



Community Redevelopment Advisory Board Regular Meeting

Agenda

February 24, 2022 @ 5:30 pm

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**
 - a. Virtual Meeting Status 1 minute
 - b. Annual Report Photo 1 minute
 - 2. Consent Agenda**
 - a. Approval of minutes from December 9, 2021 5 minutes
 - 3. Staff Updates**
 - a. Shady Park Enhancement Project 10 minutes
 - b. MLK Park Memorial Corner 10 minutes
 - c. New York Avenue Streetscape 5 minutes
 - d. Central Park Stage 5 minutes
 - e. 17-92 Streetscape Project - 290 N. Orlando Avenue 10 minutes
 - f. Transportation Opticom Update 10 minutes
 - 4. Public Comments (for items not on the agenda): three minutes allowed for each speaker.**
 - 5. Board Comments**
 - 6. Adjournment**



Community
Redevelopment
Advisory Board

agenda item

item type	Call to Order	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Virtual Meeting Status

motion / recommendation

background

Staff to provide an update on in-person vs. virtual meeting status for the board.

alternatives / other considerations

fiscal impact



Community Redevelopment Advisory Board

agenda item

item type	Call to Order	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Annual Report Photo

motion / recommendation

N/A

background

As required by Florida Statute, staff is developing an annual report to be available on the city's website for review by the public. As part of that report, staff has historically included a photo of the existing advisory board. For FY21, this will be accomplished through the board's virtual meeting.

For reference, staff is including last year's annual report.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[CRA Annual Report 20.pdf](#)



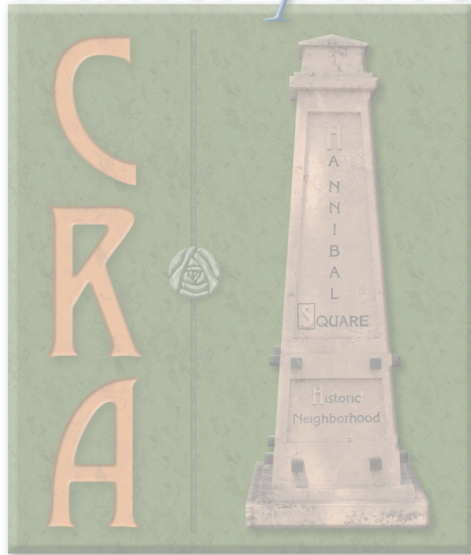
winter park



ANNUAL REPORT

fiscal year 2020

winter park



community
redevelopment
agency



contents

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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.



history



Since 1994, the Agency has played an integral role in the removal of blight and adding value to the downtown area and surrounding community. Established initially in the central business district and historic Westside neighborhood of Winter Park, the CRA expanded its boundaries to include the U.S. Highway 17-92 corridor in 1999. Today, the CRA encompasses 15 percent of the city's land area, has approximately 8 percent of the residential population, and contains over 50 percent of all businesses in the City of Winter Park. The CRA fulfills its goals by investing tax increment financing (TIF) revenues into capital improvements, incentive programs, and offering numerous initiatives to meet the needs of the community that it serves. The Agency receives increment revenue from both the city and county for the area it encompasses.

In 1994, the CRA's taxable value of all properties was \$194 million. In 2020, that value has increased to over \$990 million. This represents a 14.8 percent increase from the prior year. Taxable valuations for CRA properties have shown positive growth over the past year. This has allowed the CRA to further leverage increment revenue to execute successful projects and programming for the overall improvements of the district.

The CRA once again has been effective in achieving its goals set out by the CRA plan. The 1994 and 1999 plan articulate several overarching goals relating to economic vitality, transportation, social development, public safety, business, property value, communication and housing.

After the success of the 2015 Capital Improvement Plan resulting in a highly visible Denning Drive complete street project as well as preparing designs for Orlando and New York avenues, staff was able to continue that momentum into new capital projects for

history



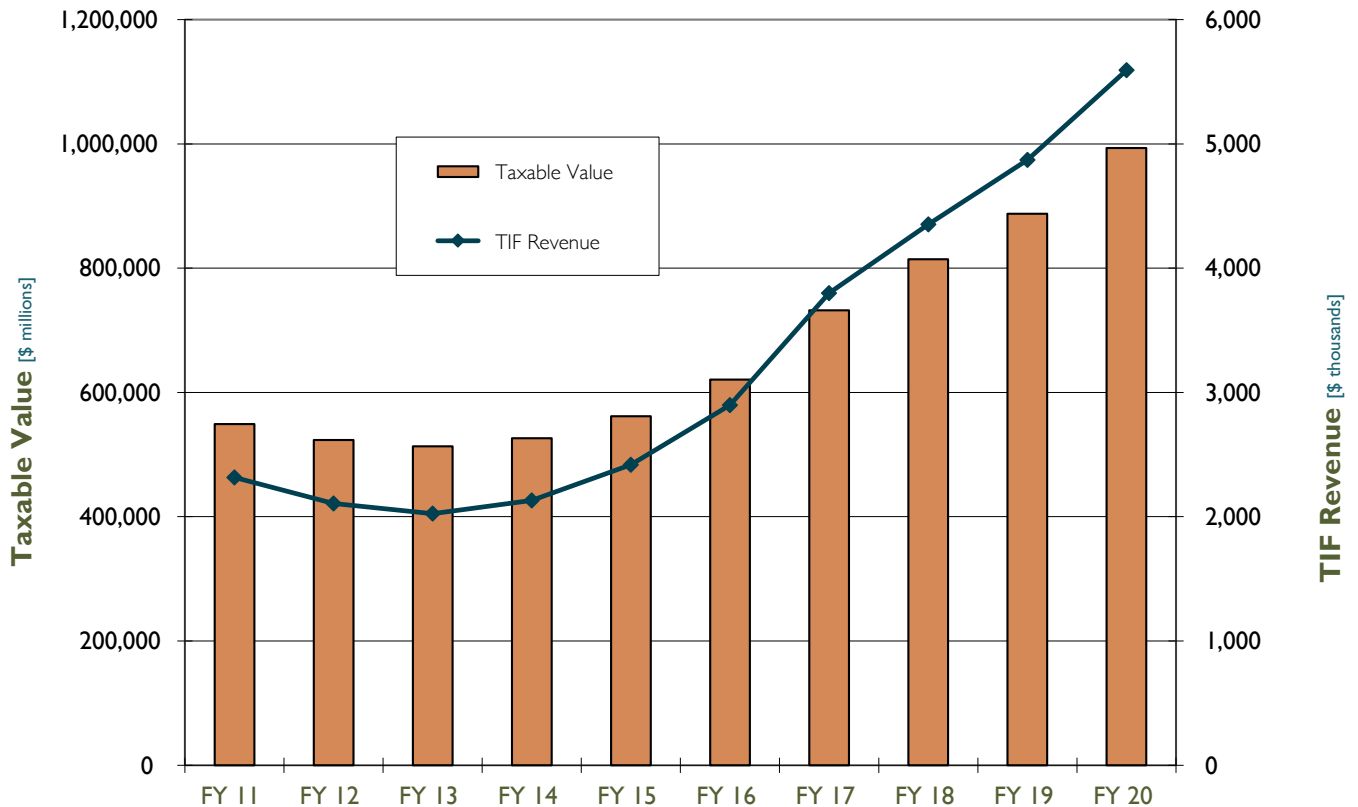
the future. In January 2020, staff proposed an update to the CRA's CIP plan through fiscal year 2027. The intent was to provide guidance on the remaining years of the CRA, and plan strategically for the future. As part of this new CIP, there are several projects highlighted in the 'Projects' and 'Programs' section of the report. During FY19-20, the CRA staff has identified in total six projects begun and completed, seven categorized programs managed, and an additional six significant initiatives in development including capital project design, programs and enhancement support. Total expenditure from the redevelopment trust fund in FY19-20 was \$3,317,448.

The CRA is committed to maintaining and creating programs that will accomplish both the continued implementation of the redevelopment plans and will address some of the immediate needs of our businesses, property owners and residents. Copies of the CRA Plan, previous annual reports, and recent updates can all be found on the city's official Web site at cityofwinterpark.org/cra.

The projects and programs highlighted in this report are outlined in adopted redevelopment plans and are guided by volunteer advisory boards that make recommendations to the Community Redevelopment Agency Board. This board is comprised of the Winter Park City Commission and an appointed representative from Orange County. Redevelopment initiatives are coordinated by CRA staff and implemented in partnership with city departments, the Florida Department of Transportation (FDOT), local non-profits, community groups, city boards, and the public at-large. As part of additional steps taken this year, staff followed appropriate guidelines to ensure safety protocols during the COVID-19 pandemic.

history

10-YEAR HISTORICAL CRA TAX BASE & REVENUES



board

The Board consists of the Mayor and City Commissioners, as well as an appointed Orange County Commissioner Representative. They are the decision-making body.

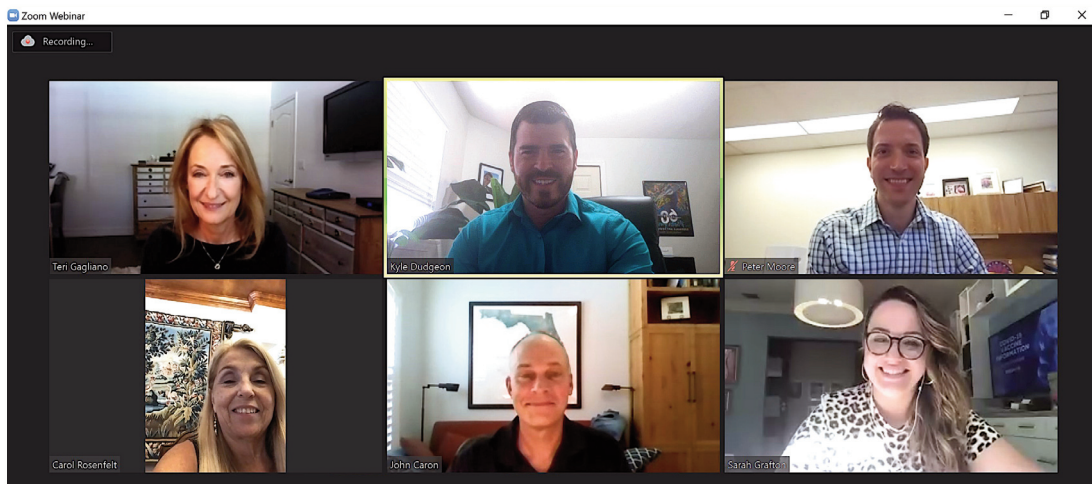


left to right ~ Commissioner Marty Sullivan, Commissioner Sheila DeCiccio, Mayor Steve Leary, Commissioner Carolyn Cooper and Commissioner Todd Weaver

not pictured ~ Orange County Representative Hal George

advisory board

The Advisory Board is a seven-member and one alternate volunteer committee made up of residents and business owners appointed by the Mayor. City staff works with the CRA Board and Community Redevelopment Advisory Board to carry out the CRA Plan.



left to right ~ Teri Gagliano, Assistant Division Director Kyle Dudgeon, Division Director Peter Moore, Carol Rosenfelt, John Caron and Sarah Grafton.

not pictured ~ Lambrine Macejewski, Christine Girand and Linda Faye Washington, along with Streetscape Attendants Mike Stiff and Barry Carson.

capital improvement plan



Taxable value in the district continues its upward climb; leaving more dollars for increment revenue and blight remediation. After an initial Capital Improvement Plan in 2015, Staff was able to successfully integrate its successes into an updated version in January 2020 incorporating several projects highlighted in the ‘Projects’ and ‘Programs’ section of the report. The CRA has taken several steps towards implementation including design and execution of streetscape improvements, parking, social and residential enhancement, and working in partnership with the initiatives of the city and county.

The CRA is committed to maintaining and creating programs that will accomplish both the continued implementation of the redevelopment plans, and will address some of the immediate needs of our businesses, property owners and residents. Copies of the CRA Plan, previous annual reports, and recent updates can all be found at cityofwinterpark.org/cra.



CRA 2020 CIP COVER



CRA Capital Improvements FY2020

Winter Park Community Redevelopment Agency



Community Redevelopment Agency
401 Park Avenue South
www.cityofwinterpark.org



projects

BUSINESS ASSISTANCE FUNDING

In March 2020, staff began evaluating opportunities to assist residents and businesses within the district to mitigate the short and long-term effects of COVID-19. The CRA approved the Small Business Utility Assistance program in order to provide merchants grant support to offset utility costs during shutdown periods and beyond. Over 100 businesses took advantage of the program. General fund dollars were used to support businesses outside the district. It operated in tandem with Orange County's CARES program in order to further mitigate the pandemic's effects on the market.

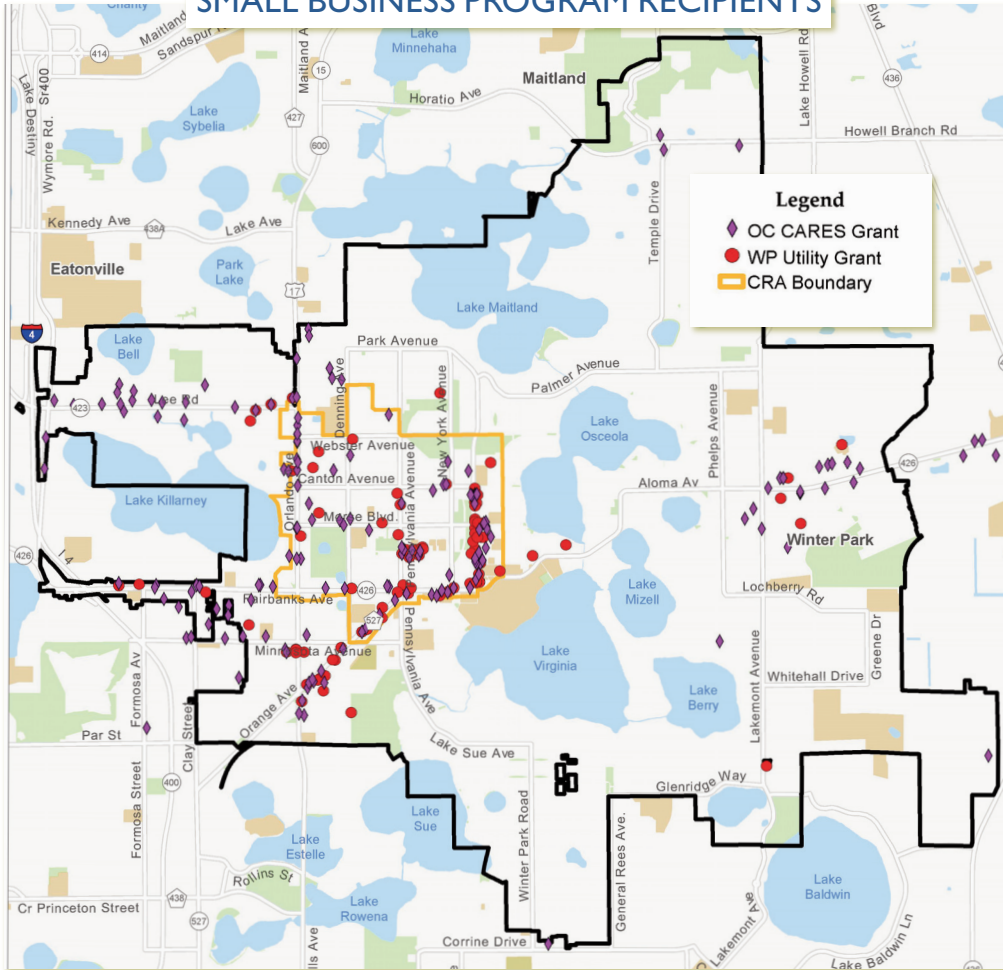
The CRA also provided business support in partnership with the Economic Recovery Task Force for opportunities related to sales generation, public capital projects, study and analysis, and marketing of the district. This included a branding campaign to support mask wearing and installation of public Wi-Fi nodes in open air outdoor venues such as Central and Shady parks. These costs were offset by CARES Act funding.

Thirdly, the CRA supported its social mission under the Plan collaborating with organizations such as Feed the Need to program responsible opportunities for food and utility waivers that were also reimbursed through CARES Act funding. Estimated total cost of the project is \$500,000.





SMALL BUSINESS PROGRAM RECIPIENTS



projects

ORLANDO AVENUE [U.S. HIGHWAY 17-92 DESIGN]

Staff has worked to study potential improvements in partnership with the Florida Department of Transportation (FDOT) for Orlando Avenue. Originally discussed in 2002 but was put on hold due to financial limitations, the project arose again in 2016 with an update to its Project Development and Environment (PD&E) study which provided a road map for cost enhancements to the road.

As part of this process, the city/CRA further requested additional decorative lighting and landscaping design be considered throughout the corridor within the project boundaries. To meet this end, a locally funded agreement (LFA) between the city, CRA, and FDOT was executed. The LFA improvements are over and above what was originally scoped as part of the 2016 PD&E, and provide for elevated design elements. Updated designs are currently set for completion at the end of 2021. Total cost of the LFA is \$179,934.



U.S. HIGHWAY 17-92 SCOPE





projects

NEW YORK AVENUE

CRA staff continued to follow the capital improvement plan by finalizing concepts for improvements on New York Avenue. Running parallel to Park Avenue, the right-of-way has great potential at its intersections for enhanced pedestrian connectivity to promote connectivity and beautification. The road is also unique as it has railroad crossings at two points providing for larger than normal intersections. Staff went through several iterations of proposed improvements ultimately leading to an efficient and fiscally responsible scope of work. This includes bumpouts, midblock crossings, intersection improvements for bus and pedestrian travel, and an increase to the total number of on street parking spaces. Staff has continued to work with FDOT, particularly at the intersection of Fairbanks and New York Avenue ultimately resulting in final signed plans. Next steps include an invitation to bid for materials. Estimated total cost of the project is \$600,000.



projects

DOWNTOWN ENHANCEMENTS

During this fiscal year, the CRA advisory board and agency spent several meetings discussing opportunities to improve the downtown including:

STREETLIGHTS, GARBAGE & RECYCLING CONTAINERS AND CENTRAL PARK IRRIGATION

Streetlights within the downtown area; while still functional, are in need of paint and cosmetic repair. According to city GIS data, there are 90 in the immediate Park Avenue area and over 200 in the district in need of attention. Staff has determined that in lieu of replacement, paint could provide a refreshed look to the existing inventory. Refurbishment is set to take place in two phases. Phase I was completed this year with 90 poles repainted, and the remaining 114 to be done next fiscal year.

Additionally, there are various styles of trash and recycling containers needing to be repainted, repaired, or replaced to provide a more updated aesthetic. CRA staff, in coordination with the Parks & Recreation Department, took this in tandem with improvements to the irrigation system in Central Park resulting in a fresh aesthetic for one of Winter Park's crown jewels.



projects



CENTRAL PARK STAGE AREA

The stage was originally constructed in the early 1980's. Staff has identified a refitting of the canopy after the hurricanes in 2004 as the last known significant improvement to the structure. Through meetings and public process, the need to re-tool the stage was identified and prioritized. Outreach on the project to date has included the Parks and CRA Advisory Board, nonprofit partners including the Winter Park Rotary, Morse Genius Foundation, the Bach Festival, local merchants, and Chamber of Commerce.

City staff has observed several limitations at the site including, tears in the canvas, foundational cracking on the stage, audio constraints, faded aesthetics, limited outlet functionality, and worn mechanisms for raising banners. Staff direction from the Agency was to continue with design considerations to be reviewed next fiscal year. Total estimated cost of the design as part of the total downtown enhancement cost is \$250,000.

projects



CRA STORMWATER MASTER PLAN

The CRA identified stormwater improvements to the district as a point of emphasis. The CRA plan identifies this type of management as a consideration including improvements to the drainage basin in areas around the district. As part of the annual budget, funds were allocated towards a CRA stormwater master plan. A draft of the plan is expected FY20-21 with discussion and execution of priority projects set for the future. Total cost of the master plan is \$152,923.59.

MARTIN LUTHER KING, JR. PARK + LIBRARY & EVENT CENTER ENHANCEMENTS

The CRA plan amendment from 1999 makes several references to MLK Park including “Lake Island Park is a huge hidden asset.” It further discusses the need for improvements to the area such as lake edge enhancements, landscaping, signage, street trees, plantings, parking, and stormwater improvements.

As the development of the Library/Event Center continues, the CRA supported the project by providing funding for supplemental enhancements around the area as stated in the CRA plan. Total cost of the improvements was \$750,000.

projects

MERCHANT EMPLOYEE PARKING PROGRAM

The CRA implemented the Merchant Employee Parking Program for several purposes, including the need to open spaces on Park Avenue for customers and visitors. Merchant employees with a hangtag are provided all day parking in select areas downtown. By providing these locations, it incentivizes the movement of employee cars off the main downtown commercial arterials and frees on-street parking for customers and guests. The program is in its sixth year and operates for less than \$1500 per year.



programs



The CRA supports a number of initiatives devoted to improving the health, education and environment of the people and businesses it serves.

AFFORDABLE HOUSING

Programs under this designation are designed to ensure safety and maintain the character of residential neighborhoods by completing necessary rehabilitation work to distressed single-family homes.

In FY2020, the CRA spent \$57,000 on total affordable housing projects. To date, approximately 142 homes have been improved through the housing rehabilitation program with over \$1.7 million since its inception. Coupled with other affordable housing initiatives, that total rises to \$3.9 million.

During the administration of the home rehabilitation program, the priorities of expenditures started with safety improvements. This left a void in improving the aesthetic value of the home. Because of this, the residential driveway and paint programs were created. These programs focus on elevating the cosmetic, yet important aesthetics by providing funds for driveway construction/rehabilitation as well as new paint for existing structures. 23 homes through these programs have supported the upkeep and preservation to residential neighborhoods within the district. In FY2020, the CRA provided funding for two paint projects and one driveway grant bringing the total number of successful projects up to 26.





programs

BUSINESS FAÇADE IMPROVEMENT PROGRAM

This program provides matching grant funds up to \$20,000 toward exterior improvements to businesses within the CRA, supporting economic stability and maintaining the character and quality of commercial districts. To date, the program has successfully leveraged 56 projects with a 12:1 ratio of private to public funds. Total funds spent in 2020 is \$86,059.

QUALIFIED TARGETED INDUSTRY (QTI) INCENTIVE PROGRAM

The CRA promotes the expansion, growth and development of high wage jobs to maintain the City of Winter Park's competitiveness as a location for major employers, incentivizing continued long-term investment and involvement in the community. The city and CRA have been successful under this program adding a maximum of 237 new jobs over the next six years with an average annual wage over 200% of that in Orange County. Total local support for 2020 is \$6,779.44.



QTI PROGRAM - TIMBERS RESORTS RELOCATION



program support

The CRA provides funding to a selection of community partners that promote leadership, health and learning activities at the Winter Park Community Center. During this fiscal year, all programming observed safety guidelines including those of the Center for Disease Control, World Health Organization, Orange County, and the City of Winter Park.

COMMUNITY CENTER PROGRAMMING

Program selection is managed by a CRA partner – the city's Parks & Recreation Department. It includes participation by over 52,000 resident and visitor interactions per year from senior programming to after-school programs.

SUMMER YOUTH ENRICHMENT PROGRAM

The CRA, in partnership with numerous local nonprofit organizations, provides paid internships and local summer camp opportunities to CRA high school students. It focuses on providing real-world work experience while developing business etiquette skills to aid in future career success. The program has been accountable for 178 students during its lifetime, and several have found full time employment for the nonprofit in which they interned.

program support

TEEN CHEF PROGRAM

The CRA enhanced its profile for community center programming to encourage CRA youth to participate in a program for the culinary arts. It has now grown to an annual staple, teaching the basics of quality food, nutrition and baking. The program incorporates cooking for others, appreciation dinners, as well as support from teen and senior mentors.



events & partners



The CRA works in partnership with several community organizations also devoted to improving the health, education and environment of the people and businesses it serves. Over the past year, several initiatives were implemented to advance the CRA goals and improve the community's quality of life.

ENZIAN THEATRE'S POPCORN FLICKS IN THE PARK

The CRA provides monthly films in Central Park. The free and family-friendly event showcases films that are appropriate for all ages and include holiday classics. Popcorn Flicks encourages families and friends to gather and build community. It also helps promote economic viability by bringing foot traffic to shopping and dining areas. During the pandemic, the CRA, City, and Enzian partnered to find new ways to provide socially distant movie outings that were safe to the public. Sanitation stations were installed and movie pods were created to keep gatherings small and provide at least six feet of distance between families.



ENZIAN THEATER SOCIAL DISTANCED
POPCORN FLICKS IN THE PARK

events & partners



ORGANIZATIONAL SUPPORT GRANT

With the understanding that partnerships can emerge between budget cycles, the organizational support grant was created to financially assist non-profit organizations with programming and events that produce direct benefit to the district. In its third year, the grant has partnered with several organizations including the Center for Independent Living and Winter Park Chamber of Commerce to improve the lives of residents and draw guests to downtown providing a direct benefit to the district and local merchants.

WINTER PARK PLAYHOUSE

The CRA provides funding for programming to the Winter Park Playhouse located on Orange Avenue. The purpose of the funds is to assist with the Playhouse's programming for youth and elderly in the district as well as provide for free or reduced-priced plays.

CREALDÉ SCHOOL OF ART

The CRA provides funding for programming and exhibits managed by Crealde School of Art at the Hannibal Square Heritage Center. This year marks the 11th year of the Winter Park Heritage Center including an acknowledgement by neighborhood residents providing recognition for those that understand the importance of this community asset. The CRA also supports the annual Unity Heritage Festival.

events & partners



WELBOURNE AVENUE NURSERY & KINDERGARTEN

Continuing to carry out the social side of the CRA plan, funding is provided to the Welbourne Avenue Nursery & Kindergarten for physical building improvements and assistance in social programming for the district.

THE GARDENS AT DEPUGH NURSING CENTER

Support for the social side of the CRA plan is also carried out by the Depugh Nursing Center. Funds are invested in the improvement of the building in order to provide additional capacity for social assistance.

financials

REVENUES	Actual FY 2019	Actual FY 2020	Budget FY 2021
TIF Revenue	4,871,213	5,514,345	6,400,585
Investment Revenue	317,276	209,182	100,801
Misc. Revenue	31,938	30,000	30,000
Totals	\$5,220,427	\$5,753,527	\$6,531,386
EXPENDITURES			
Operating	599,844	595,481	874,974
Community Initiative	226,125	286,857	620,347
Capital Maintenance	129,138	59,275	100,000
Totals	\$955,107	\$941,614	\$1,595,321
DEBT SERVICE			
Principal	1,185,000	1,230,000	1,265,000
Interest	311,263	269,412	226,056
Totals	\$1,496,263	\$1,499,412	\$1,491,056
NET OPERATING GAIN/LOSS	\$2,769,057	\$3,312,500	\$3,445,009
CAPITAL OUTLAY			
New Projects	1,163,143	3,256,103	8,832,233
Totals	\$1,163,143	\$3,256,103	\$8,832,233
OTHER FINANCING SOURCES			
Issuance of Debt	\$ —	\$ —	\$ —
CHANGE IN FUND BALANCE	\$1,605,914	\$56,397	\$(5,387,224)
BEGINNING FUND BALANCE	\$4,693,977	\$6,299,891	\$6,356,288
ENDING FUND BALANCE	\$6,299,891	\$6,356,288	\$969,064

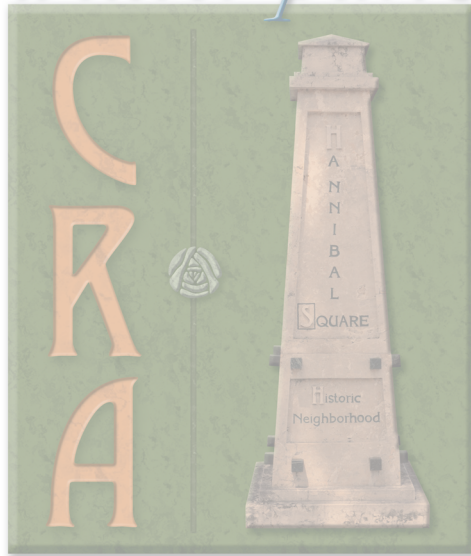
FY 2019 actuals represent a reconciliation and recalculation of expenditures which occurred after the FY 2020 Annual Report submittal.

FY 2019 and 2020 totals represent actual project expenditures and transfers. The Ending Fund Balance represents funds carried over to the subsequent fiscal year from previously approved or ongoing projects.

FY 2021 totals reflect project balances rolled forward and estimated budgeted project expenditures combined. The figures represents unencumbered funds remaining to be assigned to a project before the close of the fiscal year.

The most recent complete audit report of the Redevelopment Trust Fund as required in F.S. 163.387(8) may be accessed at cityofwinterpark.org/finance.

winter park



community
redevelopment
agency

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Kyle Dudgeon @ 407.599.3217
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Community
Redevelopment
Advisory Board

agenda item

item type	Consent Agenda	meeting date	February 24, 2022
prepared by	Jesica Lovelace	approved by	
board approval			
strategic objective			

subject

Approval of minutes from December 9, 2021

motion / recommendation

Approval of the minutes from December 9, 2021 is requested.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[120921 CRA AB Minutes ADA.pdf](#)



Community Redevelopment Advisory Board Minutes

December 09, 2021 at 5:30 pm

Virtual Meeting

Present

Board Members: Linda Washington, Carol Rosenfelt, Maria Bryant, Anjali Vaya, Murray Scott Wilson

Staff Members: Peter Moore, Kyle Dudgeon, Jessica Lovelace

Absent

Sarah Grafton, Matthew Hurst, Christine Girand

Meeting called to order

Staff called the meeting to order at 5:30 pm.

A. Introduction of New Staff

CRA Assistant Division Director, Kyle Dudgeon, introduced new CRA staff member, Jessica Lovelace.

Consent Agenda

A. Approval of Minutes - November 11, 2021.

Motion to approve minutes made by Carol Rosenfelt, seconded by Linda Washington. Motion Passes 5-0.

Action Items

A. MLK Park - Corner of Morse Boulevard & Denning Drive Proposal

CRA Assistant Division Director, Kyle Dudgeon, introduced the item. Mr. Dudgeon provided detail on a conceptual level approval for MLK Park improvements based on previously discussed enhancements and MLK conceptual designs. Mr. Dudgeon introduced Winter Park resident, Lee Rambeau Kemp to provide a brief presentation of the historical context of MLK Park, Winter Park residents, and overall goals. In 2012 - 2013, the City developed a task force, in concert with Parks and Recreation, and Le-Huu Partners, a professional and urbanist architectural firm in Orlando, to recommend and create elemental designs for the park. Le-Huu developed a conceptual design of a unity-themed park. Community member, Ms. Rambeau Kemp is asking the Community Redevelopment Advisory Board (CRAB) to erect a Martin Luther King Jr. (MLK) monument, a memorial wall surrounding the monument to commemorate the residents who once lived where the park now stands, hardscape and landscape improvements, and to use the MLK park enhancement budget to finance and complete this project.

The board discussed the budget available to fund the project, as Mr. Dudgeon mentioned a rough estimate amount of approximately \$500,000.00 and there is no money in the current budget for this project. Mr. Dudgeon stated

funds could be considered from the CRA's cumulative cash balance, future fiscal year, or reprioritization of projects.

The board inquired about next steps for the project should it be approved. Mr. Dudgeon responded stating that the next step would be to go before the CRA Agency to request feedback and then ultimately integrate the approved concept into the entirety of the MLK project. At which point, staff will work with consultants to discuss overall design and schematics.

Discussion ensued regarding Winter Park's policy on recognizing community residents. The board questioned how the memorial wall and MLK monument would be designed in terms of elemental presentation and commissioned artists.

Budget & Management Division Director Peter Moore advised that funding options for the project could vary depending on ARPA funding availability, funding reallocation from existing projects, or requesting additional money from the CRA Agency. However, stressed the importance of focusing on conceptual level approval as it is too soon to begin discussions about funding. In considering board approval, Mr. Moore advised the board to focus on the 2013 Le-Huu concept, a method for a call to artists, and the addition of an educational/memorial wall element.

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

Mary Daniels, 650 Canton Avenue, supported the motion as Mr. Moore discussed. Asked the board to approve the motion and move the project forward.

Forest Michael, 358 West Comstock Avenue, supported Mr. Moore's motion and reflected on the value the unity corner offers the entire community.

Martha Bryant, 331 West Lyman Avenue, thanked the board supported Mr. Moore's motion and agrees with both Ms. Daniels and Mr. Michael.

Motion made by Murray Scott Wilson to approve the 2013 Le-Huu conceptual design with the addition of an educational/memorial wall element with a call to artist, seconded by Linda Washington. Motion passes 5-0.

B. CBD Applications

CRA Assistant Division Director, Kyle Dudgeon, introduced the item. Mr. Dudgeon asked for the board's support in staff applying for Community Development Block Grant (CDBG) grant funding. CDBG grants are federal grants administered through county government. The grants act as reimbursement grants. Orange County has approved one CDBG grant application that the CRA submitted early 2021 to fund free WiFi project down Denning Drive. The grant application was approved for \$125,000.00.

CRA staff recently submitted an additional grant application requesting funding from CDBG as well as remaining CARES Act monies. The application is to request funding to the purchase a new generator for the community center and new Audio Visual (AV) equipment. The total grant request is totaled at \$475,000.00.

Mr. Dudgeon is asking the board to endorse both grant application requests.

The board inquired about how the projects would be funded if the grant were not approved. Mr. Dudgeon replied that the City was already planning to fund these projects either way.

Motion made by Murray Scott Wilson to approve the endorsement, seconded by Linda Washington. Motion passes 5-0.

Staff Updates

A. Project updates

The New York Avenue Project is still moving forward within the estimated completion timeline. The Central Park Stage is still in the design phase and will go to proposal in January. Mr. Dudgeon advised the board to encourage merchants to participate and register for the Hometown Holidays Window Showcase. Further, Mr. Dudgeon briefly mentioned the Downtown pressure washing list for the year.

The board inquired about the status of the drop-off parking spaces. Mr. Dudgeon has a meeting with the City's Transportation team on Monday, December 13, 2021 to discuss the drop-off parking spaces.

Public Comments

None.

Public Comments

None.

Board Comment

The board request a print out of the latest pro-forma for the next meeting.

Adjournment

There being no further business to discuss, the meeting adjourned at 6:41 pm.

Christine Girand, Chairperson

Board Liaison, Kyle Dudgeon



Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Shady Park Enhancement Project

motion / recommendation

N/A

background

At the October 20, 2021 PRAB and November 11, 2021 CRAAB meeting, a review of the proposed Shady Park improvement concept was provided for discussion. Staff stated during the summer months, input was collected by residents, children, seniors, board members, and community center program participants through several mediums including NextDoor, Survey Monkey, written surveys, board and community meetings, door hangers, and signage on the future enhancements to the park. Staff has worked to integrate these thoughts into several key features of the park. These include increased green/event space, elevated landscape, ADA accessibility improvements, updated seating areas, kids and game features, and highlighting the history and heritage of the neighborhood. To that end, the installation of an art monument feature was proposed for display on the north end of the park.

Financially, the CRA has \$250k remaining in the budget for this project. This includes dollars already spent to remove the spray play. Monument pieces vary in cost, but early input from artists suggest this type could cost between \$150-200K. Staff has reviewed this range in conjunction with other elements and costs of the park improvements and feel it is possible to work within the budget to accommodate park enhancements and the art feature.

Staff presented this to the CRA Agency who approved a full installation amount of 200K for the art piece. CRA and Parks staff is now moving forward with the specifications of a solicitation in conjunction with overall park updates.

alternatives / other considerations

N/A

fiscal impact

Total budget for Shady Park enhancements was \$300,000.



Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

MLK Park Memorial Corner

motion / recommendation

N/A

background

At the October 2021 Parks and Recreation Advisory Board (PRAB) and December 2021 Community Redevelopment Agency Advisory Board (CRAAB) meetings, discussion ensued regarding a proposal to improve the northeast corner of MLK Park. Background material and a presentation was provided by community members with general conversation centered around history, purpose, style, and cost. The attached proposal outlines the history of this endeavor and proposed updates to a previous concept proposed in 2013 (highlighted in the backup material). These include public art features, memorial wall, and pedestrian and bicycle path. Total cost is estimated at \$450-500K. Both boards recommended approval of the concept, including a request for updated costs on the corner and park project.

Financially the CRA has an allocation of \$3 million within its current Capital Improvement Plan towards MLK enhancements through FY23. During its September 2021 budget meeting, the Agency approved \$625K for some of these improvements including fields, hardscape around the fields for future shade structure, sidewalks, sod, landscaping, and the memorial corner (\$100k). The remaining \$2.4 million is currently allocated to fund enhancements including; but not limited to, restroom and picnic pavilion, playground, connectivity and pedestrian pathways, fencing, gates, entry gateways, signage, stormwater, and lighting.

Staff presented this material to the CRA Agency at their February 9th meeting. Ultimately, the board agreed to provide a 500K allowance for the corner. Staff is currently working with the existing consultant, Dix-Hite, on the project to refine costs and technical

construction elements.

alternatives / other considerations

N/A

fiscal impact

\$400K was moved from cumulative cash balance (forward funding of debt service) to the MLK project capital item.

ATTACHMENTS:

[MLK_Jr._Photos.jpg](#)

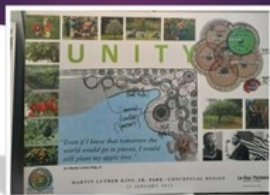
ATTACHMENTS:

[Ten Year Pro-Forma - FY 2022 CRA As Amended.pdf](#)

Unity Vision



Unity Vision Cont'd...



**Community Redevelopment Agency 10-Year Proforma
As Amended 2.9.2022**

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
ESTIMATED REVENUES										
TIF Revenue - City	3,641,491	3,859,980	3,898,580	3,976,552	4,095,848	4,259,682				
TIF Revenue - County	3,173,086	3,363,471	3,397,106	3,465,048	3,568,999	3,711,759				
Investment Earnings	20,000	20,300	20,605	20,914	21,227	21,546				
Misc. Revenues	30,000	30,000	30,000	-	-	-				
CRA Revenues	6,864,577	7,273,752	7,346,291	7,462,513	7,686,075	7,992,987				
Fund Balance	671,814	-	-	-	-	-				
Total Revenues	6,864,577	7,273,752	7,346,291	7,462,513	7,686,075	7,992,987				
ESTIMATED EXPENDITURES										
Personnel & Indirect Costs	546,807	565,551	585,022	605,251	626,275	648,898				
General Operating	381,487	386,782	399,058	411,763	423,055	434,686				
Community Initiatives	547,000	550,780	554,692	558,742	562,334	566,034				
Capital Maintenance	100,000	103,000	106,090	109,273	112,551	115,927				
Misc. Capital Enhancements	140,000	140,000	140,000	140,000	140,000	140,000				
Debt Service & Transfers	1,496,097	1,484,485	1,071,284	1,066,442	710,568	-				
Total Expenditures	3,211,391	3,230,598	2,856,146	2,891,471	2,574,783	1,905,545				
Annual Surplus/Deficit (Funding Available for Additional Projects and Programs)	3,653,186	4,043,154	4,490,145	4,571,042	5,111,292	6,087,443				
Proposed Project Addl. Funding										
17/92 Streetscape	5,185,228	-	1,000,000	2,000,000	2,185,228	-				
New York Streetscape	400,000	400,000	-	-	-	-				
MLK Park Improvements	3,425,000	1,025,000	2,400,000	-	-	-				
Land Acquisitions	1,500,000	-	1,500,000	-	-	-				
Post Office Purchase	9,475,000	2,400,000	-	5,000,000	2,075,000	-				
Parking Structures	7,000,000	-	-	-	-	7,000,000				
Hannibal Sq. Design Guideline Implementation	200,000	-	200,000	-	-	-				
Central Park Stage Area Improvements	500,000	500,000	-	-	-	-				
Proposed CRA Project Funding Total	27,685,228	4,325,000	2,600,000	7,000,000	4,260,228	7,000,000				
Fund Surplus/Deficit		(671,814)	1,443,154	1,990,145	(2,428,958)	851,064				
Cumulative Fund Balance (Reserves)	743,197	71,383	1,514,537	3,504,681	1,075,724	1,926,788				



Community Redevelopment Advisory Board

agenda item

item type Staff Updates	meeting date February 24, 2022
prepared by Kyle Dudgeon	approved by
board approval	
strategic objective	

subject

New York Avenue Streetscape

motion / recommendation

N/A

background

Substantial completion has occurred at the New York/Fairbanks intersection. Staff anticipates closing this phase of the project within the next 30 days. Through phase I, the project remains on budget. Staff is finalizing costs for phase II (New York from Comstock to Morse) in order to enter into agreements with vendors to perform the work. Enhancements include; but not limited to, ADA improvements, crosswalk realignment, and ramp reconstruction.

alternatives / other considerations

N/A

fiscal impact

Total cost for New York Avenue Streetscape is \$1 million.



Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Central Park Stage

motion / recommendation

N/A

background

A solicitation for the Central Park Stage project is now out. Proposals are due on March 14th with pending approval by the City Commission/CRA Agency on April 13th. Timeline for construction is estimated at 4-5 months.

alternatives / other considerations

N/A

fiscal impact

Budget for the project is \$841K including funding from the CRA and American Rescue Plan Act (ARPA) funds.



Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

17-92 Streetscape Project - 290 N. Orlando Avenue

motion / recommendation

Staff is pursuing agreement between the property owner and the CRA on design concepts.

background

CRA staff is working with the Florida Department of Transportation (FDOT), the City's transportation, parks, public works, and utility departments on streetscape improvements to Orlando Avenue (U.S. 17-92). Staff has already engaged with FDOT on the project and reviewing design to be implemented in the coming years. Outside of the scope of this project is an opportunity to engage with the substation property owner at 290 Orlando Avenue.

As part of the 1999 CRA expansion amendment, the CRA plan emphasizes the Agency's ability to lessen the impacts of the electric substation on Orlando Avenue. Staff has worked with the existing landscape consultant on the 17-92 streetscape project to develop a scope to improve the property. Staff is currently engaged in discussions with the property owner.

Currently, no financial obligations are in place. The purpose of the design concepts would be to evaluate potential partnership alongside 17-92 improvements.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[2021-07-26 Duke Energy Site.pdf](#)

ATTACHMENTS:

[CRA expansion amendment page 21.pdf](#)

ATTACHMENTS:

[OCPAFL_290 N. Orlando Ave.pdf](#)

ATTACHMENTS:

[290 N Orlando Ave frontage.pdf](#)



July 26, 2021

Kyle Dudgeon
Assistant Division Director
Economic Development/CRA
City of Winter Park
401 South Park Avenue
Winter Park, FL 32789

Re: Duke Energy Site
210612

Dear Kyle

It is our pleasure to submit this proposal to provide professional design services for the Duke Energy Site (Project). We are excited for the opportunity to work with your team through our Continuing Services Contract RFQ-14-2017. We look forward to collaborating on a fantastic implementable vision for the Project.

Dix.Hite + Partners Design Process:

As you may be aware, we apply a transparent and scalable process we call the “6D approach,” which brings the entire design team together at the outset of the project to identify the “dream” for the project through discovery, design, documentation, and delivery, with the constant thread of “discussion” and client input at key touch points throughout the process. With a seat at the table at the launch of the design process, our landscape architects and designers can help verify and vet the dream and identify and mitigate potential challenges.

If you agree with the terms outlined in this proposal, please sign where indicated and return a copy to me for our files. We look forward to working with you and continuing to build a long-term relationship.

Regards,

Christina Hite
CEO/President

Attachments

SCOPE OF SERVICES

Duke Energy Site

210612

July 26, 2021

I. DREAM / DISCOVER / DESIGN

- I.1 **Project Description** – The City of Winter Park (Client) desires to engage Dix.Hite + Partners, Inc. (Consultant) to provide professional services in support of Client's visioning of the Duke Energy Site (Project) in Winter Park, Florida. As an integral member of the Client's Project team Consultant will provide landscape architectural design services to the Client, who in turn will provide required Project/site information (plans, studies, investigations), respond to requests from Consultant, and who will review and provide comments/feedback as appropriate on deliverables submitted by Consultant.
- I.2 **Project Program/Elements**
- Connectivity through pedestrian access from 17-92 with consideration for future 17-92 improvements
 - Gateway park programming (placemaking elements, open spaces, seating, walking areas, etc.)
 - Landscape palette recommendations
- I.3 **Consultant's Services**
- Hardscape design
 - Landscape design
- I.4 **Assigned Personnel** – The following personnel from Consultant will be assigned to this Project and will have the responsibilities described:
- | | |
|----------------|---------------------|
| Christina Hite | Principal in Charge |
| Jason Holden | Project Manager |
- I.5 **Project Coordination** – In addition to the specific services detailed below (the "Services"), Consultant shall coordinate our work with the Client's representative and the Client's Project team, monitor the Project schedule as it relates to the scope contained herein, and provide timely invoicing and reporting of Project progress.
- I.6 **Base Data** – The Client will provide Consultant with available site data that Consultant will incorporate into the development of base plans prior to beginning design work. Consultant shall rely on all information supplied by the Client as accurate and correct. Additional work required due to inaccurate, incorrect, or incomplete information supplied by the Client shall be completed as an Additional Service. Information may include:
- Previous Site Plans
 - Boundary Survey
 - Topographical Survey
 - Site Survey
 - Tree Survey
 - As Built Plans
 - Soils Information
- I.7 **Site Investigation** – Consultant will gather data about the site and visit the site to understand surrounding context, including significant site features and the local character of the area that may influence opportunities and constraints relative to design concepts.
- I.8 **Client Kick-off Meeting** – Consultant will meet with the Client and stakeholders on site to kick-off the Project and to develop a shared vision for the Project. The purpose of this exercise is to discuss site elements and the Client's vision and dream for the site and to develop an image of the Project based on the development program. The meeting will help define the image and design vocabulary for the Project that will be used by the Client and the design team to measure the appropriateness of future design decisions. The agenda for the meeting may include:
- Client objectives

- Project opportunities and constraints
- Preliminary development program
- Project Construction Budget
- Project requirements
- Team member responsibilities
- Schedule

I.9 Conceptual Design – Using information gathered, Consultant shall prepare a Conceptual Design document to reflect opportunities and constraints for development of the project that are specific to the site (for example, considering the character of adjacent projects). The Conceptual Design documents will include:

- Plan layout of Park Master Plan including park, linear components, amenity areas, pedestrian system, and showing significant landscape and hardscape features.
- Photographs of similar amenities to establish the character/vision for the Project.

I.10 Client Review – Consultant will attend a meeting with the Client to review the Conceptual Design documents. We will incorporate the feedback from the review meeting into the documents in the next phase of the work, upon the Client's authorization to proceed.

Meetings – A summary of meetings Consultant will attend includes the following (all meetings are assumed to be via videoconference unless otherwise noted):

- *One (1) Site Visit/Kick-off Meeting (2 Hours)*
- *One (1) Client Meeting to Present Conceptual Design documents (2 Hours)*

Deliverables:

- *Conceptual Design Document (PDF format)*

ADDITIONAL SERVICES

Consultant will provide Additional Services as mutually agreed between Consultant and the Client. An equitable adjustment to Consultant's compensation and time for performance will be made through an amendment to the Agreement for any Additional Services. Additional Services may include, but are not limited to:

- Meetings and Presentations not specifically outlined in the Scope of Services
- Attendance at regular Client meetings or conference calls
- Additional work required due to inaccurate information provided by the Client or the design team.
- Revisions to previously-approved plans
- Revisions to base/plans that result from changes by others (Client, Contractor, Architect, Engineers, Permitting Authorities)
- Property Services, including but not limited to: determining zoning, applying for rezoning, variances, and/or subdivision of property

PROJECT SCHEDULE

Dix Hite is prepared to begin work on the Project immediately upon receipt of the executed Agreement. Consultant, in consultation with the Client, shall perform its work in such a manner as to comply with a mutually agreed schedule.

IN WITNESS THEREOF, the parties hereto have executed or approved this Agreement on the dates below their signatures. If this Agreement is not signed and returned to Dix.Hite within ten (10) business days, the offer to perform the described services may, in Dix.Hite's sole discretion, be withdrawn and be null and void.

City of Winter Park

Dix.Hite + Partners, Inc.

Printed Name/Title

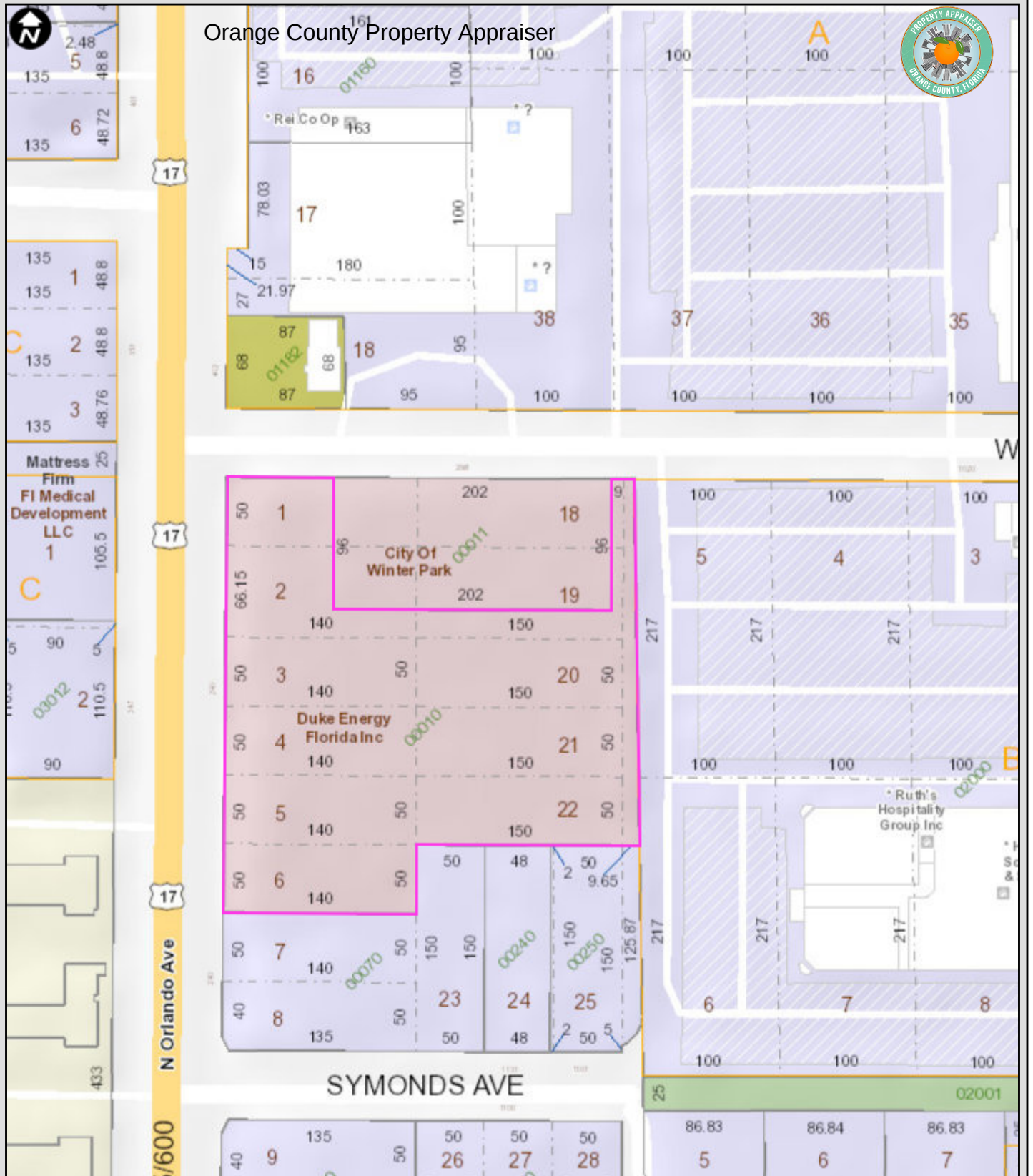
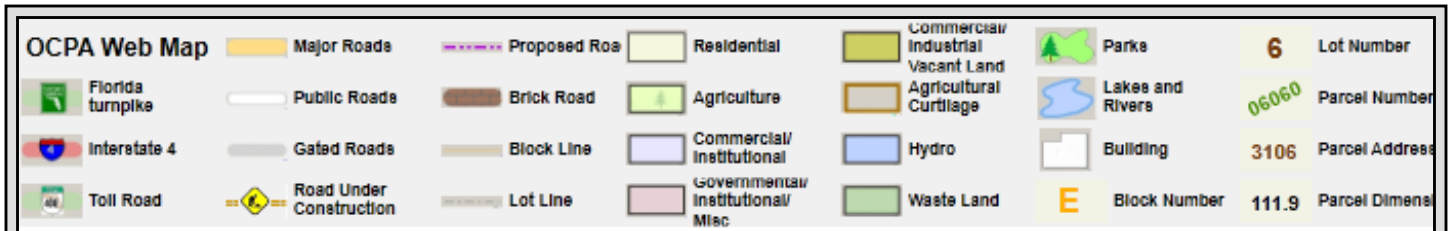


Chris Hite, President/CEO

Date

July 26, 2021

- 2.3 To require that parking be in the rear of buildings
- 2.4 To facilitate shared parking agreements on commercial and mixed use properties
- 3. Improvement of the Transportation System
 - 3.1 To make through-traffic move more efficiently
 - 3.2 To modify medians and turning lanes
 - 3.3 To introduce bike facilities
 - 3.4 To make pedestrian pathways safer
 - 3.5 To develop a network of parallel local streets
 - 3.6 To apply traffic calming strategies
 - 3.7 To eliminate cut-through traffic in neighborhoods
 - 3.8 To coordinate with the City of Maitland, Orange County, and the City of Orlando in developing a Corridor Management Plan
- 4. Expansion of Housing Opportunities
 - 4.1 To encourage private development of residential projects and mixed-use projects with residential components
 - 4.2 To encourage the development of innovative and varied types of housing
 - 4.3 To promote the development of affordably priced rental units
 - 4.4 To promote the development of affordable units to purchase
 - 4.5 To enlist support from the local financial institutions to promote housing in the Expansion Area
 - 4.6 To advocate home ownership
- 5. Promotion of Economic Vitality
 - 5.1 To eliminate deterrents to private reinvestment
 - 5.2 To relocate or lessen the negative effects of the Florida Power Substation
 - 5.3 To address infrastructure deficiencies



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This map is for reference only and is not a survey





Community Redevelopment Advisory Board

agenda item

item type	Staff Updates	meeting date	February 24, 2022
prepared by	Kyle Dudgeon	approved by	
board approval			
strategic objective			

subject

Transportation Opticom Update

motion / recommendation

Staff is preparing grant documentation on updating the city's Opticom system

background

As part of the Denning Drive Improvement Project (2015-2017), CRA staff worked with Public Safety on the installation of an Opticom system to preempt intersection signals and reduce response time. Since that time, updates to system are required in order to maximize its effectiveness.

In addition to this, staff sees the potential of expanding emergency response preemption to 17 traffic signal cabinets citywide. Should grant funding not be considered, the CRA could be a funding source to consider a portion of the proposal. Current estimate of that portion is estimated at \$10K.

alternatives / other considerations

fiscal impact