



agenda

September 21, 2017; 12:00 pm

Chapman Room
401 S. Park Ave. 2nd Floor

CRA advisory board

1 Administrative items

A. Approval of the Workshop and Meeting Minutes from 8-24-17

2 Action items

A. Community Center Program Enhancements – Food Element

3 Informational items

A. Project Updates

4 Public Comment

5 New business items

6 Adjournment

A. CRA AB meeting – October 26

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."

winter park



community
redevelopment
agency

agenda item

meeting date September 21, 2017

item type ☒ Administrative
☐ Action
☐ Information

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

CRA advisory board

Subject

Approval of Minutes

motion | recommendation

Motion to approve the August 24, 2017 workshop and meeting minutes is requested.

background

N/A

alternatives | other considerations

N/A

fiscal impact

N/A

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

**Work Session
12:00 pm**

**August 24, 2017
Chapman Room**

MINUTES

Chairman Javier Omana called the meeting to order at 12:02 pm

BOARD MEMBERS PRESENT: Javier Omana, Jeff Stephens, Alex Trauger, Woody Woodall, and Lambrine Macejewski

BOARD MEMBERS ABSENT: Teri Gagliano, Tom Hiles

STAFF MEMBERS PRESENT: Dori Stone, Kyle Dudgeon, Laura Neudorffer, Lindsey Hayes, Ronnie Moore

ADMINISTRATIVE ITEMS:

Item A: Approval of the 07-27-2017 Meeting minutes

ACTION ITEMS:

A. Youth Can

Chelsea Jones, YOUthCan Board Member, reviewed the presentation provided to the Board members. Discussion ensued with additional information being provided by City staff. Board has recommended funding be allocated to the Parks & Rec department to allow for better tracking and accountability. Parks & Rec staff will return at the September meeting with updates regarding staff availability, certification as necessary, and an audit of additional resources if required, and feedback on other avenues to assist in funding of the program such as the Health Foundation.

INFORMATIONAL ITEMS:

A. Orlando Economic Partnership

Representatives, Liefke Meyers and Sheena Fowler, provided a presentation pertaining to the impact of the partnership and sponsorship request.

B. Parking Strategies public meetings review

Staff provided an overview of the parking strategy meetings to the Board.

C. CRA Agency work session review

Staff provided the Board with an updated spreadsheet of the current CIP project list for consideration.

PUBLIC COMMENT:

NEW BUSINESS ITEMS:

ADJOURNMENT:

Item A: CRA AB Meeting

Next meeting is scheduled for September 28, 2017

There being no further business to discuss, the meeting adjourned at 1:10 p.m.

Chairman, Javier Omana

Board Liaison, Laura Neudorffer

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

**Regular Meeting
1:00 pm**

**August 24, 2017
Chapman Room**

MINUTES

Chairman Javier Omana called the meeting to order at 1:10 pm

BOARD MEMBERS PRESENT: Javier Omana, Jeff Stephens, Alex Trauger, Lambrine Macejewski, and Woody Woodall.

BOARD MEMBERS ABSENT: Tom Hiles, Teri Gagliano

STAFF MEMBERS PRESENT: Kyle Dudgeon, Laura Neudorffer, Lindsey Hayes, Dori Stone

ADMINISTRATIVE ITEMS:

Item A: Approval of the 07-27-2017 Meeting minutes

Motion made by Jeff Stephens, seconded by Alex Trauger, to approve the July 27, 2017 minutes with the addition of the Youth Can presentation being added. Motion passes 5-0.

ACTION ITEMS:

A. YOUTH CAN, Inc.

Ms. Chapelle, YOUthCan Board Member, had no additional comments

Motion made by Alex Trauger, seconded by Lambrine Macejewski, to deny the application as presented and to direct staff to expeditiously explore the implementation of the supper program to be taken place at the Community Center to research and review all logistics, liability, and all things pertaining to the program and bring it back to the Board at the September CRA AB meeting. Motion passes 4-1.

INFORMATIONAL ITEMS:

A. Orlando Economic Partnership

Staff briefly recapped the item from the Work Session regarding the sponsorship request that will be presented at the September 25th 2017 CRA meeting. The sponsorship request has moved from \$3500 to \$7500 and is based on the number of employees within the City. Funds have been requested from the CRA because the majority of the businesses that have relocated to the Winter Park area have been within the CRA district and have supported the City as a whole.

Motion made by Javier Omana, seconded by Lambrine Macejewski, to recommend approval of the request by Orlando Economic Partnership for the membership. Motion passes 3-2.

B. Parking Strategies public meetings review

Staff provided the Board with an overview of the outcome from the meetings. Discussion ensued covering several points including the suggestion of a trolley.

C. CRA Agency work session review

Staff provided a brief overview touching base on the four topics touched on since last meeting which were a. New York Streetscape, 2. 17-92 PD&E, 3. MLK Park improvements, and 4. Parking. Designated items will continue as a topic of discussion.

NEW BUSINESS ITEMS:

ADJOURNMENT:

Item A: CRA AB Meeting

Next meeting is scheduled for September 21, 2017

There being no further business to discuss, the meeting adjourned at 1:43 p.m.

Chairman, Javier Omana

Board Liaison, Laura Neudorffer



agenda item

meeting date September 21, 2017

item type ☐ Administrative
☒ Action
☐ Information

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

CRA advisory board

Subject: Item 2A

Community Center Programming Enhancements – Food Element

motion | recommendation

Recommendation to consider a food element as part of CRA financed Community Center programming is requested.

background

At the July and August 2017 CRA advisory board meetings, the board was presented with a proposal by YouthCan Inc, a not-for-profit organization located within the CRA boundary. The proposal was to provide financial assistance to the organization for social endeavors within the CRA. After further discussion, it was determined that the focal point of the programming would focus on food delivery to youth in the district. At the conclusion of the presentation and discussion, staff direction was to explore the implementation of a food program to be taken place at the Community Center and research and review all logistics, liability, and relationships pertaining to the program for consideration at the September meeting.

In addition to this review, staff has also provided a summary of current programming at the Community Center under the direction of CRA funding. These include youth and senior programming including but not limited to yoga, midnight basketball, and after school programs. A summary is included as backup.

Program Review: The attached excel sheet provides a comparison of four potential models for board consideration. The first two options mirror a program provided by the City of Eatonville delivering meals to youth on a once a week and three days a week schedule respectively. The target is 75 youth per week including additional costs for preparation, kitchen utility, and labor as part of their total cost. Options three and four consider a 'Teen Chef Program' targeted at youth providing both a meal as well as an opportunity for culinary education with the intent of raised awareness to proper nutrition and life skills. The difference is offered in frequency, differentiating between once or twice a week.

Resources/Timing: After a review by Parks and Recreation staff, resources would need to be added to the department as one time and ongoing expenses to add programming for options one and two. This would include the purchase of additional kitchen utilities for preparation and service, additional licensures, health code certificates, and dedicated staff. However, the Teen Chef Program falls into a template currently used by Parks staff requiring only administration time as the primary capital to get it up and running.

The implementation schedule of a food element would also be dictated by the size and scope of the program. Funding over \$10,000 would likely trigger the request for proposal process elongating the time table.

What the CRA Plan says: The CRA plan does not speak to food resource management directly under the social element of the CRA plan. However, the plan does state a priority should be the support of programs that promote health and wellness. The plan further asserts these social youth and recreational programs should be maintained under the leadership of the Parks and Recreation Department.

Any option considered by the board would be subject to tracking and accountability by the Parks and CRA departments and would follow all obligations as required by each. Not-for-profits such as YouthCan would have the opportunity to be selected as a vendor under the Parks department for proposal implementation under this element. For accounting purposes, any funding would be added to the already budgeted \$40,000 for Community Center activities.

alternatives | other considerations

Consider option one as a pilot program for implementation
Consider option two as a pilot program for implementation
Consider option three as a pilot program for implementation
Do not consider any option

fiscal impact

\$6,000- \$44,000 from unallocated CRA revenue to the Community Center Programming account.

| Community Center Programming Enhancements - Food Element | | | | | | | | |
|--|--|--------------|---|--------------|--|-------------|--|-------------|
| | WPCC Program #1 | | WPCC Program #2 | | WPCC Program #3 | | WPCC Program #4 | |
| Description | <i>Eatonville Hot Meal Program</i> - This is a budget from the City of Eatonville who currently runs a hot food program. This budget is based on feeding 75 kids one day a week. | | <i>Eatonville Hot Meal Program</i> - This is the budget from the City of Eatonville who currently runs a hot food program. This budget is based on feeding 75 kids per day on Tuesday, Wednesday, and Thursday. | | <i>Teens Chef Program</i> - Targeted at kids aged 12 to 17, and indirectly their parents who will enjoy gaining another cook in the house. Course covers safety, sanitation, knife skills, mother sauces, and basic techniques needed to survive in the kitchen. Classes will be held at the Winter Park Community Center. During these classes kids will learn the basics of cooking along with providing themselves with a hot meal that they made. We will be using local restaurateurs who have graciously offered their time and expertise to work with our kids. Each week the head chef will provide us with a grocery list for that week's meal. We are expecting 10-15 kids per week to participate. The premise of this program is to give teens the tools to feed themselves. | | <i>Teens Chef Program</i> - Provides Teen Chef Program at two times per week in lieu of one. | |
| Provided by | Third Party | | Third Party | | WPCC | | WPCC | |
| Number of children | 75 | | 75 | | 10-15 | | 25-35 | |
| Times per week | 1 | | 3 | | 1 | | 2 | |
| Cost description | Preparation/Rental | \$ 1,032.17 | Preparation/Rental | \$ 1,868.17 | Preparation/Rental | \$ - | Preparation/Rental | \$ - |
| | Food/Beverage | \$ 8,207.62 | Food/Beverage | \$ 26,341.60 | Food/Beverage | \$ 6,000.00 | Food/Beverage | \$ 8,000.00 |
| | Labor | \$ 2,508.00 | Labor | \$ 15,048.00 | Labor | \$ - | Labor | \$ - |
| | Total | \$ 11,747.79 | | \$ 43,257.77 | | \$ 6,000.00 | | \$ 8,000.00 |
| Number of weeks | 38 | | 38 | | 32-40 | | 32-40 | |
| Installation time (in days)* | 60-90 | | 60-90 | | 15-30 | | 15-30 | |

*assumes approval by the Agency starting October 1, 2017

Winter Park Community Center



CRA Funded Programming and Community Center Progress Report



At A Glance



Years Operational: 5+

Monthly Usage: 17,000

Rentals Per Month: 115

Annual Revenue: \$400,000

Annual Cost Recovery: 48% (national average between 30-35%)

Participant Survey Score: 3.5/4.0

(based on approximately 500 surveys returned annually)

Programming Highlights



Senior Programming

- Over 184 unique participants registered in FY17
- Average daily attendance of 55 participants each day (Mon-Fri)
- Partnerships with numerous organizations to provide additionally opportunities for services and recreation.

Programming Highlights



Youth and Teen Programming

- 62 children enrolled in After School Program
- 20 middle school and teen participants daily
- NRG Dance Program – 65 enrolled each month
- 150 K-5 participants and 40 Middle School participants enrolled each week of summer camp
- 125 enrolled each summer for swim lessons
- Jr Counselor program that produces over 8000 volunteer hours for over 20 high school students each year

Facility Highlights



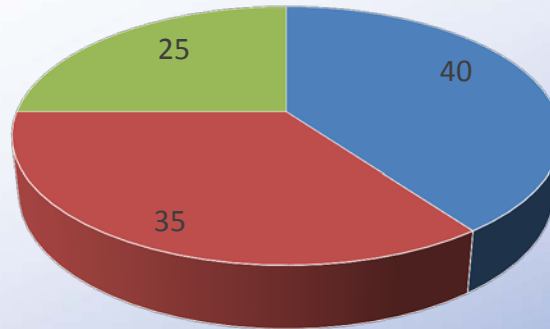
- Average of 115 rentals each month and over 200k annually
- Fitness Center membership 400+ annual members and average of 37 monthly
- 2500+ Recreation ID's issued each year
- Over 10k pool visits per season

CRA \$\$\$ at Work



Where does the money go?

Percentage of Funding



■ Senior Programming

■ Youth and Teen Programming

■ Community Events

Areas of Focus



- Health and Wellness
- Enrichment and Education Support
- Life Long Learning
- Socialization and Recreation

Senior Programming (\$14k-17k/yr)



Health and Wellness

CRA funding helps to provide wellness programs such as:

Zumba, Tai Chi, Chair Aerobics, Gentle Yoga, Aerobic Jam, Walking to the Oldies, Drumming, Ballroom Dancing, Line Dancing, Walk& Talk and other group fitness programs to seniors and active adults.

Classes are offered weekly and per class attendance ranges between 15 to 30 per class.

Sr. Programming (Cont.)



Life Long Learning and Enrichment

- Pottery and Arts Classes
- Computer and Technology- Cyber Seniors
- Arts in Action- Central Florida Community Arts
- Community Partnerships
 - Vitas, Care Plus, Home Banc, Glenhaven Memorial Park, Winter Park Library, Center for Change, PNC Bank, One Senior Place, Compass Research, UF Nutrition, UCF nursing program, Volunteers for Community Impact, Oasis, Creadle, Liz Kitchen, and Winter Park Health Foundation

Sr. Programming (Cont.)



Social Programming and Recreation

- Holiday Socials
- Field Trips
- Monthly Pot Lock Luncheons
- Shopping Trips
- Winter Park Playhouse
- Movie Days
- Book Club
- 50 Plus FYL Expo
- Senior Food Insecurity Fair

Youth and Teen Programming (\$10k-\$13k/yr)



Health and Wellness

- Midnight Basketball
- NRG Dance (tap, ballet, hip hop, etc.)
- I-9 Youth Basketball Program
- Oasis-Intergenerational fitness and nutrition
- UCF nursing- Hygiene and Nutrition

Youth and Teen Programming



Enrichment and Education

CRA funding helps supports the following programs for K-12 residents:

- Art classes/pottery
- Computer Graphics
- Drama/Theater
- Black History Month Youth Event
- Drumming
- Junior Achievement
- Holding Space-Girls Empowerment/Yoga group
- Book Club

Community Events (\$8k-\$10k/yr)



- Unity Heritage Festival
- Pumpkins and Munchkins Halloween Festival
- Annual Community Luau
- Annual Water Safety Open House
- Family 'Dive In' Movie Night
- Back Pack Drive-150 handed out to CRA
- Santa Sleigh- Community Outreach
- Friendship 1- brought to 1 park a month for outreach
- Tree Planting- Summer camp planted over 100 trees

Discussion and Open Forum



- Questions?
- Clarifications?

winter park



community
redevelopment
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agenda item

meeting date September 21, 2017

item type ☐ Administrative
☐ Action
☒ Information

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

CRA advisory board

Subject: Item 3A

Project Updates

motion | **recommendation**

background

This item provides a platform for staff to discuss relevant projects within the CRA boundary. Items discussed generally do not necessitate action by the board, but offer an opportunity to share updated information.

alternatives | **other considerations**

fiscal impact