



April 25, 2019 @ 12 p.m.

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

### advisory board

#### 1 administrative items

A. Approval of the meeting minutes from 2-28-19

#### 2 action items

#### 3 informational items

- A. Orange Avenue Discussion
- B. CRA Project Updates
- C. CRA Annual Report

#### 4 new business items

A. Citizen Board Applications

#### 5 adjournment items

Next meeting: May 23

### 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."



## agenda item

meeting date	April 25, 2019	approved by	☐ City Manager
item type	<ul><li>✓ Administrative</li><li>☐ Action</li><li>☐ Information</li></ul>	арргочей бу	☐ City Manager ☐ City Attorney ☑ N A

### advisory board

#### **Subject**

Approval of Minutes

#### motion | recommendation

Motion to approve the February 28, 2019 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 February 28, 2019
12:00 pm Chapman Room

#### **MINUTES**

Vice-Chairman Alex Trauger called the meeting to order at 12:07 p.m.

BOARD MEMBERS PRESENT: Alex Trauger, Mike Emerson, Woody Woodall, Teri Gagliano and Lambrine Macejewski

**BOARD MEMBERS ABSENT**: Javier Omana, Jeff Stephens

**STAFF MEMBERS PRESENT**: Kyle Dudgeon, Laura Neudorffer, Bronce Stephenson, Peter Moore, Troy Attaway, Fire Chief Dan Hagedorn, Deputy Chief Ryan Fischer, and Matt Noonan.

#### ADMINISTRATIVE ITEMS:

#### **Item A: CRA Annual Report Photo**

A photo was taken in Commission Chambers for the Annual Report. Those who were not present for the photos were: BOARD: Jeff Stephens, Javier Omana STAFF: Lindsey Hayes, Mike Stiff

#### Item B: Approval of the 12-16-18 Meeting minutes

Motion made by Mike Emerson, seconded by Teri Gagliano, to approve the December 16, 2018 minutes. Motion passes 5-0.

#### **ACTION ITEMS:**

#### **Item A: MLK parking improvements**

Staff provided the Board with an overview cost associated with completing the parking improvements. Staff also referenced the Mt. Moriah parking lease agreement, the financial costs associated, and Staff's request for support and approval to move forward with the MLK parking improvements. Public Works Director, Troy Attaway, provided insight from a Public Works point of view stating it would be a great way to add an estimated sixty spaces with very little impact on surrounding areas. There is a partnership with the owner of the Verax site (former bowling alley) to share the easement for parking purposes. When considering the proposed amount needed to finance the project the board concluded it was valuable to consider the cost and the positive impact on the area. Board expressed the need for additional parking in the downtown and inquired as to the demand for parking in the MLK park area. Public Works staff stated the sports fields are heavily used so the demand is definitely there; especially on weekends, and added that the proposed area is very accessible.

Nancy Shutts, 2010 Brandywine Drive, expressed concern that the plan did not include providing a sidewalk to access the new library event center and asked if there was a way to include a safer pedestrian option. Public Works stated there is a sidewalk from Harper and the only other option would be to install a sidewalk through the fields but need approval from the Parks & Recreation Board.

Motion made by Teri Gagliano, seconded by Mike Emerson, to approve staff's recommendation for the parking improvements. Motion passes 5-0.

#### **Item B: Opticom System**

Staff provided an update of the opticom system and how it meets existing conditions. From a timing perspective Staff wanted to be sure to consider how it effects the City as a whole, and from a technology standpoint the opticom systems are GPS coordinated so the equipment is not only at the intersections but on city vehicles as well which assists with emergency response times and better traffic flow. Deputy Fire Chief, Ryan Fischer confirmed the system will assist with their response times by creating algorithms that provide clearance along the roadways creating an open line of travel. **Motion made by Lambrine Macejiewski, seconded by Teri Gagliano, to approve the Opticom system.** 

Motion made by Lambrine Macejiewski, seconded by Teri Gagliano, to approve the Opticom system Motion passes 5-0.

#### **INFORMATIONAL ITEMS:**

#### **Item A: CRA Project Updates**

Staff provided updates on current CRA projects:

- Parking Sensor installation they have been installed on the fourth floor of the parking garage and invited Board members to visit the garage and provide feedback. Data is being collected and integrity testing is being done to ensure any issues that may arise can be tended to as they are recognized.
- Bollard Pilot Program staff was successful installing the sleeves on the bollards placed at the Farmer's Market and they look great. They are being used during Farmer's Market Saturdays to enhance the aesthetics and safety of the area. There is also a drafted phasing program to extend the Bollard Program in other areas of the City to assist with traffic control and pedestrian safety during events and street closures.
- Snow in the Park attendance was a success at an estimated 5,000 visitors. This was especially rewarding considering the event had to be postponed and experienced rain throughout the duration of the event. Board requested the Teen Chef Program be covered in the annual report. Staff assured the program will be in the report.
- CRA infographic- it is in process now and staff hopes to use it as a marketing piece and display what Winter Park has to offer. OMB Director, Peter Moore, spoke on the goal of the tax base within the CRA. The CRA is currently growing at about a one-half percent higher than the non-CRA.
- Moonlight Garden the completed project has been very well received and has received positive feedback from residents, visitors, and fellow City of Winter Park departments.

#### Item B: CBD enhancement scope

Staff reported that improvements are being considered for outlying areas as well as the Park Ave. area. Some of the enhancements will include updated trash receptacles and dumpsters, updated light poles and banner poles, new street furniture, and Central Park improvements. Board voiced concern pertaining to the dumpster at the end of Center Street stating that the area needs to be steam cleaned. References were made to Wurth Ave. in Palm Beach as an example of what Center St. should look like. Staff informed the Board that some of the smaller items will be taken care of as soon as possible and will not have to wait until the larger CIP is approved. Some of those items are the smaller receptacles being maintained, light poles being painted, etc. Board inquired about the tree grate installations and Staff updated the Board that the Tree Grate project is a separate item from the CBD enhancement scope because it is already in the works and does not require additional discussion or approval.

#### Item C: 341 N. Pennsylvania Ave. easement

Staff wanted to provide an FYI update from the City Commission meeting pertaining to the above-referenced property to keep the Board members in the loop and will provide additional information as it comes available.

#### **NEW BUSINESS ITEMS:**

Nancy Shutts, 2010 Brandywine Drive, asked for clarification on how funds are allocated for projects. OMB Director, Peter Moore, provided clarification and she stated it may be beneficial to hold a public meeting to gather input on what projects should be considered as well as inform residents on what Staff is currently considering. Two of her concerns are parking and public restrooms in the downtown area.

### **ADJOURNMENT:**Next meeting scheduled for March 28,2019 at 12:00 p.m.

There being no further business to discuss, the	e meeting adjourned at 1:17 p.m.
Chairman Javier Omana	Board Liaison Taura Neudorffer



## agenda item

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### advisory board

#### Subject 3a

Orange Avenue discussion

motion | recommendation

N/A

#### background

Staff will provide an update on the Orange Avenue corridor project.

alternatives | other considerations

N/A



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### advisory board

#### Subject 3b

CRA project update

motion | recommendation

N/A

#### **Background**

Staff is providing updates on the major items of interest for the Community Redevelopment Agency Advisory Board (CRAAB). In general, these items do not necessitate action by the board, but are being included to provide the public the most up to date information regarding the status of the various issues. The board may use this time to address discussion or viewpoints on these topics.

CBD refresh	Scope of project improvements include: <u>Trash cans</u> – Inventory	Items to be considered as part of the overall 2019-2020 CRA budget.
	updated in coordination with the city's Sustainability team.	
	<u>Light poles</u> – pilot completed the repaint of four (4) poles on	
	Comstock Avenue near City	
	Hall.	
	<u>Central Park enhancements</u> – Updates to include	
	consideration of stage	
	improvements, bathrooms,	
	and street furniture. The attached review by the city's	
	architect is for discussion	
	purposes only.	
Winter Park Village	Improvements in accordance	
Improvements	with existing city projects including; but not limited to	
	the realignment on the Lee	
	Road extension and Webster	
Hannibal Square	Avenue. Staff is working with the	This item will be
Design Enhancements	development community on a	brought forward to the
	pilot project to anticipate	City Commission/CRA
	future financial and policy considerations.	Agency during a future
Parking at Comstock	Approved by the advisory	regular meeting. CRA Agency meeting is
	board. This item will be	expected in early
	included as part of the next	summer.
	CRA Agency meeting.	

alternatives | other considerations

N/A

### PUBLIC RESTROOMS FOR CENTRAL PARK

A PROPOSAL OF THREE SITES ADJACENT TO CENTRAL PARK FOR PUBLIC RESTROOMS TO SERVE THE RESIDENTS AND VISITORS OF WINTER PARK

SITE ONE: SUNRAIL TRAIN STATION- this site is just immediately south of the Train Station and directly across Central Park from E. Welbourne Avenue, on the southern end of the

park.



Aerial Site Plan of the Train Station (scale approximate).

The architecture of this location should mimic that of the Train Station. See photos:



SITE TWO: POST OFFICE 1: West Meadow, just south of parking and over the Central Park Crosswalk from Lincoln Avenue, on the north end of the park.



SITE TWO: POST OFFICE 2: West Park Avenue at Lincoln Avenue Crosswalk.



Either of these two options are seemingly available sites for a proposed New Restroom Building. The specific entitlements of each site are to be determined. Both locations would allow for easy access from Central Park and the West Meadow over the crossing.

SITE THREE: GARIELD AVENUE- this site would necessitate the closing of Garfield Avenue as it now offers access to the city parking structure entering/exiting off East Canton Avenue. A cul-de-sac of some 60' to 90' diameter would need to be added here for turnaround and fire department access. The cul-de-sac would require using land within the park (see diagram showing a 90' diameter circle). This may also provide greater access to the performances at the Stage for participants and staging logistics.



Aerial Site Plan of the Garfield Avenue showing 90' diameter cul-de-sac (approximate).



View down Garfield Avenue (existing) with access to parking structure to right. Train right-of-way beyond the trash containers. Proposed restroom building would be at end of brick street.



Crossing nearest Garfield Avenue to near Post Office



View north of west end of Garfield Avenue, showing trash container, transformers and

charging stations for electric vehicles.

Views in three directions.



END.



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### advisory board

Subject 3c

**CRA Annual Report** 

motion | recommendation

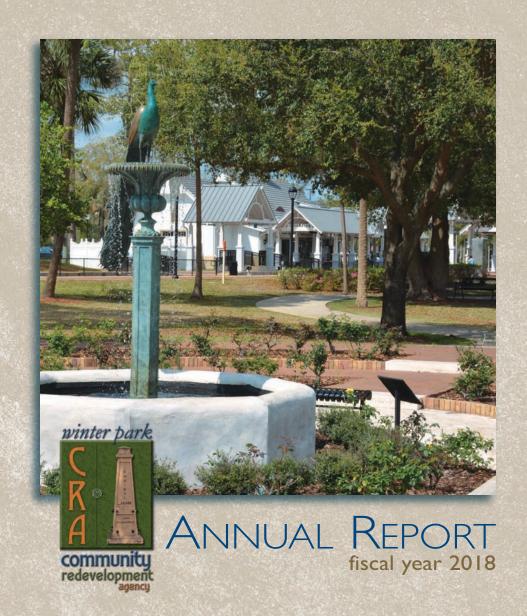
N/A

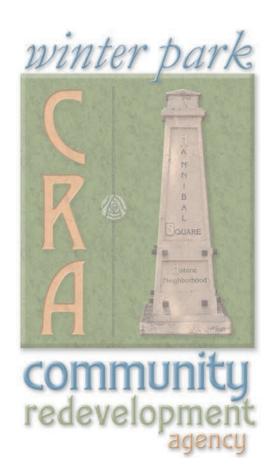
#### background

A report provided to the board consistent with Florida Statute.

alternatives | other considerations

N/A

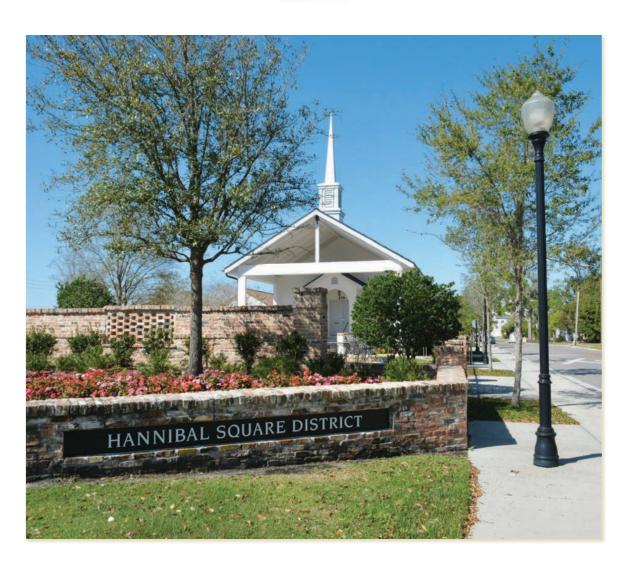




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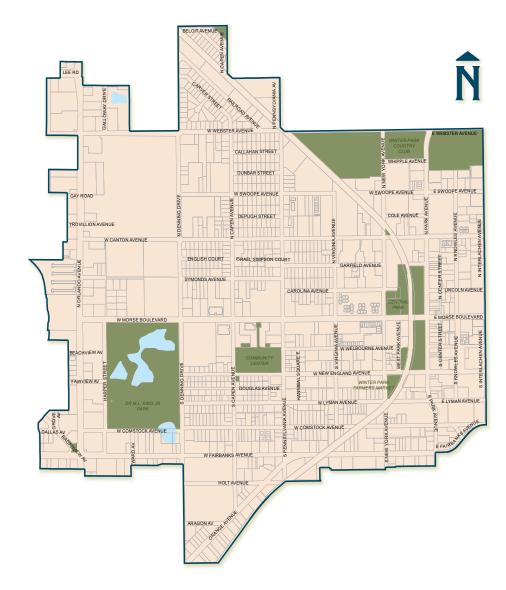




To preserve and improve the residential viability and livability of the neighborhoods within the Community Redevelopment Agency (CRA) district by encouraging and initiating activities which empower residents to effect change and to enhance and improve the commercial areas of the CRA by encouraging and implementing activities that promote economic growth.

The Winter Park CRA is guided by a CRA Plan. The CRA Plan is designed to explore the critical factors that have shaped Winter Park and to identify opportunities to create a quality environment for residents and businesses. The CRA Plan has been the foundation for establishing and defining the vision and mission for revitalizing the Winter Park CRA district. The CRA Plan and the CRA Plan Amendment were adopted in August 1994 and February 1999, respectively.

## district map







The Winter Park Community Redevelopment Agency (CRA) Fiscal Year 2018 Annual Report covers all activities for the period of October 1, 2017, through September 30, 2018. The report includes a complete financial statement of the CRA's revenues and expenses, amount of tax increment funds collected, and a record of CRA activities for the fiscal year.

Since 1994, the agency has played an integral role in the removal of blight as well as adding value to the downtown area and surrounding community. Established initially in the central business district and historic Westside neighborhood of Winter Park, the CRA expanded its boundaries to include the U.S. Highway 17-92 corridor in 1999. Today, the CRA encompasses 15 percent of the city's land area, has approximately 8 percent of the residential population, and contains over 50 percent of all businesses in the City of Winter Park.

The CRA fulfills its goals by investing tax increment financing (TIF) revenues into capital improvements, incentive programs, and offering numerous initiatives to meet the needs of the community that it serves. The agency receives tax revenue from both the city and county for the area it encompasses.

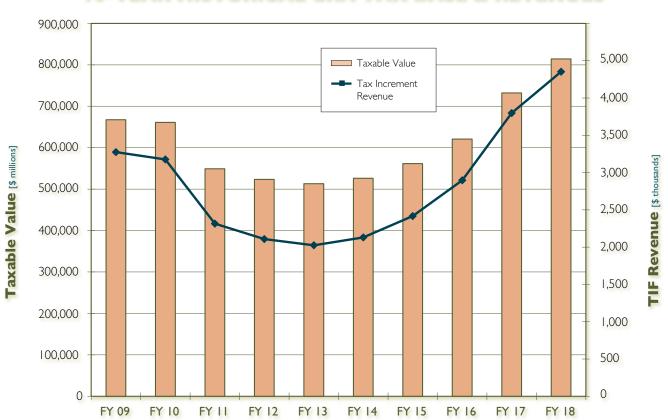


In 1994, the CRA's taxable value of all properties was \$194 million. The 2018 CRA's taxable value was over \$800 million. This represents an 12.9 percent increase from the prior year. Over the last couple of years the real estate market has grown consistently. In turn, taxable valuations for CRA properties have mirrored this trend. Consistent growth in the market has allowed the CRA to further extend its projects and programming from the resulting increase in TIF funding.

The projects and programs highlighted in this report are outlined in adopted redevelopment plans and guided by volunteer advisory boards that make recommendations to the Community Redevelopment Agency Board. This board is comprised of the Winter Park City Commission and a representative appointed by Orange County. Redevelopment initiatives are coordinated by CRA staff and implemented in partnership with city departments, the Florida Department of Transportation, local non-profits, and community groups, including the public.

# history

#### **10-YEAR HISTORICAL CRA TAX BASE & REVENUES**



# board



The Board consists of the Mayor and City Commissioners, as well as an appointed Orange County Commissioner Representative. They are the decision-making body.

left to right ~ Commissioner Greg Seidel, Commissioner Sarah Sprinkel, Mayor Steve Leary, Commissioner Carolyn Cooper and Commissioner Pete Weldon not pictured ~ Orange County Representative Hal George

# advisory board.



The Advisory Board is a seven-member and one alternate volunteer committee made up of residents and business owners appointed by the Mayor. City staff works with the CRA Board and Community Redevelopment Advisory Board to carry out the CRA Plan.

**left to right ~** Alex Trauger, Lambrine Macejewski, Mike Emerson, Teri Gagliano and Woody Woodall.

not pictured ~ Javier Omana and Jeff Stephens.

## staff



### **CITY STAFF**

**left to right ~** CRA Coordinator Laura Neudorffer, Assistant Division Director Kyle Dudgeon, Streetscape Attendant Barry Carson and Division Director Peter Moore.

**not pictured** ~ Program Manager Lindsey Hayes and Streetscape Attendant Mike Stiff.

# strategic plan

Taxable value in the district continues its upward climb; leaving more dollars for increment revenue and blight remediation. After an initial Capital Improvement Plan in 2015, Staff was able to successfully integrate the successes of that plan into an updated version incorporating several projects highlighted in the 'Projects' and 'Programs' section of the report. The CRA has taken several steps towards implementation including design and execution of streetscape improvements, parking, social and residential enhancement, and working in partnership with the initiatives of the city and county.

The CRA is committed to maintaining and creating programs that will accomplish both the continued implementation of the redevelopment plans, and will address some of the immediate needs of our businesses, property owners and residents. Copies of the CRA Plan, previous annual reports, and recent updates can all be found at cityofwinterpark.org/cra.



The CRA moved forward on several projects this year.

#### **DENNING DRIVE**

A significant component of the CRA plan is to identify and provide enhancements for buffering between residential and commercial uses. Denning Drive is a local collector road separating the residential Westside neighborhood of Winter Park and the Winter Park Village commercial area.

The intent of the project is to right-size the roadway from an undivided four-lane road to three-lanes with protected left turns. The recaptured right-of-way will be used to construct a ten foot mixed-use path for pedestrians and bicyclists. The project additionally provides for increased landscaping opportunities as well as the added benefit of safety and transportation improvements for all modes of transport connecting to a regional trail system.

An inclusive process, CRA staff led 18 public meetings with stakeholders on this project including two that were noticed CRA-wide through the *Hannibal Herald*; a revived newsletter created by CRA staff in the past used for discussing upcoming and current district programs. Construction started in October 2017 and was divided into four phases:

Phase I » Orange Avenue to Fairbanks Avenue

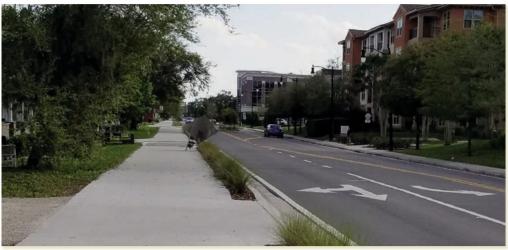
Phase II » Fairbanks Avenue to Morse Boulevard » began approximately February 2018

Phase III » Morse Boulevard to Canton Avenue » began July 2018

Phase IV » Canton Avenue to Webster Avenue » began end of January 2019









#### **NEW YORK AVENUE**

CRA staff continued to follow the capital improvement plan by developing concepts for improvements on New York Avenue. Running parallel to Park Avenue, the right of way has great potential for streetscape enhancement to promote connectivity and beautification. The road is also unique as it has railroad crossings at two points providing for larger than normal intersections. Staff went through several iterations of proposed improvements, ultimately leadings to an efficient and fiscally-responsible scope of work. This work includes bump-outs and midblock crossings, intersection improvements for bus and pedestrian travel, and an increase to the total number of on-street parking spaces. Project construction is slated to begin after the completion of Denning Drive.

#### ORLANDO AVENUE [U.S. HIGHWAY 17-92 DESIGN]

Since the CRA amended its plan to include Orlando Avenue, staff has worked to study potential improvements in partnership with the Florida Department of Transportation. Originally beginning in 2002 but put on hold due to financial limitations, the 2016 Project Development and Environment (PD&E) study provided a road map for costing enhancements to the road.

In turn, CRA staff has provided the Capital Improvement Plan with \$3.6 million in funding through FY2021. Proposed improvements include mast arm traffic signals, wider sidewalks, reducing lane width, crosswalk and stormwater/drainage improvements.







# projects





#### **DECORATIVE LIGHTING PLAN**

The Winter Park CRA has taken great care in improving the safety and security within its boundaries. Since 2017, it has provided funding for improvements to decorative lighting throughout the district. Due to the city's current electric undergrounding, the CRA was able to save tremendously on this project. During 2017-18 fiscal year, the CRA installed 101 decorative lights throughout the residential areas of the CRA.

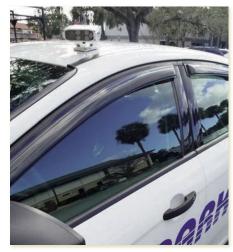


#### DOWNTOWN PARKING STRATEGIES

A significant portion of the CRA Plan discusses the need to evaluate existing parking conditions for accommodating residents and guests alike. CRA staff, paired with a consultant, led multiple meetings listening to public feedback and ultimately delivering a final report. It provided the CRA with a set of strategies that respond to observed and perceived conditions while considering the values and priorities of local citizens, business owners, employees and visitors. Staff implemented several of these strategies including working with various city departments to modernize enforcement practices, code, and applying new technologies.

#### LICENSE PLATE READER (LPR) SYSTEM

The 2017 Downtown Parking Strategies report also recommended investment in advanced parking enforcement equipment, including mobile vehicle mounted license plate recognition (LPR) software. The equipment's intention is to better enforce parking requirements for more efficient management of short and long-term demands without additional staff. Ultimately, improved monitoring of parking promotes increased turnover and the availability of prime parking spaces within the downtown.





#### PARKING CODE MODERNIZATION

CRA staff played a critical role in evaluating and developing updates to the city's parking code. Beginning in January 2018, staff led discussions with city staff, officials, stakeholders, advisory boards, and the public. During this time, it was determined the need to better align parking requirements with community goals and more locally address code updates to reflect Winter Park's development conditions.

The process ultimately yielded six suggested modernization ideas. These included:

- I. Removal of the parking exclusionary area for retail to restaurant conversions.
- 2. Updates to the parking requirements within the Central Business District, a portion of the Hannibal Square Neighborhood Commercial District, and along the Orange Avenue corridor Change for retail and office floor spaces from one space per 250 square feet to one space for each 350 square feet.
- **3. Large Office Building Change** Avoid over-parking by using the current one space for 250 square feet on the first 20,000 square feet; then transitioning to one space for each 350 square feet above 20,000 square feet.
- **4. Shared Parking Reference** Adopts the Urban Land Institute's (ULI) Shared Parking Analysis as a reference for determining when shared parking scenarios are applicable.
- **5. Off-site Parking** Changes the distance permitted for off-site parking from 300 feet to 750 feet.

Approval occurred for the items above after the scope of this report.



#### PARKING SENSORS

In keeping with parking modernization, the 2017 downtown parking strategies plan included incorporating technology updates. Aside from the LPR system, internal city/CRA staff also developed a parking sensor technology to be tested at the Park Place Garage. As opposed to outsourcing this product, staff development resulted in a savings of 67 percent per parking sensor. Should this project reach full potential, additional return on investment includes a public facing element to provide real time data of parking availability as well as data sets for supply and demand capacity.

#### MERCHANT EMPLOYEE PARKING PROGRAM

The CRA implemented the Merchant Employee Parking Program for several purposes, including the need to open spaces on Park Avenue for customers and visitors. Merchant employees with a hangtag are provided all day parking in select areas downtown. By providing these locations, it incentivizes the movement of employee cars off the main downtown commercial arterials and frees on-street parking for customers and guests. The program is in its fourth year.



The CRA supports a number of initiatives devoted to improving the health, education and environment of the people and businesses it serves.

#### HOME RENOVATION PROGRAM

This program is designed to ensure safety and maintain the character of residential neighborhoods by completing necessary rehabilitation work to distressed single-family, owner-occupied homes. To date, approximately 137 homes have been improved with over \$1.5 million in investment for income-qualifying families within the CRA.

#### **RESIDENTIAL DRIVEWAY & PAINT PROGRAMS**

During the administration of the home renovation program, the priorities of expenditures started with safety improvements. This left a void in improving the aesthetic value of the home. Because of this, the residential driveway and paint programs were created. These programs focus on elevating the cosmetic, yet important aesthetics by providing funds for driveway construction/rehabilitation as well as new paint for existing structures. In its third year, the programs now has increased funding to better mitigate its waitlist. This indicates continued high demand within the district.









#### **BUSINESS FAÇADE IMPROVEMENT PROGRAM**

This program provides matching grant funds of up to \$20,000 toward exterior improvements to businesses within the CRA; supporting economic stability and maintaining the character and quality of commercial districts. To date, the program has successfully leveraged 54 projects with a 12:1 ratio of private to public funds.

#### QUALIFIED TARGETED INDUSTRY INCENTIVE PROGRAM

The CRA promotes the expansion, growth and development of high wage jobs to maintain the City of Winter Park's competitiveness as a location for major employers; incentivizing continued long-term investment and involvement in the community.

# programs



#### SUMMER YOUTH ENRICHMENT PROGRAM

The CRA, in partnership with numerous local nonprofit organizations, provides paid internships with local businesses to CRA high school students. It focuses on providing real-world work experience while developing business etiquette skills to aid in future career success. The program has been accountable for 158 students during its lifetime, and several have found full time employment for the nonprofit in which they interned.



#### COMMUNITY CENTER PROGRAMMING

Program selection is managed by the Parks & Recreation Department, a CRA partner. The selection includes participation by over 10,000 residents and visitors per year, from senior programming to after school programs. The CRA provides funding to a selection of community partners that promote leadership, health and learning activities at the Winter Park Community Center.

#### TEEN CHEF PROGRAM

In addition to current initiatives, the CRA enhanced its profile for community center programming to encourage CRA youth to participate in its pilot program for the culinary arts. Early in the year, the program began with 10-12 students between 13-18 years of age. The program has now grown to 20 students learning from local restaurants the basics of quality food, nutrition and baking.

# programs



The CRA works in partnership with several community organizations also devoted to improving the health, education and environment of the people and businesses it serves. Over the past year, several initiatives were implemented to advance the CRA goals and improve the community's quality of life.

#### ENZIAN THEATRE'S POPCORN FLICKS IN THE PARK

The CRA provides monthly films in Central Park and periodically in Shady Park. The free and family-friendly event showcases films that are appropriate for all ages and include holiday classics. Popcorn Flicks is provided to encourage families and friends to gather and build community. It also helps promote economic viability by bringing people to shopping and dining areas. The events draw over 5,000 people per year.





#### "WINTER IN THE PARK" HOLIDAY ICE SKATING RINK

For the nineth year in a row, the CRA funded the holiday ice skating rink "Winter in the Park." The event ran from Friday, November 19, 2017, through Sunday, January 7, 2018, and was held in the Central Park West Meadow. Residents and visitors were able to experience the feel of winter during the holiday season at "Winter in the Park."

Between patrons and spectators, the event drew over 30,000 to the downtown shopping district. In its nineth year, the event buys not only goodwill as an expected community staple during the holiday season, but drives direct impact and foot traffic to local merchants.

#### CREALDE SCHOOL OF ART

The CRA provides funding for programming and exhibits managed by Crealdé School of Art at the Hannibal Square Heritage Center. This year marks the 10th year of the Winter Park Heritage Center including an acknowledgement by neighborhood residents providing recognition for those that understand the importance of this community asset. The CRA also supports the city's annual Unity Heritage Festival.





#### ORGANIZATIONAL SUPPORT GRANT

With the understanding that partnerships can emerge between budget cycles, the organizational support grant was created to financially assist non-profit organizations with programming and events that produce direct benefit to the district. In its second year, the grant assisted with the "Winter on the Avenue" event; partnering with the City and Chamber of Commerce to draw residents and guests to downtown, providing for direct benefit to local merchants and a rediscovery of the CRA area to residents.

#### WINTER PARK PLAYHOUSE

The CRA provides funding for programming to the Winter Park Playhouse located on Orange Avenue. The purpose of the funds is to assist with the Playhouse's programming for youth and elderly in the district, as well as provide for free or reduced-price plays.



### WELBOURNE AVENUE NURSERY & KINDERGARTEN

Continuing to carry out the social side of the CRA plan, funding is provided to the Welbourne Avenue Nursery & Kindergarten for physical building improvements and assistance in social programming for the district.

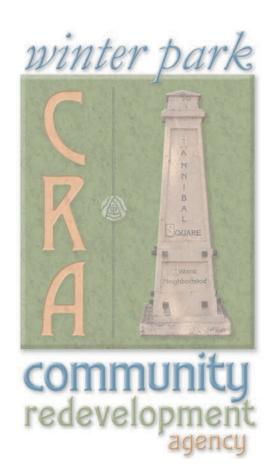


REVENUES	Actual FY 2017	Actual FY 2018	Budget FY 2019
TIF Revenue	3,783,493	4,340,218	4,917,812
Investment Revenue	31,088	35,000	31,500
Misc. Revenue	280,087	181,495	1,030,000
Totals	\$ 4,094,668	\$ 4,556,713	\$ 5,979,312
EXPENDITURES			
Operating	538,154	546,685	689,814
Community Initiative	159,591	200,278	225,000
Capital Maintenance	75,441	94,471	90,000
Totals	\$773,186	\$841,434	\$1,004,814
DEBT SERVICE			
Principal	1,120,000	1,160,000	1,185,000
Interest	373,552	343,624	298,491
Totals	\$1,493,552	\$1,503,624	\$1,483,491
NET OPERATING GAIN/LOSS	\$1,827,930	\$2,211,655	\$3,491,007
CAPITAL OUTLAY			
New Projects	\$381,333	\$1,757,743	\$6,200,881
Totals	\$381,333	\$1,757,743	\$6,200,881
OTHER FINANCING SOURCES			
Issuance of Debt	\$ -	\$ -	\$ -
CHANGE IN FUND BALANCE	\$1,446,597	\$453,912	\$(2,709,874)
BEGINNING FUND BALANCE	\$1,747,060	\$3,193,657	\$3,647,569
ENDING FUND BALANCE	\$3,193,657	\$3,647,569	\$937,695

FY 2017 actuals represent a reconciliation and recalculation of expenditures which occurred after the FY 2017 Annual Report submittal.

FY 2017 and 2018 totals represent actual project expenditures and transfers. The Ending Fund Balance represents funds carried over to the subsequent fiscal year from previously approved or ongoing projects.

FY 2019 totals reflect project balances rolled forward and estimated budgeted project expenditures combined. The figures represents unencumbered funds remaining to be assigned to a project before the close of the fiscal year.



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#### **CRA COORDINATOR**

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# agenda item

meeting date	April 25, 2019	approved by	☐ City Manager
item type	<ul><li>□ Administrative</li><li>□ Action</li><li>☑ Information</li></ul>	арргочей бу	☐ City Attorney ☐ N A

# advisory board

#### Subject 4a

Citizen Board Application

motion | recommendation

N/A

#### background

Board members	End of term
Mike Emerson	2019
Teri Gagliano	2020
Lambrine Macejewski	2021
Javier Omana	2019
Jeffery Stephens	2021
Alex Trauger	2019
Woody Woodall	2020

Term of office: 3 years

Appointed/re-appointed at first City Commission meeting in May.

### alternatives | other considerations

N/A

fiscal impact

N/A



# CITIZEN BOARD APPLICATION

please note: this application is valid for one year from the date of completion

If you are interested in serving on a city board, please complete this application and return to:

City Clerk

401 S. Park Ave.

Winter Park. FL 32789

407-691-6755 FAX

please print clearly					
Name					
Home address					
Business					
Business address					
Home phone			Business phone		
Email address					
Are you a registered voter?	□Yes	□No	Are you a resident of the city?	□Yes	□No
Do you own property in the city?	□Yes	$\square$ No	Do you hold a public office?	□Yes	□No
Are you employed by the city?	□Yes	$\square$ No			
, .	you prior	to submitting rd(s) for whic			. ,
l					
skills					
2					
skills					
3					
skills					

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards? Yes \(\subseteq\) No [A conflict of interest would be anything that inures to your benefit, your employer's benefit or a member of your family's benefit. <b>for example:</b> You are applying for a Planning & Zoning Board appointment and are an Architect or Attorney that may occasionally represent a client with a project before the board. <b>please note:</b> Having a potential conflict of interest does not necessarily exclude you from serving on a board.]					
If yes, please explain.					
Are you currently serving on a city board(s)?	□Yes	□No	If yes, which board(s):		
Have you previously served on a city board(s)?	□Yes	□No	If yes, which board(s):		
Please list any other community involvement.					
Please list any work/career experience:					
Please list your educational experience:					
Signature			Date		

#### CITIZEN BOARD DESCRIPTIONS

### Board of Adjustments

Reviews requests for zoning and sign variances where special conditions and other hardship conditions exist on the subject property. Members of this board act in a quasi-judicial manner and are required to refrain from ex- parte communications whenever possible. Must file a Financial Disclosure Form, and be a city resident.

meetings: third Tuesday of each month at 5 p.m.

#### Civil Service Board

Administers and enforces the Civil Service Act and the Code or Rules and Regulations adopted, enacted and amended thereunder. Members of this board act in a quasi-judicial manner and are required to refrain from ex-parte communications whenever possible. This board also serves as the city's Personnel Review Board to hear appeals of any general employee appealing a termination, suspension or demotion. Must be a city resident, each having different vocations.

meetings: first Tuesday of each month at 4 p.m.

# Code Enforcement Board

Examines cases presented by the city's Code Compliance Officer. The board is empowered to prosecute persons who violate the city code. Members of this board act in a quasi-judicial manner and are required to refrain from ex-parte communications whenever possible. The Code Enforcement Board also acts as the Nuisance Abatement Board which may order criminal-related nuisances to be removed from place or premise. Must file a Financial Disclosure Form and be a city resident.

meetings: first Thursday of each month at 3 p.m.

### Community Redevelopment Advisory Board

Provides the Mayor and City Commission with recommendations for projects and programs to be undertaken within the Community Redevelopment Agency District. Must be a city resident.

**meetings:** fourth Thursday of each month at 5:30 p.m. **work sessions:** fourth Tuesday of each month at noon.

# Construction Board of Adjustments & Appeals.....

Hears appeals of decisions and interpretations of the building and fire codes for the construction of buildings throughout the city and reviews proposed changes in the building code. Members of this board act in a quasi-judicial manner and are required to refrain from ex parte communications whenever possible. Members are not required to be city residents.

meetings: as needed

## Economic Development Advisory Board

Provides recommendations for economic development. Must be a city resident or business owner in the city.

meetings: third Tuesday of each month at 8:30 a.m.; second Tuesday September & October at 8:30 a.m.

#### Ethics Board

Drafting recommendations for ethics policies, reviewing processes for ethics training of city employees, elected officials, and appointed members of boards, committees and various task forces, and enhancing communications on ethics issues to assure transparency. Must be a city resident.

meetings: as needed

#### Historic Preservation Board

Responsible for the development and administration of comprehensive historic preservation program; identify and maintain the city's historic resources for the benefit of present and future residents. Must file a Financial Disclosure Form and be a city resident.

meetings: second Wednesday of each month at 9 a.m.

work sessions: as needed at noon

#### Housing Authority

Administers the acquisition, lease, construction, reconstruction, improvement, and operation of federally funded housing projects within the city. Members are not required to be city residents.

meetings: second Tuesday of each month at 8 a.m.

# Keep Winter Park Beautiful & Sustainable Advisory Board.....

Promotes improvement of the quality, sustainability and aesthetics of the city's overall environment. Oversees fundraising and awareness programs.

meetings: second Thursday of each month at 5:30 p.m.

# Lakes & Waterways Advisory Board

Reviews the condition of the lakes and waterways in the city and recommends to the Mayor and City Commission on matters pertaining to the lakes and waterways. Must be a city resident.

meetings: third Wednesday of each month at noon

# Parks & Recreation Advisory Board

Promotes the parks and recreation programs of the city and advises the Parks & Recreation Director, Mayor, City Commission and the City Manager in matters involving or affecting city parks and recreation. Members are not required to be city residents. **meetings:** fourth Wednesday of each month at 5 p.m.

#### Pedestrian & Bicycle Advisory Board......

Reviews pedestrian and bicycle circulation system with goal of improving same. Must be a city resident.

meetings: second Tuesday of each month at 8:30 a.m.

### Planning & Zoning Board

Acts in an advisory capacity to the Mayor and City Commission in matters pertaining to zoning and land use. Members of this board may be required to act in a quasi-judicial manner and are required to refrain from ex-parte communications on those occasions. Must file a Financial Disclosure Form and be a city resident.

meetings: first Tuesday of each month at 7 p.m.

work sessions: fourth Wednesday of each month at noon

#### Public Art Advisory Board

Create public art action plan for the city and advise commission in all matters involving public art. Must be a city resident. **meetings:** third Monday of each month at 4:30 p.m.

### Tree Preservation Board.....

Hears appeals for denial of tree removal permits; may require modification of plans to preserve trees. Must be a city resident. **meetings:** as needed, third Thursday of each month at 3:30 p.m.

### Utilities Advisory Board.....

Advises the Mayor and City Commission on matters regarding the capital needs, rate structures, and policies relations to the operation of the city's utilities system. All but one member must be a city resident; one member must be a non-city resident who is a Winter Park utility customer.

meetings: first Wednesday of each month at noon

# Winter Park Firefighters' Pension Board

Administers the firefighters pension trust fund of the City of Winter Park. The board of trustees shall consist of five (5) members, two (2) of whom shall be legal residents and two (2) of whom shall be full-time Winter Park firefighters. The fifth member shall be chosen by a majority of the previous four members, and that name submitted to the governing body of the municipality who shall, as a ministerial duty, appoint such person. Must file a Financial Disclosure Form.

meetings: quarterly at 4 p.m.

### Winter Park Police Officers' Pension Board

Administers the police officers retirement fund of the City of Winter Park. The board of trustees shall consist of five (5) members, two (2) of whom shall be legal residents appointed by the legislative body and two (2) of whom shall be Winter Park police officers. The fifth member shall be chosen by a majority of the previous four members, and that name submitted to the governing body of the municipality who shall, as a ministerial duty, appoint such person. Must file a Financial Disclosure Form.

meetings: quarterly at 6 p.m.