

**COMMUNITY REDEVELOPMENT AGENCY**  
**August 26, 2013**

The meeting of the Community Redevelopment Agency was called to order by Vice Mayor Sarah Sprinkel at 2:31 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Mayor Kenneth Bradley (arrived 2:49 p.m.)  
Commissioner Steven Leary  
Commissioner Sarah Sprinkel  
Commissioner Carolyn Cooper  
Commissioner Tom McMacken

Also present:

City Manager Randy Knight  
Deputy City Clerk Michelle Bernstein  
CRA Manager Dori Stone  
CRA Director David Buchheit  
CRA Attorney Anthony Garganese

Members absent:

Orange County Representative Frank DeToma

**1. Administrative Items**

**Motion made by Commissioner McMacken to approve the minutes of May 13, 2013; seconded by Commissioner Cooper and approved by acclamation with a 4-0 vote.** Mayor Bradley was not present for the vote. Representative DeToma was absent.

**2. Action Items**

A. Proposed FY 2014 CRA Budget

CRA Director David Buchheit provided a PowerPoint presentation on the proposed FY 2014 CRA Budget. He spoke briefly about the slight increase in taxable value and TIFF revenue along with the estimated expenditures and debt services. He mentioned several items and events that are underway such as the 2014 Strategic Plan, 'Winter in the Park', Welbourne Day Nursery, St. Patrick's Day Parade, Popcorn Flicks, Heritage Center Operations and Community Center Programs. Mr. Buchheit said they are looking to reinstate the Business Façade Matching Program and the Summer Youth Enrichment Program. Both of these programs were cut in the past due to limited funding.

CRA Manager Dori Stone answered questions pertaining to the requirements and the number of applications received for both the Housing and Business Façade Programs and the process for obtaining Community Development Block Grant (CDBG) funds.

Ms. Stone explained that this year the CRA Department plans to focus on the 17-92 and Aloma Avenue corridor for the Business Façade Program once it is in place. She briefly spoke about the debt service funds and the possibility of applying those funds toward different projects and programs.

Ms. Stone advised that the Signs and Wayfinding Project account has carried forward from the FY 2012 budget with the estimated balance of \$115,000. There is adequate funding to complete the rest of the Wayfinding Project and there is also a surplus balance in that account which can be used for other projects such as the Public Art in Transit.

Commissioner Sprinkel asked that a pie chart be provided showing how the CRA money is being spent. Ms. Stone acknowledged.

Mayor Bradley said at this time he does not support allocating \$50,000 for the Business Façade Grant Program. He preferred to use those funds for other items such downtown parking, etc.

**Motion made by Mayor Bradley to approve the 2013 CRA budget withholding the \$50,000 for the Business Façade Program and placing that unassigned along with the additional \$66,000. Relook at that sometime in January and have an allocation of that by February 2014; seconded by Commissioner Sprinkel.**

Commissioner Sprinkel asked if the rules have changed for those outside organizations that are currently receiving funding. Ms. Stone said no; however, the City does require annual reporting and that she will be happy to forward them the annual reports received to date.

Joe Terranova, 151 North Virginia Avenue, explained that the law requires that all CRA funds be allocated by the end of the fiscal year, which is September 30, 2014.

Attorney Garganese provided legal counsel regarding the laws pertaining to the allocation of CRA funds.

Ms. Stone recommended allocating the excess funds to debt reserves. This will give them the ability to move those funds into another account once they decide what they want to spend those funds on.

**Mayor Bradley said as the maker of the original motion he would be happy to allocate the excess funds to debt reserves; seconded by Commissioner Sprinkel.**

**Upon a roll call vote (to approve the 2013 CRA budget withholding the \$50,000 of the business façade program and placing that unassigned along with the additional \$66,000. Relook at that sometime in January and have an allocation of that by February 2014; and to allocate the excess funds to debt reserves); Mayor Bradley and Commissioners Leary, Sprinkel and Cooper voted yes. Commissioner McMacken voted no. The motion carried with a 4-1 vote. Representative DeToma was absent.**

## B. Public Art in Transit Project Funding

CRA Manager Dori Stone explained that the City Commission approved the design and preliminary funding of the Public Art in Transit project that will be located in Central Park adjacent to the new train station. CRA staff reviewed the request and agreed that this funding is in line with the mission of the CRA Agency. She said there are adequate funds in the Sign and Wayfinding Project account in this fiscal year to be used for the Art in Transit project. She asked that they approve expenditure of funds for the completion of the Public Art in Transit project from the Signs and Wayfinding budget, not to exceed \$20,000.

**Motion made by Commissioner Cooper to direct staff to reallocate \$23,500 for the Art in the Train Station; seconded by Mayor Bradley.** City Manager Knight provided clarity regarding the current motion by noting that Commissioner Cooper asked that we also fund an additional \$3,500 for the stained glass window. Commissioner Cooper restated her motion and reduced the amount by \$500; **Motion made by Commissioner Cooper to direct staff to reallocate \$23,000 for the Art in the Train Station and for the stained glass window; seconded by Mayor Bradley.**

Joe Terranova, 151 North Virginia Avenue, supported the funding.

**Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote. Representative DeToma was absent.**

## 3. Informational Items

### A. 2014 Strategic Plan

CRA Manager Dori Stone provided an update on the progress of the 2014 CRA Strategic Plan. Staff determined the need for the plan due to the age and relativity of the 2007 Strategic Plan and since many of the projects listed in the 2007 Strategic Plan are now completed.

Ms. Stone explained that the planning process for the new Strategic Plan started earlier this year and will continue throughout 2013. The estimated completion date of the final draft of the plan is the first quarter of 2014.

Ms. Stone said one of the initial steps in developing the Strategic Plan was to create a Strengths, Weaknesses, Opportunities and Threats (SWOT) analyses for the Community Redevelopment Agency. Staff facilitated two workshops of the CRA Advisory Board to create the SWOT analyses. CRA Advisory Board members were asked to create a "photo tour" of the CRA showcasing locations that were "great" and locations that were "not so great". Based on the description that each member gave for their photos, the entire Advisory Board created the items listed in the SWOT. Over the next several months staff will work with the University of Florida

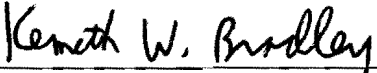
to create and execute a CRA wide survey. This survey will provide feedback from the CRA stakeholders on past and possible future projects, programs and grants.

Ms. Stone said they intend to have the plan back to them in December which will lay out their goals and project lists for the next five years. She answered questions regarding the survey and noted that it will only encompass those who live within the CRA boundaries. She also provided a brief timeline process leading up to the issuance of the draft Strategic Plan.

Commissioner Sprinkel asked if it is possible to use CRA funds to pay for or contribute towards quiet zones. Ms. Stone said they will look into this and report back. They will also forward it to the CRA Advisory Board for consideration as part of the Strategic Plan.

Commissioner Cooper thought that it would be advantageous to expand the survey beyond the CRA boundaries. City Manager Knight reassured her that all members of the community will have an opportunity to provide input through the public hearing process once the plan comes forward for adoption.

The CRA Agency meeting adjourned at 3:15 p.m.

  
Chairman Kenneth W. Bradley

ATTEST:

  
City Clerk Cynthia S. Bonham