

winter park



# agenda

August 26, 2013 at 2:30 p.m.

City Hall Commission Chambers  
401 S. Park Ave. • Winter Park, Florida

## CRA board

### 1 administrative items

- a. Approval of Minutes from May 13, 2013

### 2 action items

- a. FY 2013 CRA Budget
- b. Public Art in Transit Project Funding

### 3 informational items

- a. 2014 Strategic Plan

### 4 new business items

### 5 adjournment

## appeals & assistance

"If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need 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).

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

**COMMUNITY REDEVELOPMENT AGENCY**  
**May 13, 2013**

The meeting of the Community Redevelopment Agency was called to order by Mayor Kenneth Bradley at 2:32 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Mayor Kenneth Bradley  
Commissioner Steven Leary  
Commissioner Sarah Sprinkel  
Commissioner Carolyn Cooper  
Commissioner Tom McMacken  
Orange County Representative Frank DeToma

Also present:

City Manager Randy Knight  
Deputy City Clerk Michelle Bernstein  
CRA Manager Dori Stone  
CRA Director David Buchheit  
CRA Attorney Anthony Garganese  
Finance Director Wes Hamil

**1. Administrative Items**

**Motion made by Commissioner McMacken to approve the minutes of February 11, 2013; seconded by Commissioner Sprinkel and approved by acclamation with a 6-0 vote.**

**2. Action Items**

A. Authorization of Winter in the Park Ice Rink Expenditures

CRA/Economic Development Director Dori Stone introduced new CRA Manager David Buchheit. The Agency members welcomed Mr. Buchheit.

CRA Manager David Buchheit provided a PowerPoint presentation which included an overview of the event, financial results, attendance graph, sponsors, skater surveys and recommendations for 2013.

Mr. Buchheit advised that for four years the CRA has funded this event. This past year's event brought in over 17,000 skaters, a 20% increase over the prior year and resulted in over a quarter million dollars in spending in downtown shops and restaurants. Over 95% of visitor surveys expressed delight or satisfaction of the event and expressed interest to continue the tradition of the 'Winter in the Park' event. Most of last year's sponsors have indicated interest in continuing to participate.

Staff is proposing to start the event November 15, 2013 and to end on January 5, 2014. The event will be managed by Magic Ice USA, the operator for the last three year's events, and owned by a Winter Park resident.

Mr. Buchheit explained that the event costs about \$190,000 in upfront expenses and that it broken even last year. Staff has incorporated a \$0 net as part of its budgeting process for the FY 2014 year but anticipates the event to continue to grow in both attendance and sponsorship. This approval will allow staff to budget

the item and begin the necessary advance work prior to CRA budget approval. He noted that the CRA Advisory Board approved the ice rink funding by a unanimous vote.

Mr. Buchheit answered questions relating to the possible incentives we can offer to encourage more involvement from the local merchants and sponsors.

**Motion made by Commissioner Leary to approve; seconded by Commissioner McMacken.** No public comments were made. **Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, McMacken, Cooper and Representative DeToma voted yes. The motion carried unanimously with a 6-0 vote.**

Miscellaneous Items:

Upon request, Ms. Stone provided a brief update on the Park Avenue Merchant's Association (PAMA) marketing achievements to date. She advised that they have created their own website which features detailed information on dining, shopping and entertainment for the downtown area. She noted that the CRA department has been working very closely with the PAMA as they have been taking certain aspects from the CRA marketing plan and trying to implement those ideas on a very restrictive budget.

Ms. Stone answered questions relating to retail marketing efforts. A suggestion was made for some sort of a Park Avenue area holiday gift card program to be implemented.

The CRA Agency meeting adjourned at 2:53 p.m.

ATTEST:

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Chairman Kenneth W. Bradley

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City Clerk Cynthia S. Bonham

winter park



community  
redevelopment  
agency

# agenda item

meeting date	August 26, 2013	approved by	<input type="checkbox"/> City Manager
item type	<input type="checkbox"/> Administrative		<input type="checkbox"/> City Attorney
	<input checked="" type="checkbox"/> Action		<input type="checkbox"/> N/A
	<input type="checkbox"/> Information		<input checked="" type="checkbox"/> Advisory Board
		final vote	6-0

## CRA board

### Subject: Item 2A

CRA Budget Update and Proposed Budget FY 2014

### motion | recommendation

Approve the proposed FY 2014 budget as presented.

### background

#### FY 2013 Budget Update:

Over the last several years the CRA has lost over 40% of its annual TIF revenue due to weakening of the real estate market. As such the CRA has continually slimmed down operations and executed programs and projects as efficiently as possible to continue the work of the CRA. As of June 2013, actual expenditures and revenues of the CRA are expected to be in-line with budgeted estimates by fiscal year-end. Revenues saw a slight increase due to the performance of Winter in the Park and investment returns. Expenditures and Debt Service show no significant change.

#### Tax Base Declines:

Over the last year the real estate market has started to rebound which is increasing the taxable valuations for CRA property for the first time in several years. The estimates from Orange County show that TIF revenue will increase from about \$2 million to \$2.1 million, or about 6.5%. This is an improvement over last year's decline and shows that the market is improving.

#### FY 2014 Proposed Budget:

Last year the CRA suspended some programs until revenues recovered. As a result of the increase in revenue staff has proposed a budget that maintains all debt service payments, supports operations, fulfills all contracts, and resumes operation of several programs. Staff anticipates future stability to the TIF as the economy and real estate market improves, however it highlights the importance of promoting projects that build the tax base within the CRA that in turn fund additional programs and projects.

*Budget Highlights:*

- Programs and Events Funding:
  - o Resuming the Summer Youth Employment Program - \$15,000
  - o Resuming the Business Façade Improvements Program - \$50,000
  - o Popcorn Flicks - \$6,000
  - o Heritage Center Operations - \$30,000
  - o Community Center Programs - \$40,000 (includes Unity Heritage Festival)
  - o Welbourne Nursery Program - \$5,000
  - o St. Patrick's Day Parade - \$2,000 (transfer to WPPD for services)
- Projects:
  - o Winter in the Park - \$195,000
  - o Parking Garage Maintenance - \$90,000
  - o Strategic Plan - \$20,000 (Contractual Services)

For a complete line item budget and summary of the CRA's revenues and expenses since 2010, see the attached line item budget.

**alternatives | other considerations**

N/A

**fiscal impact**

This budget conforms to the statutory guidelines under Chapter 163, Florida Statutes regarding annual dispersal of TIF revenue by established community redevelopment agencies.

**strategic objective**

N/A

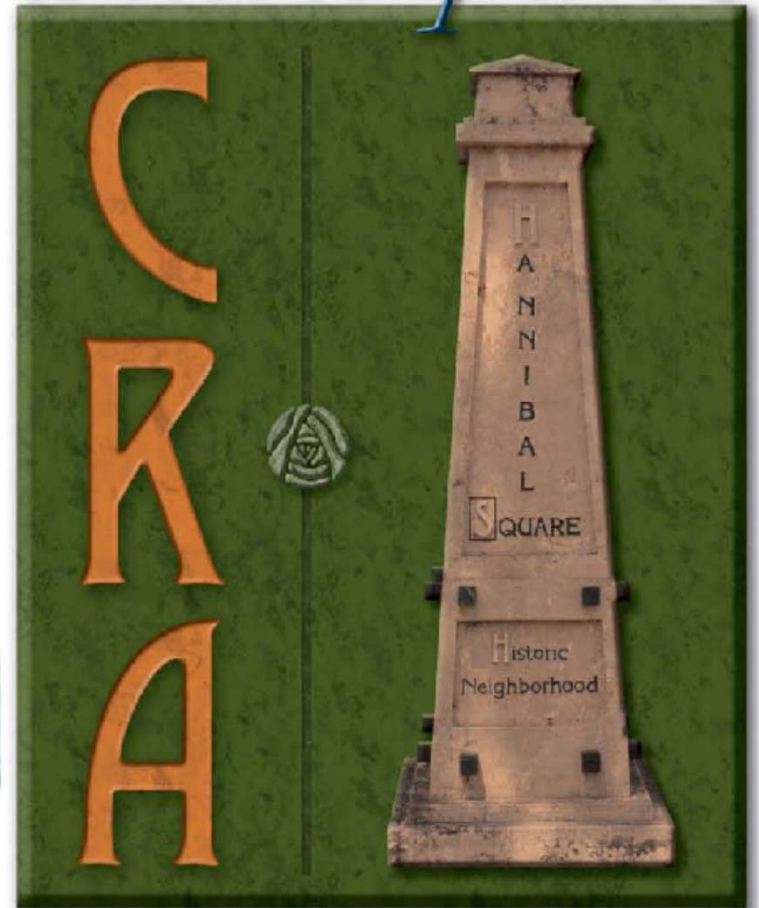
# FY 2014 Proposed Budget

Presented by Economic Development/CRA  
Department

June 20, 2013



*winter park*



community  
redevelopment  
agency

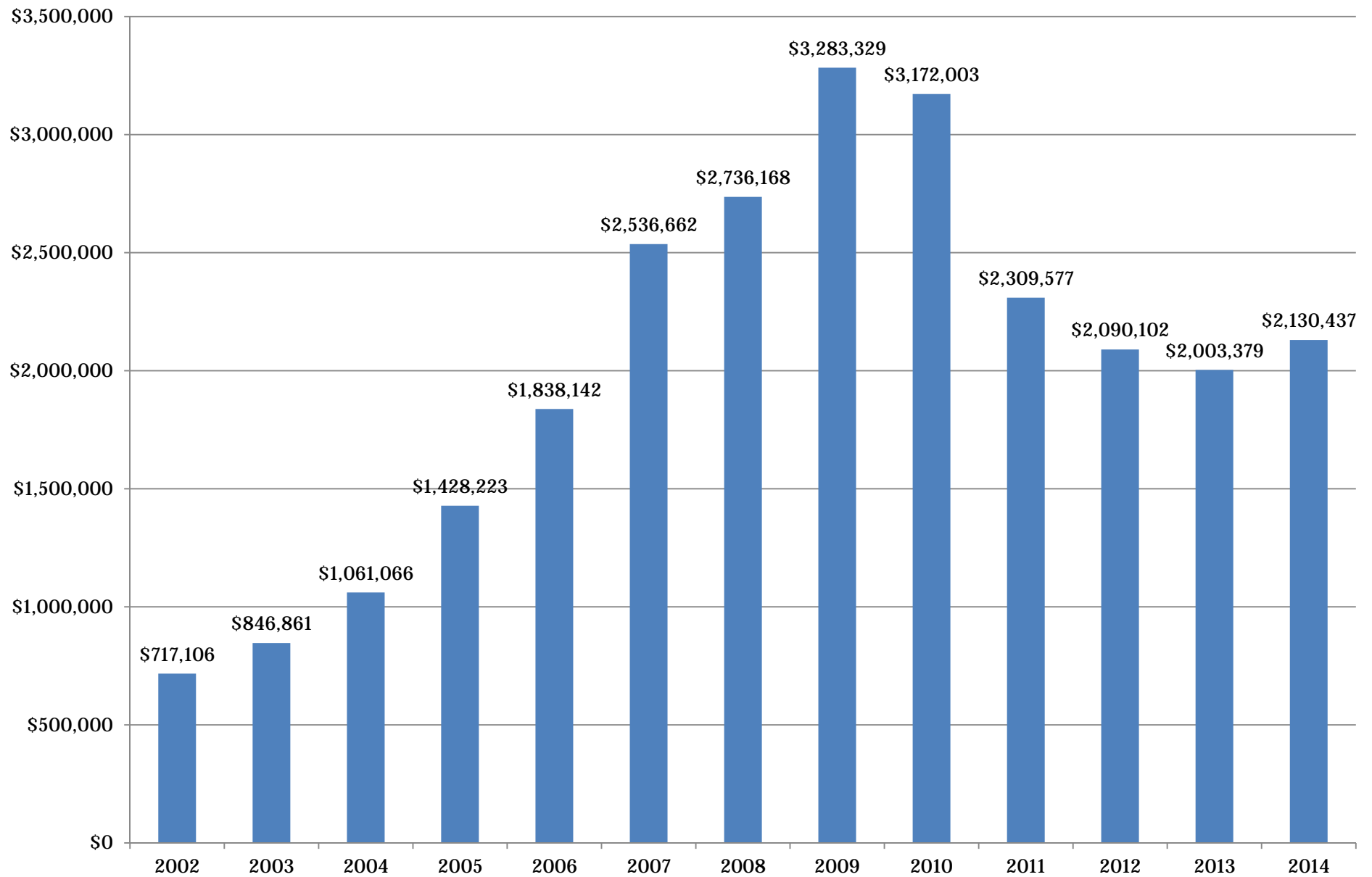


## FY 2014 Tax Base

- FY 2013 Taxable Value = \$513 million
- FY 2014 Taxable Value = \$526 million
- Increase of nearly 2.6 %
- Increase to increment value of about \$127,058 or 6.5%



## TIF Revenue





## FY 2014 Estimated Revenues

Revenues	Rate of Change	2014 Est. Budget	2013 Budget
TIF Revenue	6.3%	2,130,437.00	2,003,379.17
Investment Revenue	0.0%	40,000.00	40,000.00
Misc. Revenue	9.6%	225,000.00	205,358.02
<b>Total Revenues</b>	<b>6.5%</b>	<b>2,395,437.00</b>	<b>2,248,737.19</b>



## FY 2014 Estimated Expenditures

<b>Expenditures</b>	<b>Rate of Change</b>	<b>2014 Est. Budget</b>	<b>2013 Budget</b>
Operational Costs (includes staffing)	16.6%	399,612.00	342,710.00
Community Initiative	18.5%	98,000.00	82,683.78
Capital Maintenance	-10.0%	90,000.00	100,000.00
<b>Total Expenditures</b>	<b>11.8%</b>	<b>587,612.00</b>	<b>525,393.78</b>



## FY 2014 Estimated Debt Services

Debt Services	Rate of Change	2014 Est. Budget	2013 Budget
Principal	0.0%	906,891.00	906,891.00
Interest	0.0%	640,392.00	640,392.00
<b>Total</b>	<b>0.0%</b>	<b>1,547,283.00</b>	<b>1,547,283.00</b>



## FY 2014 Totals

<b>Totals</b>	<b>Rate of Change</b>	<b>2014 Est. Budget</b>	<b>2013 Budget</b>
Revenues	6.5%	2,395,437.00	2,248,737.19
Expenditures	11.8%	587,612.00	525,393.78
Debt Service	0.0%	1,547,283.00	1,547,283.00
<b>Net</b>	<b>48.0%</b>	<b>260,542.00</b>	<b>176,060.41</b>



# Looking Ahead

- 2014 Strategic Plan
- Winter in the Park
- Continuing Programs
  - Welbourne Nursery
  - St. Patrick's Day Parade
  - Popcorn Flicks
  - Heritage Center Operations
  - Community Center Programs



# Looking Ahead

- Returning Programs
  - Business Façade Matching Program
  - Summer Youth Enrichment Program







**Questions?**

Account Name	Est. Budget	Pending Actual	Est. Budget	Actual		
	2014	2013	2013	2012	2011	2010
BANK OF AMERICA / EQUITY IN POOLED CASH				2591115.35	3,670,110.74	3,469,341.80
ACCOUNTS RECEIVABLE / OTHER - MISC REC				20233.75	30,085.00	29,200.00
OTHER - MISC REC / ACCRUED INTEREST				5033.58	7,727.26	10,808.15
OPERATING PORTFOLIO / COMMUNITY CENTER BOND					925.9	8,110,632.48
REVENUE / REVENUE				2323452.96	2,511,762.08	11,628,182.35
LIABILITY / VOUCHERS PAYABLE				9224.39	671,605.76	501,199.23
ACCRUED PAYROLL / PAYROLL LIABILITY				11466.77	11093.14	10,086.85
LIABILITIES / DEFERRED REVENUE				16033.75	23,500.00	
LIABILITY / EXPENDITURES				-2746445.19	(10,617,808.43)	(4,726,304.36)
LIABILITY / RESERVE FOR ENCUMBRANCES				18367		7,286,435.00
RETAINED EARNINGS / FUND BALANCE				2984283	11,108,696.35	(3,079,616.64)
AD VALOREM TAXES / CURRENT AD VALOREM TAXES	1,022,445.00	961,467.17	971,572.00	1,003,087.35	1,111,181.16	1,524,164.30
CURRENT AD VALOREM TAXES / FROM COUNTY FOR CRA	1,107,992.00	1,041,912.00	1,052,863.00	1,087,015.00	1,198,396.00	1,647,839.00
OTHER FEDERAL GRANTS / CDBG HOUSING REHAB						72,638.00
Winter in the Park Total Revenues	195,000.00	205,358.02	170,000.00	170,585.75	175,940.74	122,799.66
WINTER IN PARK - ICE RINK / GENERAL ADMISSION		138,159.34		107,436.16	105,518.35	79,660.28
WINTER IN PARK - ICE RINK / GROUP ADMISSION (10-19)		3,414.30		6,625.61	6,235.49	1,661.10
WINTER IN PARK - ICE RINK / GROUP ADMISSION (20+)		4,411.42		1,299.59	1,478.95	3,967.58
WINTER IN PARK - ICE RINK / CONCESSIONS		1,497.08		18,070.93	15,336.40	4,399.70
WINTER IN PARK - ICE RINK / ICE RINK SPONSORSHIPS		55,073.00		47,582.25	45,598.75	32,961.00
WINTER IN PARK - ICE RINK / VENDOR CONCESSIONS				(13,114.32)	-	150.00
WINTER IN PARK - ICE RINK / PARTIES		2,802.88		2,685.53	1,772.80	
INTEREST / CHECKING AND SAVINGS				(1,155.70)	(1,853.47)	(3,367.36)
INTEREST / INVESTMENT PORTFOLIO	40,000.00	40,000.00	40,000.00	63,605.10	43,193.00	155,094.71
INTEREST / BANKFIRST SRB ACCOUNT				310.79	398.24	2,044.71
INTEREST / CITIZENS BANK CD ACCOUNT					641.69	4,890.23
STATE INVESTMENT BOARD / STATE INVESTMENT BOARD				4.67	2.86	9.10
OTHER / OTHER MISC REVENUE	30,000.00	-		-	(16,138.14)	2,070.00
FUND BALANCE CARRYFORWARD / FUND BALANCE CARRYFORWA					338,821.00	
FUND BALANCE CARRYFORWARD / BOND PROCEEDS		-				8,100,000.00
SALARIES / REGULAR WAGES	186,278.00	200,000.00	239,591.00	233,107.16	225,856.37	215,454.31
SALARIES / PART TIME/TEMPORARY WAGES	29,256.00	15,000.00			194.07	2,758.85
SALARIES / OVERTIME WAGES	-				133.69	
SPECIAL PAY / LONGEVITY	-				-	153.68
TAX BENEFITS / FICA TAXES	15,964.00	15,000.00	17,075.00	16,608.99	16,617.57	16,157.50
RETIREMENT BENEFITS / PENSION	13,499.00	15,000.00	17,222.00	16,756.22	16,056.77	(1,165.39)
RETIREMENT BENEFITS / ICMA CITY CONTRIBUTION	2,300.00	3,000.00	3,991.00	3,883.36	3,756.05	3,395.92
INSURANCE BENEFITS / GROUP HEALTH INSURANCE	31,840.00	20,000.00	28,945.00	24,570.00	23,187.00	24,555.56
INSURANCE BENEFITS / LIFE INSURANCE	405.00	450.00	520.00	505.44	492.82	466.73
INSURANCE BENEFITS / AD&D INSURANCE	45.00	45.00	58.00	55.90	54.61	51.66
INSURANCE BENEFITS / DISABILITY INSURANCE	450.00	500.00	577.00	561.60	547.70	518.58
WORKER'S COMPENSATION / WORKER'S COMPENSATION	402.00	380.00	446.00	426.82	396.08	396.12
UNEMPLOYMENT BENEFIT / UNEMPLOYMENT COMPENSATION	30.00	25.00	30.00	30.42	30.92	33.67
PROFESSIONAL SERVICES / CITY ATTORNEY	20,000.00	22,000.00	20,000.00	29,997.00	35,000.04	32,083.37
CONTRACTUAL SERVICES / CONTRACTUAL SERVICE	20,000.00	10,000.00	5,000.00	8,970.02	4,603.00	29,900.00
CONTRACTUAL SERVICES / SOCIAL PROGRAMMING	-					(5,000.00)
CONTRACTUAL SERVICES / SUMMER YOUTH EMPLOYMENT	15,000.00		-	17,507.12	24,327.75	39,304.61
CONTRACTUAL SERVICES / HERITAGE CENTER OPERATION	30,000.00	30,000.00	30,000.00	35,000.00	40,000.00	40,000.00
CONTRACTUAL SERVICES / COMMUNITY CENTER PROGRAMS	40,000.00	35,000.00	35,000.00	40,413.08	31,224.00	42,141.03
TRAVEL / TRAVEL & TRAINING	6,000.00	3,000.00	3,000.00	3,825.53	2,595.60	3,666.00
TRAVEL / CAR ALLOWANCE	-				2,409.29	2,469.30
COMMUNICATION SERVICES / TELEPHONE - EQUIP CHGS	2,016.00	1,500.00	2,375.00	1,845.76	2,604.24	2,567.74
COMMUNICATIONS SERVICES / AIRCARDS	-					585.07

COMMUNICATION SERVICES / CELL PHONES/BEEPERS	1,800.00	2,500.00	2,880.00	2,430.38	2,791.72	2,462.66
TRANSPORTATION / POSTAGE & FREIGHT	1,000.00	500.00	2,000.00	339.95	(1,850.75)	292.85
INSURANCE / GENERAL LIABILITY	8,639.00	8,751.00	8,751.00	8,291.04	8,726.04	14,849.04
INSURANCE / RISK MGMT OPERATIONS	1,189.00	1,096.00	1,096.00	1,055.04	1,386.96	1,277.04
INSURANCE / OTHER INSURANCE	7,700.00					
REPAIR SERVICES / PARKING GARAGE MAINT.	90,000.00	100,000.00	77,000.00	70,140.62	97,538.97	78,421.33
PRINTING & BINDING / PRINTING & BINDING	4,000.00	2,500.00	6,500.00	2,509.88	2,787.07	9,517.30
PRINTING & BINDING / COPIER	3,599.00	2,463.00	2,463.00	2,650.29	3,642.25	1,807.02
PROMOTIONAL ACTIVITIES / PROMOTIONAL ACTIVITIES	5,000.00	2,000.00	2,000.00	4,615.75	6,772.71	7,327.40
PROMOTIONAL ACTIVITIES / UNITY HERITAGE FESTIVAL	-	4,683.78	5,000.00	7,761.25	11,853.60	12,406.22
OPERATING EXPENSES / GENERAL OPERATING SUPPLY	7,000.00	10,000.00	6,000.00	5,897.34	4,962.37	6,341.73
OPERATING EXPENSES / EQUIPMENT UNDER \$1,000	2,500.00	3,500.00	3,000.00	489.02	-	1,134.73
PUBLICATIONS/MEMBERSHIPS / BOOKS & PERIODICALS	200.00	-	500.00	132.95	-	269.89
PUBLICATIONS/MEMBERSHIPS / MEMBERSHIPS	3,500.00	3,500.00	3,500.00	2,257.00	2,867.00	2,901.85
FIXED ASSET PURCHASES / MACHINERY & EQUIPMENT	-				461.47	
PRINCIPAL / CRA LOAN #67	155,000.00	155,000.00	155,000.00	150,000.00	145,000.00	140,000.00
PRINCIPAL / CRA LOAN #83	145,000.00	145,000.00	145,000.00	140,000.00	135,000.00	130,000.00
PRINCIPAL / 2005-1 LOAN	36,934.00	36,934.00	36,934.00	35,516.11	34,152.00	32,839.80
PRINCIPAL / 2005-2 LOAN	79,957.00	79,957.00	79,957.00	71,718.27	67,716.00	63,937.53
PRINCIPAL / 2006 LOAN	100,000.00	100,000.00	100,000.00	100,000.00	95,000.00	90,000.00
PRINCIPAL / COMMUNITY CENTER LOAN	390,000.00	390,000.00	390,000.00	375,000.00	315,000.00	-
INTEREST / CRA LOAN #67	77,088.00	77,088.00	77,088.00	84,342.40	89,861.86	95,409.07
INTEREST / CRA LOAN #83	71,159.00	71,159.00	71,159.00	77,693.93	82,757.93	87,835.21
INTEREST / 2005-1 LOAN	23,788.00	23,788.00	23,788.00	25,660.02	27,002.60	28,359.13
INTEREST / 2005-2 LOAN	81,912.00	81,912.00	81,912.00	87,845.42	91,787.86	95,731.33
INTEREST / 2006 LOAN	63,213.00	63,213.00	63,213.00	67,102.50	70,895.25	74,493.50
INTEREST / COMMUNITY CENTER LOAN	323,232.00	323,232.00	323,232.00	340,368.00	355,824.00	136,080.00
CRA PROJECTS / HOUSING REHAB. ASSISTANCE		20,000.00	46,998.05	47,724.00	61,794.95	149,203.00
CRA PROJECTS / ORANGE AVENUE IMPROVEMENT			548,115.77	2,840.30	11,225.97	11,370.78
CRA PROJECTS / DENNING DR INT. IMPROVE		35,000.00	113,662.26	3,532.74	-	49,969.87
CRA PROJECTS / FAIRBANKS ENHANCEMENT				1,441.57	18,708.00	14,893.33
CRA PROJECTS / COMMUNITY CENTER		18,811.79	16,911.79	226,326.99	7,600,980.13	1,290,518.02
CRA PROJECTS / CENTRAL PK-EAST SIDE IMPR					22,118.55	340,362.73
CRA PROJECTS / WEBSTER STREETScape IMP.					-	5,256.54
CRA PROJECTS / BUSINESS FACADE MATCH PRG	50,000.00		17,502.00	11,175.00	91,275.25	255,722.62
CRA PROJECTS / COMMUTER RAIL MATCH			199,514.97	4,078.43	19,553.60	-
CRA PROJECTS / CENTRAL PARK LOT B				4,497.10		
CRA PROJECTS / BUS SHELTER IMPROVEMENTS			770.00		-	-
CRA PROJECTS / BUSINESS DISTRICT EVENT					5,000.00	5,000.00
CRA PROJECTS / HOUSING REHAB - CDBG PROJ						32,794.00
CRA PROJECTS / WEST MEADOW ICE RINK	195,000.00	188,995.33	180,000.00	181,333.95	199,273.20	152,426.45
CRA PROJECTS / NEW YORK/NEW ENGLAND UNDG			58,876.20		-	23,815.80
CRA PROJECTS / E. MORSE BLVD STREETScape			-	15,100.80	23,999.14	413,731.84
CRA PROJECTS / W. MORSE BLVD STREETScape		33,000.00	168,219.44	2,402.38	105,609.18	251,056.57
CRA PROJECTS / PARK AVE. STRATEGIC PLAN				31,286.32	107,183.06	21,000.00
CRA PROJECTS / NEW ENG-SHADY PK TO CAPEN		-	46,229.15	14,592.21	134,575.64	-
CRA PROJECTS / QUALIFIED TARGET IND PROG		19,800.00	80,200.00	19,800.00	-	-
CRA PROJECTS / SIGNS AND WAYFINDING PJT			116,581.39	33,164.36	254.25	-
CRA PROJECTS / E WELBOURNE STREETScape		10,000.00	10,000.00			
COMMUNICATIONS SERVICES / CELL PHONES/BEEPERS						158.51
OPERATING EXPENSES / WELBOURNE NURSERY	5,000.00	5,000.00	5,000.00	4,500.00	7,000.00	7,000.00
OPERATING EXPENSES / ENZIAN THEATRE	6,000.00	6,000.00	6,000.00	12,000.00	18,000.00	17,600.00
OPERATING EXPENSES / ST. PATRICK'S DAY PARADE	2,000.00	2,000.00	2,000.00	1,167.50	2,125.00	2,373.40
REIMBURSEMENTS / REIMB ADMIN TO GEN FUND	25,000.00	-	-	31,599.96	107,108.04	117,861.96

				Actual		
Staffing Costs				2012	2011	2010
Salaries and Employee Related Costs	280,469	269,400	308,455	296,506	287,324	262,777
Contractual Services	20,000	10,000	5,000	8,970	4,603	29,900
Indirect Costs	25,000	-	-	31,600	107,108	117,862
<b>Totals</b>	<b>325,469.00</b>	<b>279,400.00</b>	<b>313,455.00</b>	<b>337,075.89</b>	<b>399,034.69</b>	<b>410,539.15</b>
<b>Rate of Change</b>	<b>3.8%</b>	<b>-17.1%</b>	<b>-7.0%</b>	<b>-15.5%</b>	<b>-2.8%</b>	<b>-18.5%</b>

Revenues						
TIF Revenue	2,130,437	2,003,379	2,024,435	2,090,102	2,309,577	3,172,003
Investment Revenue	40,000	40,000	40,000	62,765	42,382	158,671
Misc Revenue	225,000	205,358	170,000	170,586	159,803	197,508
<b>Total Revenues</b>	<b>2,395,437.00</b>	<b>2,248,737.19</b>	<b>2,234,435.00</b>	<b>2,323,452.96</b>	<b>2,511,762.08</b>	<b>3,528,182.35</b>
<b>Rate of Change</b>	<b>7.2%</b>	<b>-3.2%</b>	<b>-3.8%</b>	<b>-7.5%</b>	<b>-28.8%</b>	<b>-5.3%</b>

Expenditures						
Operational Costs	399,612	342,710	377,520	403,413	474,191	500,092
Community Initiative	98,000	82,684	83,000	118,349	134,530	155,825
Capital Maintenance	90,000	100,000	77,000	70,141	97,539	78,421
<b>Total Expenditures</b>	<b>587,612.00</b>	<b>525,393.78</b>	<b>537,520.00</b>	<b>591,902.39</b>	<b>706,260.02</b>	<b>734,338.73</b>
<b>Rate of Change (Actual)</b>	<b>9.3%</b>	<b>-11.2%</b>	<b>-9.2%</b>	<b>-16.2%</b>	<b>-3.8%</b>	<b>-24.3%</b>

Debt Service						
Debt Service (Principal)	906,891.00	906,891.00	906,891.00	872,234.38	791,868.00	456,777.33
Debt Service (Interest)	640,392.00	640,392.00	640,392.00	683,012.27	718,129.50	517,908.24
<b>Debt Service Totals</b>	<b>1,547,283.00</b>	<b>1,547,283.00</b>	<b>1,547,283.00</b>	<b>1,555,246.65</b>	<b>1,509,997.50</b>	<b>974,685.57</b>

Net Operating Gain/Loss (funding available for projects)	260,542.00	176,060.41	149,632.00	176,303.92	295,504.56	1,819,158.05
<b>Rate of Change</b>	<b>74.1%</b>	<b>-0.1%</b>	<b>-15.1%</b>	<b>-40.3%</b>	<b>-83.8%</b>	<b>-5.2%</b>

Capital Outlay						
Projects	245,000.00	325,607.12	1,603,581.02	599,296.15	8,401,550.92	3,017,280.06

Other Financing Sources						
Issuance of Debt	-	-	-	-	-	8,100,000.00

Change in Fund Balance	15,542.00	(149,546.71)	(1,453,949.02)	(422,992.23)	(8,106,046.36)	6,901,877.99
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Beginning Fund Balance	1,125,708.83	2,579,657.85	2,579,657.85	3,002,650.08	11,108,696.44	4,206,818.45
Ending Fund Balance	1,141,250.83	2,430,111.14	1,125,708.83	2,579,657.85	3,002,650.08	11,108,696.44

## CRA FY 2013 Budget Update and Estimated Yr End Actual

Staffing Costs (part of operational costs)	2013 Pending Actual*	2013 Budget	2012 Actual	Notes on Pending 2013 figures vs. Budgeted
Salaries and Employee Related Costs	269,400	308,455	287,324	Actual spending is less due to reduced staffing costs.
Contractual Services	10,000	5,000	4,603	
Indirect Costs	-	-	107,108	
<b>Totals</b>	<b>279,400</b>	<b>313,455</b>	<b>399,035</b>	
<b>Rate of Change vs. 2012 Actual</b>	<b>-29.98%</b>	<b>-21.45%</b>		

### Revenues

TIF Revenue	2,003,379	2,024,435	2,090,102	Revenue will show some improvement over the budget estimate.
Investment Revenue	40,000	40,000	62,765	
Misc Revenue	205,358	170,000	170,586	
<b>Total Revenues</b>	<b>2,248,737</b>	<b>2,234,435</b>	2,323,453	
<b>Rate of Change vs. 2012 Actual</b>	<b>-3.22%</b>	<b>-3.83%</b>		

### Expenditures

Operational Costs (includes staffing costs above)	342,710	377,520	403,413	Expenditures are slightly lower.
Community Initiative	82,684	83,000	118,349	
Capital Maintenance	100,000	77,000	70,141	
<b>Total Expenditures</b>	<b>525,394</b>	<b>537,520</b>	591,902	
<b>Rate of Change vs. 2012 Actual</b>	<b>-11.24%</b>	<b>-9.19%</b>		

### Debt Service

Debt Service (Principal)	906,891	906,891	872,234	No change in anticipated debt service totals.
Debt Service (Interest)	640,392	640,392	683,012	
<b>Debt Service Totals</b>	<b>1,547,283</b>	<b>1,547,283</b>	<b>1,555,247</b>	

<b>Total Obligations (Expenditures + Debt Service)</b>	<b>2,072,677</b>	<b>2,084,803</b>	<b>2,147,149</b>	Slightly reduction in total
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<b>Net Operating Gain/Loss (funding available for projects)</b>	<b>176,060</b>	<b>149,632</b>	<b>176,304</b>	Net Operating Gain will show slight improvement.
<b>Rate of Change vs. 2012 Actual</b>	<b>-0.14%</b>	<b>-15.13%</b>		

\* Reflects a best estimate final figure for the close of the fiscal year based on current expenditures as of June 2013.

## CRA FY 2014 Budget vs. 2013 Budget

Staffing Costs (part of operational costs)	Rate of Change	2014 Est. Budget	2013 Budget	Notes
Salaries and Employee Related Costs	4.1%	280,469.00	269,400.00	Increase to consulting and indirect costs due to active CRA projects.
Contractual Services	100.0%	20,000.00	10,000.00	
Indirect Costs	N/A	25,000.00	-	
<b>Totals</b>	<b>16.5%</b>	<b>325,469.00</b>	<b>279,400.00</b>	

Revenues	Rate of Change	2014 Est. Budget	2013 Budget	
TIF Revenue	6.3%	2,130,437.00	2,003,379.17	Slight increase in TIF revenue due to inclines in residential and commercial properties.
Investment Revenue	0.0%	40,000.00	40,000.00	
Misc Revenue	9.6%	225,000.00	205,358.02	
<b>Total Revenues</b>	<b>6.5%</b>	<b>2,395,437.00</b>	<b>2,248,737.19</b>	

Expenditures	Rate of Change	2014 Est. Budget	2013 Budget	
Operational Costs (includes staffing costs above)	16.6%	399,612.00	342,710.00	Increase to costs due to increase in activity.
Community Initiative	18.5%	98,000.00	82,683.78	
Capital Maintenance	-10.0%	90,000.00	100,000.00	
<b>Total Expenditures</b>	<b>11.8%</b>	<b>587,612.00</b>	<b>525,393.78</b>	

Debt Service	Rate of Change	2014 Est. Budget	2013 Budget	
Debt Service (Principal)	0.0%	906,891.00	906,891.00	Debt payments should remain at this level for the foreseeable future.
Debt Service (Interest)	0.0%	640,392.00	640,392.00	
<b>Debt Service Totals</b>	<b>0.0%</b>	<b>1,547,283.00</b>	<b>1,547,283.00</b>	

	Rate of Change	2013 Est. Budget	2013 Budget	
Total Obligations (Expenditures + Debt Service)	3.0%	2,134,895.00	2,072,676.78	Increase in cost reflects increase in programs and operations.
Net Operating Gain/Loss (funding available for projects)	48.0%	260,542.00	176,060.41	Includes revenue anticipated from Ice Rink.
Net Operating Gain/Loss (excluding Misc Revenues from Ice Rink Event)		35,542.00	(29,297.61)	Shows revenue figures without Ice Rink giving a clearer picture of revenues - expenses for the current budget exclusive of special projects.



# agenda item

meeting date	August 26, 2013	approved by	<input type="checkbox"/> City Manager
			<input type="checkbox"/> City Attorney
item type	<input type="checkbox"/> Administrative		<input checked="" type="checkbox"/> N/A
	<input checked="" type="checkbox"/> Action		<input type="checkbox"/> Advisory Board
	<input type="checkbox"/> Information	final vote	

CRA board

## Subject 2B

Public Art in Transit Project

### **motion | recommendation**

Approve expenditure of funds for the completion of the Public Art in Transit project from the Signs and Wayfinding budget not to exceed \$20,000.

### **background**

The City Commission approved the design and preliminary funding of the Public Art in Transit project that will be located in Central Park adjacent to the new Train Station. CRA staff has reviewed the request to the City Commission and feels that this funding is in line with the mission of the CRA Agency. There are adequate funds to cover the project funding in the Sign and Wayfinding project account in this fiscal year.

Staff recommends that the CRA Agency provide the project funding given the nature of the SunRail station and the location within the CRA.

A project budget and the renderings are attached for the Agency's review.

### **alternatives | other considerations**

The CRA Agency can choose to not fund this project using CRA money.

### **fiscal impact**

The Signs and Wayfinding project account has carried forward from the FY 2012 budget. The estimated balance in this account is \$115,000. There is adequate funding to complete the rest of the wayfinding project.

# ART IN TRANSIT PRICE PROPOSAL

## FABRICATION

Photographic Panels (8) (Includes shipping)	\$14,811.90
Steel Frame Supports (Includes delivery)	2580.00
Concrete Foundation and Specifications	(Provided by City of Winter Park)

## INSTALLATION

Steel frame supports with expansion anchors into existing concrete foundations.	2140.00
Receiving of photographic panels and storage prior to site completion and installation. Space needed to inspect and approve pieces.	(Provided by City of Winter Park)
Handling of panels from city storage and delivery to site, attaching finished photographic panels to steel frame supports including frame spacers and security hardware.	2000.00
<b>SUBTOTAL</b>	<b>\$21,531.90</b>

## DESIGN

Artist Fee (10%) Photographic images and design concepts. Presentation materials and models.	2150.00
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## PROJECT MANAGEMENT

Oversight and quality control of fabrication and installation of photographic printing, steel frame supports, handling and site planning. Fabrication drawings and full scale templates. (5%)	1075.00
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<b>PROJECT COSTS</b>	<b>\$24,756.90</b>
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## CONTINGENCY

Contingency based on total project costs (3%)	743.00
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<b>TOTAL PROJECT COSTS</b>	<b>\$25,499.90</b>
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ALL PRICING SUBJECT TO BE REVISED AFTER EXPIRATION OF EXISTING QUOTES.



## Florida Department of Transportation

RICK SCOTT  
GOVERNOR

133 S. Semoran Blvd.  
Orlando, FL 32807

ANANTH PRASAD, P.E.  
SECRETARY

**DATE:** March 4, 2013  
**TO:** Mr. Don Marcotte  
**FROM:** Diane Poitras, Transit Analyst  
**SUBJECT:** EXPIRATION OF AGREEMENT  
City of Winter Park  
**Financial Management (FM) Number:** 412994-3-52-10  
**Contract Number:** AQM78  
**Description:** Art-in-Transit at the SunRail Station in Winter Park

The subject Joint Participation Agreement (JPA), and any supplementals thereto, between the Florida Department of Transportation and the City of Winter Park dated May 17, 2012, will expire on May 1, 2013. All work under this contract must be completed prior to the expiration date. Work performed after this date will not be eligible for reimbursement. If it is anticipated that work on this project will extend past this date, a time extension may be requested. **Please complete, sign, date and return this form to me, indicating your response below.** If a time extension is being requested, it must be received in this office at least 30 days prior to the expiration date in order for timely execution. A request for time extension **must** include the extension date, reasons for the extension as well as a schedule for completion of the project.

**E-Verify.** Local Agency shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of: (a.) All persons employed by the Local Agency during the term of the Contract to perform employment duties within Florida; and (b.) All persons, including subcontractors, assigned by the Local Agency to perform work pursuant to the contract with the Department.

☐ I acknowledge receipt of the expiration of this agreement. A time extension will not be requested.

It is requested that the Joint Participation Agreement for the subject project be extended until  
(☐ February 28, \_\_\_\_\_) or (☐ June 30, \_\_\_\_\_) or (☐ October 31, \_\_\_\_\_) or  
(☒ December 31, 2013) for the reason(s) stated in the attached letter.

**AGENCY:**

CITY OF WINTER PARK

By: LINDSEY HAYES  
(Print Name)

Lindsey Hayes 3-5-2013  
(Signature) (Date)

SENIOR PLANNER  
(Title)

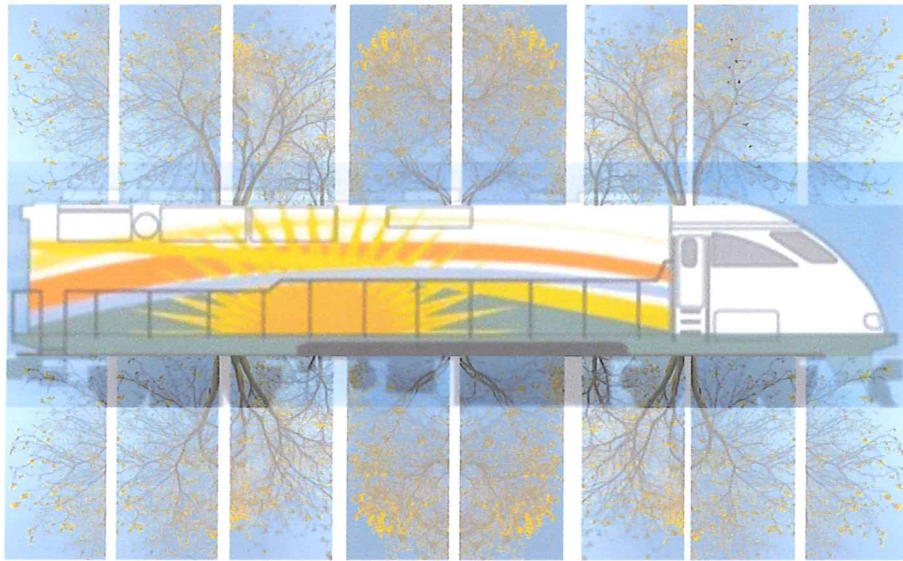
**APPROVED:**

The Department approves a time extension for the  
subject project to December 31, 2013

[Signature]  
District Program Manager

3/12/13  
(Date)

[Signature]  
Legal Review

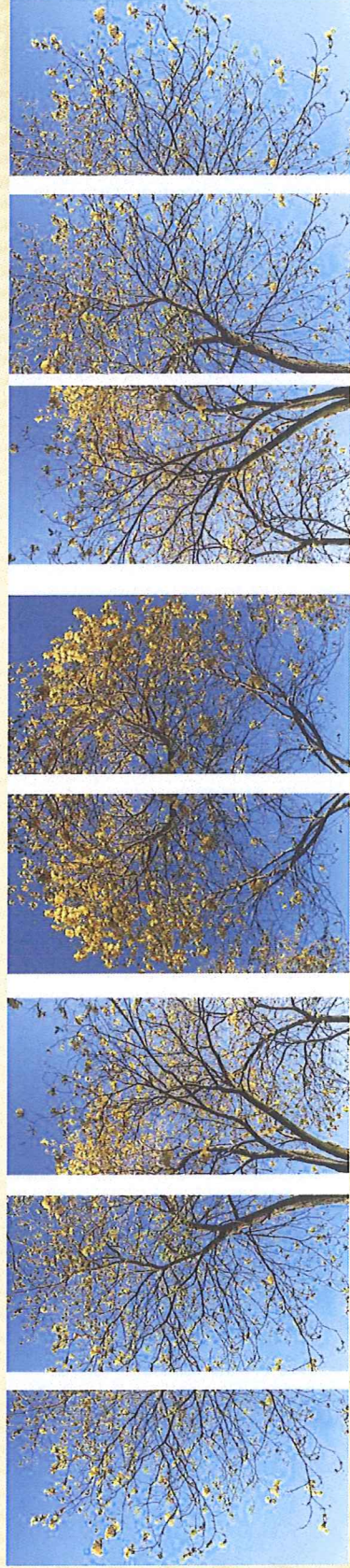


## SUNRAIL: ART IN TRANSIT

WINTER PARK STATION

TREE WHISPERERS: EIGHT PIECE METAL PHOTOGRAPHIC PANELS  
THREE DIMENSIONAL SERIES

# SUNRAIL ART IN TRANSIT



*Tree Whisperers*



*Diane Gillett Boswell*  
PHOTOGRAPHY AND NEW MEDIA

**Professional Resume and Public Art Experience**

I am a photographer and cinematographer residing in Winter Park, Florida. My passion for photography has always been part of my life along side the pursuits of a professional career in architecture. Most of my work is contemporary in nature and is an imaginative interpretation of the original captured image. The subject matter recently has revolved around the beauty and expressions in trees.

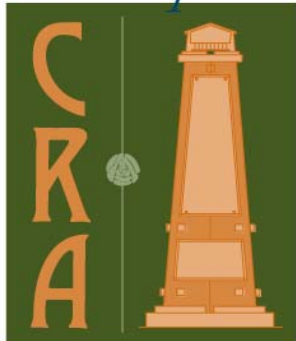
Prior to working full time in photography, I practiced in tradition design roles in architectural firms and in project management both residential and commercial. I worked in concept development and project management in the airport industry including Orlando International Airport and was a member of the Design Review Board for the general consultants to OIA. My responsibilities included reviewing aesthetic aspects proposed to maintain the original architectural and interior design intent and the arrival experience for the passengers. Then I returned to the private sector as project manager in the design and development of commercial urban infill projects.

My most recent works in photographic installations and exhibitions are in the new Amway Center in Orlando, Florida and in an exhibition at the Eileen Fisher store on Park Avenue in Winter Park. Sample images of those works are included in this submission.

My academic studies started in art and architecture initially in Florence, Italy. Later I received a degree in architecture and interior design from the College of Architecture at the University of Florida. Studies continued when I received a fellowship for graduate studies in urban planning at the Royal Academy of Technology in Stockholm, Sweden.

I have resided in Winter Park since 1965 and graduated from Winter Park High School.

winter park



community  
redevelopment  
agency

# agenda item

meeting date	August 26, 2013	approved by	<input type="checkbox"/> City Manager
item type	<input type="checkbox"/> Administrative		<input type="checkbox"/> City Attorney
	<input type="checkbox"/> Action		<input type="checkbox"/> N/A
	<input checked="" type="checkbox"/> Information		<input type="checkbox"/> Advisory Board
		final vote	

CRA board

## Subject: Item 3A

2014 Strategic Plan

## background

### Overview:

This informational memo provides an update on the progress of the 2014 CRA Strategic Plan (Plan). Staff determined the need for the Plan due to the age and relativity of the 2007 Strategic Plan. Many of the projects listed in the 2007 Strategic Plan have already been completed.

The planning process for the Plan started earlier this year and will continue throughout 2013. The estimated completion date of the final draft of the Plan is Q1 2014. This memo summarizes the development of the Plan to date.

### Outreach:

One of the initial steps in developing the Plan was to create a strengths, weaknesses, opportunities, and threats (SWOT) analyses for the Community Redevelopment Agency. Staff facilitated two workshops of the CRA Advisory Board to create the SWOT analyses. CRA Advisory Board Members were asked to create a "photo tour" of the CRA showcasing locations that were "great" and locations that were "not so great". Based on the description that each member gave for their photos, the entire Advisory Board created the items listed in the SWOT.

Over the next several months staff will work with the University of Florida to create and execute a CRA wide survey. This survey will provide feedback from the CRA stakeholders on past and possible future projects, programs, and grants.

## strategic objective

N/A