



agenda

November 30, 2017; 12:00 pm

Chapman Room

401 S. Park Ave. 2nd Floor

CRA advisory board

1 Administrative items

- A. Approval of the Meeting Minutes from 11-9-17

2 Action items

3 Informational items

- A. November 13th CRA Agency Meeting Review
- B. Meeting Calendar 2018

4 Public Comment

5 New business items

6 Adjournment

- A. Next CRAAB meeting – January 25, 2018

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 November 30, 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 November 9, 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**

**Special Meeting
12:00 pm**

**November 9, 2017
Chapman Room**

MINUTES

Chairman Javier Omana called the meeting to order at 12:04 pm

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

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Kyle Dudgeon, Lindsey Hayes, Laura Neudorffer, Butch Margraf

ADMINISTRATIVE ITEMS:

Item A: Approval of the 10-26-2017 Meeting minutes

Motion made by Jeff Stephens, seconded by Lambrine Macejewski, to approve the October 26, 2017 minutes.

Motion passes 6-0.

ACTION ITEMS:

Item A: 5 Year Capital Improvement Plan Update – FY2018-2022

Staff provided an overview of the previously discussed Capital Improvement Plan covering New York Avenue, the 17-92 PD&E update, downtown parking strategies, CRA Lighting and Tree Plan, downtown bollard installation, CRA Enhancement Fund items, and Welbourne Day Nursery support. The floor was opened for questions and comments. Detailed discussion was held to each item including the Parking Ambassador position and parking issues within the downtown area.

Motion made by Javier Omana, seconded by Lambrine Macejewski, recommending the Capital Improvement Plan move forward with the amendment to move the funding for mast arms on New York Ave. be moved to the bollard implementation project and that remaining funding be sought from the city to complete Phase I of the bollard project.

Amendment made by Alex Trauger, seconded by Lambrine Macejewski, to request that funding be returned to the New York Ave streetscape project should the bollard project not come to fruition.

Motion passes 6-0.

Motion made by Alex Trauger, seconded by Jeff Stephens, recommending the Capital Improvement Plan move forward to City Commission and CRA Agency for approval. Motion passes 6-0.

INFORMATIONAL ITEMS:

NEW BUSINESS ITEMS:

Staff provided the Board with an update on the upcoming Weekend of the Arts in February 2018. Public Arts Board discussed an Art on the Green installment in the CRA area. (MLK area, Morse Blvd median, train station, and City Hall)

Staff invited Board members to participate at Judges for the 2017 Holiday Window Contest and provided copies of the Judges' sheets to each member. A list of participants will be provided to the Board members once complete.

ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 1:15 p.m.

Chairman, Javier Omana

Board Liaison, Laura Neudorffer



agenda item

meeting date November 30, 2017

item type ☐ Administrative
☐ Action
☒ Information

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

CRA advisory board

Subject: Item 3A

November 13th CRA Agency Meeting Review

motion | recommendation

N/A

background

The following matrix provides discussion and action taken by the Agency at their November 13th meeting.

Item	Discussion	Action
New York Avenue	Necessary improvements including parking, crosswalks, 4 way stop at New York and Morse, and intersection improvements to New York and Fairbanks.	Approved
17-92 PD&E Update	Costs built into CIP through 2021 including intersection improvements.	Approved
Parking Strategies	Motion to consider technology upgrades and review of downtown parking code.	Approved
CRA Street Lighting/Tree Plan	Two year plan coinciding with electric undergrounding for decorative lighting and trees throughout the CRA.	Approved
Large Scale Capital Projects	No funding set aside for this year in CIP.	No Action
Downtown Bollards	Explore pilot near Farmer's Market.	Approved

CRA Enhancement Fund	ADA improvements in the downtown over and above original maintenance.	Approved
Welbourne Nursery	Increase from \$25,000 to \$35,000. Match to Winter Park Day Nursery	Approved

alternatives | other considerations

fiscal impact

Winter Park CRA 5-Year Capital Improvement Plan

Capital Projects	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Est. Cost
New York Avenue Streetscape**	\$147,000	\$1,695,183					\$1,842,183
Denning Drive	\$12,458	\$1,847,143					\$1,859,601
Parking Strategies		\$100,000					\$100,000
CRA Lighting/Tree Plan		\$261,000	\$271,000				\$532,000
17-92 PD&E Update		\$412,575	\$750,000	\$1,735,648	\$717,113		\$3,615,336
Total	\$188,063	\$4,357,593	\$1,021,000	\$1,735,648	\$717,113	\$0	\$8,019,417
Events	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY2022	Total Est. Cost
Winter in the Park	\$217,084	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$1,342,084
Popcorn Flicks	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$36,000
St. Patricks Day Parade	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$223,084	\$231,000	\$231,000	\$231,000	\$231,000	\$231,000	\$1,378,084
Programs & Maintenance	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY2022	Total Est. Cost
Summer Youth Employment	\$17,959	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$117,959
Community Center Programs	\$42,878	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$282,878
Welbourne Day	\$25,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$200,000
Heritage Center Operation	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$240,000
WP Playhouse	\$25,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$225,000
Small Scale CRA Improvements	\$20,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$220,000
CRA Enhancements Fund		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Microloan Program (funded)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Maintenance of Parking Garages	\$75,441	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$525,441
Qualified Target Industry/TIE Program	\$0	\$109,900	\$0	\$0	\$0	\$0	\$109,900
Total	\$246,278	\$522,900	\$413,000	\$413,000	\$413,000	\$413,000	\$2,421,178
Grants	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY2022	Total Est. Cost
Business Façade Grant	\$18,102	\$119,375	\$40,000	\$40,000	\$40,000	\$40,000	\$177,477
Business Sign Replacement Grant	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Driveway Renovation Grant	\$11,700	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	\$59,700
Housing Rehabilitation Grant	\$14,829	\$47,830	\$40,000	\$40,000	\$40,000	\$40,000	\$102,659
Organizational Support Grant	\$2,755	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$32,755
Paint Only Grant	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$25,000
Total	\$52,386	\$226,205	\$129,000	\$129,000	\$129,000	\$129,000	\$407,591
Operational Expenses	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY2022	Total Est. Cost
Staff & Indirect Costs	\$303,438	\$319,830	\$329,425	\$339,308	\$349,487	\$359,971	\$2,001,459
General Operating	\$78,891	\$89,565	\$92,377	\$93,014	\$93,499	\$96,304	\$543,650
Transfers to General Fund							\$0
Contractual Services	\$114,850	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$864,850
Indirect Costs	\$42,611	\$57,550	\$69,493	\$73,663	\$77,346	\$81,213	\$401,876
Debt Service	\$1,493,552	\$1,496,649	\$1,483,491	\$1,489,029	\$1,489,029	\$1,490,654	\$8,942,404
Total	\$2,033,342	\$2,113,594	\$2,124,786	\$2,145,014	\$2,159,361	\$2,178,142	\$12,754,239
Revenue	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY2022	
TIF Revenue - City	\$1,822,815	\$2,125,167	\$2,316,432	\$2,455,418	\$2,578,189	\$2,707,099	
TIF Revenue - County	\$1,975,328	\$2,196,932	\$2,349,656	\$2,460,635	\$2,558,667	\$2,644,000	
Investments	\$31,088	\$35,000	\$30,000	\$30,000	\$30,000	\$30,000	
Misc Revenue	\$268,720	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	
Carry Forward	\$1,758,060	\$3,108,866	\$244,673	\$1,251,975	\$1,774,366	\$3,521,748	
FY Total Revenue	\$5,856,011	\$7,695,965	\$5,170,761	\$6,428,028	\$7,171,222	\$9,132,847	
Total Expenses	(\$2,747,145)	(\$7,451,292)	(\$3,918,786)	(\$4,653,662)	(\$3,649,474)	(\$2,951,142)	
Remaining Revenue	\$3,108,866	\$244,673	\$1,251,975	\$1,774,366	\$3,521,748	\$6,181,705	

Assumption: TIF year revenues to increase based on FY 2018 Budget Template

CIP Plan is not intended to replace budget for total revenue/expenditure values

**FY2017 show encumbered value for design costs. Value is subject to change based on Agency direction of New York Avenue

***Identified as any project over \$500,000.

winter park



community
redevelopment
agency

agenda item

meeting date November 30, 2017

item type ☐ Administrative
☐ Action
☒ Information

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

CRA advisory board

Subject: Item 3B

2018 CRA AB Calendar

motion | **recommendation**

N/A

background

Staff has provided a calendar of dates for 2018 CRA Advisory Board meetings. Workshops and meetings occur every fourth Thursday of every month or called/cancelled on an as needed basis. Of note are the dates marked with an asterisk which reflect a modification to the schedule due to holidays.

alternatives | **other considerations**

N/A

fiscal impact

N/A



CRA ADVISORY BOARD

Work Session & Meeting Schedule

2018

The Community Redevelopment Agency's Advisory Board has been established to advise the CRA on activities within the District as they relate to the implementation of the CRA Plan. The CRA Advisory Board typically meets for the regularly scheduled Work Session and Meeting on the fourth Thursday of each month. During months when there are no agenda items for CRA Board action, the CRA Board may not meet. Please contact Kyle Dudgeon, CRA Manager, for more details regarding CRA Advisory Board Agenda items at 407-599-3217. Work Sessions begin at 12 noon, and all regular meetings beginning at 1:00pm following the Work Session. Meetings will be held at Winter Park City Hall, 401 Park Avenue South, or may be changed by the CRA Advisory Board. *All meetings are tentatively scheduled. Please check the city's calendar to confirm dates and times.*

CRA Advisory Meeting Dates

January	25 – Work Session/Meeting	July	26 – Work Session/Meeting
February	24 – Work Session/Meeting	August	23 – Work Session/Meeting
March	22 – Work Session/Meeting	September	27 – Work Session/Meeting
April	26 – Work Session/Meeting	October	25 – Work Session/Meeting
May	24 – Work Session/Meeting	*November	15 – Work Session/Meeting
June	28 – Work Session/Meeting	*December	20 – Work Session/Meeting

*3rd Thursday of the month due to national holidays