



Community Redevelopment Advisory Board Virtual Meeting

December 10, 2020 at 12:00 noon

Community Center | Cedar Room
721 W. New England Ave. | Winter Park, Florida

Agenda Items

1. Opening comments

- A. Hybrid Meeting Guidelines

2. Approval

- A. Minutes for October 22, 2020

3. New business

- A. Staff Updates
- B. CRAAB Meeting Calendar 2021

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."



401 South Park Avenue • Winter Park, Florida 32789

407-599-3234 • 407-599-3436 fax
cityofwinterpark.org

Administration

Hybrid (in-person & virtual) city advisory board meeting safety precautions & procedures [as of 11.03.20]

AUDIENCE SIZE & MAXIMUM CAPACITY

Due to limited seating capacity at each meeting site, members of the public are highly encouraged to participate [virtually](#). For those who prefer to attend in-person, early arrival is recommended. The following capacity limits apply to allow for safe, socially-distant seating:

Meetings with a maximum of 50 in-person attendees:

- Held at the Winter Park Community Center (721 W. New England Ave.)

Meetings with a maximum of 20 in-person attendees:

- Held in City Hall Commission Chambers (401 S. Park Ave.)

If a meeting meets maximum capacity at the site, the public can join virtually by [registering online](#). If, however, the preference is to physically attend after maximum capacity has been met, the person(s) will be required to wait outside the meeting room to be called upon by city staff at the time they desire to speak.

CITY COMMISSION AND PLANNING & ZONING ADVISORY BOARD MEETINGS

- Until further notice the following will apply:
 - All City Commission and Planning & Zoning Advisory Board regular meetings will be held at the Winter Park Community Center.
 - All City Commission Work Sessions will still be held virtually.

EQUIPMENT NEEDED

- Board members and staff liaisons will be asked to bring their own electronic devices to use at each board meeting.
- If a device is not accessible, board members can still participate but will be seen by the virtual audience in a wide shot of the room.
- Board members physically in attendance will be asked to turn on their cameras and place their mics in the mute position. Their audio will be captured by the house A/V system.

SAFETY PRECAUTIONS FOR IN-PERSON MEETINGS

- Face coverings must be worn at all times by staff and attendees.
- All attendees must be seated at least 6' apart from individuals and/or other parties.
- Hand sanitizers will be available for use.
- NOTE: Meetings are audio and video recorded for public record purposes.

PUBLIC COMMENT PROCESS

- The public can "Request to Speak" using the [online registration](#) for the virtual audience or by filling out a hard-copy form for those attending in-person.
- For those physically lining-up to speak, speakers will need to maintain the required social-distancing space.

Thank you for helping keep our public meetings productive and safe.



Community Redevelopment Advisory Board Virtual Meeting

December 10, 2020 at 12:00pm

Community Center | Cedar Room
721 W. New England Ave. | Winter Park, Florida

Subject

Approval of Minutes

Motion/Recommendation

Motion to approve the October 22, 2020 meeting minutes.

Background

N/A

Alternatives/other considerations

N/A

Fiscal impact

N/A



Community Redevelopment Advisory Board Minutes

October 22, 2020 at 12:00 pm.

Virtual Meeting

Present

Board Members: Linda Washington, Carol Rosenfelt, Christine Girand; Teri Gagliano, Sarah Grafton

Staff Members: Peter Moore, Kyle Dudgeon

Absent

Lambrine Macejewski, John Caron

Meeting called to order

Staff called the meeting to order at 12:03 pm.

Approval of Minutes

Motion made by Carol Rosenfelt, seconded by Linda Washington, to approve the September 24, 2020 minutes. Motion passes 6-0.

New Business Items

1. Downtown Enhancements

CRA Assistant Division Director, Kyle Dudgeon, began the conversation by providing background information regarding the improvements already made under the downtown enhancements capital program. These include light pole repair/repainting, trash/recycling can repair/replacement, irrigation improvements, and concepts of the Central Park stage. In continuation of these improvements, staff is recommending a second phase to the repair/repainting of acorn street lights throughout the district. Mr. Dudgeon outlined locations for repair on commercial corridors including New England, Pennsylvania, and Lyman Avenues. He stated total cost of these improvements is roughly \$6,500 and is included in the existing budget. The board commented on providing additional detail on the budget, and agreed the project fits within the mission of the CRA.

Motion made by Carol Rosenfelt, seconded by Christine Girand, to approve phase II of repair/repainting of acorn lights within the CRA. Motion passes 4-0.

2. Holiday Meeting Dates

Assistant Division Director, Kyle Dudgeon stated that the next two scheduled meeting dates coincide with holidays. He suggested alternatives to the existing dates and stated direction was at the pleasure of the board.

Motion made by Teri Gagliano, seconded by Carol Rosenfelt to combine the November and December dates, and schedule one meeting for December 10. Motion passes 4-0.

Opening Comments

Business Assistance Funding

Staff stated that this item moving forward will be transitioned to a 'staff update' section of the agenda rather than 'opening comments'. During this item, staff provided an update to the work associated with the Economic Recovery Task Force. He stated they have continued to identify projects and programs that can safely mitigate the affects of the pandemic. Incentives, policy and code considerations, and capital items are all being considered. Special events such as West Meadow Wednesdays and Music and Movies in the Park are underway. He stated the group is moving quickly, but with discipline.

Public Comment

No public comment was made.

Adjournment

There being no further business to discuss, the meeting adjourned at 12:40 pm.

Chairperson, Lambrine Macejewski

Board Liaison, Kyle Dudgeon



Community Redevelopment Advisory Board Virtual Meeting

December 10, 2020 at 12:00pm

Community Center | Cedar Room
721 W. New England Ave. | Winter Park, Florida

Subject

Staff Updates

Motion/Recommendation

N/A

Background

Staff is providing an update relative to the following topics. In general, these items do not necessitate action by the board, but are included to provide the public the most up to date information regarding the status of various issues. The board may use this time to address discussion or viewpoints on these items.

Project	Update	Date
Garfield to Canton Ave pedestrian way	Project provides access and pedestrian safety for an enhanced alternative adjacent to the railroad tracks. It also includes a cooperative effort to enclose the exposed dumpster location at the end of Garfield Avenue. Permits with FDOT being pulled.	Project ongoing
Downtown Enhancements	Successful installation of 18 new trash/recycle cans within the downtown. Effectively reduced can styles from seven to three. Street light repainting/repair underway. 114 lights to be refurbished.	January 2021
New York Avenue Streetscape	Project plan put out for bid. Consultant on the project estimates 4 months to design/receive mast arms and 4 months for construction. Including procurement	Summer 2021

	process, overall timeframe of the project is 9-10 months.	
CRA Agency meeting	Projects for discussion include Central Park stage, Shady Park, and Public WiFi.	January 2021
Holiday Window Contest	Merchants will be encouraged to decorate their windows during the holiday season for a chance to win a \$500 or \$250 electric utility credit. The contest will feature participating Park Avenue, Hannibal Square and surrounding area merchants as they transform their storefronts into works of art with fun and festive holiday displays. Merchants can register at cityofwinterpark.org/HWCR to receive their free placard. Scanning a QR code or accessing cityofwinterpark.org/HWC will be used for voting. Marketing for the program will begin Thursday, November 5. See attached for more information. Questions can be submitted to HWC@cityofwinterpark.org .	Friday, November 27, to Thursday, December 31.

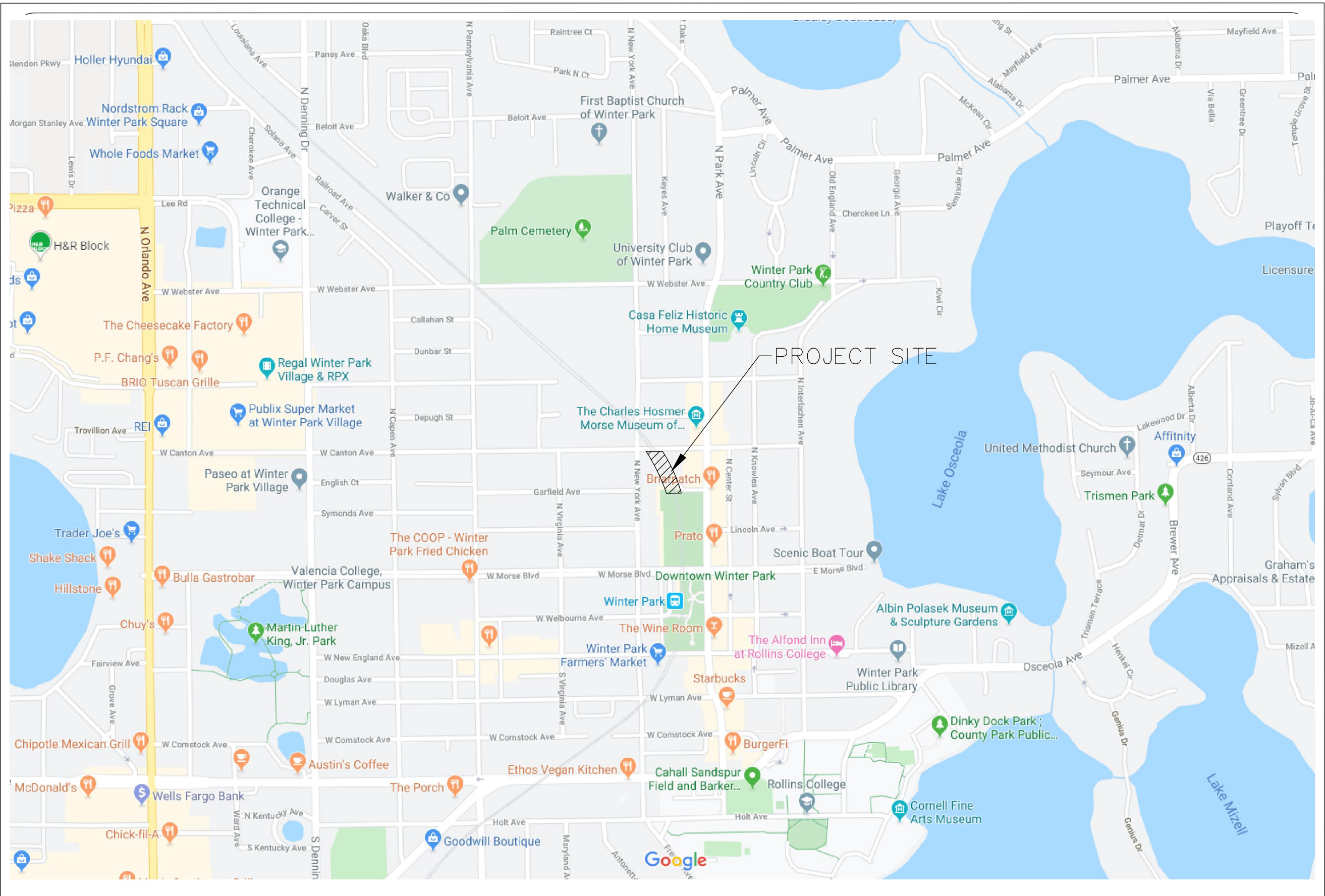
RAILROAD SAFETY IMPROVEMENTS
GARFIELD AVENUE TO CANTON AVENUE

City of Winter Park
Public Works Administration
February 06, 2020



Steve Leary
Mayor
Marty Sullivan
Commissioner
Sheila DeCiccio
Commissioner
Carolyn Cooper
Commissioner
Todd Weaver
Commissioner

Contact Information	
Department	Phone Number
Public Works	407-599-3233
Water & Wastewater	407-599-3220
Electric Utilities	407-599-3220
Planning & Community Development	407-599-3290
Parks & Recreation	407-599-3334



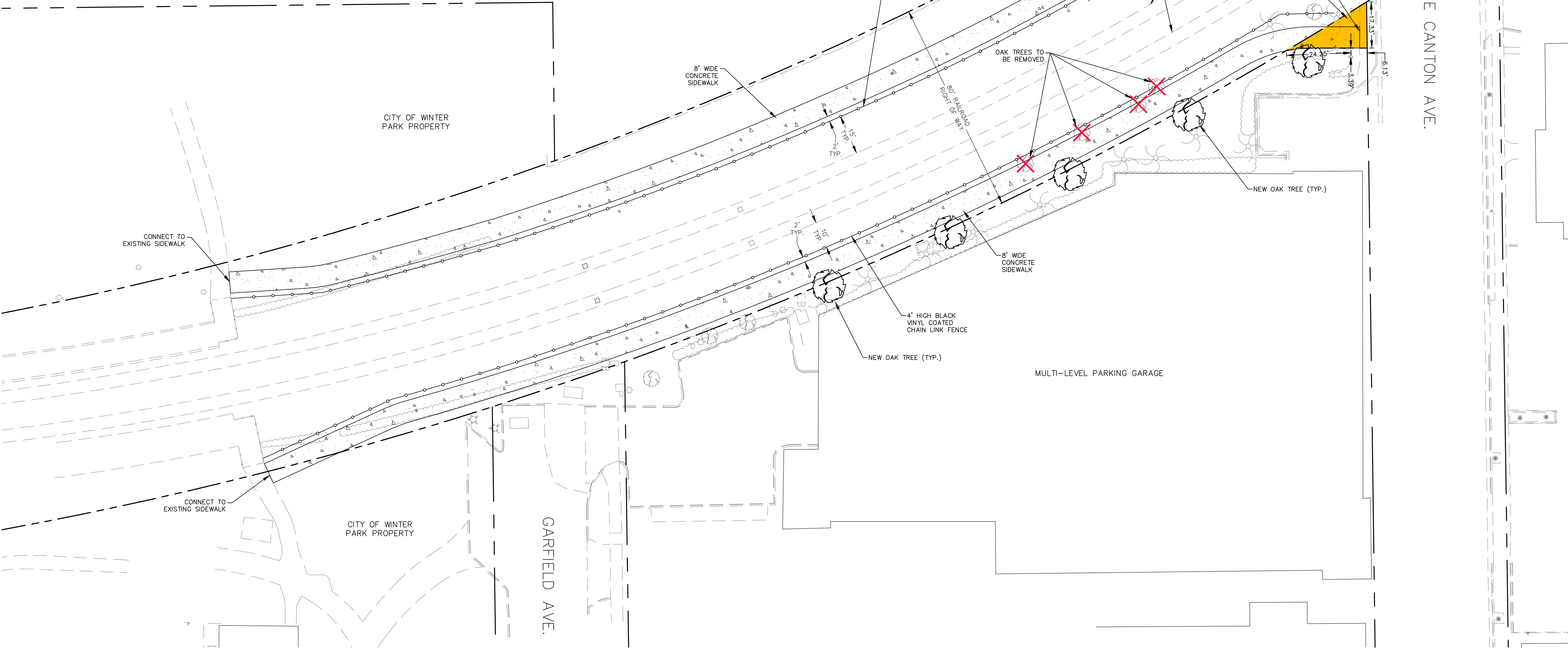
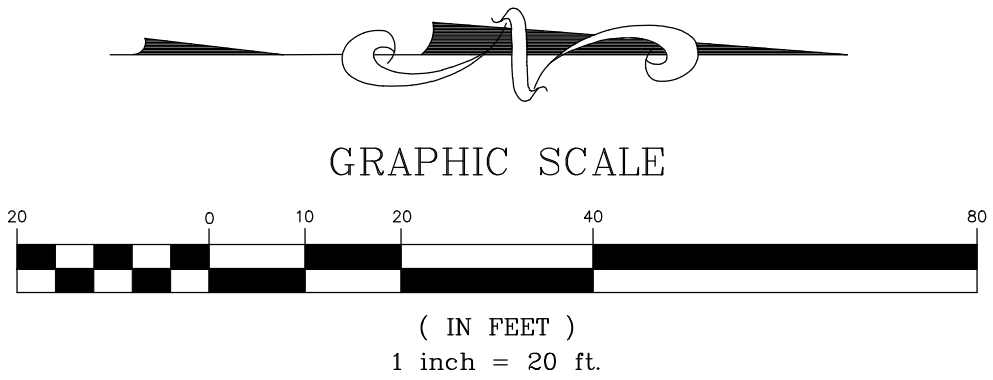
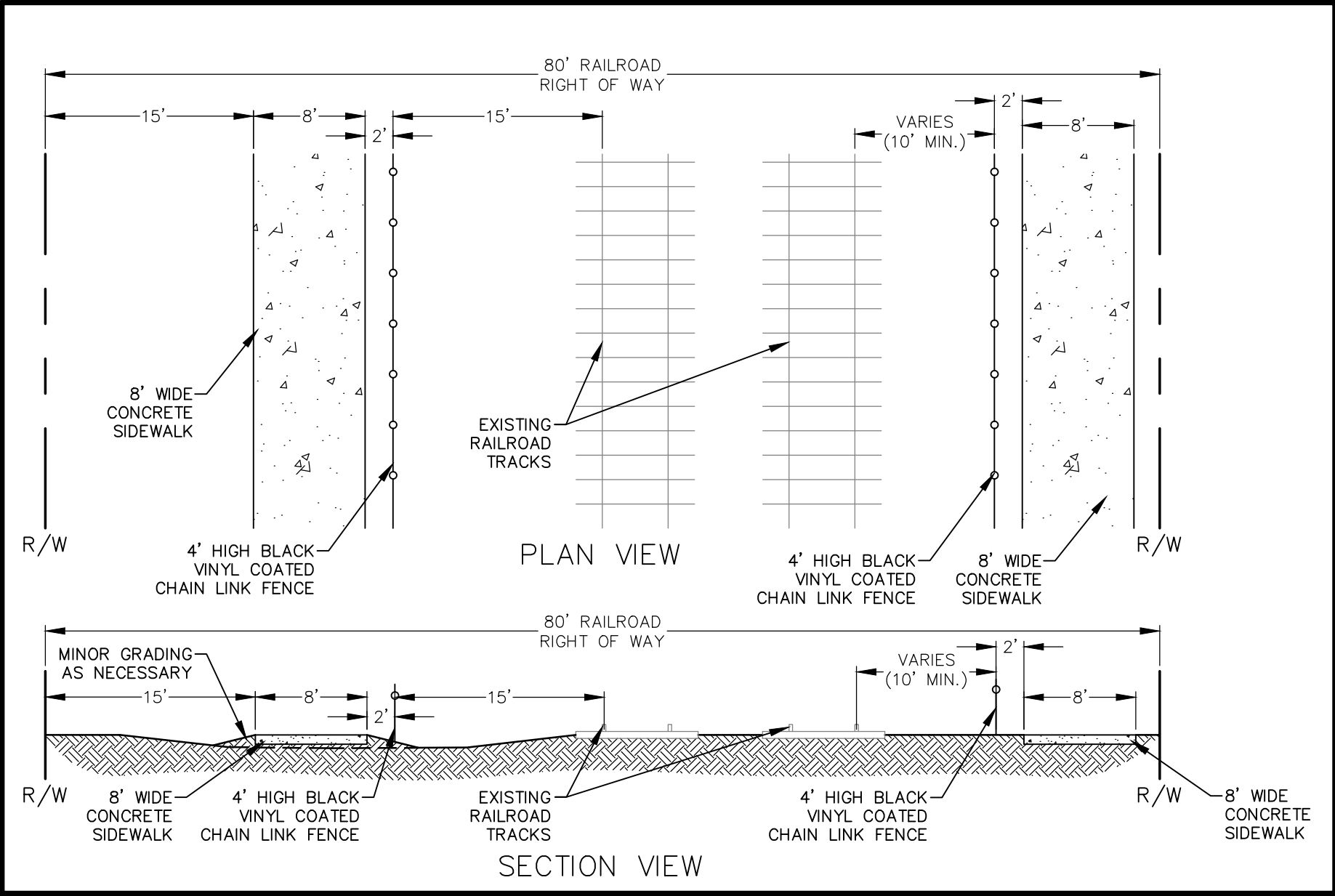
Location Map
N.T.S.

SHEET INDEX	
SHEET	DESCRIPTION
CS	COVER SHEET
SP-1	SITE PLAN

CALL SUNSHINE 48 HOURS BEFORE
YOU DIG 1-800-432-4770

NAME:
P.E. LICENSE NUMBER:

TYPICAL PLAN / SECTION VIEW
FENCE & SIDEWALK LOCATION



City of Winter Park
401 S. Park Avenue
Winter Park, FL 32789
(407) 599-3399

RAILROAD SAFETY
IMPROVEMENTS
GARFIELD AVE. TO
CANTON AVE.

Drawn By: BLP
Checked By: DM
Approved By: TRA

Revised By:
Revision/Date

SITE
PLAN

SP-1



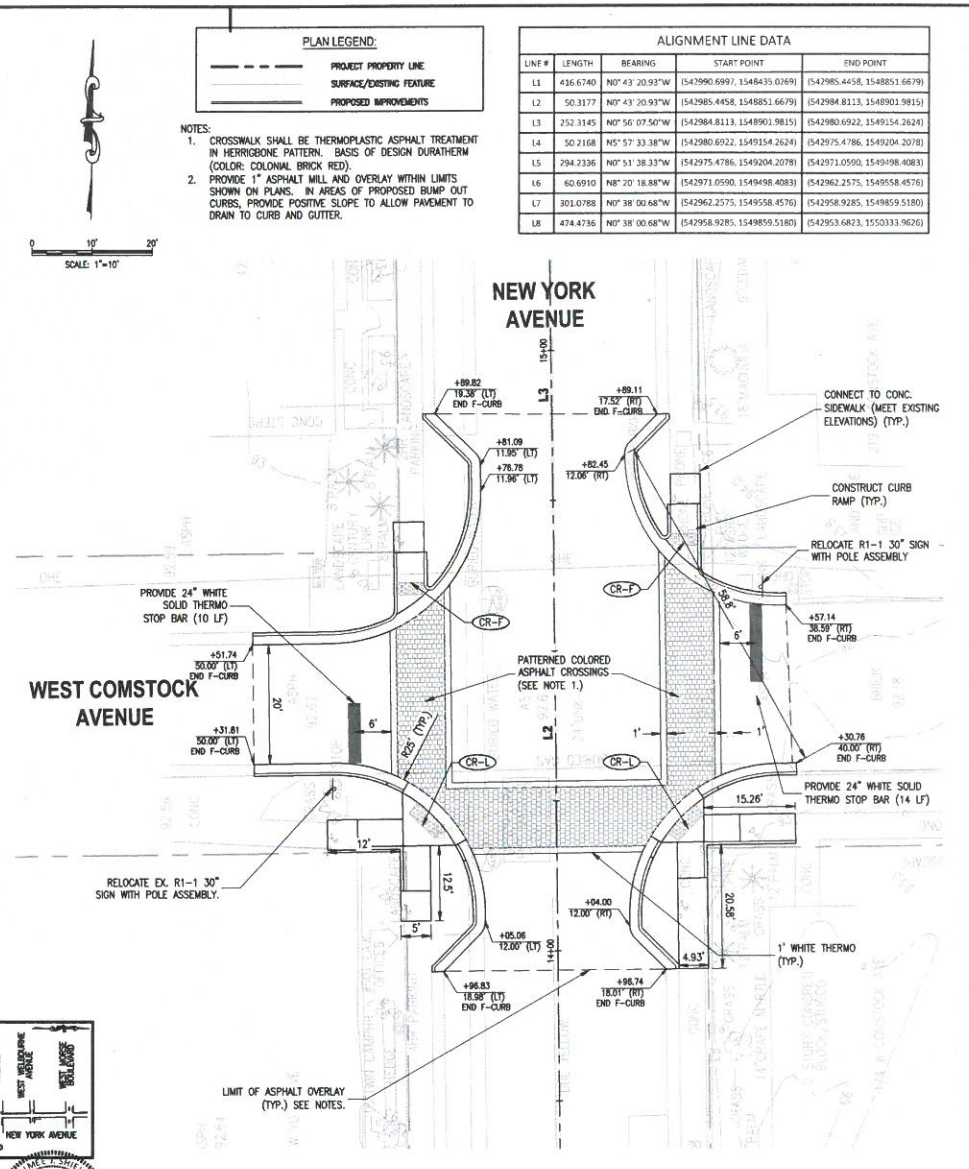
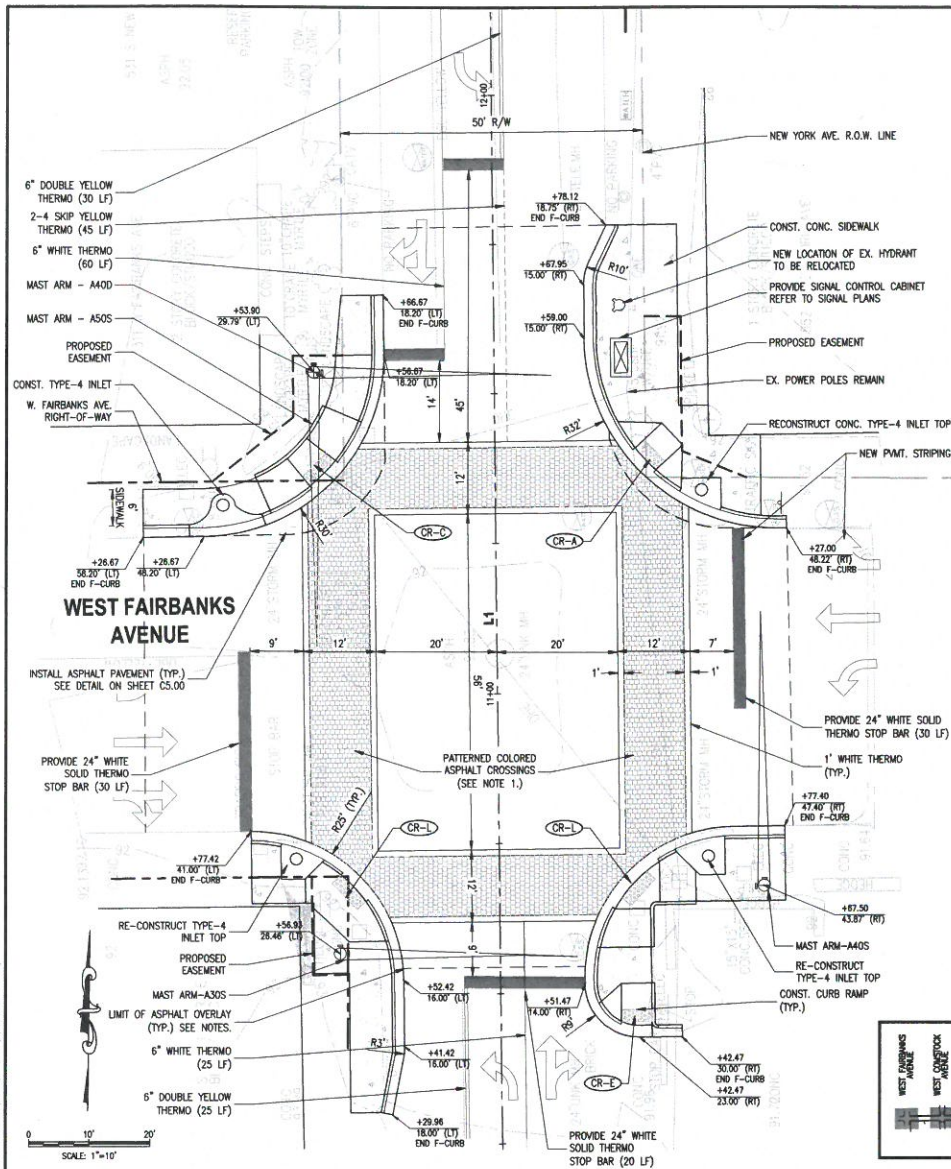
Garfield Avenue (facing west)



Existing enclosure location (1)



Sample solution



REVISIONS			
REV	DATE	BY	DESCRIPTION

gai consultants
transforming ideas into reality
618 South Street, Suite 700
Orlando, FL 32801
407.423.8398
Certificate of Authorization: EB9951



City of Winter Park
Planning and Development
401 South Park Avenue
Winter Park, Florida 32789
407.599.3399



SCALE: 1"=10'
DATE: 05/20/2020
DRAWN: MJC
CHECKED: GNL
APPROVED: AJS

PROJECT NO./
FB NO.
A151412.00

SITE AND SIGNAGE PLAN
W. FAIRBANKS AVE / W. COMSTOCK AVE
NEW YORK AVENUE - ROADWAY IMPROVEMENTS
CITY OF WINTER PARK, FLORIDA

SHEET NO. C3.00

your invitation
TO PARTICIPATE



Holiday
WINDOW CONTEST

friday 11.27.2020 thru
thursday 12.31.2020

rules apply | contest sponsored by the City of Winter Park Community Redevelopment Agency & Electric Utility Department

1st place *2nd place*
\$500 credit **\$250 credit**

credit will be applied to merchant utility bill



register any time
before or during the contest dates
cityofwinterpark.org/HWCregister
registering sooner = more votes

FREE contest for all businesses
votes can be cast by using the QR code located
on your HWC placard & city digital kiosks or
by accessing cityofwinterpark.org/HWC



questions
HWC@cityofwinterpark.org



CRA Advisory Board Meeting Schedule

2021

The Community Redevelopment Agency Advisory Board regular meetings are typically held at 12:00 noon on the fourth Thursday of each month in the Community Center or City Commission Chambers.

MEETING DATES

January 28

February 22

March 25

April 22

May 20

June 24

July 22

August 26

September 23

October 28

November 25*

December 23*

* Subject to Change

Meeting are open to the public.

Please access cityofwinterpark.org/bpm to confirm meeting dates and times.