The meeting of the Community Redevelopment Agency was called to order by Mayor Kenneth Bradley at 2:08 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

**Members present:**
- Mayor Kenneth Bradley
- Commissioner Beth Dillaha
- Commissioner Carolyn Cooper
- Commissioner Tom McMacken
- Orange County Representative Stan Roberts

**Also present:**
- City Manager Randy Knight
- CRA Attorney Anthony Garganese
- Deputy City Clerk Michelle Bernstein
- CRA Director Dori DeBord
- Assistant CRA Director Peter Moore

**Members absent:**
- Commissioner Phil Anderson

1. **Administrative Items.**
   
   a. Approve the minutes of 5/10/10 and 6/14/10.

   **Motion made by Commissioner McMacken to approve the minutes of May 10, 2010 and June 14, 2010; seconded by Commissioner Cooper. Motion carried unanimously with a 5-0 vote (Commissioner Anderson not present).**

2. **Action Items.**

   A. **FY 2011 CRA Budget**

   Assistant Economic Development/CRA Director Peter Moore provided a PowerPoint presentation illustrating the proposed FY2011 budget. He briefly discussed several regional issues which included the declining taxable value of commercial properties, how taxable properties are valued, and related future concerns. He also spoke about estimated revenues and expenditures, debt service, and the project funding surplus which decreased from $1.8 million to $375,000. He highlighted some selected major cost reductions which included cuts to staffing, contractual services, business and social programs, and parking lease agreements with the Mt. Moriah Church and Mr. Straughter.

   Mr. Moore mentioned that staff had worked with Mt. Moriah to renegotiate the existing lease but that they still suggested cancelling the lease with Mr. Straughter. The Mt. Moriah lease would become a 5 year agreement which would provide the church with $25 per space per month for 40 spaces for two years and in the subsequent three years, rates would increase to $30 a space. This would provide the CRA with some budgetary savings, ensure long-term funding for the church, and keep a well utilized parking lot available for local businesses. Mr. Moore clarified Commissioner Cooper's question related to the Straughter Lot and said that they had originally secured the smaller lot at $40 per space per month for 10 spaces with the purpose of possibly entering a tripartite agreement with both leasers to improve the entire parking area. Unfortunately with the CRA's revenue prospects looking negative in the near future, this was something that they could drop in the short term and possibly revisit in the future.
Mr. Moore mentioned that they proposed reducing their promotional activities budget by 50% ($10,000) which is traditionally used to fund minor special events and business openings. He also noted that they had chosen to remove the Bridgebuilder’s Scholarship Fund, which has traditionally assisted 10 students annually with college scholarships and costs $20,000 annually.

Mr. Moore stated if the proposed FY2011 budget for project funding is adopted as presented, funding available for projects in FY2011 will total $374,509. Of this total, $317,200 or 85% is from variable revenue sources like Investment Revenue and Miscellaneous Revenue. He then discussed the allocation of project surplus (FY2010 budget) and stated that staff recommends using FY2010 surplus revenues to forward fund some traditional projects during the next fiscal year such as Housing Rehabilitation, the Business Façade Program, the Business District Event Program and Wayfinding. He said that with a remaining surplus of $324,237 and the projected surplus of around $370,000, they should have around $700,000 of unencumbered funds to weather a continued downturn. Mr. Moore provided an overall summary stating that revenues have declined and costs are up which translates to a decrease in project spending flexibility. Mr. Moore noted that now is the time to plan with a cautious outlook for the future.

There was an overall question and answer discussion which followed. Mr. Moore addressed several items including the ice rink revenues and costs, debt service, reductions in Community Center programs and the effects on services. Mr. Knight noted that they budgeted more in the general fund to cover programming at the Community Center to cover this item. Mr. Knight also addressed concerns with property assessments.

Commissioner Cooper shared her concerns, from a legal standpoint, with this year’s funds regarding an issue with the statute requiring residual funds to be allocated. She stated that she would be more comfortable if they would allocate the FY2010 funds not FY2011. Attorney Garganese clarified the item and stated that the issue that the Commissioner is bringing up is that each Redevelopment Agency has to have a Redevelopment Trust Fund. He addressed the statute being clear that tax increment revenues that have been received from other taxing authorities have to go into the trust fund and that the money that goes into the trust fund has to be expended on current projects, to pay debt, put in an escrow account and reserve it to pay future debt payments or you can earmark it for a project that has to be completed within three years. He noted that the gray area in the statute relates to the proper allocation of funds not directly received as TIF; if it is not tax increment financing, that money can be set aside as a reserve account for the CRA. Mayor Bradley said that the CRA Attorney needs to make that decision on and the status of those funds and bring that recommendation to them. Mr. Moore noted that staff has been talking with the CRA Attorney regarding this item.

Commissioner Cooper shared her concern with the Bridgebuilders Scholarship Fund and said that she would like to see the scholarship program funded at some minimum level because she believes education is critical. A short discussion ensued and it was suggested that maybe there should be some sort of reciprocal agreement with a future scholarship program that required recipients to give back to the City either through community service or other means. Commissioner McMacken shared the same concerns with the scholarship fund and was hoping that at some level they could contribute to that year.

Motion made by Representative Roberts to accept the FY2011 budget as recommended by the CRA Advisory Committee; seconded by Commissioner McMacken for discussion.
Motion amended by Commissioner McMacken to have $5,000 allocated to the Bridgebuilders Scholarship Fund and that $5,000 be taken out of the dollars that are currently allocated to the Community Center Programs; seconded by Commissioner Cooper.

Mary Daniels, 650 Canton Avenue, addressed concerns with the Bridgebuilders Fund being removed from the FY2011 budget. She said that education is important and that the scholarship fund needs to be kept in the budget.

Lurline Fletcher, 790 Lyman Avenue, shared her concerns regarding the Bridgebuilders Scholarship Fund and the Community Center projects. She said that both elements are very important in the community and they need to be kept in the budget.

Fairolyn H. Livingston, 642 W. New England Avenue, speaking on behalf of the Hannibal Square Heritage Center said she would like the Agency to keep the current programs. She also would like to see the scholarship fund continue and be greater than $5,000.

Motion made by Commissioner Cooper to amend the amendment that the scholarship fund be increased to $10,000 and that those funds come out of the unallocated funds instead of coming out of the Community Center programming; seconded by Commissioner Dillaha. Commissioner McMacken asked if that was a doable source that they can use for that. Mr. Knight stated yes. Upon a roll call vote on the amendment to the amendment, Mayor Bradley and Commissioners Dillaha, Cooper, McMacken and Representative Roberts voted yes. The motion carried unanimously with a 5-0 vote (Commissioner Anderson was not present).

Motion made by Mayor Bradley to amend the original amendment that all scholarship funds that will be administered through the CRA have, and to be determined by staff, as any scholarship that he has ever seen, has a requirement that will be mutually acceptable to the CRA Advisory Board and others, that suggests that they have some return from it; seconded by Commissioner McMacken.

Commissioner McMacken said that his original amendment included a dollar amount that would no longer be necessary since they passed an amendment for $10,000. He asked Mayor Bradley if he would like to add to his statement that the $5,000 is withdrawn as part of his amendment to that amendment. Mayor Bradley stated that he does not want to withdraw the $5,000 and if he just wants to withdraw it, he will then just amend the original budget. Commissioner McMacken said that the $5,000 is a moot point now that they have potentially overwritten by the $10,000. Commissioner McMacken withdrew his original amendment. Mayor Bradley said that the budget will have in it an amendment for $10,000.

Motion made by Mayor Bradley to amend that the scholarship that is to be presented is done through staff, through CRA Advisory Board input, that has certain stipulations on the scholarship that would encourage and require something that brings back to the CRA, such as for example, if after five years you do not come back or give back you pay back. Ms. DeBord stated that she had that conversation when she started with the City, she raised concerns over the fact that the scholarship fund is not in the CRA plan at all and that is something that needs to be revised since they are talking about rewriting the CRA plan and that in order to make it tied to the statutory requirements, you need to have something that comes
into play with regard to the CRA, whether it be through community service or something along those lines. She stated that she was going to ask the Agency to allow them to bring back some appropriate guidelines that would meet the statutory language that is required for expending CRA funds on this type of activity. **Seconded by Commissioner McMacken.**

Upon a roll call vote on the amendment, Mayor Bradley and Commissioners Dillaha, Cooper, McMacken and Representative Roberts voted yes. The motion carried unanimously with a 5-0 vote (Commissioner Anderson not present).

Mayor Bradley summarized where they are on the 2011 CRA budget. He addressed the motion made above and the second which was amended to have $10,000 placed in the scholarship fund which he believed that $5,000 comes from Community Center funding and $5,000 from Reserves. Commissioner Cooper said all from the Reserves. Mayor Bradley asked if it is from the 2010 reserves and if they can put things in the 2011 budget that comes from 2010 reserves. City Manager Knight said yes.

Upon a roll call vote on the amendment to the amendment, Mayor Bradley and Commissioners Dillaha, Cooper, McMacken and Representative Roberts voted yes. The motion carried unanimously with a 5-0 vote (Commissioner Anderson not present).

B. **Allocation FY 2010 CRA Surplus Reserves**

Motion made by Commissioner Cooper to table until they get a legal opinion on the unallocated portion; Commissioner Dillaha seconded.

Upon a roll call vote, Mayor Bradley and Commissioners Dillaha, Cooper, McMacken and Representative Roberts voted yes. The motion carried unanimously with a 5-0 vote (Commissioner Anderson not present).

Ms. DeBord stated that this item would be brought back to the Agency in early September. She also mentioned that they would like to bring back all of the agreements that have been approved today and noted that they will schedule that item as soon they can.

3. **Informational Items**

No items presented.

4. **New Business**

Commissioner Dillaha addressed discussions about conducting a search for a Facilities Director for the Community Center. She stated she heard that the Winter Park Health Foundation is contributing money toward that search and asked for clarity. Parks Director John Holland explained that the Winter Park Health Foundation has provided the City with an opportunity to apply for a grant so they can find a consulting firm to help evaluate the needs of the City and the programming of the center.

**Motion made by Commissioner McMacken to adjourn; seconded by Commissioner Cooper. The motion carried unanimously with a 5-0 vote.**
The CRA Agency meeting adjourned at 3:13 p.m.

ATTEST:

[Kenneth W. Bradley]
Chairman Kenneth W. Bradley

[Deputy City Clerk Michelle Bernstein]