

agenda

February 28, 2019 @ 12 p.m.

City Hall Chapman Room
401 Park Avenue South · Winter Park, Florida

advisory board

1 administrative items

- A. CRA Annual Report photo
- B. Approval of the meeting minutes from 12-6-18

2 action items

- A. MLK parking improvements **at Comstock Avenue**
- B. Opticom system

3 informational items

- A. CRA project updates
- B. CBD enhancement scope
- C. 341 N. Pennsylvania Ave Easement

4 new business items

5 adjournment items

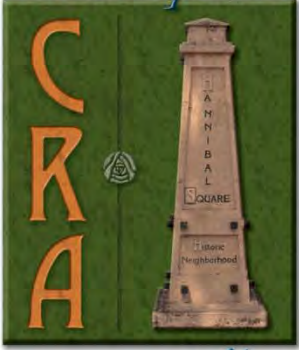
Next meeting: March 28

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	February 28, 2019	approved by <input type="checkbox"/> City Manager <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> N/A
item type	<input checked="" type="checkbox"/> Administrative <input type="checkbox"/> Action <input type="checkbox"/> Information	

advisory board

Subject

Annual Report Photo

motion | recommendation

N/A

background

Photo taken for CRA annual report

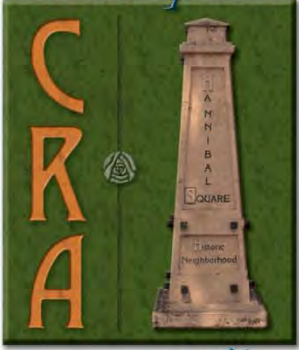
alternatives | other considerations

N/A

fiscal impact

N/A

winter park



community
redevelopment
agency

agenda item

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advisory board

Subject

Approval of Minutes

motion | recommendation

Motion to approve the December 6, 2018 meeting minutes is requested.

background

N/A

alternatives | other considerations

N/A

fiscal impact

N/A

CITY OF WINTER PARK
COMMUNITY REDEVELOPMENT ADVISORY BOARD

Regular Meeting
12:00 pm

December 6, 2018
Chapman Room

MINUTES

Chairman Javier Omana called the meeting to order at 12:05 p.m.

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

BOARD MEMBERS ABSENT: Teri Gagliano

STAFF MEMBERS PRESENT: Kyle Dudgeon, Lindsey Hayes, Laura Neudorffer, and Peter Moore

ADMINISTRATIVE ITEMS:

Item A: Approval of the 11-01-18 Meeting minutes

Motion made by Jeff Stephens, seconded by Alex Trauger, to approve the November 1, 2018 minutes. Motion passes 6-0.

ACTION ITEMS:

INFORMATIONAL ITEMS:

Item A: CRA CIP discussion

Staff reviewed and provided an update of the projects listed in the CIP discussion list along with the expected financial status of the CRA. Final phase of Denning Dr. is on hold until February 2019, which will consist of the stretch of road located between Canton Ave. to Webster Ave.

New York Ave is about 90% complete as far as the design phase which includes mast arms, on-street parking, and making the roadway more aesthetic by building a sense of character. The New York Ave project will come back to the Board once the design phase is completed prior to being presented to the Agency. The Board inquired about the bricking of the roadway.

Staff is still meeting with FDOT regarding the 17-92 improvements. There is a public meeting on January 22, 2019 to discuss the project. Decorative lighting is moving along well and 102 have been installed to date with an estimated 30 more to be installed in 2019.

The Lawrence Center project- Rollins has decided to consider additional options including constructing a parking garage on the South end of Fairbanks near Ollie Ave to alleviate some of the parking issues. The funding that was encumbered for a parking garage are still available and can be moved to another project if need be but at this time the funding will stay as originally encumbered.

Board inquired about the previous bowling alley funds and staff assured the board that the money is back in the CRA budget.

Mr. Dudgeon explained an exercise for the Board to participate in today that was conducted a few years ago to help establish projects for the CIP. The Board was asked to suggest projects they find to be important and beneficial to the plan. Those suggestions were as follows:

- Bollard program: With the bollards being quite heavy, staff would like to consider assisted lift bollards, which are significantly more expensive at \$10k vs \$3k for removable bollards but may be a better solution to ensure staff safety. Maintenance costs are always a consideration as well for the assisted lift bollards. Board suggested using the assisted lift bollards at the more frequently used areas. Board requested a map showing the proposed locations along with a cost table for reference.
- Post Office Acquisition: This project continues to be contingent upon timing and availability of the property.
- CBD Refresh: This would include updating wayfinding signs, public furniture, Central Park improvements, and landscaping. Board requested an update on the tree grate implementation project, staff informed the Board that the city is currently working to find the proper installers to complete the project.

- Public Restrooms: Board expressed the need for public restrooms and the concern of safety and maintenance monitoring. Business owners on the Avenue have voiced concern about the number of people using their restroom facilities that are not customers.
- Pedestrian Safety/Mobility: An example would be the post office area and suggested areas that may be in need of the same type of safety measures. It was brought to light that the multi-use path along Denning Dr. may need to be better designated as such.
- Parking: Kimley-Horn provided the city with several options of which three were chosen to move forward with: Parking Code Modernization, License Plate Readers, and public Parking Sensor Technology. Board believes that a central valet is very "Winter Park" and would be a great addition affording visitors the convenience factor they are looking for. Board would also like feedback on operational functions of the proposed parking strategies.
- MLK Park/Library/Harper St.: To be undertaken when more clarity can be provided as to timing of the library project.
- Digital Inclusion: The possibility of providing public Wi-Fi since people depend strongly on their smartphones for wayfinding and navigational support.
- West Side Improvements: Board asked for an update on the West side improvements pertaining to tree installations, etc. Staff informed board that CRA and Planning will discuss this and have an update at a future meeting.

NEW BUSINESS ITEMS:

ADJOURNMENT:

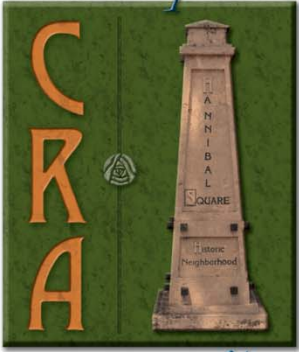
Next meeting scheduled for January 24, 2018 at 12:00 p.m.

There being no further business to discuss, the meeting adjourned at 1:18 p.m.

Chairman, Javier Omana

Board Liaison, Laura Neudorffer

winter park



community
redevelopment
agency

agenda item

meeting date	February 28, 2019	approved by	<input type="checkbox"/> City Manager
item type	<input type="checkbox"/> Administrative <input checked="" type="checkbox"/> Action <input type="checkbox"/> Information		<input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> N/A

advisory board

Subject 2a

MLK Parking at Comstock Avenue

[motion](#) | [recommendation](#)

Approve concept plan and complete final design with funding support by the CRA

background

With the popularity of Martin Luther King Jr (MLK) Park, City staff has explored possibilities of adding parking to serve parking patrons. One potential plan is to install parking along Comstock Avenue within the City right-of-way to correspond to the existing parking lot on the north side of Comstock adjacent to the Rollins softball stadium and to the proposed parking lot of the approved Verax medical site currently under development. Attached is a concept that has been studied and can be implemented for approximately \$150,000 yielding 65 parking spots with perpendicular parking.

Also to construct this concept, Comstock Avenue is proposed to be raised an additional two feet in order to soften the slopes to the north and the south since the existing parking lot to the north and the proposed grade of the Verax parking lot are substantially higher than the existing road. This necessitates modifying the drainage inlet locations and the cost for this work is included in the estimate. Additionally, an agreement with Verax would be needed for encroachment of the parking onto the southern two or three feet of their property within their setback.

Prior to providing this to the board, Staff discussed the acceptability and desire of the City Commission to add parking adjacent to MLK Park. The Commission was interested in the concept and suggested this be forwarded to the CRA Agency. Staff is requesting approval by the advisory board as part of this process. Staff additionally requests that any approval be contingent upon agreement with the Verax property owner for use of the property within their setback.

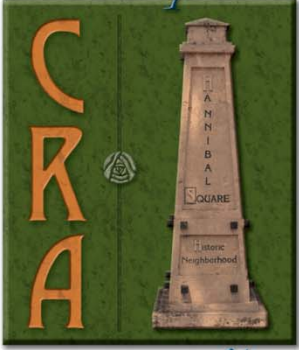
[alternatives](#) | [other considerations](#)

Do not consider additional parking at this location

fiscal impact

Parking improvements not to exceed \$150,000

winter park



community
redevelopment
agency

agenda item

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advisory board

Subject 2b

Opticom System

motion | recommendation

Motion to approve inclusion of the Opticom System within the scope of work for Denning Drive

background

Dating back to the process approval for Denning Drive, staff reviewed the scope of improvements with all city departments and the public to ensure maximum return on investment to the CRA. Within those discussions, staff identified public safety as a key factor in determining improvements to the road. Staff agreed that data would be a key source of information to determine what level of investment would be required to maintain high levels of service (LOS) in this regard. Since breaking ground, city staff has **identified** multiple data sets ultimately determining an appropriate course of action to maintain public safety standards.

Public safety will use the requested Opticom preemption system to more effectively respond to calls for service. A two part system, the Opticom GPS kit is located on both a vehicle and intersection signal equipment. When activated, the intersection receives the signal. After validating, the intersection equipment requests a green traffic light. The system, as opposed to using infrared transmitters now operates under GPS allowing for more effective use in real time environments. This may include poor weather conditions and providing preemption around corners. Using this equipment allows public safety to essential initiate red lights in opposing directions and reduce response times. This can improve traffic flow during response situations, and alleviate unnecessary congestion during this time.

alternatives | other considerations

Consider alternative funding sources for purchase
Do not consider purchase

fiscal impact

\$43,450

Quote



1030 South 86th Street
Tampa, FL 33619
US
Tel: 813-630-2800

Quote No

2037

Page

Page 1 of 2

Quote Date

01/11/2019

Valid Thru

Valid for 90 Days

Customer:

CITY OF WINTER PARK
401 S PARK AVE
WINTER PARK
US

Customer Name

Slspsn

Contact: - -

CITY OF WINTER PARK

Loc

PPD/COL

Tampa

Item No	Qty Ordered	UOM	Unit Price	Extended Price
76-1000-1155-0 GPS PREEMPTION VEHICLE KIT HIGH PRIORITY SERIES 2000 APL Bid # 708	11.0000	EA	\$3,000.00	\$33,000.00
GTT-GPS-VEH.-INSTALL OPTICOM GPS VEHICLE INSTALLATI	11.0000	EA	\$950.00	\$10,450.00

Quote



1030 South 86th Street
Tampa, FL 33619
US
Tel: 813-630-2800

Quote No

2037

Page

Page 2 of 2

Quote Date

01/11/2019

Valid Thru

Valid for 90 Days

TERMS & CONDITIONS FOR TRANSPORTATION CONTROL SYSTEMS, INC. QUOTATIONS

- QUOTES ARE VALID FOR 90 DAYS EXCEPT FOR VALMONT QUOTES ARE VALID FOR 30 DAYS.
- ALL ITEMS ARE QUOTED FOB WAREHOUSE.
- SHIPPING CHARGES:
ORDERS DELIVERED TO FLORIDA AND TENNESSEE - ORDERS GREATER THAN \$ 500 ARE FREIGHT ALLOWED.
ORDERS DELIVERED TO GA, AL, NC, SC, LA, MS - ORDERS GREATER THAN \$ 1,000 ARE FREIGHT ALLOWED.
- LEAD TIMES:
STANDARD LEAD TIME: APPROXIMATELY 4 WEEKS AFTER RELEASE BY CUSTOMER.
PRODUCTION: 1 TO 2 WEEKS FOR DRAWINGS. SCHEDULE IS DETERMINED AFTER RECEIPT OF APPROVED DRAWINGS AND RELEASE BY CUSTOMER. ABOVE SCHEDULES ARE SOLELY THOSE IN EFFECT AT TIME OF QUOTATION. ACTUAL SCHEDULES ARE SUBJECT TO CHANGE DUE TO CIRCUMSTANCES AND/OR CONDITIONS EXISTING AT THE TIME ORDER IS RELEASED BY CUSTOMER.
- ALL ORDERS ARE SUBJECT TO ACCEPTANCE BY TRANSPORTATION CONTROL SYSTEMS, INC. UPON RECEIPT OF PURCHASE ORDER.
- PLEASE REFERENCE TCS QUOTE NUMBERS ON ALL PURCHASE ORDERS.
- TERMS ARE NET 30 DAYS FOR ESTABLISHED ACCOUNTS.
- TAX CALCULATIONS ARE FOR ESTIMATE PURPOSES ONLY. ACTUAL SALES TAX WILL BE CHARGED BASED ON SHIP TO ADDRESS.

Quote Total

\$43,450.00



agenda item

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item type <input type="checkbox"/> Administrative <input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	

CRA advisory board

Subject: Item 3a

Strategic Projects Update

motion | recommendation

N/A

background

Staff is providing discussion on several projects related to CRA Advisory Board projects. In general, these items do not necessitate action by the board, but are being tracked to provide the board and public the most up to date information regarding the status of initiatives. The board may use this time to address discussion or viewpoints on these topics.

Project	Update	Date
Parking Sensors	A prototype parking sensor has been installed at two spaces within the Park Place Garage on the fourth floor. Sensors indicate whether a space is available (green) or occupied (red). Prototypes will run for a set period of time to identify successes and failures with the ultimate goal of providing a sensor for each stall on the fourth floor; see attached images.	Installation date: February 2019. Phase two for complete install is tentatively slated for Spring/Summer 2019.
Bollard Pilot Project & Phasing Map	Installation of bollard sleeves at the Farmer's Market was completed early February 2019. Automated assistance	Installation date: February 2019. Pilot operations begin Feb/March 2019.

	<p>for installation and removal of bollards is estimated to begin at the end of February 2019. This phase will operate for a set period of time while city staff becomes proficient. Next phase includes an examination of additional intersections within the downtown to be considered for removable or assist lift bollards. Staff will provide this request at a future meeting; see attached map and images.</p>	<p>Additional phases to be considered during the existing calendar year.</p>
<p>Snow in the Park 2018</p>	<p>Snow in the Park was an overall success. Total attendance was estimated between five to six thousand with over five thousand s'mores and an equal number of hot chocolate drinks given to the community. Total cost with sponsorship was within budget; see attached images of the event.</p>	<p>Staff will recommend funding for Snow in the Park for next year during the budget cycle.</p>
<p>CRA infographic</p>	<p>Infographic provides a quick look at CRA successes over its lifespan. While it does not articulate every expenditure by the CRA, the intent is to provide a cursory look at the benefits of the CRA to its district; see attached.</p>	<p>Graphic completed.</p>
<p>Moonlight Garden Project</p>	<p>CRA funds contributed to improvements to landscaping and parking area near the Winter Park Golf Course at the Northeast corner of the district. Total improvements yielded additional parking spaces, aesthetic improvements, and plantings of new shade & understory trees as well as planters; see attached images.</p>	<p>Project ribbon cutting on January 9, 2019.</p>

alternatives | other considerations

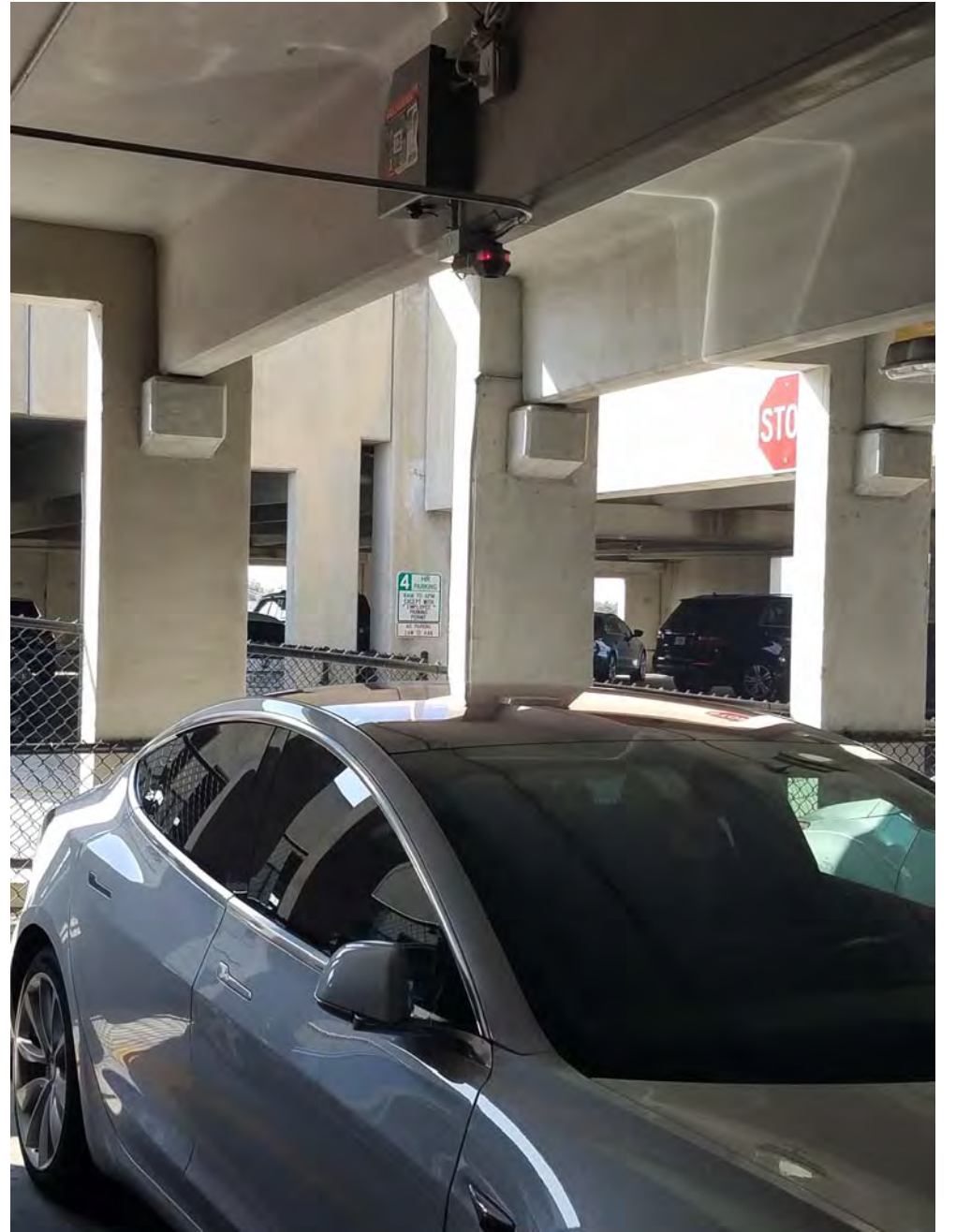
N/A

fiscal impact

Project approved and included in the CRA budget

SENSOR PROTOTYPE



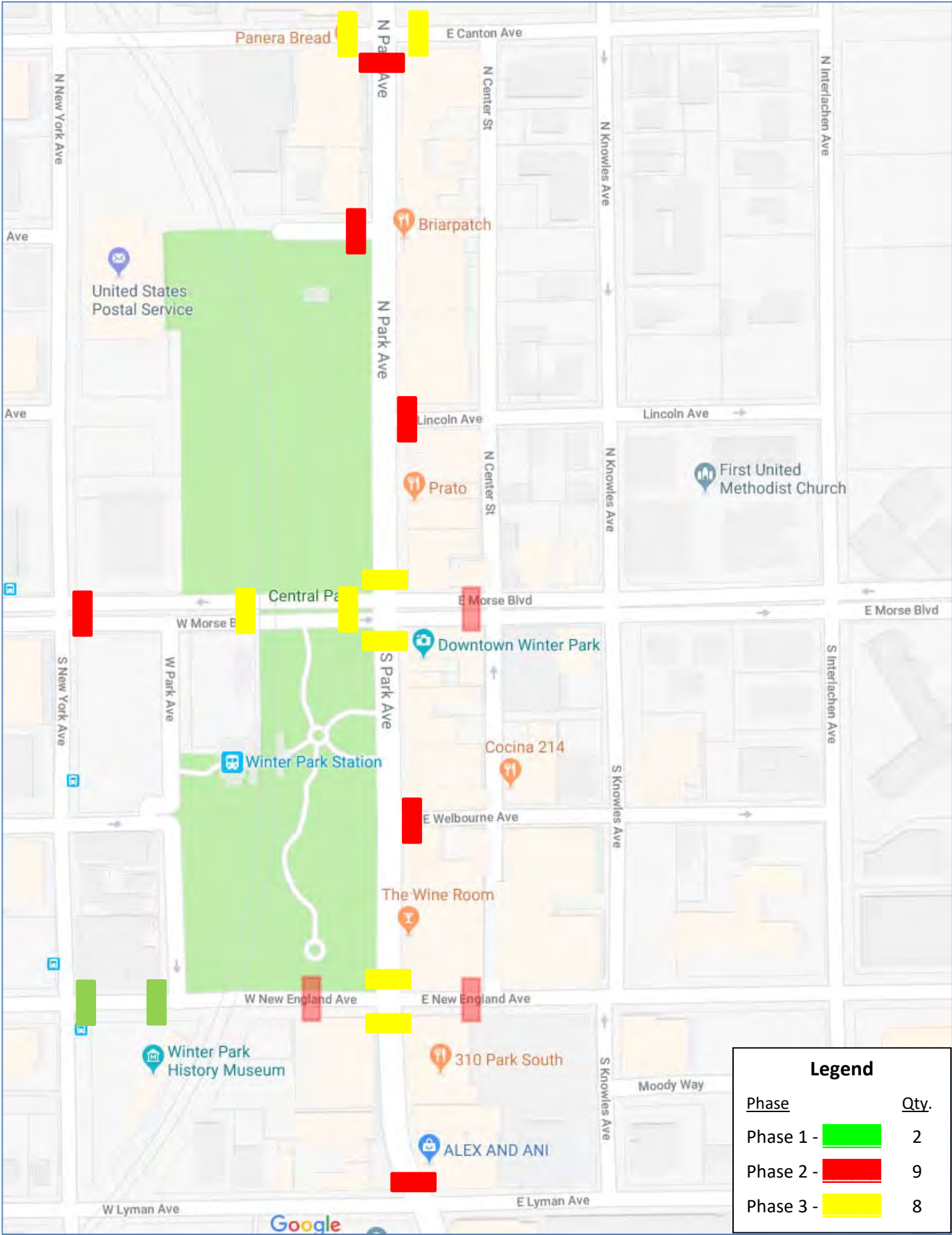


BOLLARD PILOT (SLEEVES)









Legend	
Phase	Qty.
Phase 1 - ■	2
Phase 2 - ■	9
Phase 3 - ■	8

SNOW IN THE PARK 2018



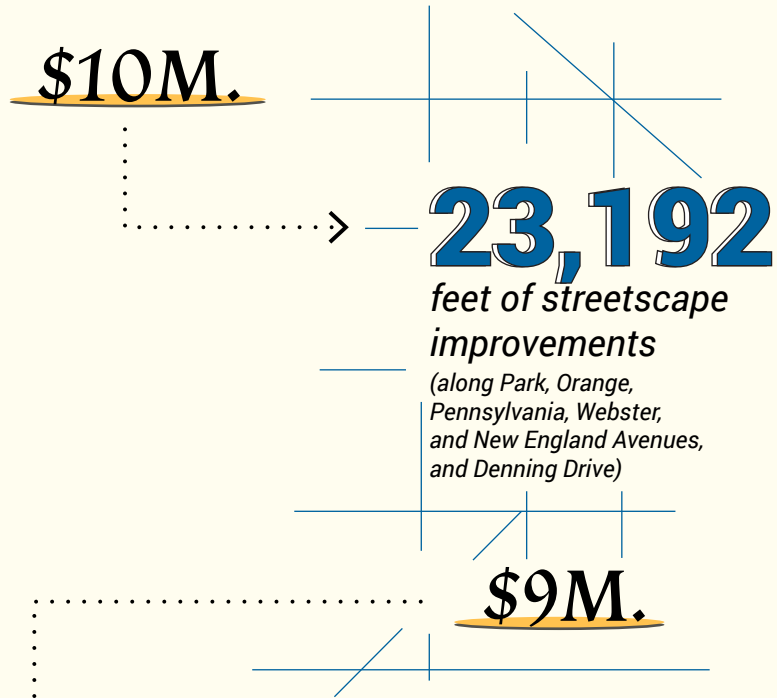


SUCCESSSES

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.

CAPITAL IMPROVEMENTS



HOUSING

185 rehabilitated & new homes



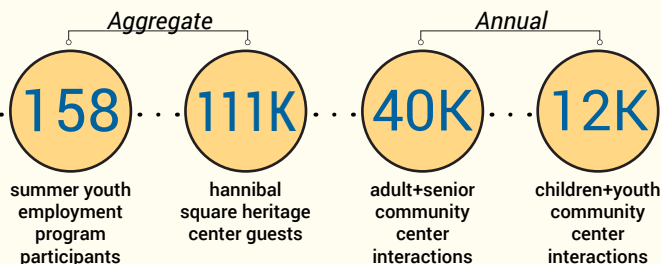
BUSINESS

\$1.5M.

12:1
private to public ratio



SOCIAL



MOONLIGHT GARDEN



PARKING AREA



PARKING AND LANDSCAPING AREA



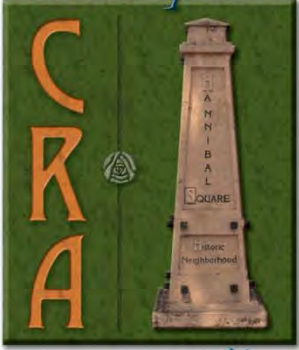
TREE LINE



GARDEN LOCATION



winter park



community
redevelopment
agency

agenda item

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advisory board

Subject 3b

CBD enhancements project

[motion](#) | [recommendation](#)

N/A

background

At the December 6, 2018 meeting, staff led the board in a strategic planning session to uncover additional projects for research to be brought back for consideration. One such project was the review the existing aesthetics of the downtown for enhancements. Staff is, and continuing to, review this item for potential CRA involvement. Items for consideration include, but not limited to:

- Trash cans
- Dumpsters
- Light poles
- Banner poles
- Central Park improvements
- Street furniture

At this time, staff is identifying, mapping, and collecting data to provide an overall cost to the project. The attached map is one such element to the project.

[alternatives](#) | [other considerations](#)

N/A

[fiscal impact](#)

Unknown at this time

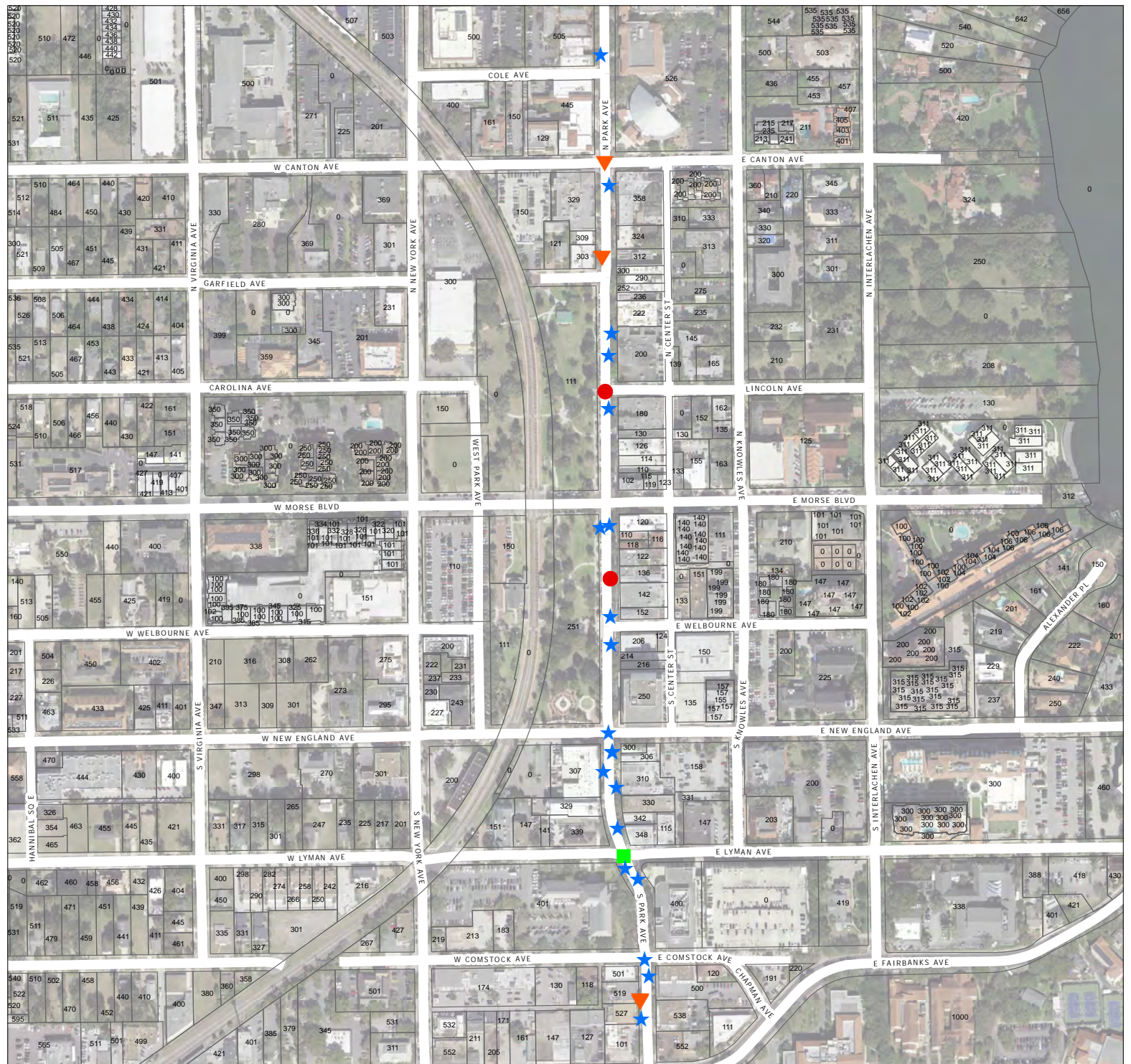


TRASH & RECYCLING CONTAINER CONDITION REPORT

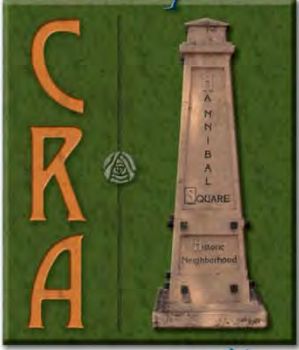
City of Winter Park
Florida

LEGEND

- ★ Broken trash can
- Broken recycling can
- ▼ Broken trash & recycling cans
- Broken trash can & commercial ashtray



winter park



community
redevelopment
agency

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advisory board

Subject 3c

341 N. Pennsylvania Avenue Easement

[motion](#) | [recommendation](#)

N/A

background

Staff is providing notice to the board of compliance with F.S. 163 with regards to the notice of disposal (NOD) process. The attached staff memo details the request for 341 N. Pennsylvania Avenue. Part of the application includes an easement for parking on city-owned land. Per F.S. 163, any city-owned property within the CRA district must follow the notice of disposal process. This includes sell, lease, dispose of, or otherwise transfer real property. The board requires no action as ultimately staff is following the statute. Additionally, the City Commission at their January 14th, 2019 meeting approved this item.

[alternatives](#) | [other considerations](#)

N/A

[fiscal impact](#)

N/A



city commission public hearing

item type Action Item Needing Discussion	meeting date January 14, 2019
prepared by Jeff Briggs department Planning Department division	approved by <input type="checkbox"/> City Manager <input type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	<input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> N/A final vote

Subject: REQUEST FOR A PARKING EASEMENT FOR 341 N. PENNSYLVANIA AVENUE

The owners and tenant of the building at 341 North Pennsylvania Avenue, zoned C-3, are requesting consideration of a parking easement from the City over a portion of the City-owned storm water retention area to the rear of this property. In return, those parties will agree to take over maintenance of that storm water retention area.

The property at 341 North Pennsylvania Avenue is a two story, 6,000 square foot commercial building that held a convenience store (Frank's Market), which is now closed, on the ground floor, and the second floor is used for lodge meetings by the building's owners, the Early Rising Masonic Lodge #16. Zane Williams (Z Properties) has purchased the lease for the ground floor, and intends to remodel that space for use as an office, and also do exterior façade improvements to the entire building.

This building, which was built in 1947, has no off-street parking. However, it is grandfathered-in with that situation. Staff and clients for the office park on the street, as do the Lodge members. The two parties propose to add five (5) parking spaces in the rear of the building if the City will grant an easement to use the eastern 30 feet of the adjacent storm water retention area owned by the City. Materials attached show the site plan of the property and proposed parking, the existing and proposed building appearance and pictures of the retention area.

This retention area collects the rainfall runoff from Israel Simpson Court's street drainage, and there is sufficient property that it can be re-shaped to provide adequate retention volume. The City contacts out maintenance of this area and our annual costs are estimated at \$700.

The storm water retention land is now zoned residential (R-2). In order to implement an agreement, that 30 feet of leased property would need to be rezoned to our Parking Lot (PL) zoning, following notice and public hearings by P&Z and the City Commission. This agenda item is to determine if the City Commission is interested in starting that process.

Staff Recommendation:

Staff recommendation is for approval to start the public hearing process. While the cost savings to the City of \$700 annually is not significant, providing some off-street parking will be of benefit to free up on-street spaces for other users, such as customers of the Canopy Café. Staff has been told that Zane Williams has talked to the one directly affected neighbor (Mary Daniels) who is in favor of this request, as long as there is a solid

vinyl privacy fence on the common border between her property to screen the view of the cars.



The City of Winter Park, Florida
Notice of Intent to Dispose or Lease Property
More Particularly Described Herein

The City of Winter Park, Florida, on behalf of the City of Winter Park Community Redevelopment Area (CRA) Agency, intends to accept offers for the disposition or lease of a portion of the City's property generally located north of Israel Simpson Court and west of 341 North Pennsylvania Avenue, Winter Park, Florida, 32789. The specific property to be disposed or leased, is the eastern 33 feet of the city's retention pond parcel serving Israel Simpson Court, being Tax Parcel Identification Number, 06-22-30-3724-13-001. The property is zoned single-family, R-1A. The City is interested in disposing of or leasing this property in return for a commitment to take over the maintenance and operation of the existing storm water pond.

The city reserves the right to reject any or all proposals for any reason and the amount of the monetary bid shall not be the exclusive determinate of any decision to sell. The decision by the City is expected to rely upon a conclusion as to the most appropriate proposer that will maintain this property for the aforementioned purposes. The city, per the City Charter, must also adopt an ordinance, following advertisement and public hearings for this transaction to proceed.

Sealed proposals, shall be delivered to the Office of the City Clerk, in City Hall, 401 Park Avenue South, Winter Park, Florida 32789 on or before Monday, March 18, 2019 at 4:00 PM or they will not be considered. It is the sole responsibility of the respondent to see that the company or individual's proposal is in the hands of the City, stamped and dated by personnel in the Clerk's office before the due date and time indicated herein.

It is the respondent's responsibility to be sure that all information submitted is correct and complete, and that the requirements for the proposal have been met. Failure to do so may cause the proposal to be rejected from consideration. The City reserves the right to accept or reject any or all proposals, in part or in total, as deemed in the best interests of the City. The City accepts no responsibility for any costs incurred during the preparing or presenting of the proposals. All proposals must be submitted in writing; no fax, email or telephone proposals will be accepted. ALL PROPOSALS MUST BE MARKED ON THE OUTSIDE OF THE ENVELOPE WITH THE PROPOSAL NAME AND THE TIME AND DATE OF THE OPENING.

This public notice complies with Florida Statutes Section 163.380. Further information is available in the Planning and Community Development Office at City Hall and by calling the Director at 407-599-3665. The notice of the CRA's ultimate disposition of the subject real property to a specific party, and the terms and conditions of the disposition will be made at a duly noticed public meeting.

/s/: Cynthia Bonham, MMC, City Clerk

PUBLISH: February 17, 2019 (Orlando Sentinel)



Z

341 N PENNSYLVANIA AVENUE
WINTER PARK FL 32789

341 PENNSYLVANIA AVENUE

341 Pennsylvania Avenue was built in the 1920s by the Prince Hall Masons. It was commemorated on September 28, 1947. The second floor has always been a dedicated meeting space for the Masons. The first floor has been various businesses over the years and most recently was a neighborhood convenience store.

I have entered into a long term agreement with the Masons to lease the first floor. Under this agreement I am permitted to update the building's exterior elevation and landscape and hardscape. My vision for 341 Pennsylvania is to be a Class A property. One necessary component is parking which currently doesn't exist. Directly behind the property is a City owned retention area that is underutilized and not maintained. Given the opportunity I have the ability to upgrade the City's property to allow for both parking and a well functioning retention area.

CURRENT PROPERTY

building

341 PENNSYLVANIA AVENUE



CURRENT PROPERTY
building

341 PENNSYLVANIA AVENUE



PROPOSED PROPERTY
building

341 PENNSYLVANIA AVENUE



CURRENT PROPERTY
retention area

