

A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, July 31, 2024 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Vice Chari, Eugene Jones called the meeting to order at 4:09 p.m. noting a quorum was present.

MEMBERS PRESENT: Eugene Jones, Vice Chair
Rachel Moalli
Doug Taylor
Steve Garrity

MEMBERS ABSENT: Kimberly Stewart
Commissioner Emily Bonilla

STAFF PRESENT: David Barilla, Executive Director
Mercedes Blanca, Assistant Director
Justin Eason, Assistant Director
Stacey Adams, Assistant City Attorney
Felix Roman, Board Secretary
Kelly Allen, Marketing and Communications Manager
Kelley Castellanos, Marketing and Communications Coordinator
Etajah Mourier, Interactive Media Coordinator
Charles Zollars, Economic Development Coordinator
Christina Hyson, Project Manager
Gerhard van der Snel, Downtown Facilities Supervisor
Samantha Levine, Housing and Homelessness Initiatives Manager
Rose Garlick, Discover Downtown Manager
Hareton Tejada, CRA Operations Manager
Nikki Wesson, Capital Improvement Plan Division Manager
Brooke R. Bonnett, Economic Development
Eric Ushkowitz, Business Development Division Manager

Election of Officers

A motion was made by Rachel Moalli and seconded by Doug Taylor to elect Eugene Jones as Chair, Kimberly Stewart as Vice Chair, and Felix Roman as Board Secretary. The motion carried unanimously.

Approval of Minutes

- a. A motion was made by Doug Taylor and seconded by Steve Garrity to approve the June 12, 2024 CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment: None

New Business:

- a. **DTO Retail Program Funding Agreement with Limitless Jewelers, LLC – Michael Whiteman, Economic Development Coordinator**

In 2010, the Community Redevelopment Agency (CRA) created the CRA Retail Stimulus Program to attract strong retail operators and to achieve high-quality interior buildouts of new retail establishments within the CRA. In 2023, the program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. The DTO Retail Program allows qualifying businesses to be eligible for up to \$150,000 for tenant improvements and \$50,000 for rent expenses for a potential maximum funding amount of \$200,000. Exact funding levels are dependent on program criteria such as location, square footage, and retail classification.

Limitless Jewelers, LLC, a jewelry store, has signed a five (5) year lease for the space located at 130 S. Orange Ave, Orlando, FL 32801. This 1,733 sq. ft. retail space will offer internationally renowned brands of jewelry, watches and accessories. This entrepreneur brings over nineteen (19) years ownership or operations management experience in a similar type of retail business to this new venture, including Limitless Jewelers in the Kissimmee area.

Limitless Jewelers, LLC has applied for funding in the amount of \$125,000 which includes \$75,000 for tenant improvements, along with \$50,000 in rent assistance. Funding received would be used for build-out expenses including electrical, plumbing, drywall, windows, signage and flooring. The overall build out of the space is anticipated to cost approximately \$105,000 and with \$75,000 from the CRA under this Funding Agreement.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the DTO Retail Program Funding Agreement between the Community Redevelopment Agency and Limitless Jewelers, LLC, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director of the CRA to execute such Funding Agreement.

A motion was made by Steve Garrity and seconded by Doug Taylor to recommend to the CRA approval of the DTO Retail Program Funding Agreement between the Community Redevelopment Agency and Limitless Jewelers, LLC, subject to review and approval of the City Attorney's Office, and authorization for the Chair and Executive Director of the CRA to execute such Funding Agreement. The motion carried unanimously.

b. Service Authorization with Jacobs Engineering Group, Inc. for Continuing Professional Transportation Services for the Church Street Festival Street Project, RQS21-0216-3 – Mary-Stewart Droege, Project Manager

The CRA's DTOutlook notes the importance of the creation of a safe and well-balanced street network to support a liveable and economically successful downtown by reinforcing Downtown as a place with a priority on connecting people and places. Preliminary findings of DTO 2.0 confirm the need to modify the geometry and operations of certain Downtown Orlando streets to better serve the diverse mobility goals of residents, employees, and visitors. Key to these efforts are phased improvements to Church Street between Garland Avenue and Rosalind Avenue. The first phase is repositioning a short 0.06 mile section of Church Street between Garland Avenue and the Central Florida Rail Corridor as a festival street, due to its proximity to the Church Street SunRail station, Gertrude's Walk, and ongoing area redevelopment.

On January 24, 2022, City Council approved a contract between the City and Jacobs Engineering Group, Inc. (Jacobs) for Continuing Professional Transportation Engineering Services, RQS22-0216-3. This Service Authorization is between the City, CRA, and Jacobs for the design and engineering of the joint City and CRA project for these first phase street mobility improvements to Church Street.

The City, CRA, and Jacobs have negotiated a not-to-exceed amount of \$588,612.32 for this Service Authorization. Staff considers this fee proposal reasonable and appropriate for the scope of work to be performed.

Jacobs's M/WBE Participation Plan for this Service Authorization totals 24.0%.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve and authorize the Chief Procurement Officer to execute a Service Authorization with Jacobs Engineering Group, Inc. on behalf of the CRA in the not-to-exceed amount of \$588,612.32,

subject to review and approval by the City Attorney's Office.

A motion was made by Doug Taylor and seconded by Rachel Moalli to recommend to the CRA that it approve and authorize the Chief Procurement Officer to execute a Service Authorization with Jacobs Engineering Group, Inc. on behalf of the CRA in the not-to-exceed amount of \$588,612.32, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

c. **Service Authorization with DRMP, Inc. for Continuing Professional Civil Engineering Services for the Magnolia Avenue Project, RQS22-0088-3 – Mary-Stewart Droege, Project Manager**

The CRA's DT Outlook notes the importance of the creation of a safe and well-balanced street network to support a liveable and economically successful downtown by reinforcing Downtown as a place with a priority on connecting people and places. Preliminary findings of the ongoing Downtown master planning effort of DTO 2.0 confirm the need to modify the geometry and operations of certain Downtown Orlando streets to better serve the diverse mobility goals of residents, employees, and visitors. The design and engineering approach will serve to remove dedicated Lymmo lanes and lane medians along with median trees and lighting, to allow the existing lane configuration (curb to curb) along Magnolia Avenue between South Street and Livingston Street to be modified to a two-lane operation with parking on one side of the street, and in traffic Lymmo operations.

On April 25, 2022, City Council approved a contract between the City and DRMP, Inc. (DRMP) for Continuing Professional Civil Engineering Services, RQS22-0088-3. This Service Authorization is between the City, CRA, and DRMP for the design, engineering, and construction management of the joint City and CRA project for these first phase street mobility improvements to Church Street.

The City, CRA, and DRMP have negotiated a base not-to-exceed amount of \$359,587.94 and up to an additional \$134,293.17 for additional optional of services as requested by the City and CRA plus up to \$2,500 in reimbursable expenses for this Service Authorization. Staff considers this fee proposal reasonable and appropriate for the scope of work to be performed.

DRMP's M/WBE Participation Plan for this Service Authorization totals 24.0%.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve and authorize the Chief Procurement Officer to execute a Service Authorization with DRMP, Inc. on behalf of the CRA in the not-to-exceed amount of \$496,381.11, subject to review and approval by the City Attorney's Office.

A motion was made by Doug Taylor and seconded by Steve Garrity to recommend to the CRA that it approve and authorize the Chief Procurement Officer to execute a Service Authorization with DRMP, Inc. on behalf of the CRA in the not-to-exceed amount of \$496,381.11, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

d. **License Agreement with the City of Orlando and Ivanhoe Village, Inc. – Justin Eason, Assistant Director**

Ivanhoe Village, Inc. (IVMS) has been a member of the Orlando Main Streets program since its inception in 2008. Recognized as one of Orlando's premier locations to live, work, and establish a business, IVMS is noted for its significant development while preserving its historical integrity.

The City of Orlando owns the parcel at 1108 N Orange Ave, where the Statue of Liberty is situated, located within the northernmost section of the CRA. IVMS is committed to

continuous placemaking initiatives to brand its district effectively. As part of these efforts, IVMS seeks to install an illuminated neighborhood identifying marker on this parcel.

The CRA's DTO Outlook establishes a CRA objective of improving wayfinding for all users and promoting a superior pedestrian experience within the Downtown Redevelopment Area.

The proposed license agreement permits installation and use of this parcel for the marker and additionally provides \$7,500.00 in CRA funding to support the placemaking and wayfinding initiative. Under the terms of the agreement, IVMS will assume full responsibility for maintenance of the marker. The City and CRA reserve the right to terminate the license at any time with 30 days' written notice.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the License Agreement, subject to review and approval of the City Attorney's Office and authorize execution of the Agreement by the Chair and Executive Director.

A motion was made by Steve Garrity and seconded by Doug Taylor to recommend to the CRA that it approve the License Agreement, subject to review and approval of the City Attorney's Office and authorize execution of the Agreement by the Chair and Executive Director. The motion carried unanimously.

Next Meeting

- a. The annual Downtown Development Board and Community Redevelopment Agency Advisory Board Budget Workshop will be held on Wednesday, August 21, 2024 at 3:00 p.m. in the Veterans Conference Room.
- b. The next regularly scheduled Community Redevelopment Agency Advisory Board will be held on Wednesday, August 28, 2024 at 3:00 p.m. in the Veterans Conference Room.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Eugene Jones adjourned the meeting at 4:34 p.m.



David Barilla
Executive Director



Felix Roman
Board Secretary