



Community Redevelopment Advisory Board Regular Meeting

July 25, 2019 at 12:00 noon

City Hall | Chapman Room
401 S. Park Ave. | Winter Park, Florida

Agenda Items

1. Opening comments

2. Approval

- A. Minutes for June 27, 2019

3. New business

- A. Review of CRA Agency Meeting on 7/22
- B. Project Update

4. Public Comment

5. Adjourn

appeals & assistance

“If a person decides to appeal any decision made by the Board 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.”



Community Redevelopment Advisory Board Regular Meeting

July 25, 2019 at 2:30pm

City Hall, Commission Chambers
401 S. Park Ave. | Winter Park, Florida

Subject

Approval of Minutes

Motion/Recommendation

Motion to approve the June 27, 2019 meeting minutes.

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**

**June 27, 2019
Chapman Room**

MINUTES

Chairman Javier Omana called the meeting to order at 12:00 p.m.

BOARD MEMBERS PRESENT: Teri Gagliano, Javier Omana, Jeff Stephens, Woody Woodall, Mike Emerson, and John Caron

BOARD MEMBERS ABSENT: Alex Trauger, Lambrine Macejewski

STAFF MEMBERS PRESENT: Kyle Dudgeon, Lindsey Hayes, Peter Moore, and Kim Breland

APPROVAL ITEMS:

Item A: Approval of the April 25, 2019 Minutes

Motion made by Mike Emerson, seconded by Jeff Stephens, to approve the April 25, 2019 minutes.

Motion passes 6-0.

NEW BUSINESS ITEMS:

Item A: FY2019-2020 Budget

Assistant Division Director, Kyle Dudgeon, presented the board with the FY2019-2020 budget and reviewed line items with the use of a presentation showing CRA expenditures and revenues. He discussed CRA trends, TIF revenue and how they affect opportunities available to the CRA. Our goal as a CRA is to stay consistent with what our stated mission is.

Mr. Dudgeon reviewed budget highlights starting with the FY19 CRA expenditures. He stated that staffing and operation support within the CRA were consistent and remain under 10%. He reviewed Grant support and capital maintenance explaining that grant maintenance allowed for opportunities for home renovation and business façade and organizational support. Capital maintenance is a high-level term used to describe projects like parking garage partnerships and support, debt service bonds for the community center and refinance bonds. Mr. Dudgeon stated that 2/3 of FY19 expenditures is still going to capital programs and projects which allows for the CRA to fulfill its mission by inducing new money back into the district.

Chair Javier Omana asked Mr. Dudgeon how CoWP compared to other cities in Florida. Mr. Dudgeon stated that CoWP tries to stay consistent with its mission and explained that each CRA has its own criteria for expenditures. Peter Moore offered to look at other cities of similar size in the state to provide a comparison report for the Board.

Mr. Dudgeon continued to review budget highlights as follows:

17-92 PD&E Project – Mr. Dudgeon stated that this project has the largest portion of the budget due to the CRA's continued commitment to 17-92 updates on Orlando Avenue. He provided slides/renderings showing improvements from 2015-2016, which included improvements to intersections, mast arms, overhead electric utility and sidewalk improvements. Improvements not shown in the presentation included improvements at the intersections of 17-92 and Webster Avenue and 17-92 and Morse Boulevard. He stated that the CRA is in year two of a three year commitment to the 17-92 project which is included as part of the capital improvement plan. The total amount is approximately 1.7 million dollars.

Mr. Dudgeon reviewed an amendment to the Memorandum of Understanding between CoWP and DOT. He stated that the amendment allows for additional improvement opportunities for the City including decorative lighting throughout the corridor, landscape enhancements and mast arm improvements for Orange and Minnesota Avenues. Costs for decorative lighting is approximately 1.2 million dollars. Landscaping enhancement costs were not finalized at the time of this meeting. There was discussion amongst board members and Staff regarding the bidding process for decorative lighting.

Downtown Enhancement Program – Mr. Dudgeon stated that as discussed in previous meetings, this program allows opportunities to enhance the original CRA area including Central Park. He provided images of streetlights in need of paint and other repairs. There are 75 light posts within the immediate Park Avenue area that need to be refreshed. Discussion followed regarding paint and coating used on the posts. In addition, trashcans and recycle bins downtown are in need of repair and/or replacement to provide a consistent look within the district. Mr. Dudgeon discussed a request from the Parks Dept. for support in attaining an updated Central Park irrigation system. Staff is in support of making those improvements.

Central Stage Park Area - Mr. Dudgeon moved to discuss issues related to the Martin Luther King Jr. park area. He explained that a number of improvements were needed such as, paint improvements, sound and lighting issues, functional problems with special events, tears in the canopy, potential ADA issues and limited outlet functionality. In addition, users of the stage have limited space for staging and storage. Mr. Dudgeon explained that when researching potential improvements, it was discovered that documentation available states that the stage area was installed in the early 1980s. Staff noted that the only significant improvement made to the area was after the 2004 hurricanes when the canopy was repaired, but is now starting to show wear and tear again. Slides were provided to show areas that need improvements.

Mr. Dudgeon went on to discuss the documents that Staff uses a guide for making park improvements. He reviewed the 2002 Central Park Master Plan which states that the concert state area “provide a permanent and not heavy” park concert pavilion with a traditionally designed, primarily metal structure, possible with partial masonry on back wall for acoustical sound projection. The pavilion structure should not block the views to the state from the east, south and west and should not overwhelm the lawn, maintaining the same scale or smaller than the 1984 stage.” Additionally, the plan talks about changing rooms and other structures not be added nearby where performers are using tents. Mr. Dudgeon then reviewed Ordinance 2327 of the 2002 Master Plan as it refers to Central Park and the construction of office/commercial use on city owned lands in or adjacent to Central Park and the 2009 Parks Master Plan which is in full support of CRA funding including electrical, sound and lighting upgrades and structural appearance enhancements.

In depth ensued discussion regarding the thought processes, context used in creating the master plans as they were broadly written as well as development sensitivities surrounding Central Park. Additionally, there was heavy conversation surrounding public restroom improvements/additions as well as expanding the number bus shelters for the downtown area. Staff asked the Board for direction on presenting these issues to the City Commission.

Harper Streetscape and South Area Improvements - Mr. Dudgeon stated the CRA Plan discusses opportunities for improvement in the Martin Luther King Jr. park area. The plan acknowledges that parking may be an additional need to respond to event demands. The City has had an opportunity to explore streetscape opportunities for surface parking options for the Harper Street area. The first option includes 24 parallel parking spaces on Harper Street and the second option includes an area of improvement with 36 additional parking spaces at the south area of the park. Mr. Dudgeon stated that these options provide an opportunity for Staff to fulfill the CRA Plan, between the two options, there is an opportunity to an additional 60 parking spaces to the park area.

West Comstock Parking – Mr. Dudgeon discussed the possibility of adding additional perpendicular parking spaces on West Comstock. He stated that the parking spaces would correspond with the existing parking lot on the north side of Comstock Avenue. The costs for 65 perpendicular parking spaces would be approximately \$150,000. Staff answered questions related to parking needs for the area.

The Board heard public comment from:

Butch Margraff, he addressed the Board and expressed his support of the City providing bus shelters throughout Winter park for residents using public transportation.

Nancy Schutz, 2010 Brandywine Drive, stated that she would like to be a voice for the Board to the City Commission in support of budget improvements discussed during the meeting.

**Motion made by Teri Gagliano, seconded by Mike Emerson, to approve the budget as presented by staff.
Motion passes 6-0.**

ADJOURNMENT:

Next meeting scheduled for June 27, 2019 at 12:00 p.m.

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

Chairman, Javier Omana

Board Liaison, Laura Neudorffer



Community Redevelopment Agency Regular Meeting

July 22, 2019 at 2:30pm

City Hall, Commission Chambers
401 S. Park Ave. | Winter Park, Florida

CRA FY19-20 Budget Update

The real estate market has grown consistently. In turn, taxable valuations for CRA properties have mirrored this trend. Budget estimates suggest increment revenue will increase an additional 14%. This is the third year the CRA has provided a 30% rebate to the County for increment increases over its contribution of \$2 million, and the first year a 50% rebate over its contribution of over \$3 million. Each rebate is a requirement of the establishing ordinance of the CRA Trust Fund.

Increment revenues have continued to see growth in the district as a result of the growing economy and new developments in the district. As of June 2019, actual expenditures and revenues of the CRA are expected to be in-line with budgeted estimates by fiscal year-end. General operating and staffing costs are expected to each stay ten percent or below of total expenditures. Debt Service shows no significant change.

As a result, staff has proposed a budget that maintains all debt service payments, supports operations, fulfills all contracts, continues operation of existing programs and includes prioritized projects and programs based on review by the CRA Advisory Board and CRA work session on July 8, 2019. The included budget documents describe the request from staff to fund programs and projects for FY2019-2020, including the capital improvement plan. The chart below represents highlights of new funding for the upcoming fiscal year divided by project, program, and social and event:

Budget Highlights:

| Project Funding | |
|-----------------------------------|--------------------|
| 17-92 PD&E Funding | \$2,935,678 |
| Harper Streetscape Improvements | \$382,775 |
| MLK Stormwater Improvements | \$350,000 |
| Stormwater Master Plan | \$350,000 |
| Downtown Enhancement Program | \$250,000 |
| W. Comstock Parking | \$175,000 |
| CRA Enhancements Fund | \$100,000 |
| Small Scale CRA Projects Fund | \$40,000 |
| Program Funding | |
| Housing Renovation Program | \$40,000 |
| Summer Youth Employment Program | \$20,000 |
| Residential Paint Program | \$10,000 |
| Social & Event Funding | |
| Community Center Programming | \$48,000 |
| Heritage Center Operations | \$40,000 |
| Winter Park Playhouse | \$40,000 |
| Welbourne Nursery Program | \$35,000 |
| Snow in the Park | \$35,000 |
| Depugh Nursing Home | \$20,000 |
| Popcorn Flicks | \$6,000 |
| Total: | \$4,877,453 |

Budget highlights indicate over \$4.8 million of investment by the CRA to the district in project and program funding. Included for discussion is the 17-92 PD&E project and amendment, Harper Streetscape, CRA Stormwater Improvements, Downtown Enhancement Program, and West Comstock Parking additions.

Orlando Avenue (US 17-92) PD&E Improvements

Improvements account for the 2016 PD&E update as well as the 2019 Memorandum of Understanding (MOU). The 2016 update is the second of a three-year commitment consistent with the local match required by the Florida Department of Transportation (FDOT) of the original PD&E study. This will include intersection improvements of Orlando Avenue and Fairbanks, Morse, and Webster Avenue including mast arms, landscaping, pedestrian safety, and stormwater utility improvements. In addition, the CRA's local contribution will provide for sidewalk improvements in excess of six feet where applicable. The CRA's total cost share in this fiscal year is approximately \$1.73 million.

Secondly, the 2019 MOU amendment was provided and approved by the City Commission on May 13, 2019. City costs within the amendment include decorative lighting throughout the corridor, mast arm improvements at Orange and Minnesota Avenue, and additional landscaping over and above the original PD&E. \$1.2 million has been accounted for within this year's budget for decorative lighting. Total costs for additional mast arms and landscaping improvements are currently being coordinated with FDOT. They are estimated to be included in next year's budget. Total cost between the MOU and the amendment for this fiscal year equals \$2.9 million.

Harper Streetscape Improvements

The CRA Plan discusses opportunities for improvement in the Martin Luther King Jr (MLK) park, formerly Lake Island. The CRA Expansion Amendment identifies Lake Island Park as a huge hidden asset, and future development shall be patterned in a fashion that takes advantage of this resource. The plan further acknowledges that parking may be an additional need to respond to demand for events.

A streetscape improvement project located at Harper Street would provide an additional 24 parallel spaces on the east side and grading to complement the Park.

CRA Stormwater Improvements

At the July 8, 2019 CRA worksession, stormwater improvements at MLK Park were considered. The CRA plan identifies stormwater management as a consideration including improvements to the drainage basin. CRA budget allocations will look to provide support both from a design and construction perspective. City staff has met and will work with a consultant on the development of a regional stormwater plan.

Downtown Enhancement Program

The CRA Advisory Board has spent several meetings discussing opportunities for improving the downtown including:

Streetlights, Garbage & Recycling Containers, and Central Park Irrigation:

Streetlights within the downtown area; while still functional, are in need of paint and cosmetic repair. According to city GIS data, there are 75 in the immediate Park Avenue area. Staff has determined that, in lieu of replacement, paint could provide a refreshed look to the existing inventory. A test repaint of four poles on Comstock Avenue near City Hall has already taken place earlier this year.

Additionally, there are various styles of trash and recycling containers some of which need to be repainted, locks repaired, or replaced to provide a more updated look within the district. In addition, the CRA will make irrigation improvements to Central Park in keeping with a Parks Department request.

Central Park Stage Area:

The stage was originally constructed in the early 1980's. Staff has identified a refitting of the canopy after the hurricanes in 2004 as the last known significant improvement to the structure. Through meetings and public process, staff has identified a need to re-tool the stage and provide discussion on upgrading the site given existing demand and normal wear and tear. Outreach on the project to date has included the Parks and CRA Advisory Board, nonprofit partners including the Rotary, Morse Genius Foundation, the Bach Festival, and local merchants and Chamber of Commerce.

City staff has observed several limitations at the site including:

- Tears in the canvas
- Foundational cracking on the stage
- Audio
- Faded aesthetics
- Limited outlet functionality
- Mechanisms for raising banners

Staff direction from the Agency worksession on July 8th was to continue with design considerations which can be supported through the proposed FY 20 budget.

West Comstock Parking

City staff has explored an additional possibility of parking on West Comstock Avenue. Parking would be located along Comstock Avenue within the City right-of-way corresponding 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. The concept yields approximately 65 parking spaces. Staff would like to additionally consider pervious pavers at the site which has adjusted the cost from the worksession.

The concept would also raise Comstock Avenue 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.

Community Redevelopment Agency 10-Year Proforma

| | | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 | FY 2027 | FY 2028 | FY 2029 |
|--|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| ESTIMATED REVENUES | | | | | | | | | | | |
| Total Revenues | | 5,692,221 | 6,364,688 | 6,554,014 | 6,555,471 | 6,685,980 | 6,855,281 | 7,128,327 | 7,482,753 | | |
| Total Expenditures | | 2,887,092 | 2,949,833 | 2,953,238 | 3,021,332 | 2,608,332 | 2,685,040 | 2,331,900 | 1,705,323 | | |
| Annual Surplus/Deficit (Funding Available for Additional Projects and Programs) | | 2,805,129 | 3,414,854 | 3,600,776 | 3,534,139 | 4,077,648 | 4,170,240 | 4,796,427 | 5,777,431 | | |
| Proposed Projects | Est. Totals | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 | FY 2027 | | |
| 17/92 Streetscape | 4,335,678 | 2,935,678 | 1,400,000 | | | | | | | | |
| Harper Parking | 382,775 | 382,775 | | | | | | | | | |
| MLK Regional Stormwater | 350,000 | 350,000 | | | | | | | | | |
| Stormwater Master Plan | 350,000 | 350,000 | | | | | | | | | |
| Downtown Improvements | 250,000 | 250,000 | | | | | | | | | |
| W. Comstock Parking | 175,000 | 175,000 | | | | | | | | | |
| MLK Park South Area Parking Improvements | 124,000 | | | | | | | | | | |
| MLK Park Improvements | 5,000,000 | | | | | | | | | | |
| Post Office Purchase | 6,500,000 | | | | | | | | | | |
| Parking Structures | 8,000,000 | | | | | | | | | | |
| Hannibal Sq. Design Guideline Implementation | | | | | | | | | | | |
| Community Center/Shady Park/ Splash pad | | | | | | | | | | | |
| Digital Inclusion/Community WiFi | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Project Total | 25,467,453 | 4,443,453 | 1,400,000 | - | - | - | - | - | - | | |
| Fund Surplus/Deficit | | (1,638,324) | 2,014,854 | 3,600,776 | 3,534,139 | 4,077,648 | 4,170,240 | 4,796,427 | 5,777,431 | | |
| Cumulative Cash Balance (Remaining Project \$) | 2,699,404 | 1,061,080 | 3,075,934 | 6,676,710 | 10,210,849 | 14,288,497 | 18,458,737 | 23,255,164 | 29,032,595 | | |

Color Coding

| | |
|-------------------------------|--|
| In 5-Year CIP | |
| Potential Additional Projects | |



Community Redevelopment Advisory Board Regular Meeting

July 25, 2019 at 2:30pm

City Hall, Commission Chambers
401 S. Park Ave. | Winter Park, Florida

Subject

CRA Project Update

Motion/Recommendation

N/A

Background

| Project | Update | Notes |
|-------------------------|---|---|
| New York Avenue | Now that Denning is complete, project will begin. Predominately includes some street painting, curb work with a bulk of funding relate to traffic mast arms at Fairbanks. | |
| Parking Sensors | Awaiting final approval of 4 th floor design from property owner. | |
| Tree grate pilot | Installation to begin on July 29 th | |
| Bus shelters | LYNX has a program that typically looks at putting in 25-30 shelters per year. However, they are currently in process of a Route Optimization Study limiting current shelter installs over the next year. | <p>Requirements for shelter placement:</p> <ul style="list-style-type: none"> 8' of right of way behind a raised curb 18-21' of right of way where there is no curb Private Property Agreement if not on public right of way Potential for cost sharing-LYNX pays capital, requestor pays for trash pickup Ridership-Typically look at 25 passengers per day-adjacent land uses are reviewed due determine in certain cases if ridership needs (i.e. a social service agency) can be reviewed if the ridership level is not at the 25 passengers per day |

Alternatives/other considerations

N/A

Fiscal impact

N/A