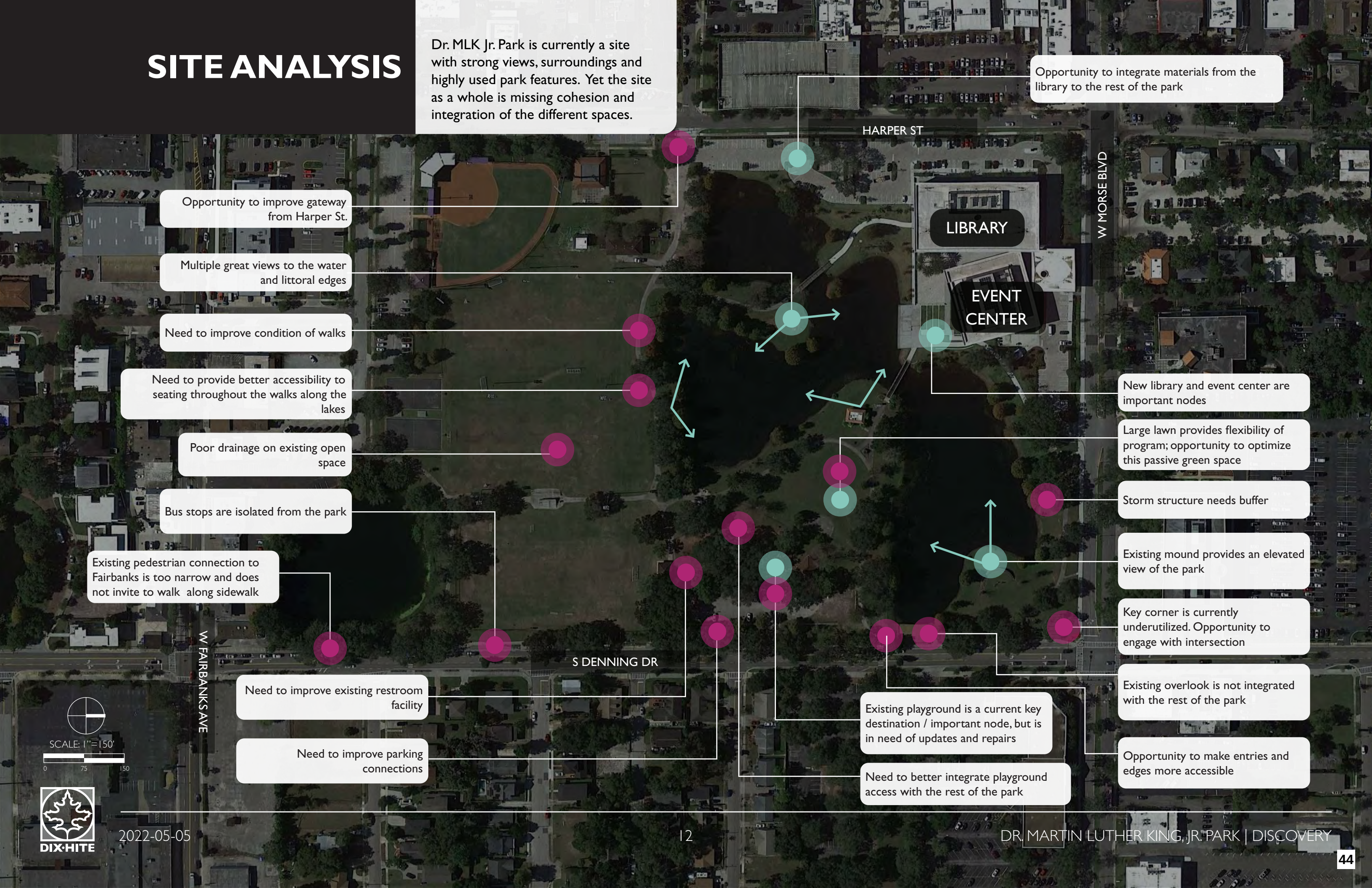


March 2020 - Study on the previous park planning master plan. This study took into account existing improvement projects, studied previous program and simplified the remaining areas of the site through program reduction to address the budget on the areas that still need improvement.



SITE ANALYSIS

Dr. MLK Jr. Park is currently a site with strong views, surroundings and highly used park features. Yet the site as a whole is missing cohesion and integration of the different spaces.



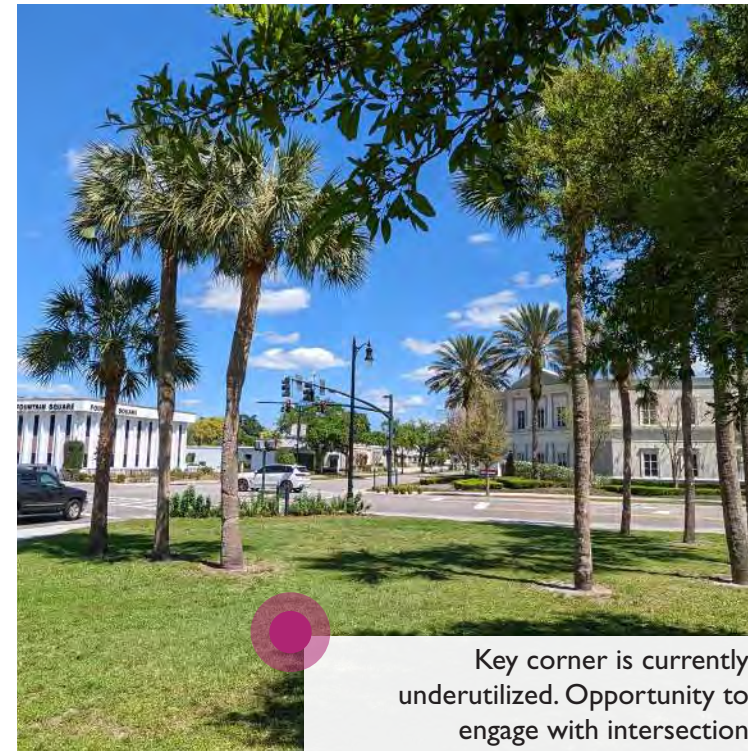
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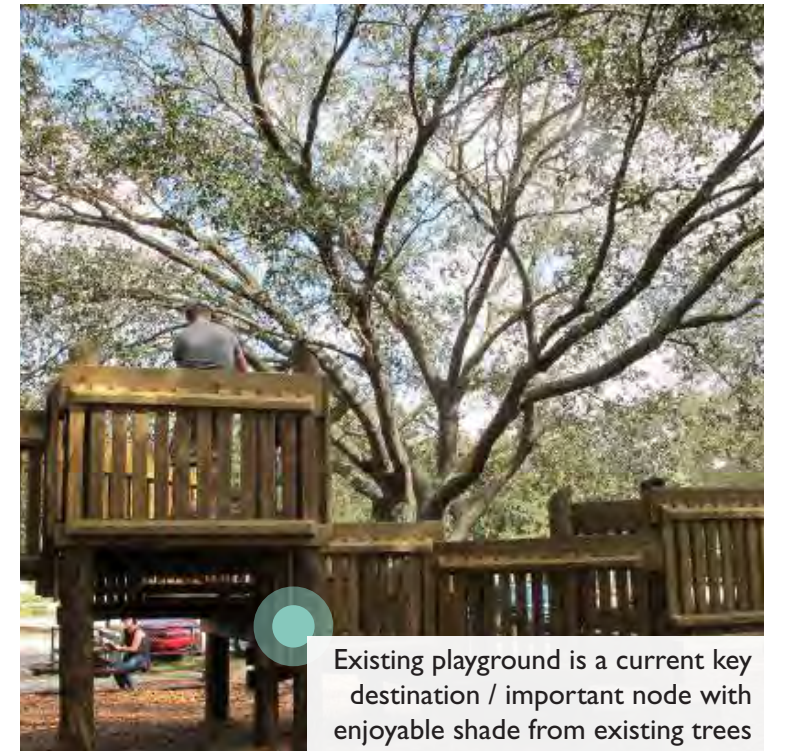
Multiple great views to the water and littoral edges



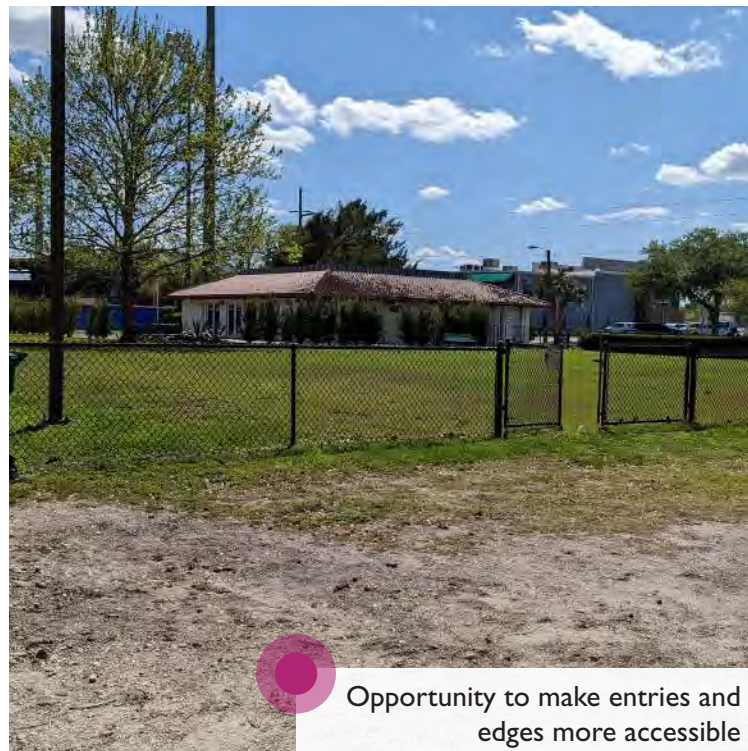
Need to provide better accessibility to seating throughout the walks along the lakes



Key corner is currently underutilized. Opportunity to engage with intersection



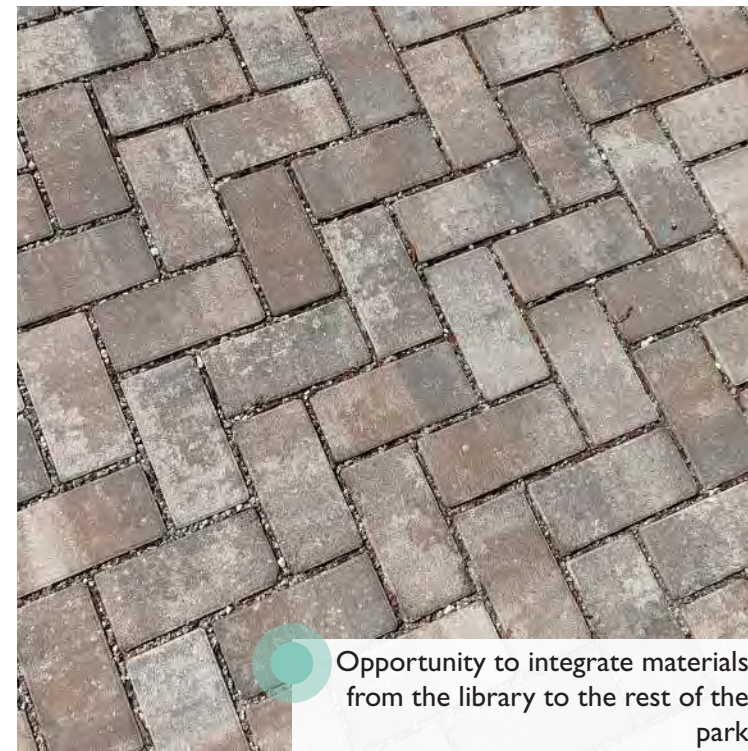
Existing playground is a current key destination / important node with enjoyable shade from existing trees



Opportunity to make entries and edges more accessible



Need to better integrate playground access with the rest of the park



Opportunity to integrate materials from the library to the rest of the park



Existing overlook is not integrated with the rest of the park

STUDY: COST TO INTENSITY (PARK CONSTRUCTION AND PROGRAMMING RELATIONSHIPS)

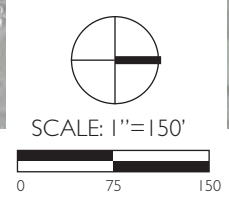


DESIGN

UNITY: The timeless principles of Love, Righteousness, Peace, Justice, Hope, and Dream are embodied and expressed throughout the park and offer opportunities for gathering, dialogue, and introspection.

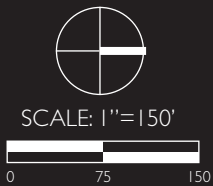
FUNCTIONAL DIAGRAM

An initial study on space needs and their relation on site. The key drivers of this space are the existing trails, play elements, lakes and access to the park.



DR. MARTIN LUTHER KING JR. PARK: CONCEPTUAL RENOVATION MASTER PLAN

- 1 MEMORIAL SIGN
- 2 DR. MLK JR. MEMORIAL
- 3 BUS SHELTER
- 4 BOARDWALK
- 5 LID STORMWATER POND
- 6 UPDATED PARKING
- 7 PLAYGROUND
- 8 SPLASH PAD
- 9 PAVILION
- 10 RESTROOM/ PAVILION
- 11 ART FRAME STRUCTURE
- 12 OPEN LAWN
- 13 OUTDOOR FITNESS
- 14 FLEX SPORTS FIELDS
- 15 RESURFACED BASKETBALL COURTS
- 16 READING CIRCLE
- 17 LEARNING GARDEN
- 18 CAPROCK SEATING
- 19 RESTROOM / PAVILION





W FAIRBANKS AVE

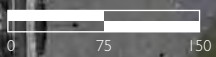
HARPER ST

W MORSE BLVD

S DENNING DR



SCALE: 1"=150'



2022-05-05

18

DR. MARTIN LUTHER KING, JR. PARK | CONCEPTUAL PLAN

DESIGN ETHOS

Our Dix.Hite Design Ethos is a design approach to ensure that every project has an opportunity to positively contribute, or as we like to say, “push the needle” on four quadrants of focus to enrich the lives of citizens and of nature itself:

Social - equality, education, and opportunity for interactions both people and community;

Environmental - integrated infrastructure that is Nature forward;

Economic - both opportunities and long term care;

Spirit - Humanity’s hardwired attraction and need for Nature.

We look for design opportunities in each focus area using the park program generated in the Discovery phase (the stuff that gets designed and built!). For Dr. Martin Luther King, Jr. Park, these focus areas are organized into four key overlays:

CULTURE

Opportunity and appreciation for the Winter Park historic neighborhood, Library, and Dr. Martin Luther King Jr. Memorial

WELLNESS

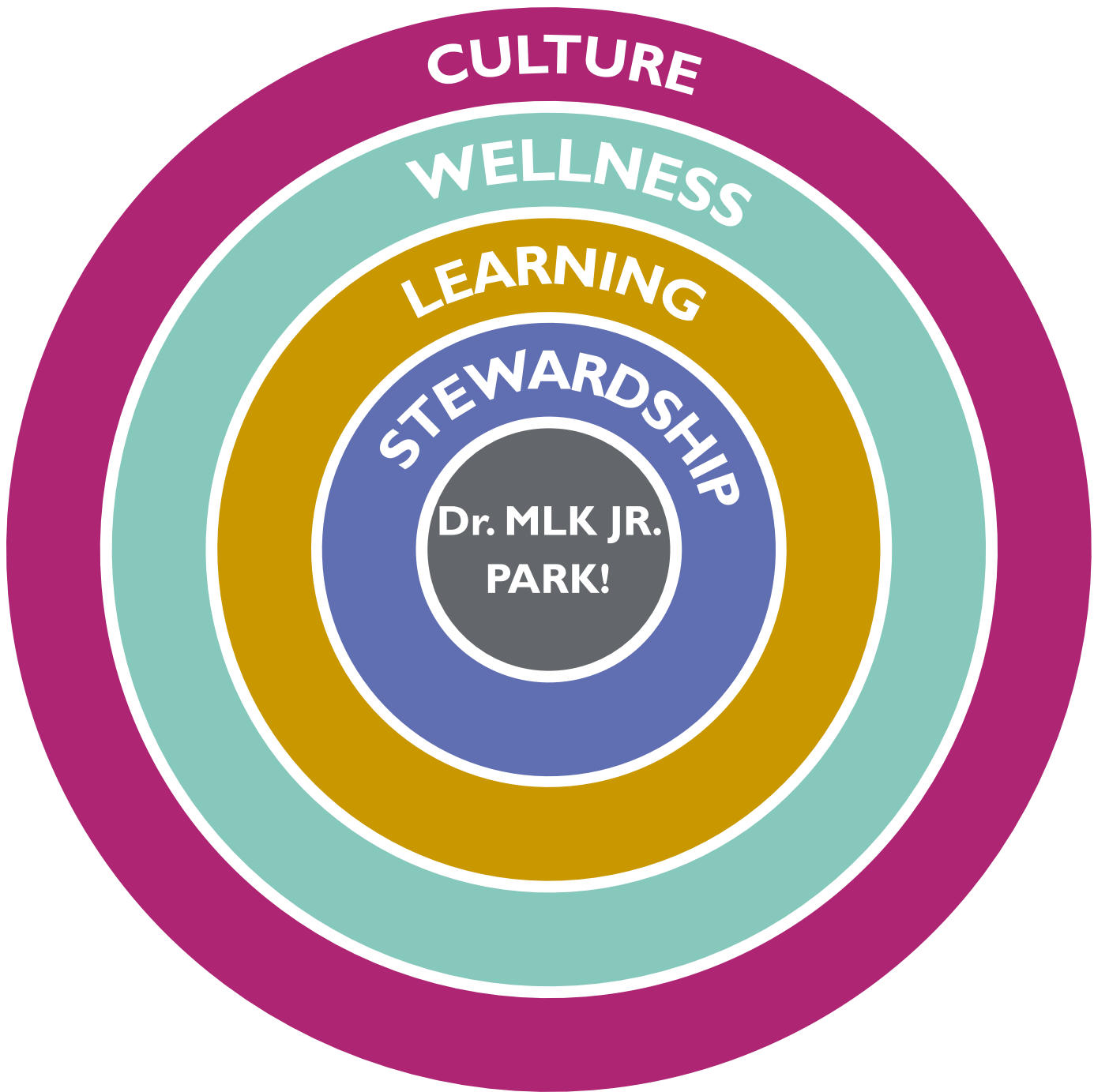
Opportunities and spaces for mental and physical activity and/or recharging

LEARNING

Opportunities to expand one’s knowledge of culture, wellness, and stewardship through interaction

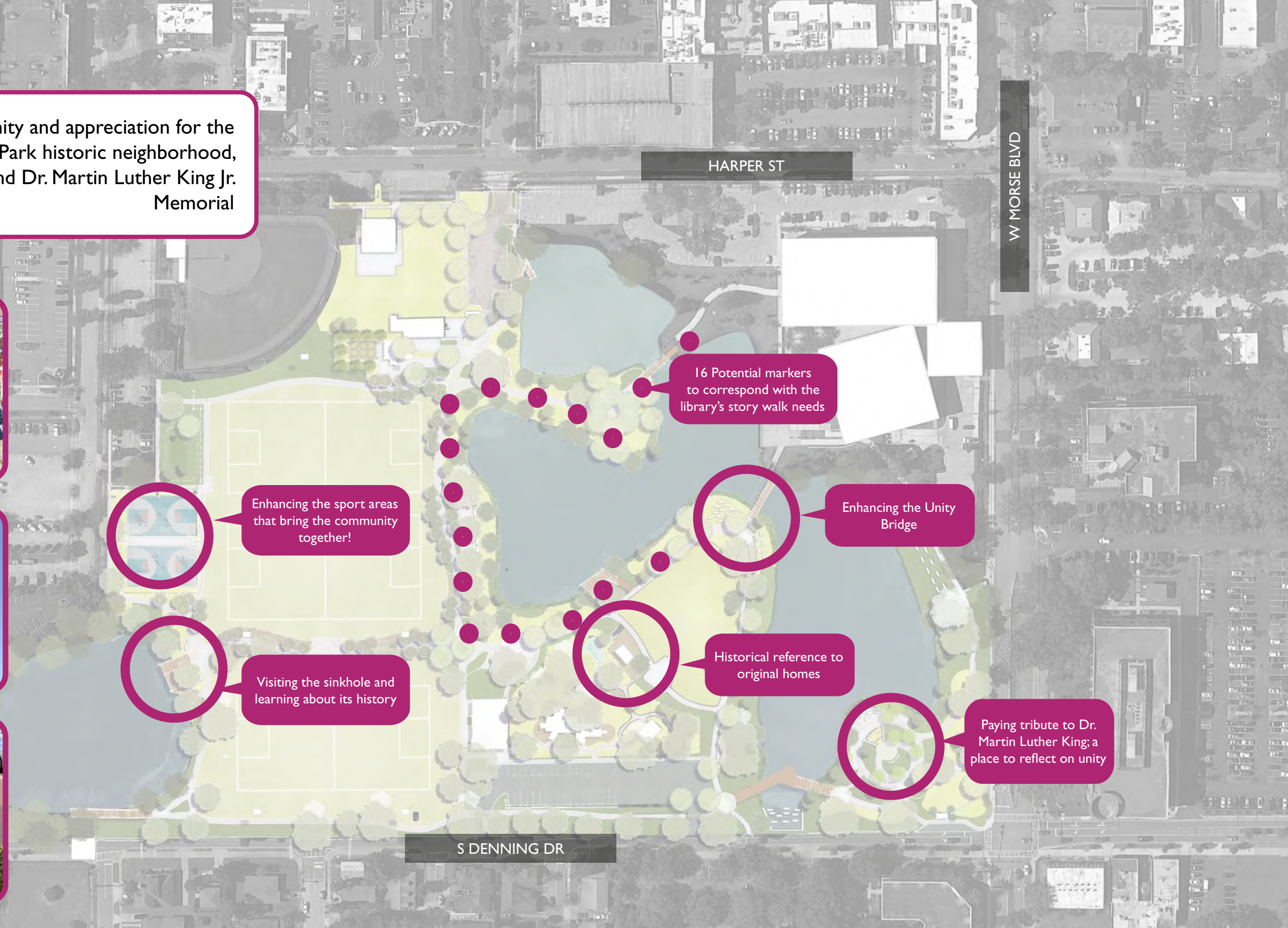
STEWARDSHIP

Opportunities to enhance our understanding and practice of environmental responsibility



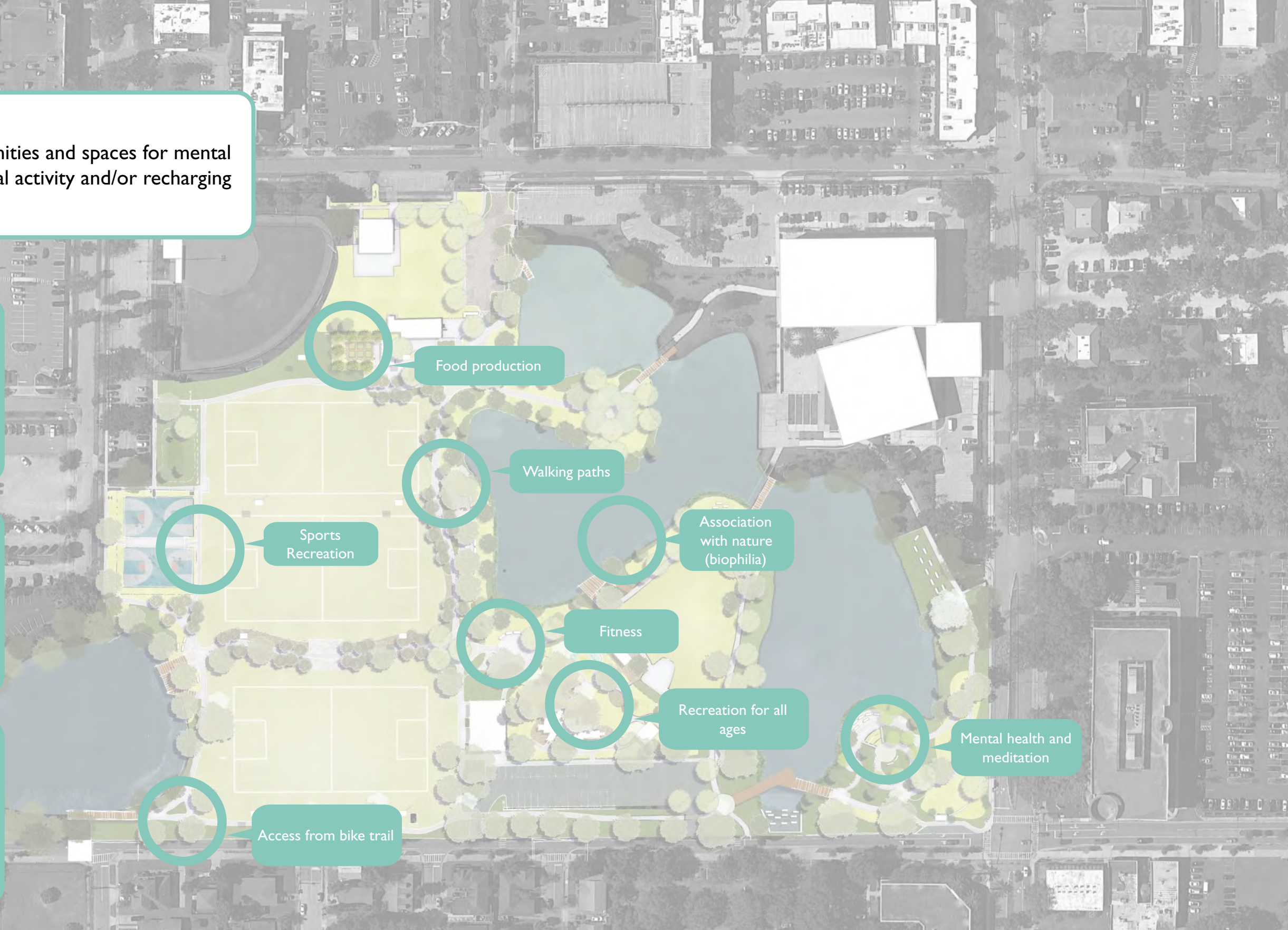
CULTURE

Opportunity and appreciation for the Winter Park historic neighborhood, Library, and Dr. Martin Luther King Jr. Memorial



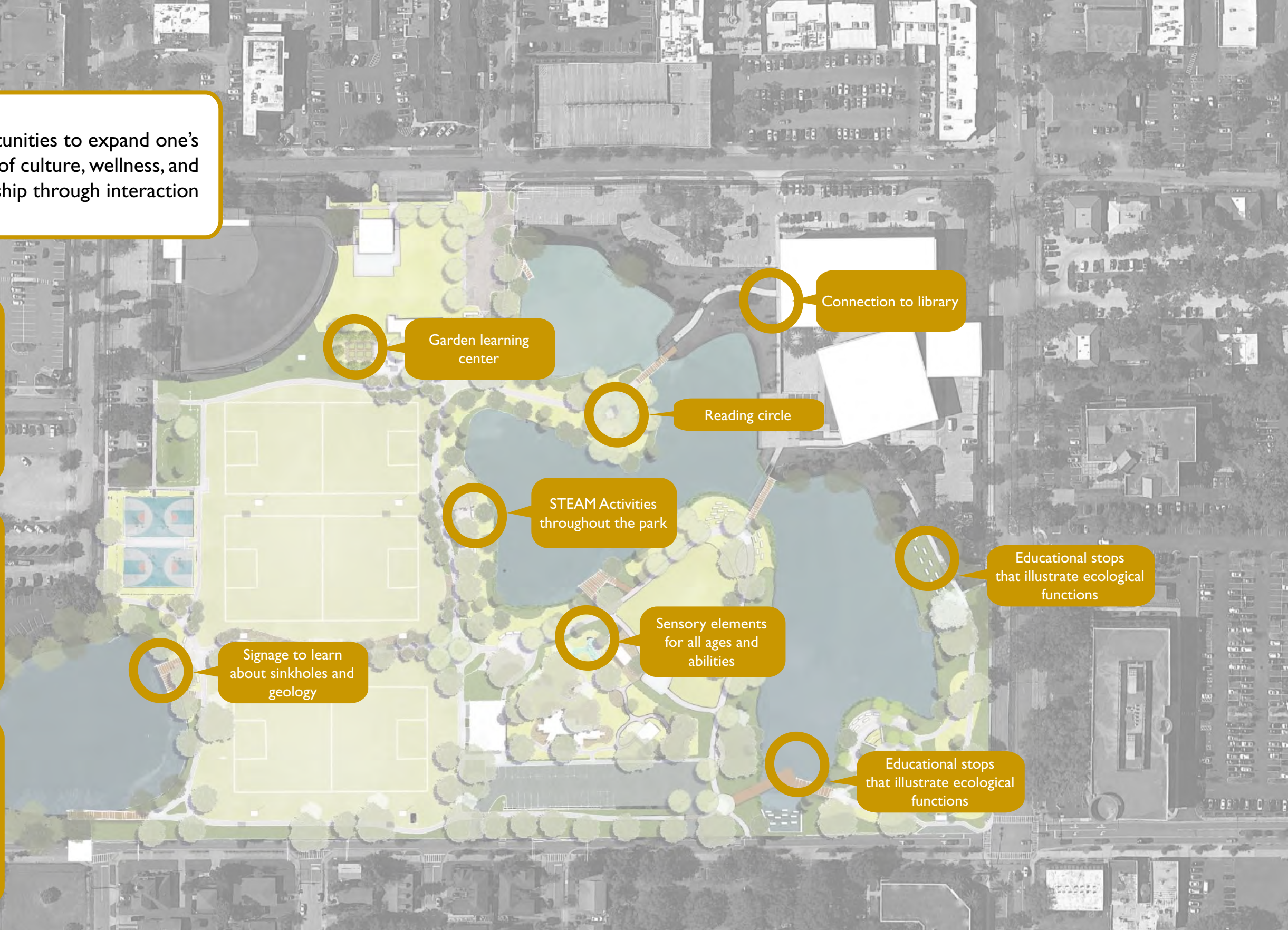
WELLNESS

Opportunities and spaces for mental and physical activity and/or recharging



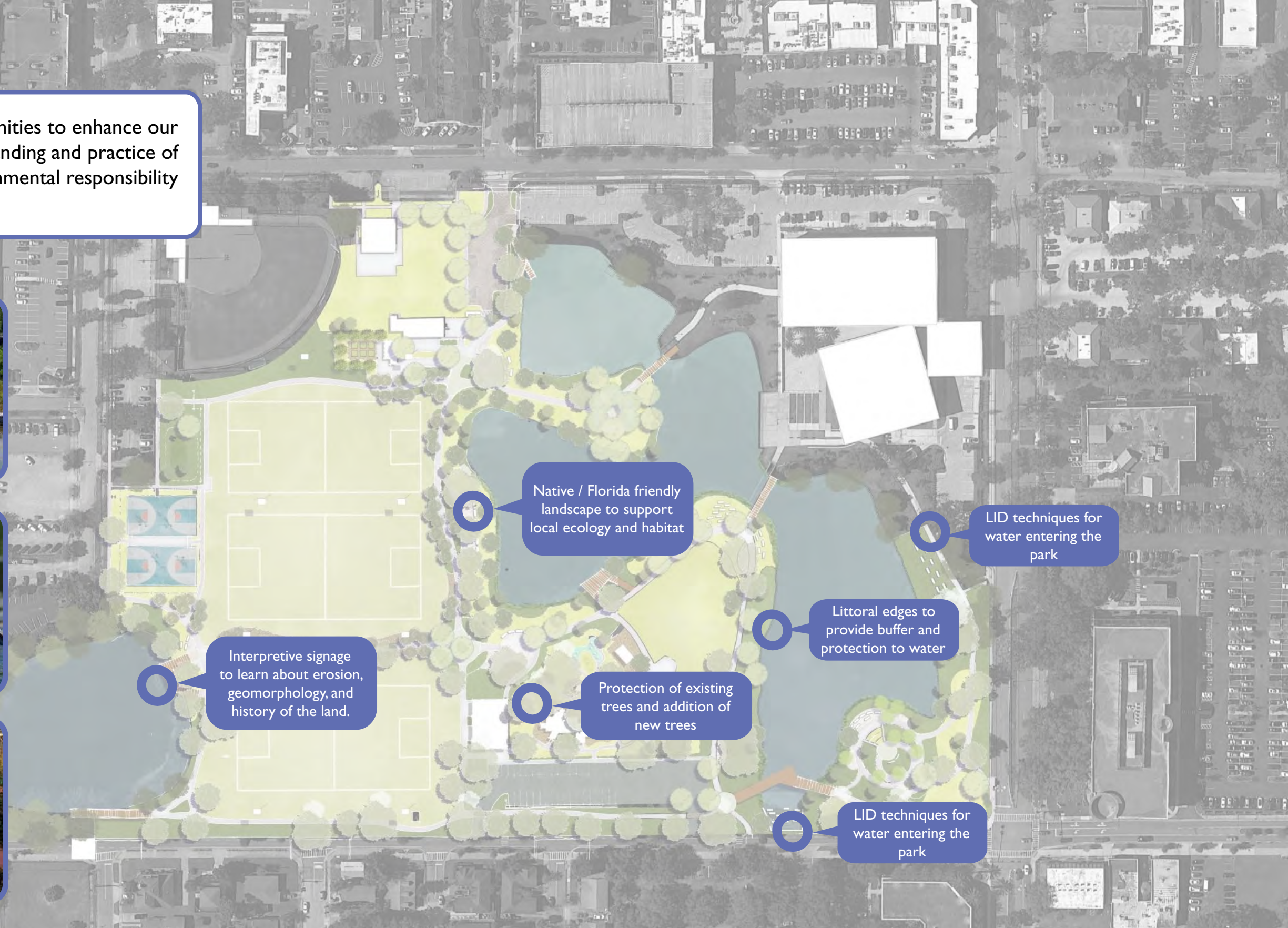
LEARNING

Opportunities to expand one's knowledge of culture, wellness, and stewardship through interaction



STEWARDSHIP

Opportunities to enhance our understanding and practice of environmental responsibility



Interpretive signage to learn about erosion, geomorphology, and history of the land.

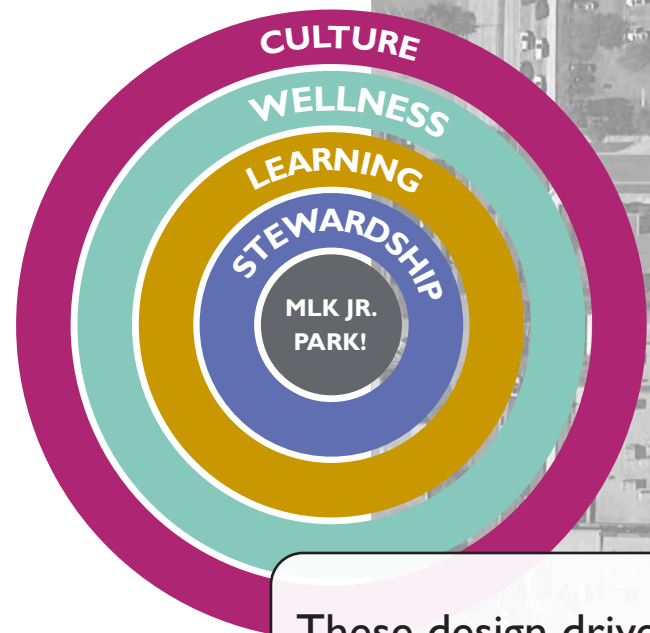
Native / Florida friendly landscape to support local ecology and habitat

Protection of existing trees and addition of new trees

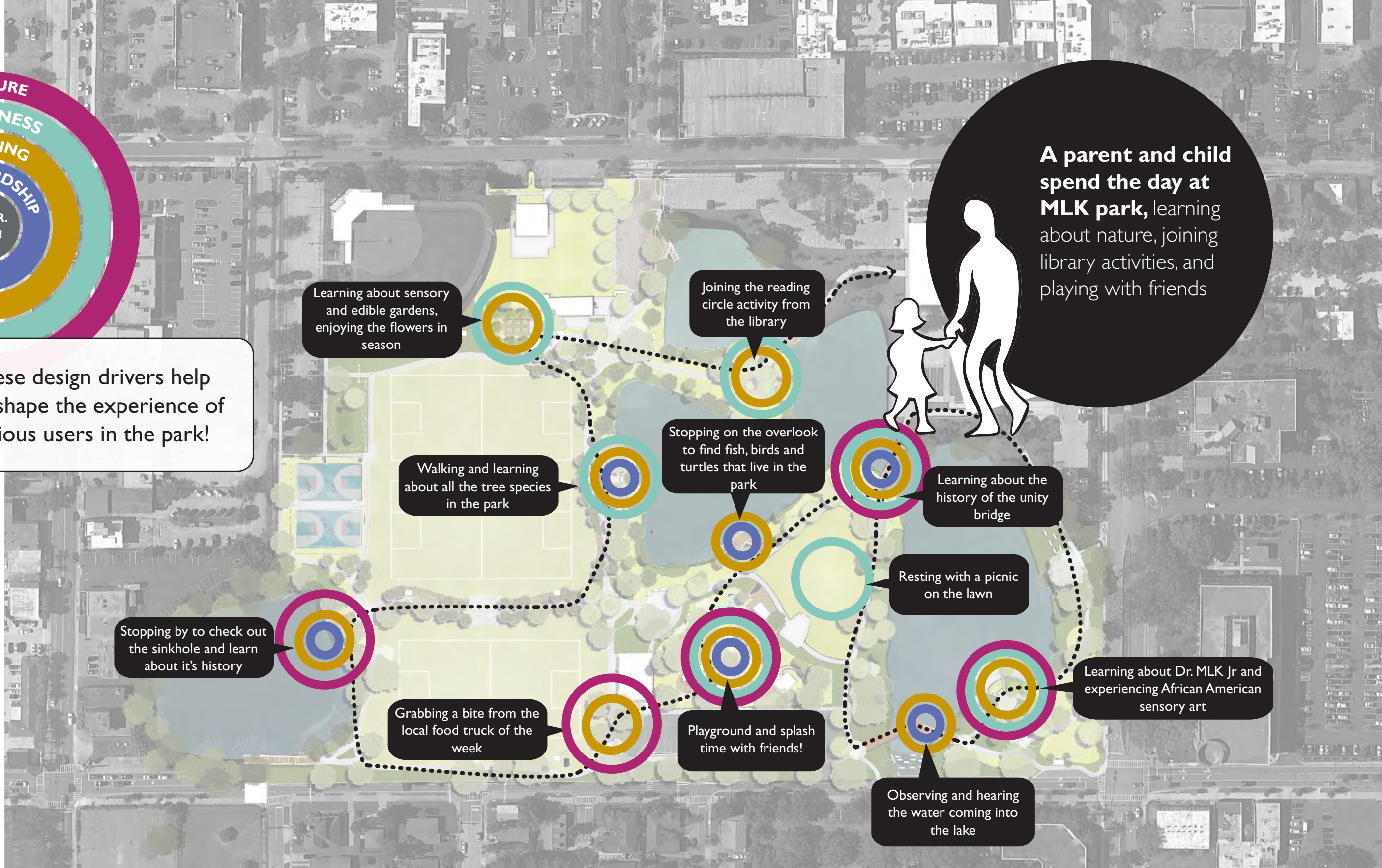
LID techniques for water entering the park

Littoral edges to provide buffer and protection to water

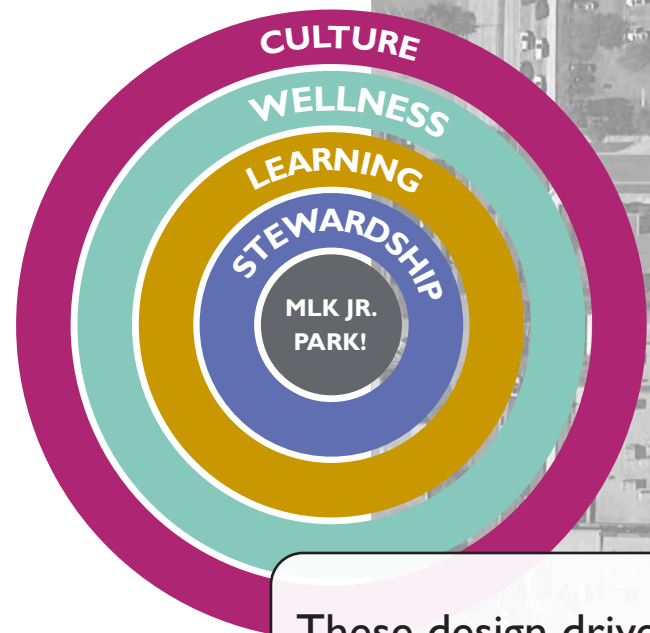
LID techniques for water entering the park



These design drivers help to shape the experience of various users in the park!

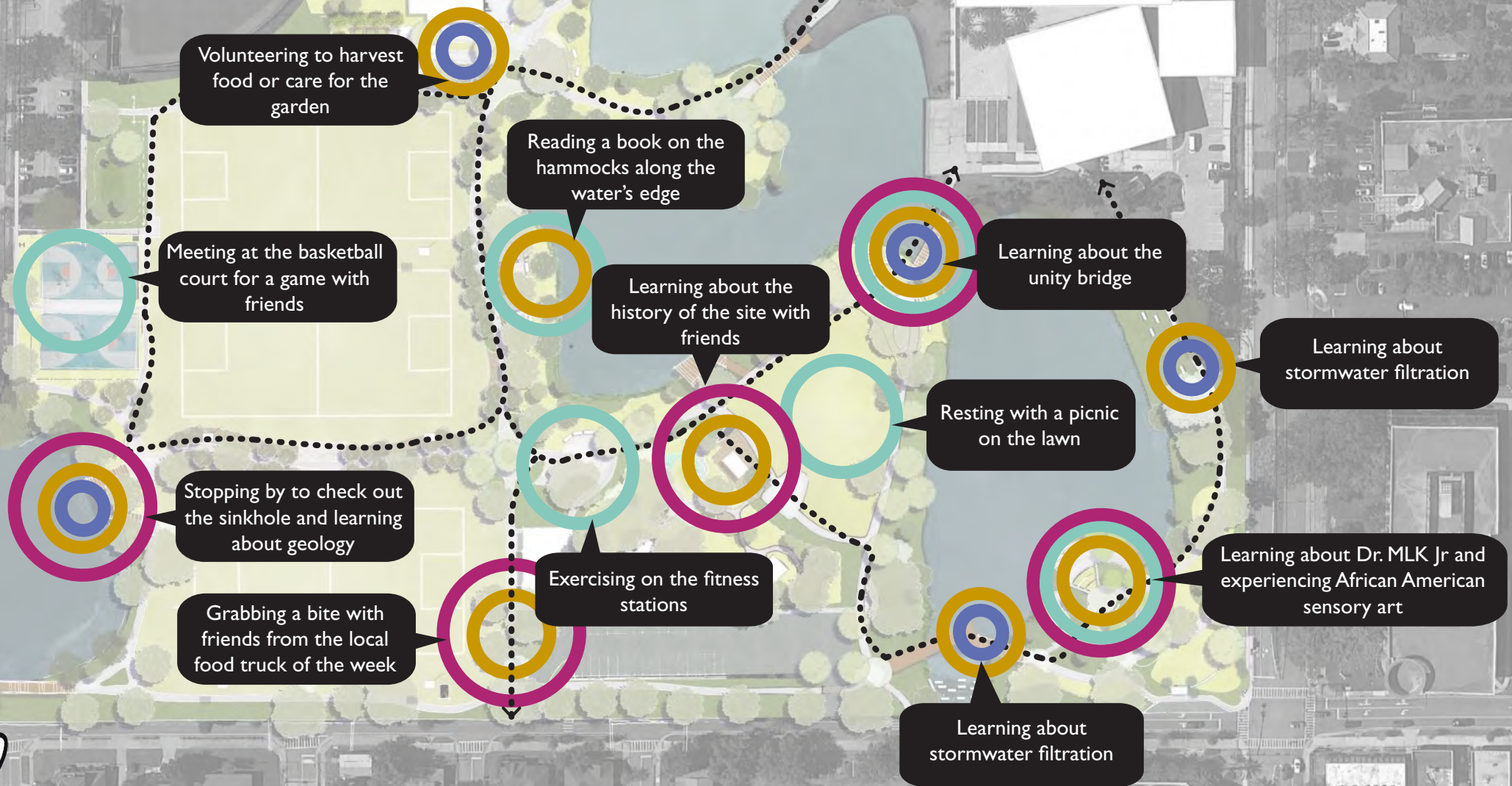


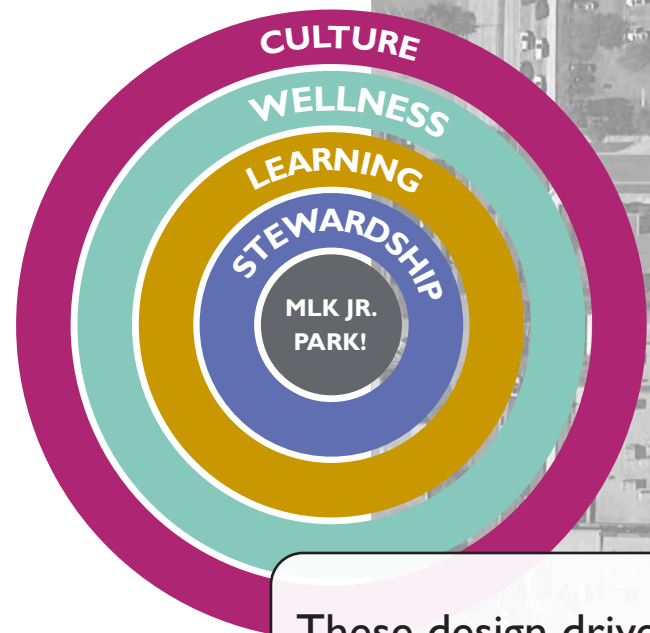
A parent and child spend the day at **MLK park**, learning about nature, joining library activities, and playing with friends



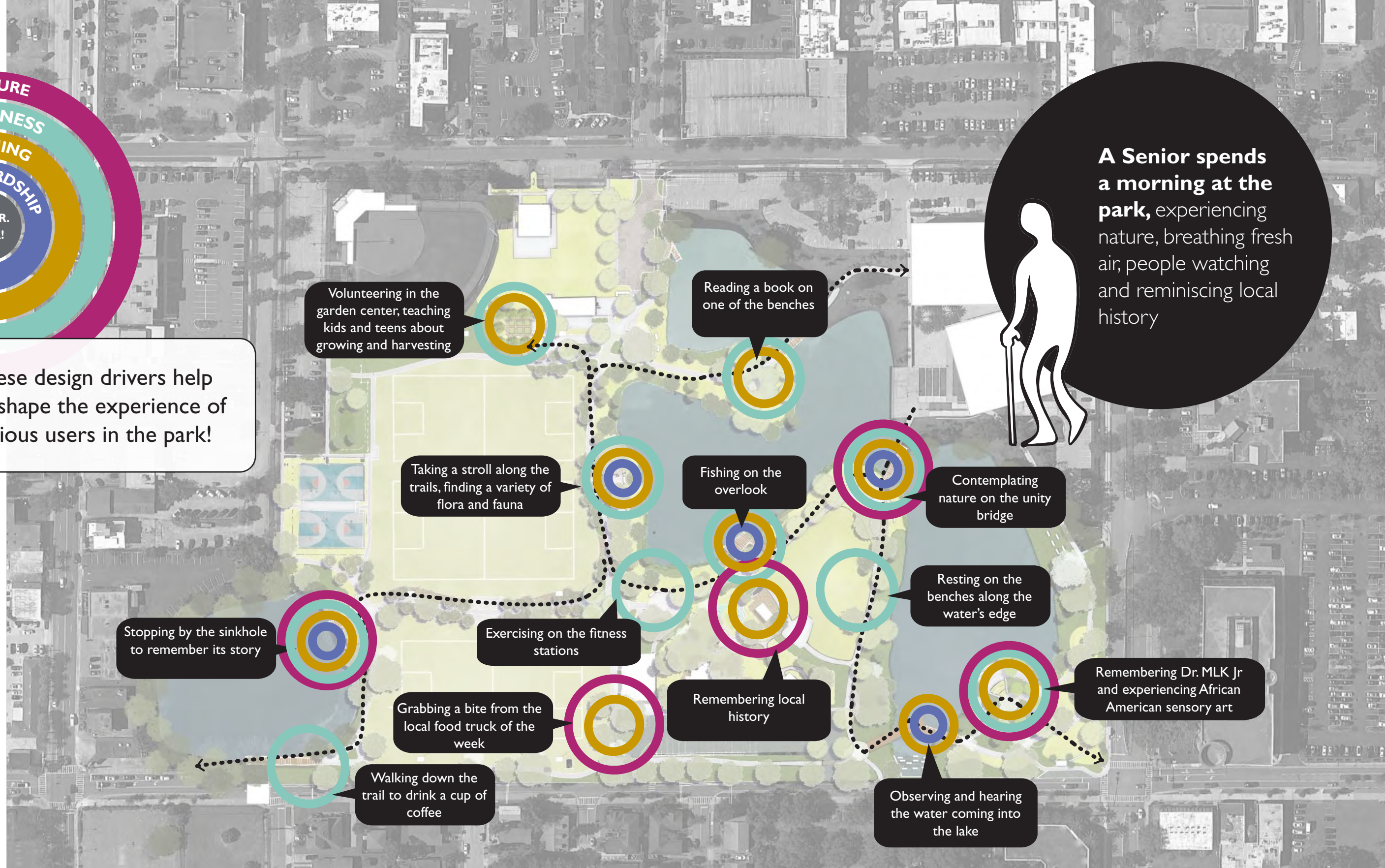
These design drivers help to shape the experience of various users in the park!

A teenager meets their friends at MLK park, enjoying their favorite sports and games, hanging out by the lake, and catching up on their studies at the library





These design drivers help to shape the experience of various users in the park!



A Senior spends a morning at the park, experiencing nature, breathing fresh air, people watching and reminiscing local history

MEMORIAL

“Even if I knew that tomorrow the world would go to pieces, I would still plant my apple tree.”

Dr. Martin Luther King Jr.

MEMORIAL FRAMEWORK

This memorial provides a spatial framework for the intellectual dialogue each of us go through in the matters of humanity. The opportunity here is to create an orchestrated sequence of space to process this dialogue and make a decision or recommit to how we will respond to the injustices around us.

OBSERVATION

Provide an opportunity to sharpen our focus on the inequality and indifference around us. The action or process of observing something or someone carefully or in order to gain information. This gathering space gives the viewer a framed view of the Dr. King's statue from behind with the lake beyond. The walls that frame the statue will have supporting imagery and/or messaging. This space gives the viewer a moment to contemplate and reflect.

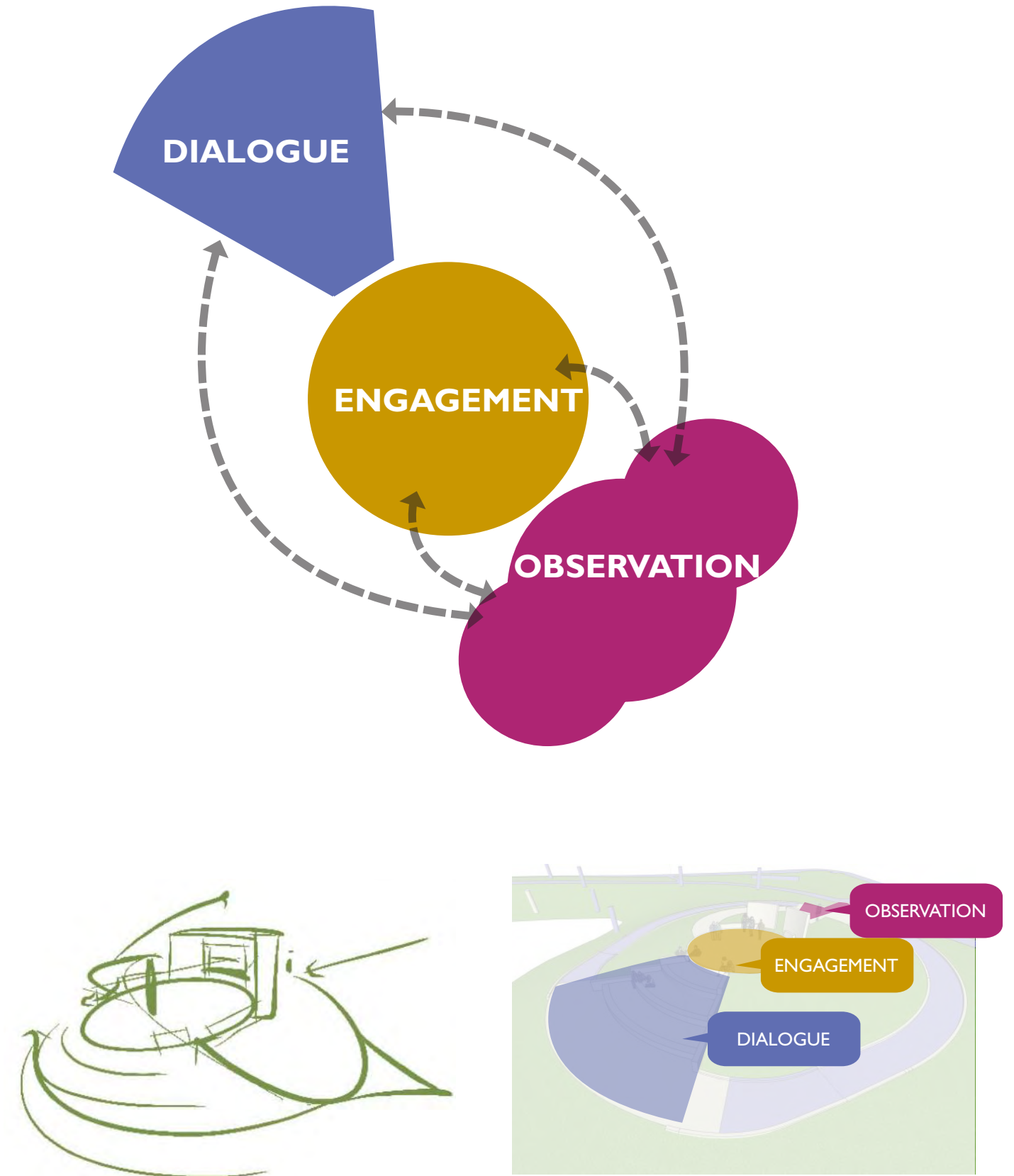
The viewer can then decide how to approach the memorial space. They can take the path that leads to the engagement node, or they can take a path down to the waters edge.

ENGAGEMENT

Provide a path to approach a deeper understanding of Dr. King's words and the universal truths he preached. You enter the engagement node from the side, as Dr. King welcomes you in. This is the center of the memorial space where the statue of Dr. King will be. The space will provide armatures for the story to be told. Messaging can be supported on walls, seats, and as plaques and metal inlays in the ground plane.

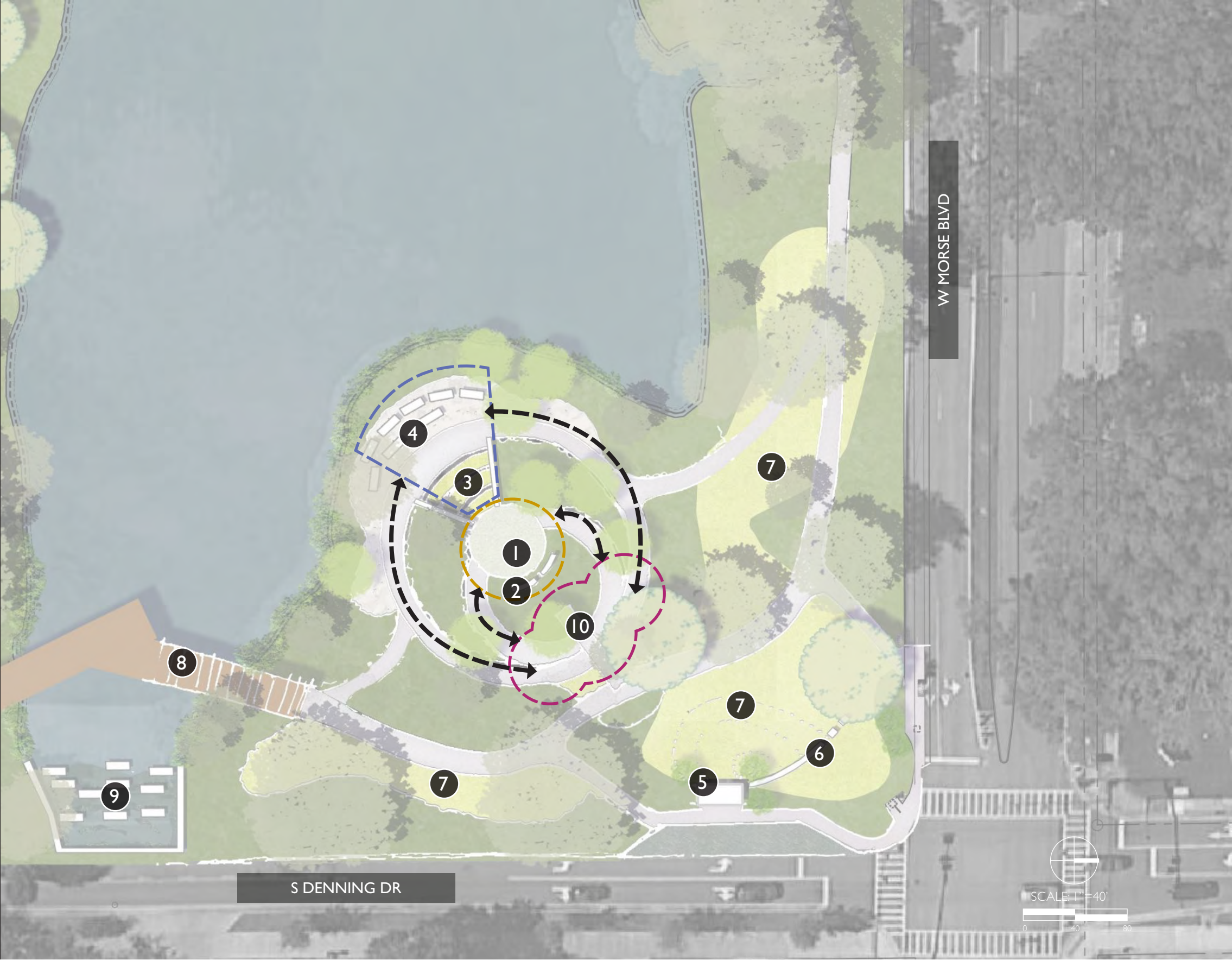
DIALOGUE

Provide physical space to for discussion with ourselves and others about our experiences, responsibilities, and actions to achieve 'the dream.' Take part in a conversation or discussion to resolve a problem. This is the action after engaging with the memorial. The space provides seating areas for people to gather and discuss the memorial and Dr. King's legacy.



CONCEPTUAL PLAN

- ① STATUE
- ② ART WALLS FRAMING STATUE
- ③ TERRACED SEATING
- ④ CAPROCK SEATING
- ⑤ BUS SHELTER
- ⑥ PARK SIGN
- ⑦ LAWN
- ⑧ BOARDWALK
- ⑨ LID STORMWATER
- ⑩ FRAMED VIEW OF STATUE



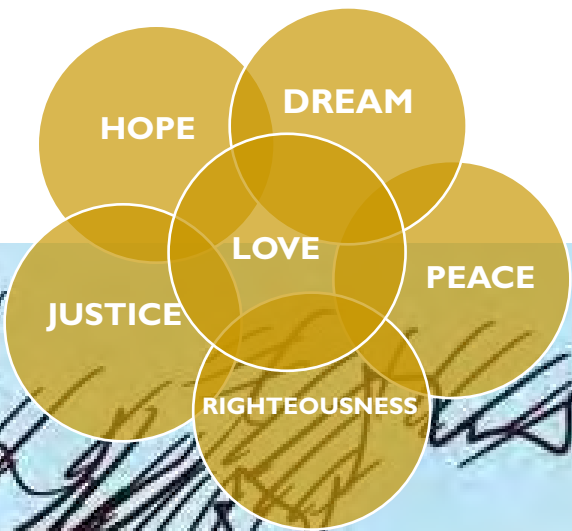


**INTERNALLY LIT
GRAPHIC WALL**



CONCRETE GRAPHIC WALL
A textured, sensory concrete wall
with images and messaging supporting
memorial.





**METAL MESSAGING
IN CONCRETE**



MESSAGING IN CONCRETE





TERRACED GATHERING



EXISTING SITE FURNISHINGS



2022-05-05

33

DR. MARTIN LUTHER KING, JR. PARK | FURNISHINGS



BIKE RACKS



**SPORTS FIELD
SEATING**

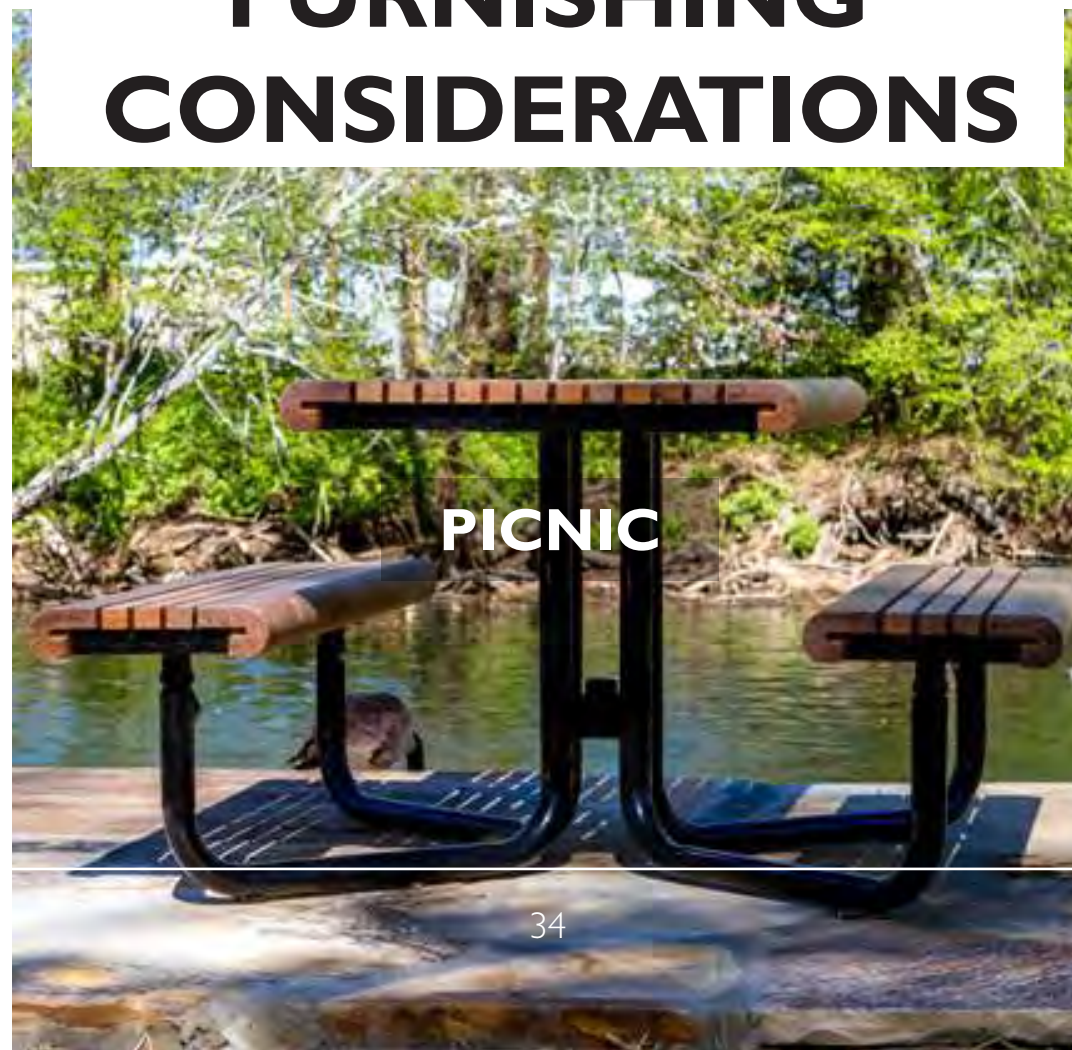


FITNESS

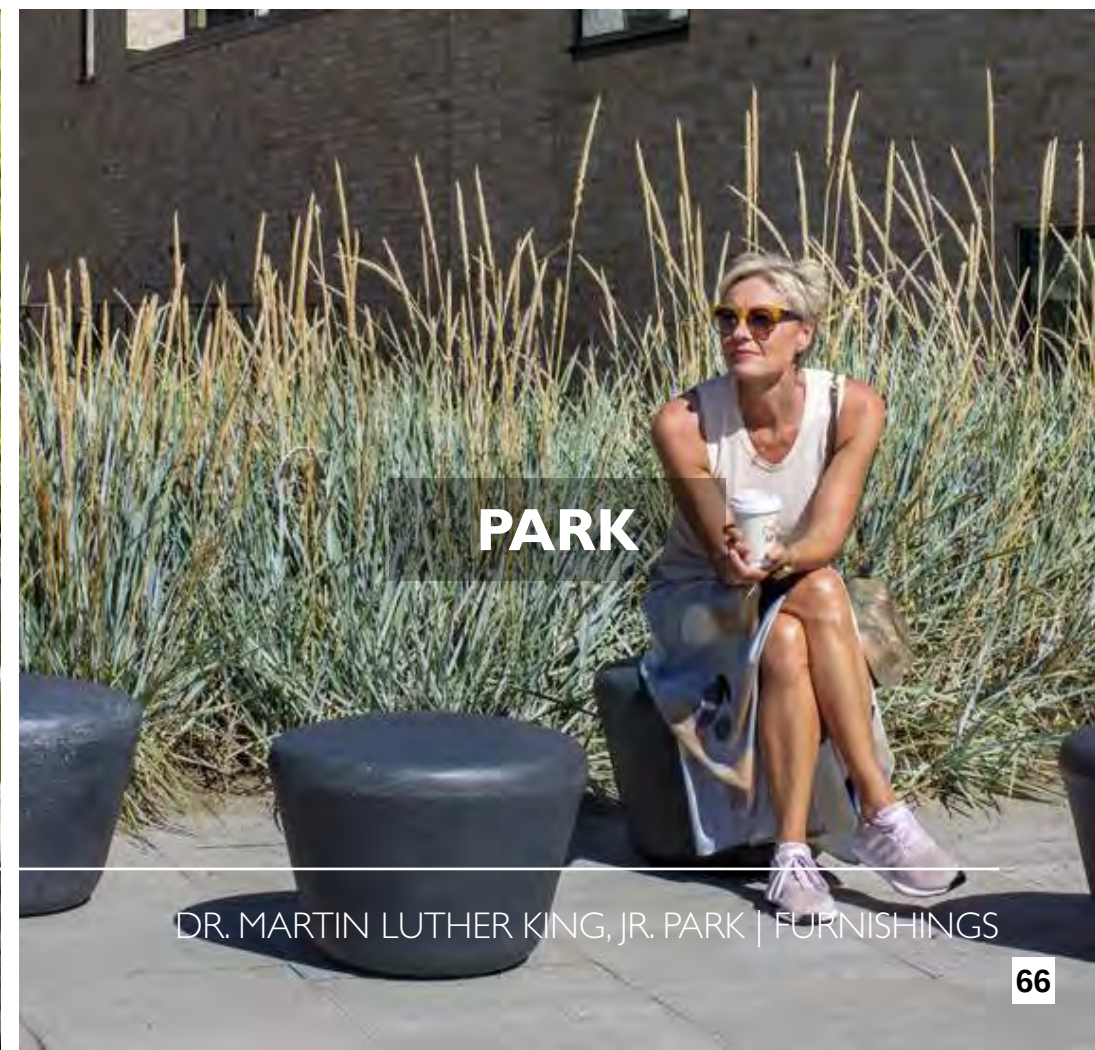
ADDITIONAL SITE FURNISHING CONSIDERATIONS



PARK



PICNIC



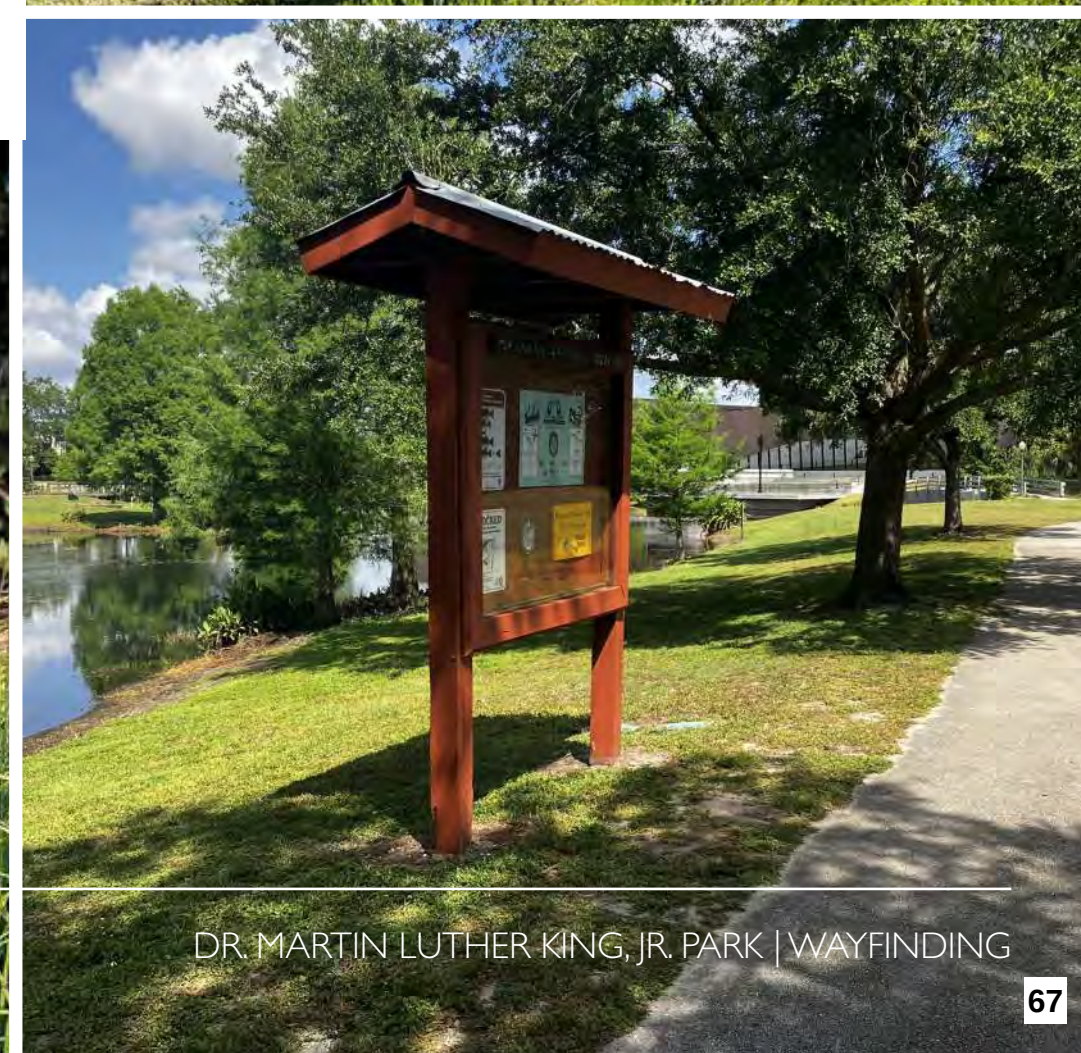
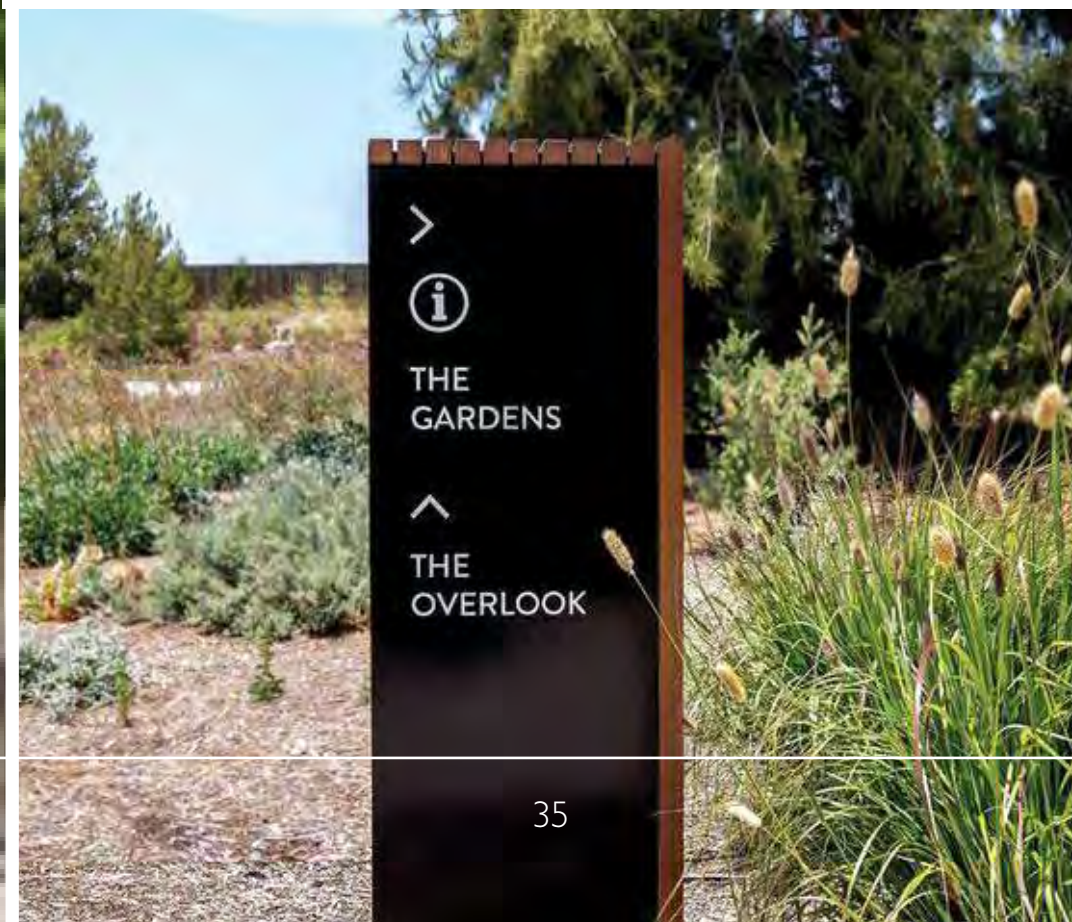
PARK



2022-05-05



WAYFINDING & SITE ELEMENTS





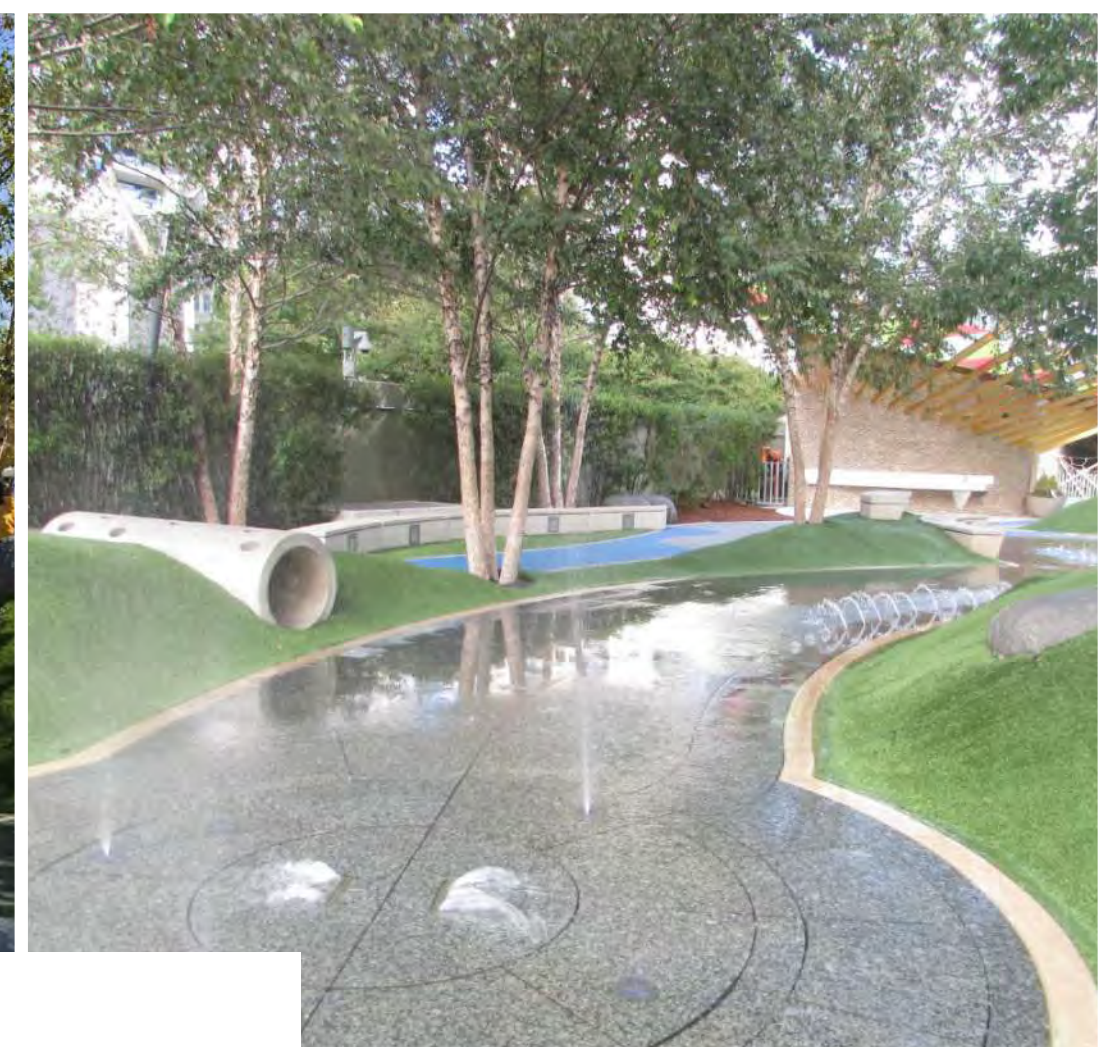
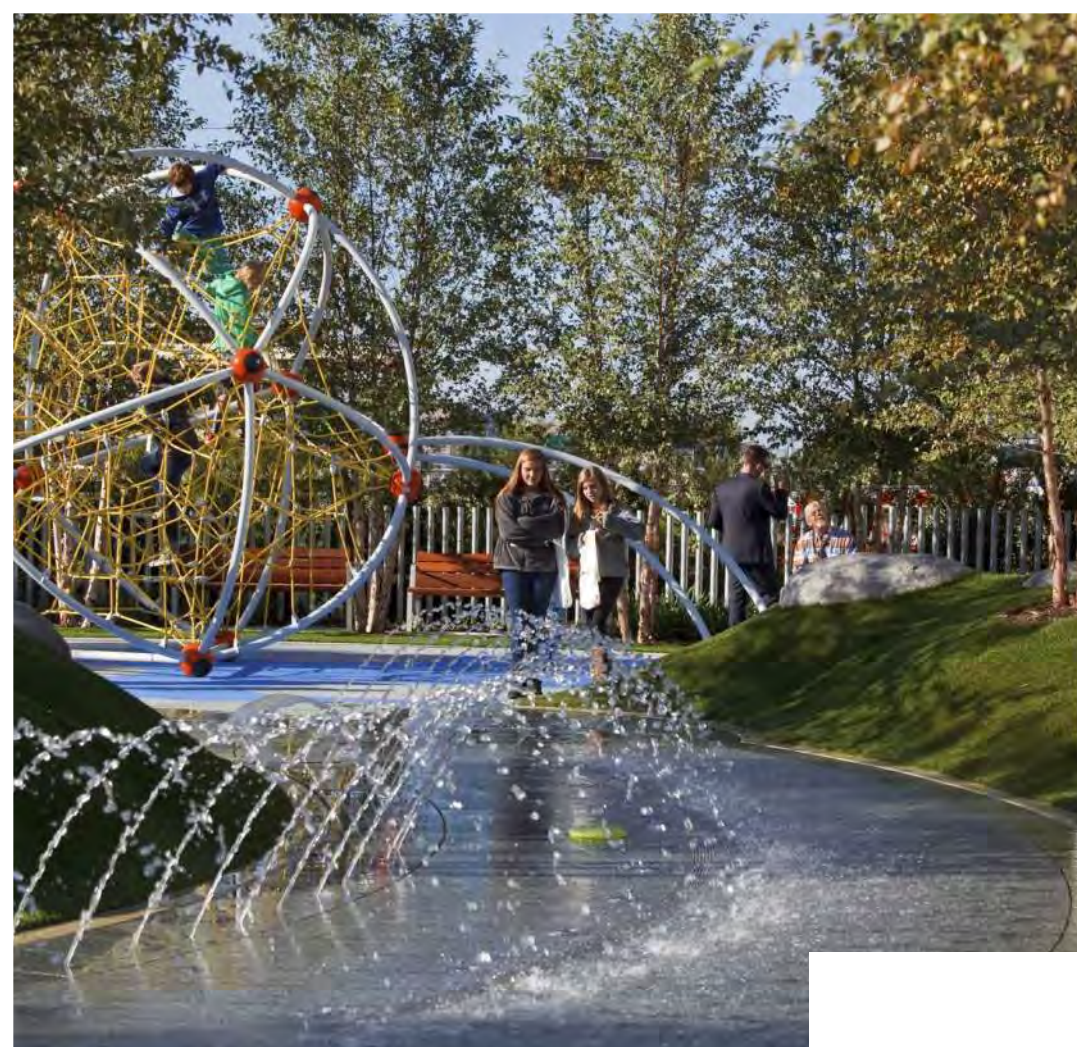
PLAYGROUND



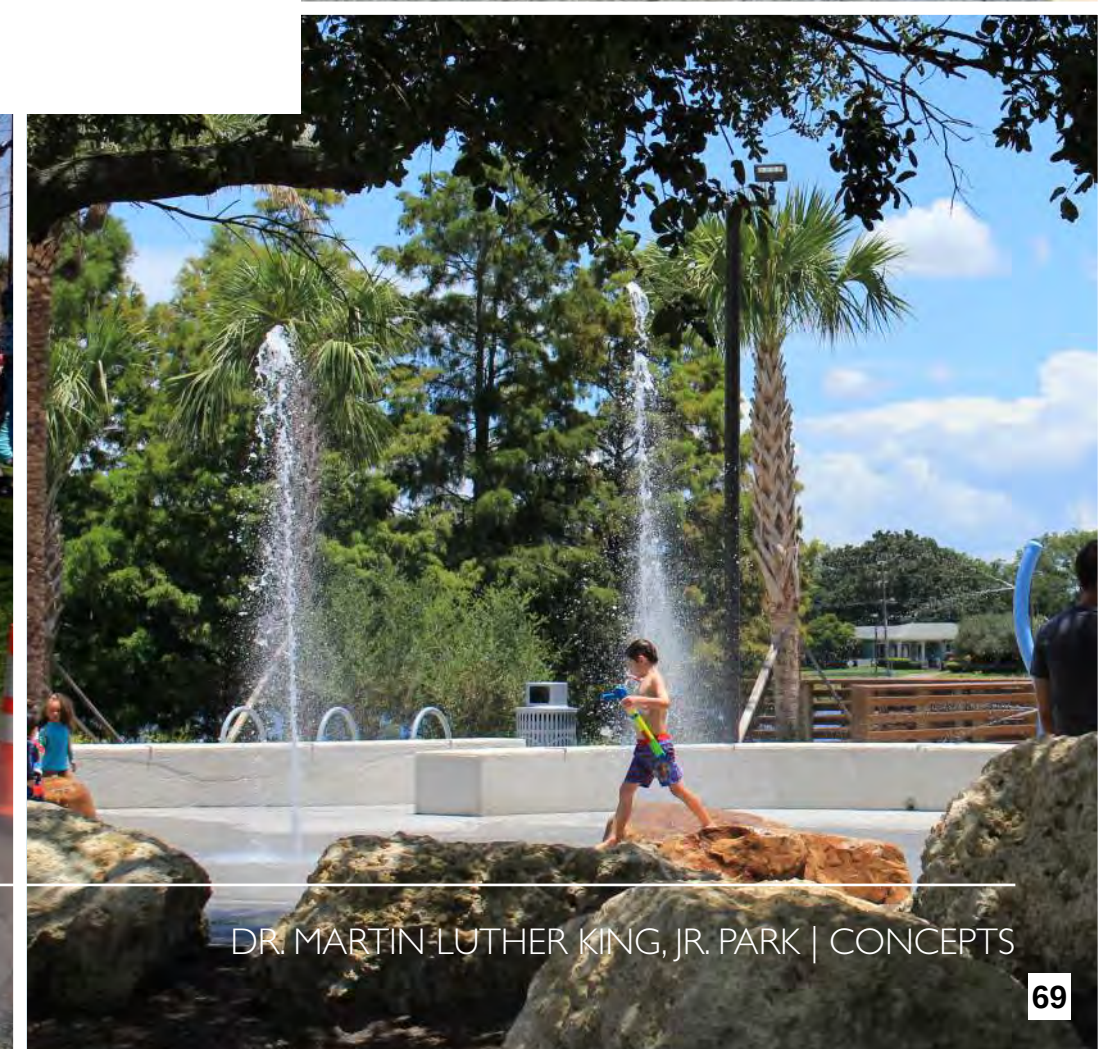
2022-05-05

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DR. MARTIN LUTHER KING, JR. PARK | CONCEPTS



SPRAY AND PLAY





LEARNING GARDEN



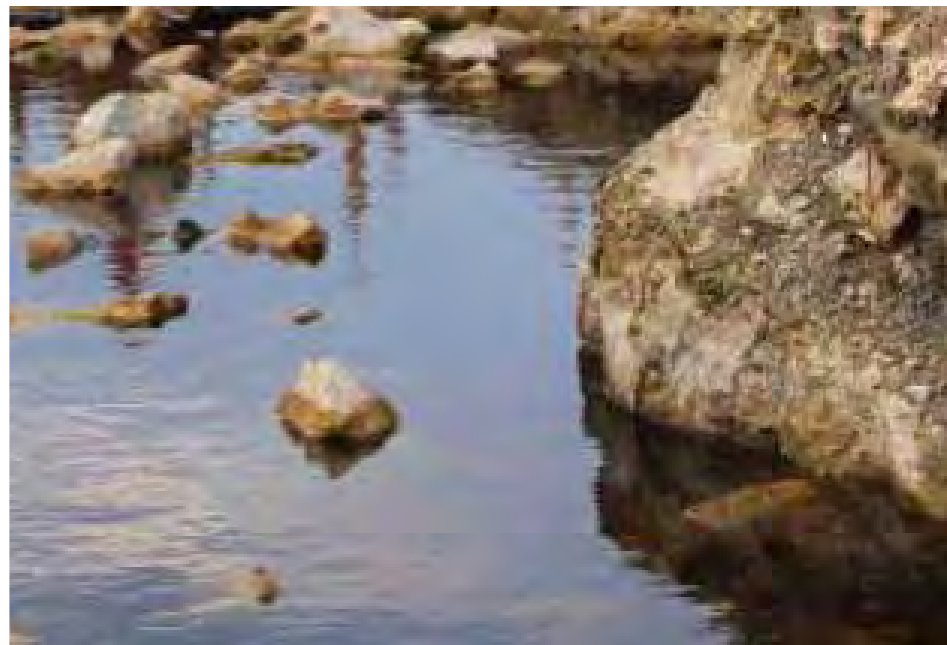


LITTORAL LANDSCAPES





LOW IMPACT DESIGN

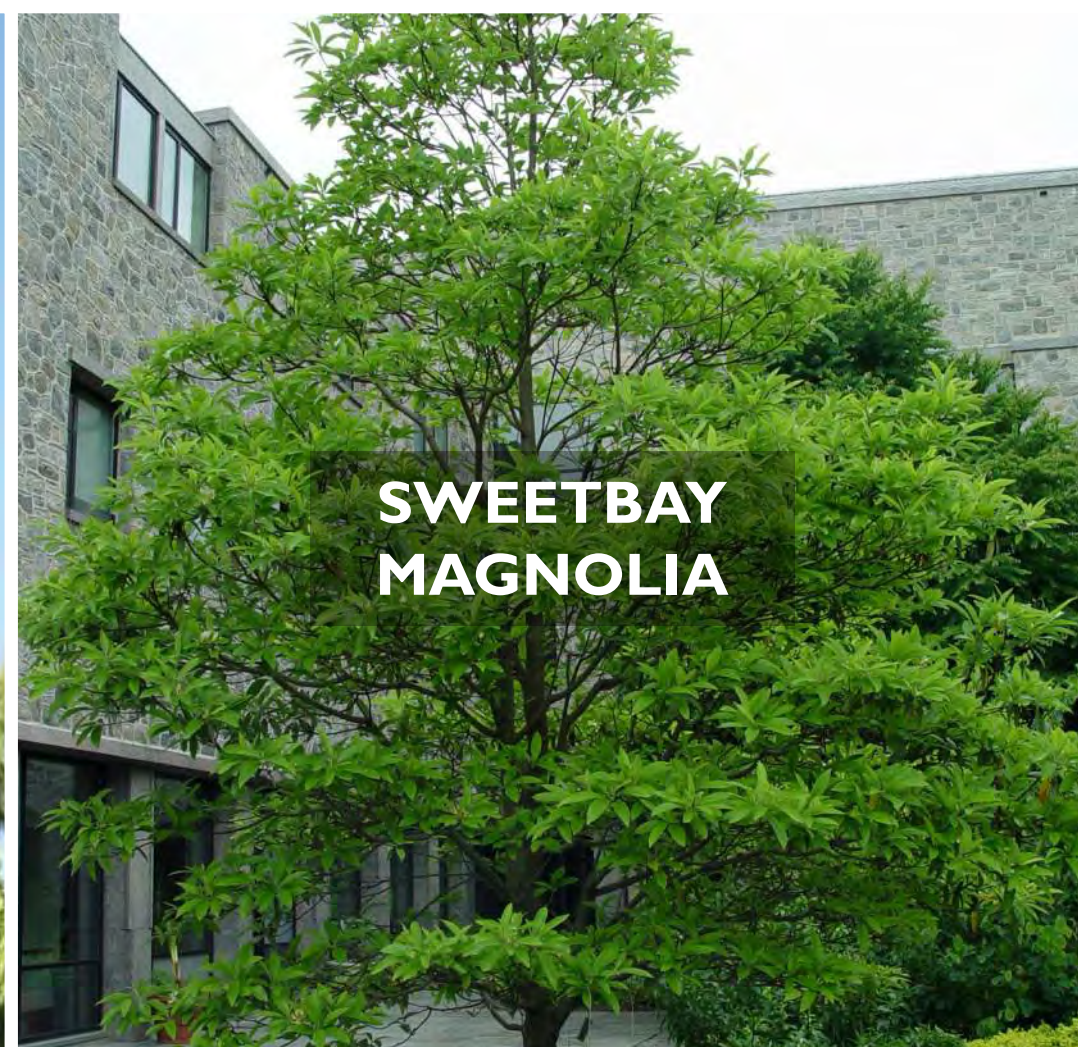




LIVE OAK



**SOUTHERN
MAGNOLIA**



**SWEETBAY
MAGNOLIA**

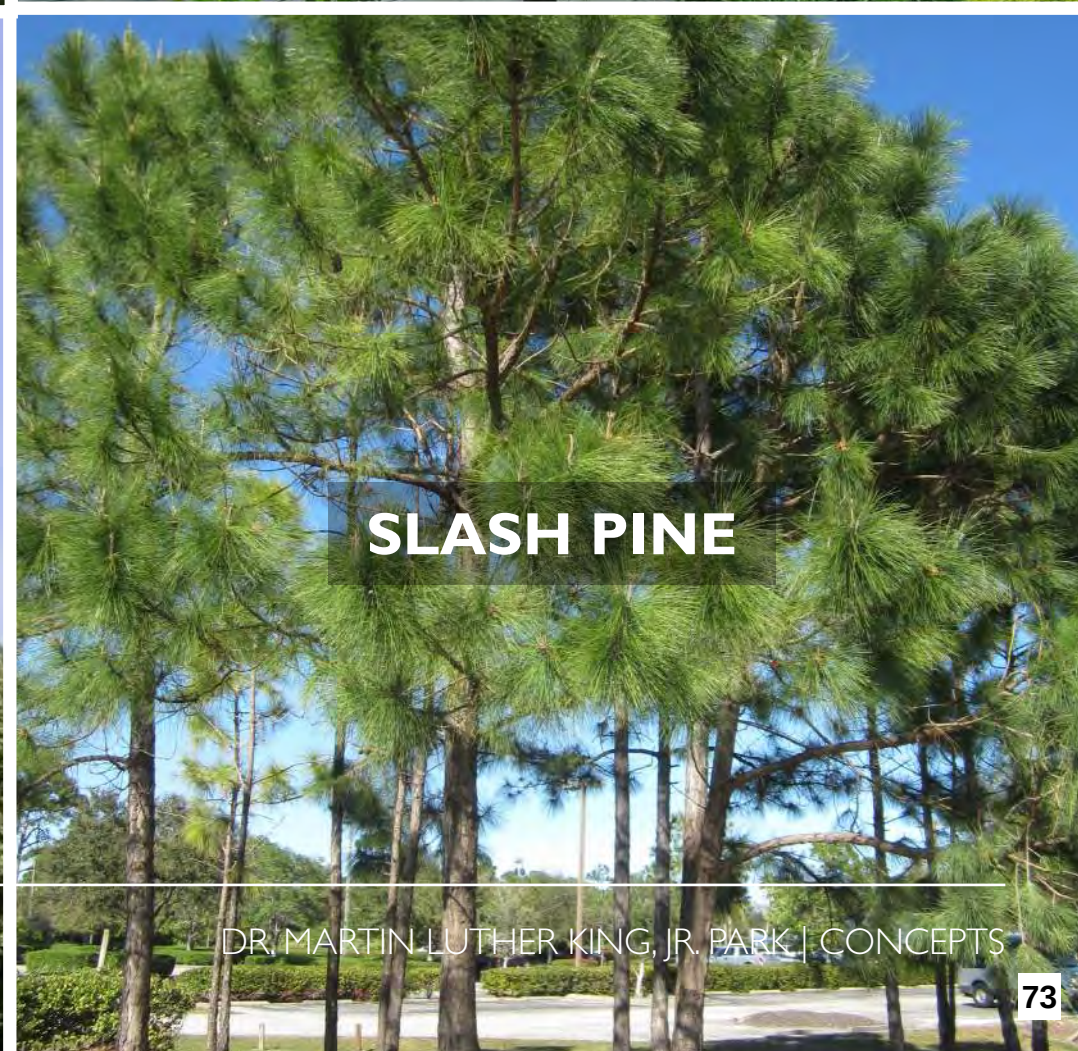
TREES



WAX MYRTLE



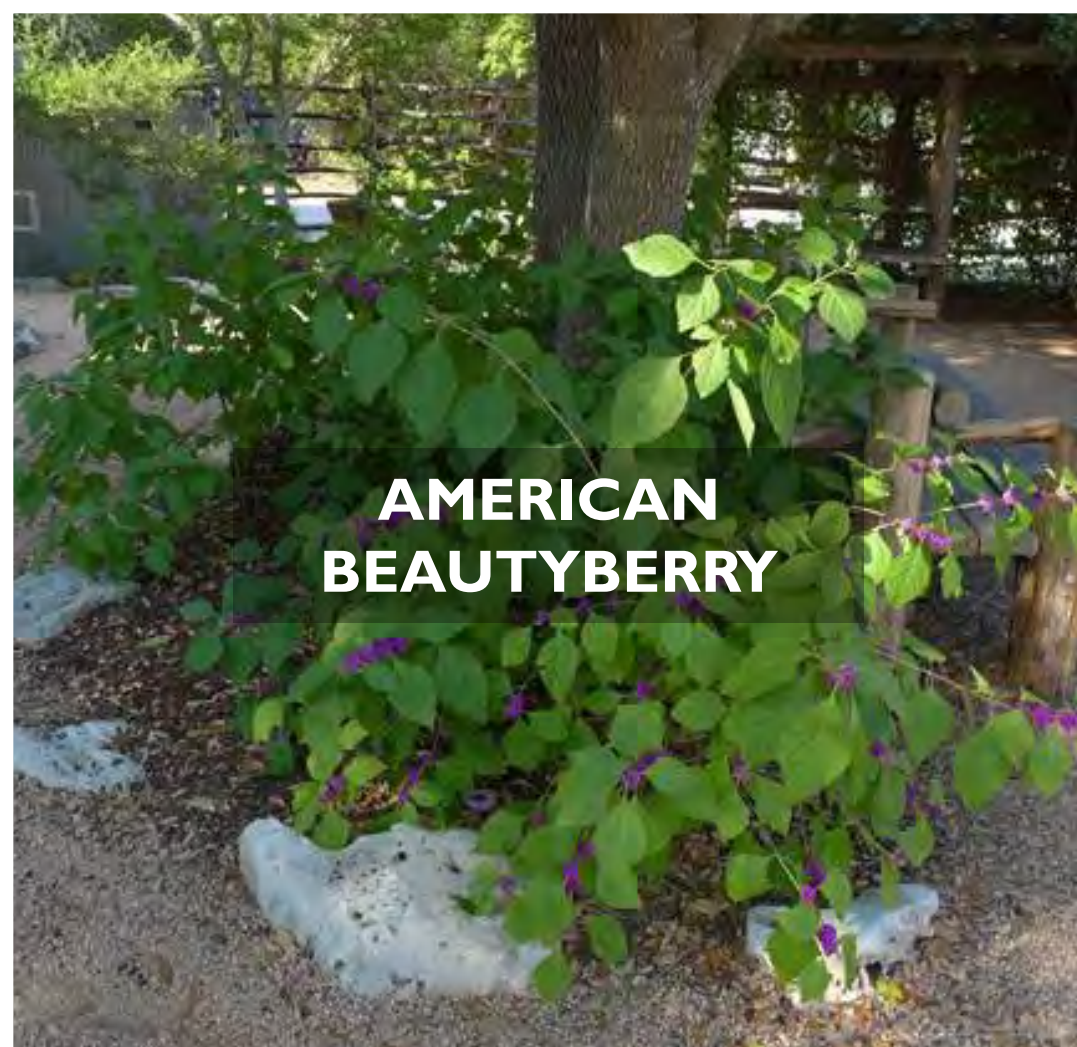
BALD CYPRESS



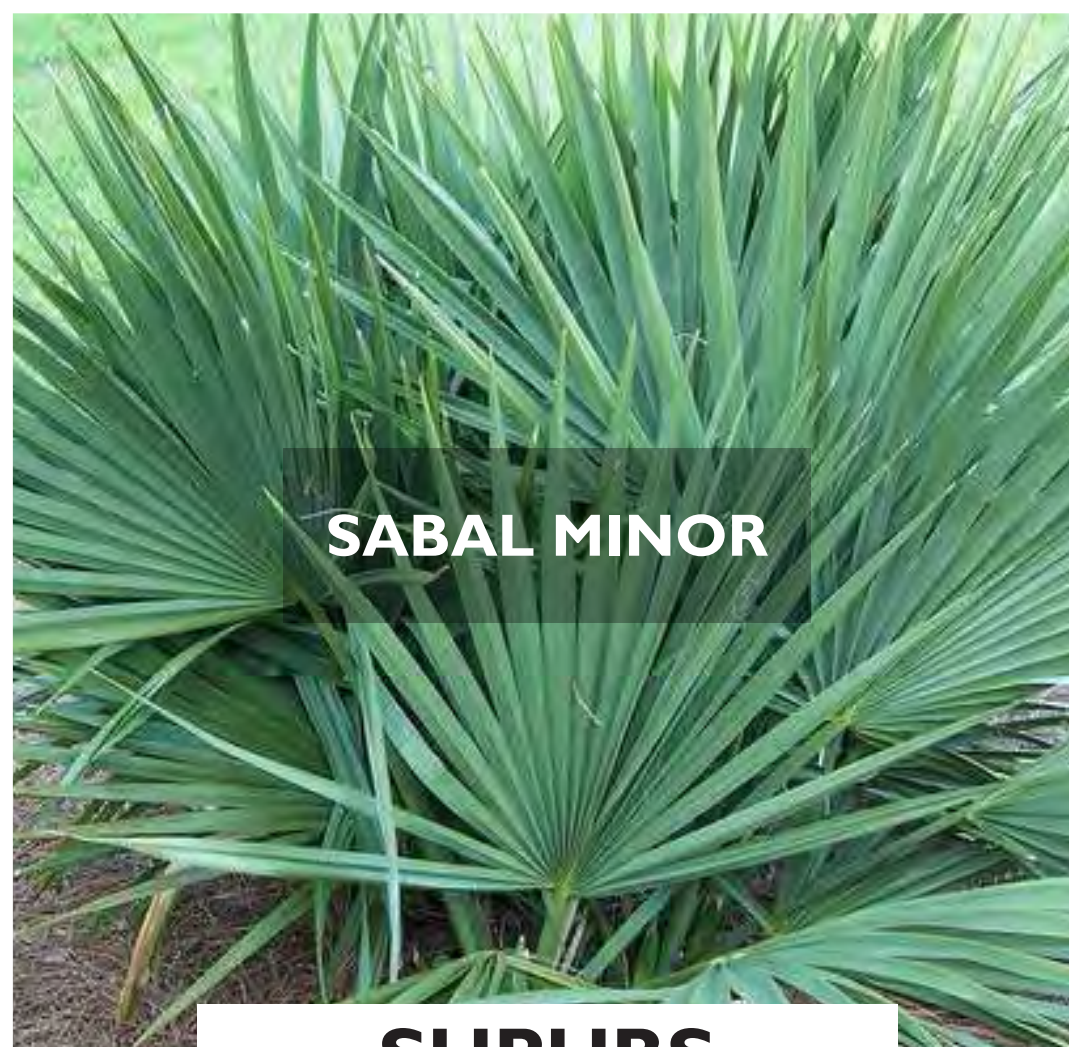
SLASH PINE



2022-05-05



**AMERICAN
BEAUTYBERRY**



SABAL MINOR

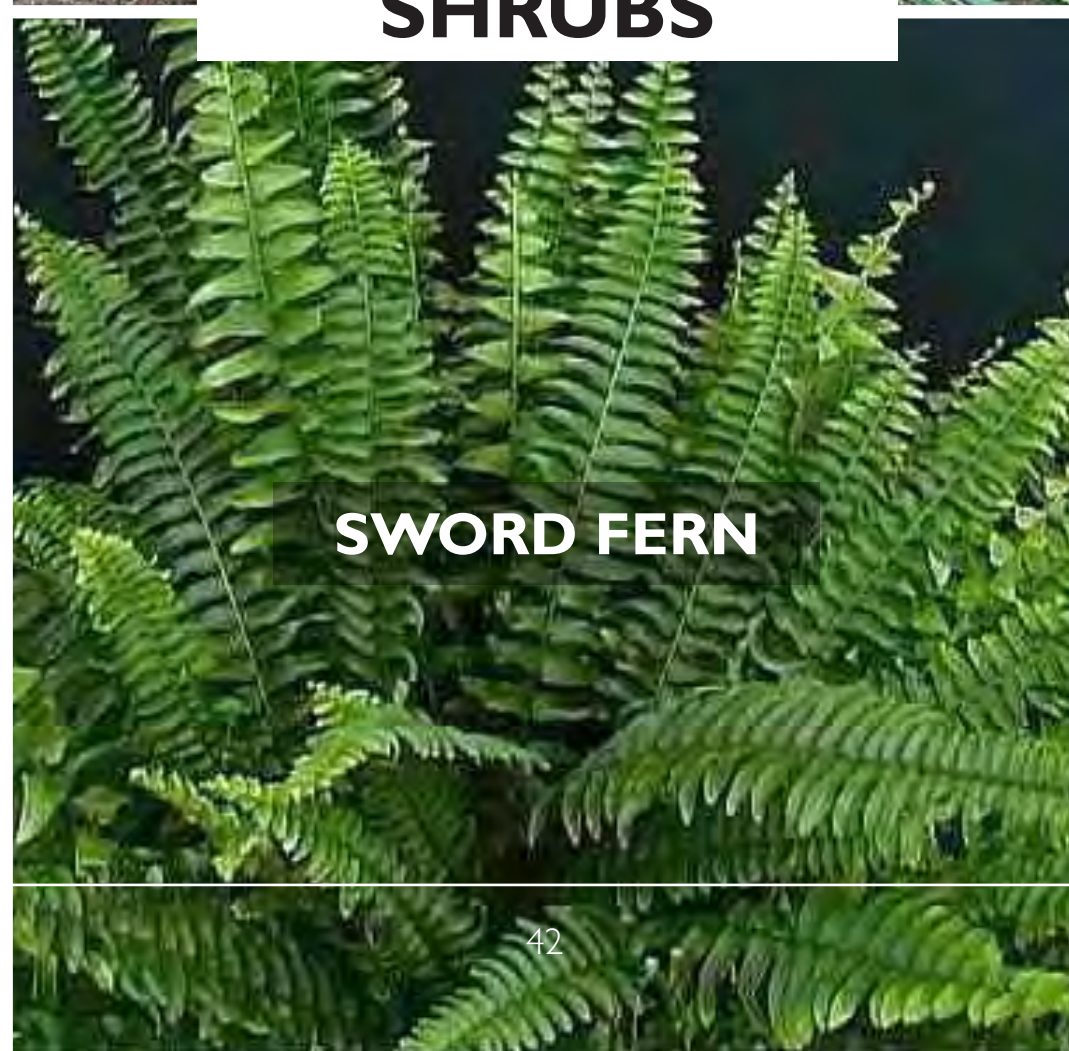


**WILD
COFFEE**

SHRUBS



**MUHLY
GRASS**



SWORD FERN



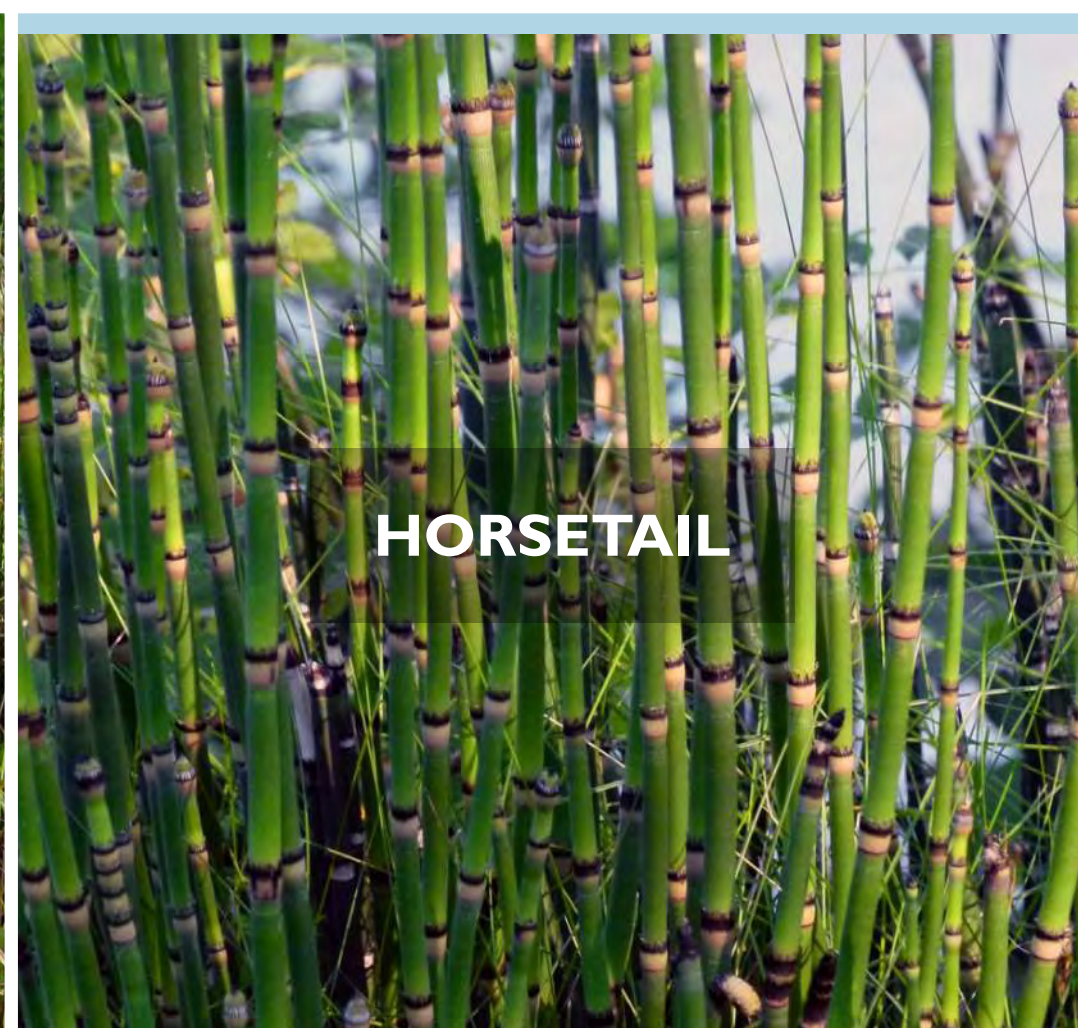
**FAKAHATCHEE
GRASS**



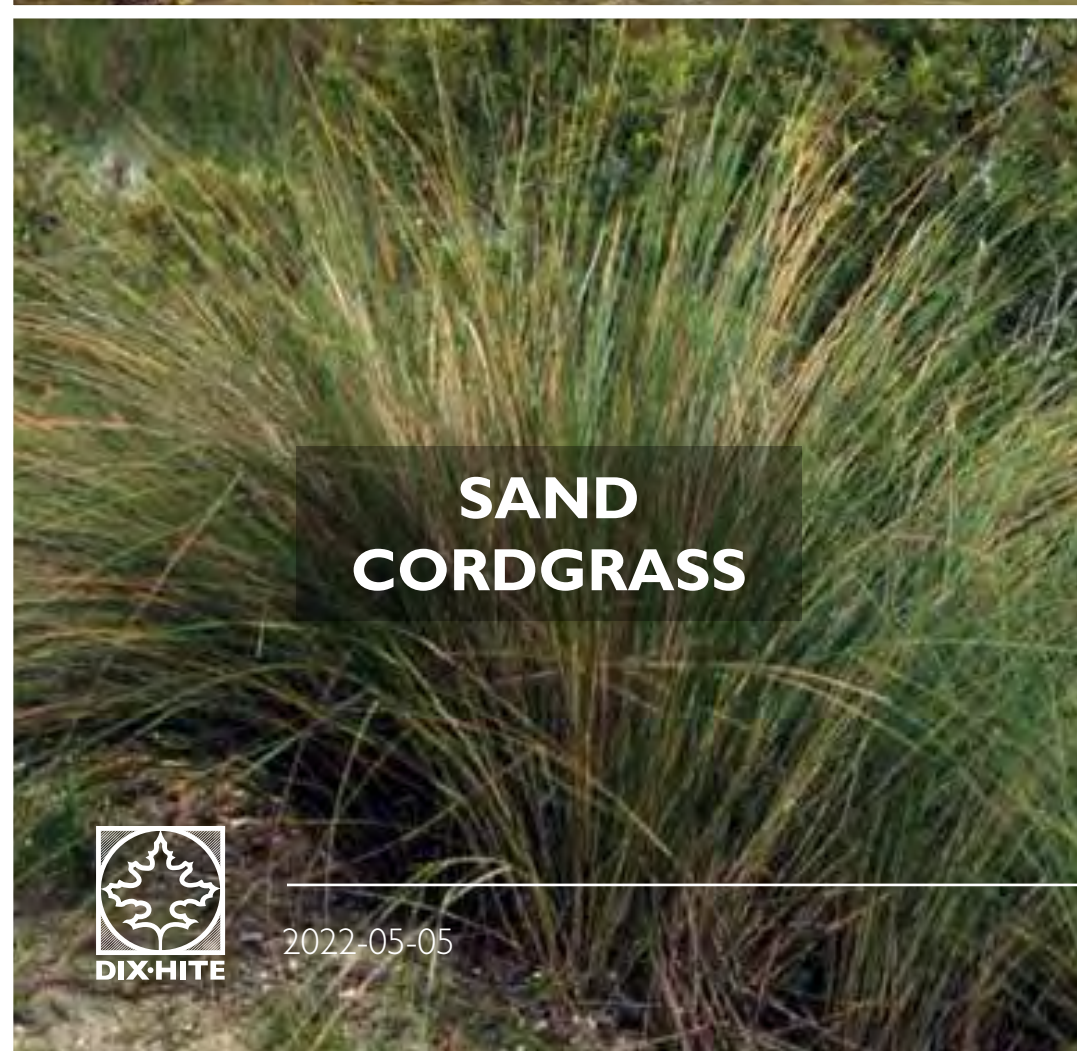
ALLIGATOR FLAG



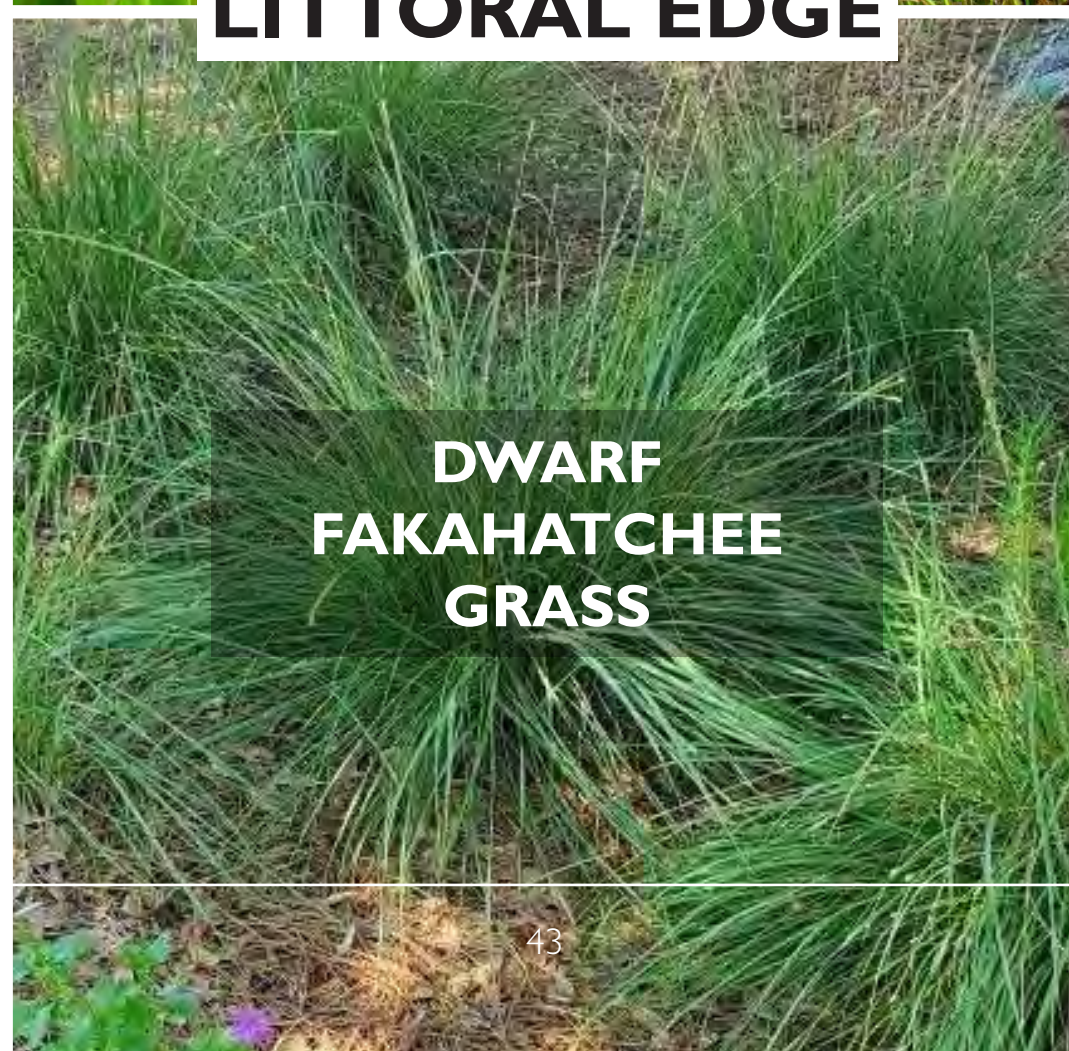
**GOLDEN
CANNA LILY**



HORSETAIL



**SAND
CORDGRASS**

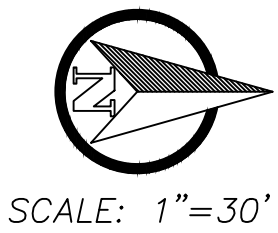
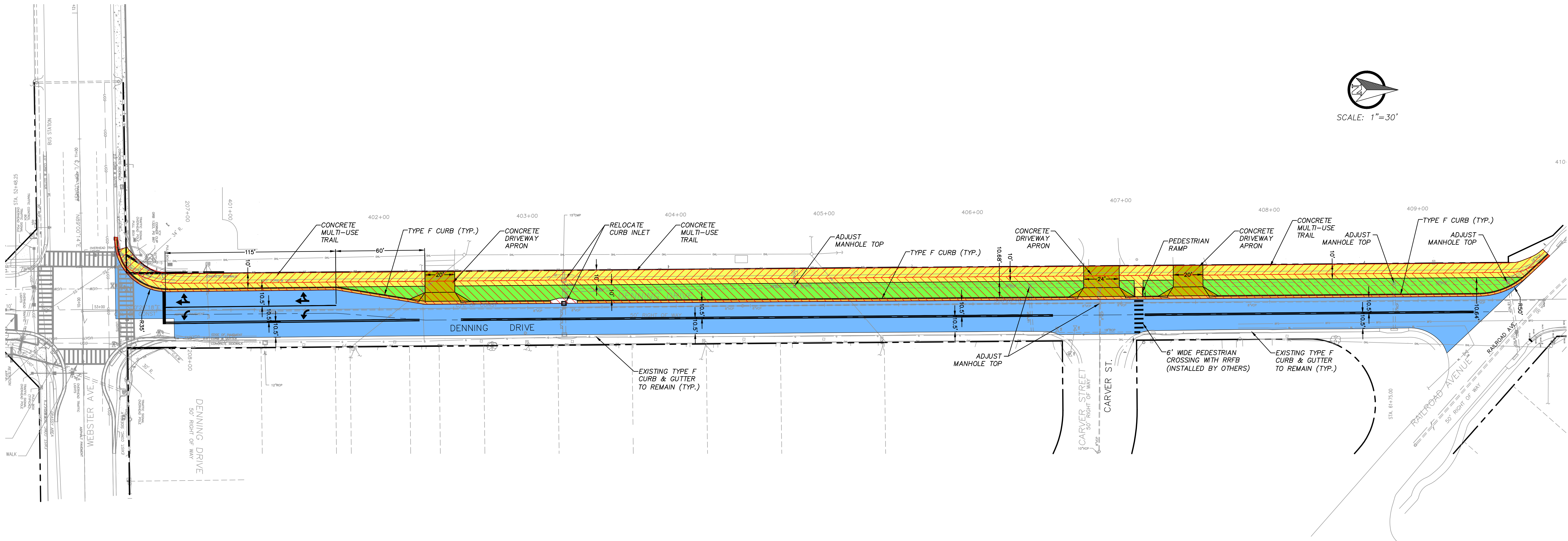


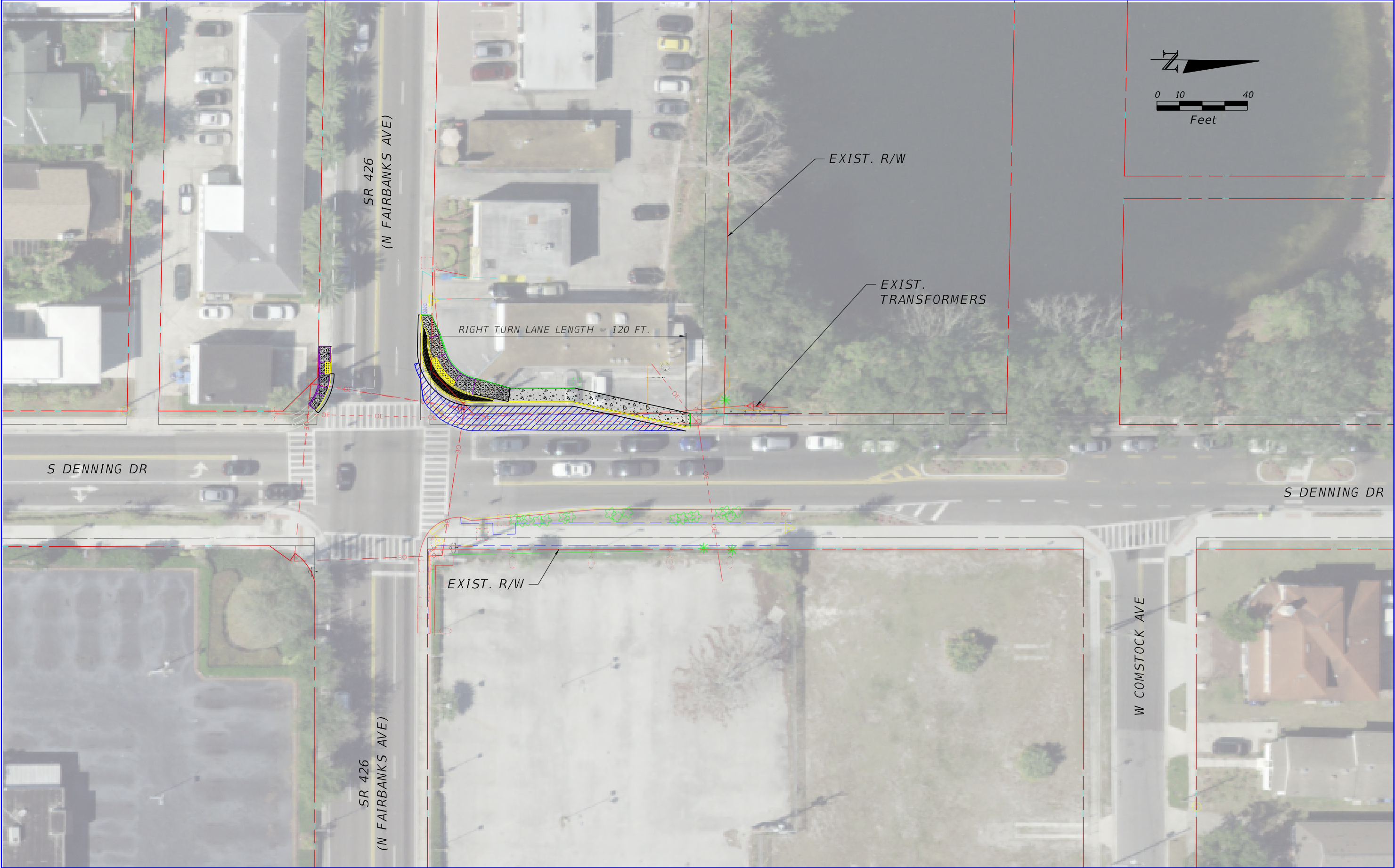
**DWARF
FAKAHATCHEE
GRASS**



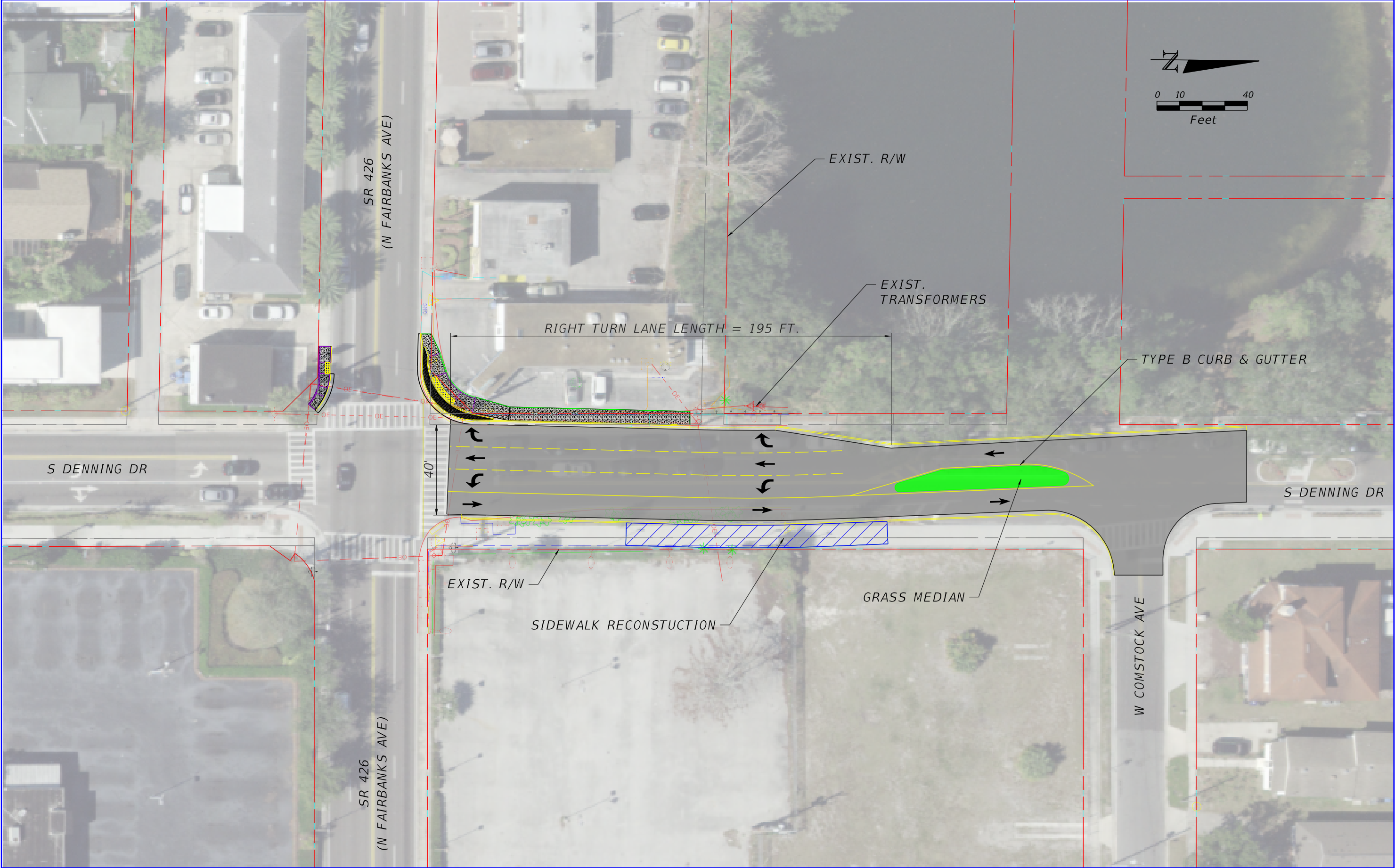
**PICKEREL
WEED**







REVISIONS					STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID	



REVISIONS				STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		
				ROAD NO.	FINANCIAL PROJECT ID

CRA Social Investment



COMMUNITY CENTER

38,000 sq. ft.

Est. 2011



\$9M

AFFORDABLE HOUSING

Rehabilitated & New Homes

186 aggregate number not including CDBG partnerships Est. 2002

Driveway & Paint Programs

35 CRA resident homes Est. 2016



\$4.0M*

*Does not include value of land assets gifted for affordable housing

PROGRAMS &

PARTNERSHIPS

Summer Youth Enrichment Program

194 students graduated Est. 2008

Community Center Programs

52,000 annual youth to senior interactions Est. 2010

Unity Heritage Festival

250 attendees per year Est. 2004

Snow in the Park

2,500 annual attendance Est. 2018

Winter in the Park

16,219 annual attendance Est. 2010-18

WP Heritage Center

120,000 aggregate number of attendees Est. 2008

Welbourne Day Nursery

64 students per year Est. 2008

Enzian Theatre

5,000 annual attendance Est. 2008

WP Playhouse

32,971 patron support Est. 2015

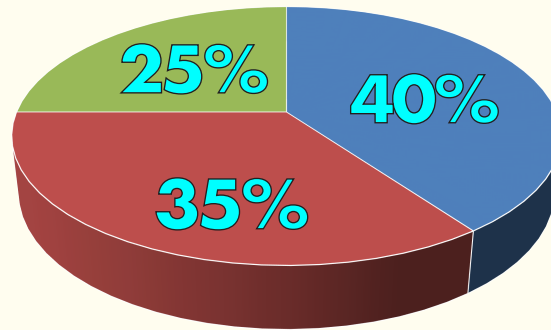
Depugh Nursing Home

40 total residents Est. 2018

\$5.3M

Total Support Since 2002: \$21.8M

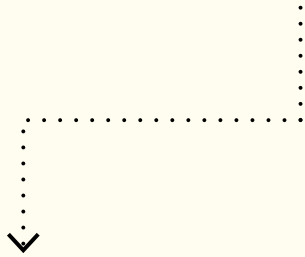
Community Center Percentage of Funding



■ Senior Programming

■ Youth and Teen Programming

■ Community Events

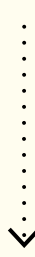


Zumba

Pottery & Art

Computer & Tech

Holiday Socials

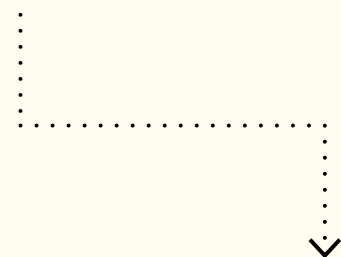


Fitness & Nutrition

UCF Nursing

Healthy Habits

Midnight Basketball



*Unity Heritage
Festival*

'Dive-in' Movie

Backpack Drive





Community Redevelopment Advisory Board

agenda item

item type	Non-Action Items	meeting date	July 28, 2022
prepared by	Jesica Lovelace	approved by	
board approval			
strategic objective			

subject

CRA Tree Assessment Policy

motion / recommendation

To approve as requested

background

The Community Redevelopment Agency (CRA) of the City of Winter Park has developed a tree-assessment program (valued up to \$3000) available for qualified homeowners to help improve and preserve decent affordable housing standards and neighborhoods and eliminate any potential threat to health and safety-related property conditions of dwellings located in the CRA District. According to the 1999 CRA Plan programs promoting social goals are legitimate CRA activities. Specifically, the CRA may undertake activities and programs related to promoting homeownership and advocating sound property management practices. Essentially, these are just a small sample of the wide range of programs the Winter Park and CRA may engage in and as such, the 1999 CRA Plan allows for the innovation and open-mindedness of staff to identify new programs and activities to accomplish the City's redevelopment goals as conditions continue to change.

Furthermore, it is also essential for the City to support local homeowners through the process of upgrading and uplifting the residential area of the westside, and thus ensuring the sustainability and rehabilitation of existing properties. Thus, this tree program will help homeowners preserve address the trimming, removal, or replacement of trees deemed unsafe or hazardous to life or property.

This program is designed to advocate for sound property management activities, encourage healthy, safe, and sound neighborhood standards that sustain, and purport a suitable quality of life for Winter Park CRA residents, while preserving and enhancing the

physical form of the CRA District.

alternatives / other considerations

Provide staff direction on other program changes Provide no program changes

fiscal impact

Funding for the program is out of miscellaneous enhancement funds.

ATTACHMENTS:

[CRA Tree Assessment Policy.pdf](#)

ATTACHMENTS:

[Tree Program Application.pdf](#)



City of Winter Park
Community Redevelopment Agency
401 Park Avenue South
Winter Park, FL 32789

CRA TREE ASSESSMENT POLICY

The Community Redevelopment Agency (CRA) of the City of Winter Park has developed a tree-assessment program for trees deemed an immediate safety issue by City Inspectors (valued up to \$3000 as determined by City Arborist staff), which will be available for qualified homeowners to help preserve decent affordable housing standards in neighborhoods and eliminate any potential threat to health and safety-related property conditions of dwellings located in the CRA District. Eligible applicants are able to utilize this program to address the trimming, removal, or replacement of trees deemed unsafe or hazardous to life or property.

This program is designed to encourage healthy, safe, and sound neighborhood standards that sustain and purport a suitable quality of life for Winter Park CRA residents, while preserving and enhancing the physical form of the CRA District.

Program applications are available year-round **as funds are available**. Applicants must submit a complete application with all necessary attachments to be considered.

ELIGIBILITY REQUIREMENTS

- The home must be located in the CRA district (see map)
- Must meet Orange County's Income guidelines for very-low and low income
- Home must be owner-occupied
- Property must be current on all taxes and liens
- Property must have homeowner's insurance

ELIGIBLE REQUESTS UNDER THIS PROGRAM (only if deemed an immediate safety issue by City Inspectors):

Under this policy, eligible residents located within the CRA boundary can request the following on their property based on unsafe or hazardous nature presented to residents and property:

- Tree trimming
- Tree removal
- Tree replacement

The city has the discretion to prioritize the improvements based on severity of health and safety property conditions as well as severity of Code Enforcement violations. The city reserves final right to approve or disapprove of requests.

PROCESS AND TIMEFRAME – Once the CRA received a completed application, an assessment of the tree specified in the request will be performed by city staff in order to determine exact needs.

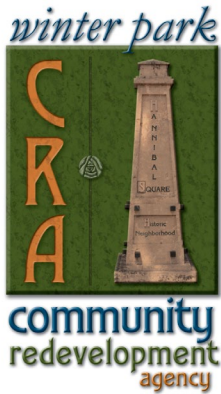
Once the assessment is completed, the CRA will either **approve or deny** the request based on assessment results. The CRA will not be able to approve requests determined to cost more than \$3000 total. City staff will coordinate with City Arborist.

If approved, Homeowners are to make all reasonable effort to allow access to the property so work can be completed by a City of Winter Park contractor in a timely manner. It is the responsibility of the homeowner to move/relocate all items interfering with completion of the job. Costs will not need to be repaid by the applicant.

PROGRAM REUSE: This program cannot be used in conjunction with another CRA or City program within the same fiscal year.

PROGRAM FUNDS AVAILABILITY - Due to the uncertain nature of budget availability in any given year and the uncertainty of future grant awards, the CRA cannot guarantee that funding will be available in future years for tree assessment requests. In no way will the CRA be required to offer funding for any tree assessment work outside of officially established funds budgeted specifically for the program.

SUBMISSION OF APPLICATION DOES NOT GUARANTEE ACCEPTANCE/FUNDING



CRA TREE ASSESSMENT APPLICATION

TO QUALIFY FOR THIS PROGRAM:

1. You must currently reside in the property.
2. The property must be located within the CRA limits.
3. The tree specific to this application must be deemed ***an immediate safety and hazard issue by City Inspectors.***
4. Property taxes must be current.
5. Property must not have any outstanding code violations.
6. You must meet Orange County's Income Guidelines for very low income.

NOTE: Applications will be reviewed and approved on a first come first serve basis, and shall be based on criteria noted in Section D of the program requirements attached to this application.

Property Owner(s) Names:

Property Address

Winter Park, FL 32789

Home Phone:

Cell Phone:

Email:

Applicant Signature:

Application Date

A. Purpose:

This program is designed to encourage healthy, safe, and sound neighborhood standards that sustain and purport a suitable quality of life for Winter Park CRA residents, while preserving and enhancing the physical form of the CRA District as it specifically regards to tree removal and trimming.

B. Funding:

Base funding and administration for this program is provided by the City of Winter Park's CRA. Funding shall be on a first come, first service basis, based on the criteria noted in Section D.

C. Approval:

The CRA will consider applications concerning funding and will determine compliance with the program's goals. Approval can only occur after an assessment of the tree specified in the request is performed by city staff to determine exact needs.

D. Criteria:

1. Property owner and/or current resident must agree to a tree assessment conducted by City staff to assess immediate risk and determine exact needs.
2. Property owner and/or current resident may apply for funding up to a maximum of \$3000.000
3. Applicant will be responsible for any costs in excess of \$3000.00 or approved program funding.
4. Property owner must be current on their property taxes and have no outstanding code violations.
5. Property owner must be willing to sign the Affidavit included in this application.
6. Applicant must meet Orange County's Income Guidelines for very low income.

DI. Process:

1. Completed application along with all supporting documentation is submitted to the CRA staff.
2. CRA staff will review application for completeness and eligibility.
3. CRA staff will work with the applicant to determine an appropriate time for a tree assessment on the property.
4. CRA staff will work with the City Arborist to determine immediate risk.
5. If approved, professional services will be scheduled by CRA Staff in conjunction with the applicant.

NOTE: Applicant(s) may not apply or participate in the Tree Assessment Program and any other CRA or city program within the same fiscal year.

Applicants are required to communicate and coordinate with the City Arborist regarding any preparation or clean-up that may be required/necessary to complete the removal/trimming.

Preparation and/or clean-up is at no cost to the CRA.

**PLEASE RETURN COMPLETED APPLICATION AND SUPPORTING
DOCUMENTS TO:
CITY OF WINTER PARK CRA
ATTN: JESICA LOVELACE
401 S. PARK AVE WINTER PARK, FL 32789**

For further information, please contact:

Jesica Lovelace, CRA/ED Specialist
407-599-3225
jlovelace@cityofwinterpark.org

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____

TREE ASSESSMENT PROGRAM AFFIDAVIT

Owner(s) Name: _____

Property Address: _____

I/We do hereby request the Community Redevelopment Agency Tree Assessment Program to process the application for professional tree trimming/cutting services to above property.

I/We further authorize the Community Redevelopment Agency Tree Assessment Program to make inquiries to determine the eligibility of the applicant.

I/We will hold harmless the Community Redevelopment Agency Residential Paint Program with respect to all claims and damages caused by inquiries necessary to determine the eligibility of the applicant(s).

It is understood that any information obtained shall be for the confidential use of the Community Redevelopment Agency Tree Assessment Program.

It is further understood that the applicant(s) shall not incur or be obligated for any cost of this introductory application.

I/We certify that I/we currently reside at the above property.

I/We further certify that I/we are unable to secure necessary funds from other sources upon comparable terms and conditions.

I/We understand that I/we need to make all reasonable efforts to allow access to the property so work can be completed in a timely manner. In the event we cannot provide access, the Community Redevelopment Agency has the ability to cancel the application and revoke allocated funds.

Signature of Applicant

Signature of Co-Applicant

Date

Witness

Date

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____

Orange County, Florida

2022 Income Limits

Area Median (Family) Income \$80,100

HOUSE- HOLD SIZE	INCOME CATEGORY			
	EXTREMELY LOW (30% OF MEDIAN)	VERY LOW (50% OF MEDIAN)	LOW (80% OF MEDIAN)	MODERATE (120% OF MEDIAN)
1	\$17,400	\$29,050	\$46,450	\$69,720
2	\$19,900	\$33,200	\$53,050	\$79,680
3	\$23,030	\$37,350	\$59,700	\$89,640
4	\$27,750	\$41,450	\$66,300	\$99,480
5	\$32,470	\$44,800	\$71,650	\$107,520
6	\$37,190	\$48,100	\$76,950	\$115,440
7	\$41,910	\$51,400	\$82,250	\$123,360
8	\$46,630	\$54,750	\$87,550	\$131,400

Orange County Housing and Community Development Division
Effective: April 18, 2022



Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	July 28, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective	N/A		

subject

Staff Updates

motion / recommendation

N/A

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 installation is relatively complete (final paving corrections initially took place on July 7 with a follow-up on July 20). Phase II costs (New York from Comstock to Morse) are currently in line with remaining budget. Enhancements include; but not limited to, ADA improvements, crosswalk realignment, ramp construction, milling and paving.

Central Park Stage - Demolition complete and construction underway. Project completion is anticipated for September 2022.

Shady Park Enhancements - Selection committee has recommended an artist for the public art bust in the park. The recommended artist went to the Public Art Advisory Board on July 18th and will go to the City Commission/CRA in August for approval. Process is expected to take 12-14 months.

MLK Park & Memorial Corner - Staff is working with the City surveyor and consultant Dix-Hite to refine project parameters including costs and technical construction elements. Once these have been finalized, staff will begin coordination of tasks including an RFP for the memorial corner art piece and hardscape/landscape elements to be provided by the

city/contractor. Community meetings for the remainder of the park took place in June and July. See attached map of community participant locations.

Parking Sensor Pilot - Sensors were installed on Park Avenue between July 7-8. At the conclusion of this 30-day phase, a summary report of preliminary performance and deployment findings will be submitted to staff for review and direction on next steps.

alternatives / other considerations

N/A

fiscal impact

Impacts have already been accounted for in the budget

ATTACHMENTS:

[MLK Park Community Meeting Attendees.pdf](#)



Legend

-  July Meeting Attendees (18)
 June Meeting Attendees (26)
 Winter Park
 CRA.DBO.CRAMergedBoundary

