



# agenda

August 27, 2015

Room 200

401 S. Park Ave. 2<sup>nd</sup> Floor

## CRA advisory board

### 1 Administrative items

- A. Approval of the Workshop and Meeting Minutes from 7-23-15

### 2 Action items

- A. Election of Chair and Vice Chair
- B. Request for Funding – Sidewalk Rehabilitation

### 3 Informational items

### 4 Public Comment

### 5 New business items

### 6 Adjournment

Next meeting: September 24th

### 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."

**CITY OF WINTER PARK  
COMMUNITY REDEVELOPMENT ADVISORY BOARD**

**Work Session  
12:00 pm**

**July 23, 2015  
Chapman Room**

**MINUTES**

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Chairman Hal George called the meeting to order at 12:05 pm

**BOARD MEMBERS PRESENT:** Hal George, Joe Terranova, Woody Woodall, John Dowd, Jeff Stephens, and Alex Trauger

**BOARD MEMBERS ABSENT:** Lance Decuir, Daniel Butts

**STAFF MEMBERS PRESENT:** Dori Stone, Laura Neudorffer, Kyle Dudgeon, Craig O'Neil, Don Marcotte

**ADMINISTRATIVE ITEMS:**

**Item A: Approval of Minutes**

Approval of the June 25, 2015 Work Session and Regular Meeting Minutes.

**ACTION ITEMS:**

**Item A: Request for Funding –Women's Club of Winter Park**

Staff briefed the Board on the additional \$10,000.00 funding request to complete kitchen renovations and updates at the Women's Club. The renovations will bring the kitchen up to date and allow for better service to be provided by those renting the facility.

Board requested clarification of how funding would be used to benefit the community and agreed that while it is not a top priority for the CRA's mission the Women's Club is important to the community and the Board wouldn't have a problem recommending approval.

**Item B: FY 2016 Budget**

Staff reviewed the proposed budget and Board voiced concerns regarding the undergrounding on Denning Drive being done in conjunction with the proposed Denning Drive right-sizing project to be more efficient and less disruptive to the community. Staff also discussed their departments' plans for future work in the area.

**INFORMATIONAL ITEMS:**

There being no further business to discuss, the work session adjourned at 1:00 p.m.

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Chairperson, Hal George

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CRA Coordinator/Board Liaison, Laura Neudorffer

**CITY OF WINTER PARK  
COMMUNITY REDEVELOPMENT ADVISORY BOARD**

**Regular Meeting  
1:00 pm**

**July 23, 2015  
Chapman Room**

**MINUTES**

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Chairman Hal George called the meeting to order at 1:12 pm

**BOARD MEMBERS PRESENT:** Hal George, Joe Terranova, Woody Woodall, John Dowd, Jeff Stephens, and Alex Trauger

**BOARD MEMBERS ABSENT:** Lance Decuir, Daniel Butts

**STAFF MEMBERS PRESENT:** Dori Stone, Laura Neudorffer, Kyle Dudgeon, Craig O'Neil, Don Marcotte

**ADMINISTRATIVE ITEMS:**

**Item A: Approval of Minutes**

Approval of the June 25, 2015 Work Session and Regular Meeting Minutes.

**Motion made by Joe Terranova, seconded by John Dowd, to approve the June 25, 2015 Work Shop and Regular Meeting Minutes. Motion approved.**

**ACTION ITEMS:**

**Item A: Request for Funding –Women's Club of Winter Park**

Staff briefed the Board on the additional \$10,000.00 funding request to complete kitchen renovations and updates at the Women's Club. The renovations will bring the kitchen up to date and allow for better service to be provided by those renting the facility.

Board requested clarification of how funding would be used to benefit the community and agreed that while it is not a top priority for the CRA's mission the Women's Club is important to the community and the Board wouldn't have a problem recommending approval.

**Motion made by Joe Terranova, seconded by John Dowd, to approve the request for additional funding made by the Women's Club of Winter Park. Motion approved.**

**Item B: FY 2016 Budget**

Staff reviewed the proposed budget and Board voiced concerns regarding the undergrounding on Denning Dr. being done in conjunction the proposed Denning Drive right-sizing project to be more efficient and less interruptive to the community. Staff also discussed their departments' plans for future work in the area.

**Motion made by Joe Terranova, seconded by John Dowd, to adopt and provide for a reduction in the line item of capital improvements from \$100,000 to \$90,000 and the \$10,000 to be placed in unallocated fund balance. Motion approved 5-1, with Woody Woodall being opposed.**

**INFORMATIONAL ITEMS:**

Mrs. Stone discussed the powerlines on Harper Ave from Fairbanks Ave to the substation along Harper Ave. The cost of the project would be an estimated \$3.7M.

There being no further business to discuss, the work session adjourned at 1:53 p.m.

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Chairperson, Hal George

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CRA Coordinator/Board Liaison, Laura Neudorffer

winter park



community  
redevelopment  
agency

# agenda item

meeting date August 27, 2015

item type ☐ Administrative  
☒ Action  
☐ Information

approved by ☐ City Manager  
☐ City Attorney  
☒ N/A

## CRA advisory board

### Subject: Item 2A

Election of Chair and Vice-Chair

### **motion** | recommendation

Motion to approve a new chair and vice-chair to the CRA advisory board is requested.

### **background**

The resignation of Frank DeToma the Orange County representative from the Community Redevelopment Agency (CRA) has left a vacancy on the board. Through its process, the County has recognized Hal George, the current CRA advisory board chair, to fill his seat. Given this appointment, the advisory board now has a vacancy for its chair.

### **alternatives** | other considerations

### **fiscal impact**

N/A



meeting date August 27, 2015

item type ☐ Administrative  
☒ Action  
☐ Information

approved by ☐ City Manager  
☐ City Attorney  
☒ N/A

## CRA advisory board

### Subject: Item 2B

Request for Funding – Sidewalk Rehabilitation

### **motion | recommendation**

Recommendation to approve a portion of funding request for sidewalk rehabilitation is requested.

### **background**

Due to a significant increase in the number of falls and trips in the downtown area, Risk Management/Public Works is requesting assistance from the CRA for sidewalk rehabilitation in the amount of \$50,000. The request will cover the removal of trip hazards and in turn meet the change of gradient and slip-resistance standards for pedestrian surfaces as required by the Americans with Disabilities Act (ADA).

Issues and hazards of this nature are handled on a case-by-case basis by the streets division who have no full time position for this service. In this case, the CRA would be providing a one time, higher quality of service to the central business district by accelerating a project that under its current nature would take multiple years to complete. As a result, it is expected to provide a safer environment for residents and guests who most frequently visit the downtown.

Under the FY14-15 budget, the CRA Agency approved \$70,000 for improvements to the downtown area including landscaping repairs, trash receptacles and sidewalk cleaning. Staff has been efficient in spending and believes there is enough funding to cover a portion of this request should the advisory board consider approval.

### **alternatives | other considerations**

Partially fund or do not support sidewalk rehabilitation

Consider the request during the next budget year as a 'small scale CRA project'

**fiscal impact**

\$ 0 - 50,000

## Example Before and After Sidewalk Rehabilitation

**Park & Lyman** (*southwest corner*)



**Park & Lyman** (*southwest corner*)





AMERICAN  
GRINDING  
COMPANY

**Sidewalk Rehabilitation Proposal for**  
**The City of Winter Park**

May 2015

American Grinding Company  
(616) 308-7136  
[www.americangrindingcompany.com](http://www.americangrindingcompany.com)

## Overview



The American Grinding Company (AGC) is offering the City of Winter Park the opportunity to utilize a proactive sidewalk trip hazard removal service. Our system is based on 12 years of constant development by AGC as well as our sister company, The Australian Grinding Company, which operates throughout Australia and New Zealand.

Our system has the following benefits:

- All hazard removal meets the change of gradient and slip-resistance standards for pedestrian surfaces as required by the Americans with Disabilities Act (ADA), which increases access for mobility-impaired residents.
- Proactively removing trip hazards creates a significantly safer environment for pedestrians, which in return reduces trip and fall claims from residents.
- Extremely cost-effective compared to other grinding techniques or full replacement of sidewalk slabs and, therefore, displays conscious spending to tax-paying residents.
- Fast. Able to grind up to 100 trips hazards per day.

- Dust-free process provided by our patented vacuum technology.
- Water-free process eliminates potential for excess waste and spills.
- General service provides an added survey of sidewalks for cities to highlight areas that need further attention (that is, those areas that are unable to be ground effectively and remain a hazard).

Our system has been adopted by over 160 cities across Australia and New Zealand over the past 12 years and numerous cities throughout the United States, including Orlando, Florida and Austin, Texas. As a result, cities have reported reduced rates of litigation in terms of trip and fall incidents as well as the ability to stretch their maintenance budget significantly due to the use of grinding as a method of sidewalk hazard removal. In addition, the American Grinding Company is fully insured and trained to meet high standards of quality, safety, pedestrian management, and record keeping.

This document outlines our proposed service to the City of Winter Park and includes our work methodology, advantages in utilizing our system, and our pricing.

## Methodology

The American Grinding Company's system is designed to be utilized as a **proactive system** for the removal of sidewalk trip hazards.

### *Scheduling of Works*

Our model is based on grinding all hazards in a neighborhood above a minimum height threshold. Most cities in Florida work to comply with the minimum standard of  $\frac{1}{4}$ " set by the ADA. While our system can grind any height of hazard, we suggest an upper limit of  $1\frac{3}{4}$ " (depending on the thickness of the concrete). If a grind is larger than  $1\frac{3}{4}$ " it is detailed in our weekly grinding reports as "needs replacing" so cities can respond with the appropriate remedial action. It should be noted that trip hazards on sidewalks do not need to be identified, cities can simply set the parameters of the sidewalk trip hazards that are to be removed, i.e.  $\frac{1}{4}$ " –  $1\frac{3}{4}$ ".

In any given week the total number of linear feet completed can vary. Factors that affect total output include rain, hardness of concrete, distance between each hazard, and pedestrian volume. Our system is capable of achieving anywhere between 1,000 and 1,500 linear feet in a week, meaning 300-500 trip hazards can be removed per week from city sidewalks depending on the width of the sidewalk.

### *Reactive Work & Additional Services*

The linear foot rate noted below is based on the proactive removal of trip hazards, which is to say our crew works its way up and down adjoining streets undertaking the removal of all trip hazards within those streets. However, occasionally there is a need to use our technology for an additional service or to remove a trip hazard at a different location. Our technology is ideal to fix issues that have been difficult to resolve until now and, therefore, can be used by the City of Winter Park for removal of these one-off hazards (reactive removal) or other tasks such as driveway hazards and line removal (see 'Additional Services' section below).

### *Environmentally Friendly*

Our system is extremely environmentally friendly and can operate adjacent to fences, walls, and the roadside without the risk of damaging or adversely affecting residents or their property. Our system is:

- **Dust-Free**  
A powerful vacuum removes all airborne dust. Our operator does not require a dust mask and our system has been tested and approved by EPA bodies in The United States and Australia.
- **Water-Free**  
No water is used; therefore issues concerning concrete waste in sewer drains are avoided.
- **Waste-Recycling**  
The concrete dust and debris that we collect is recycled as backfill for retaining walls or provided to landscapers for additional applications. It can also be provided to cities if they have an application for it.
- **Noise-Minimizing**  
Noise is the only environmental impact that we produce. It is minimized due to the speed of our system so that we are not outside any one location for more than 10 minutes. It has been measured at 73 decibels at 10 feet so pedestrians passing by do not require hearing protection, however, our teams do wear hearing protection.

### *Quality Control*

Our system meets the ADA slip resistance measurement of existing pedestrian surfaces. It leaves a textured surface that does not become slippery when wet. The system also meets the gradient of slope standard of 1:12 that is required by the ADA.

Our quality manual has processes in place regarding quality audits and systems and we also have all applicable health and safety, traffic management, and other policies and procedures in place.

### *Reporting*

Our sidewalk grinding reports are emailed to cities at the end of each week. The report will be delivered in the form of an Excel spreadsheet that will highlight the location of each trip hazard (street and house number) as well as the linear width of each grind. It also highlights any trip hazards or other serious hazards that were unable to be remedied via our grinding technology.

This report has proven to be a valuable surveying tool for cities that have utilized the system as they can prioritize remedial action after we have removed the majority of sidewalk trip hazards.

Should you have additional information that you wish to be included in the weekly report, or should you wish to see the information in a different format in order to better suit the requirements of your system, please notify our team and we would be happy to discuss such matters with you.

## **Additional Services**

### *Painted Line and Thermoplastic Removal*

The American Grinding Company can quickly remove painted lines and thermoplastic from roads, highways, parking lots, and bike lanes. This process is extremely efficient and is an economical alternative to current systems used by cities, including hydro-blasting and milling techniques.

### *Asphalt Beveling in Gutters*

The American Grinding Company can also bevel asphalt overlays in gutters. Removing years of overpours allows street sweepers to complete their jobs more effectively, water to drain properly, cars to leave their driveways without scraping, and removes trip hazards for pedestrians stepping onto the road service. Below is an example of what can be achieved.

## *Graffiti Removal and Additional Applications*

Our technology can perform a variety of tasks as our equipment is extremely adaptable. Our machine is capable of removing graffiti, paint spills, concrete spills, and is even capable of texturing surfaces to provide additional traction at boat launches or to adhere another material to the concrete surface. Such varied tasks can only be completed using our machine, all of which would be available to your city.

## **Technology**

### *Innovative Equipment*

As explained earlier we use world-class equipment that is only available to cities through the American Grinding Company as our technology is not for sale. The advantages of utilizing our equipment compared to our competitors are as follows:

- AGC grinding meets the standards required by the ADA for slip resistance and surface gradient.
- AGC grinding is dust-free and water-free.
- AGC has a minimum of 2 persons on-site at all times to increase safety of the crew and surrounding pedestrians.
- AGC grinding is capable of operating within 1 inch of walls. Hand grinders and other equipment can be restricted to nearly 2 inches from walls.
- AGC grinding is very fast (2-3 times quicker than any other machinery on the market), to ensure we are causing minimum disruption while we operate, particularly in commercial areas with high pedestrian traffic.
- In addition to being effective and sustainable, AGC's sleek, state of the art machinery aligns with the City of Winter Park's standard of excellence as we represent your city in the community.

### *Data Security*

The American Grinding Company employs the services of Dropbox™, a military-quality security, internet-based database for filing all documents. This ensures that should city servers encounter problems, we retain records of all documentation, including invoices and grinding reports, which are then available for cities at a moment's notice.

## **Pricing**

### *Sidewalk Linear Foot Rate*

Our rates are based on a linear foot of grinding, regardless of the height of the trip hazard. An extremely competitive tiered costing structure applies based on linear feet per project, however, based on initial conversations with the City of Winter Park, the starting rate would be \$9.50 for a purchase order of \$50,000.00.

Our linear foot rates apply when completing full streets at a time before moving site and is contingent upon the American Grinding Company being the exclusive provider of trip hazard removals from sidewalks. If our machine is moving from site to site throughout the day rather than completing whole streets at a time, then an hourly charge rate would apply. This rate is available upon request.

## **The Next Step**

I trust that the information contained in this proposal meets with your approval and will contact you shortly to discuss it further.

Should you require any further information, please do not hesitate to contact the American Grinding Company at (616) 308-7136.

Regards,

Joel Van Veen  
Owner / Sales  
American Grinding Company, LLC