



CITY OF ORLANDO

Downtown South Neighborhood Improvement District
Advisory Council Meeting Minutes
Veterans Conference Room – City Hall
April 9, 2014

Members Present:

Rex V. McPherson II, Chair
Jon Toothman
Shannon Gravitte
William Nassal, Sr.

Members Not Present:

Mary Hurley

1. Call to Order/Determination of a Quorum

The meeting was called to order at 9:04 A.M.

2. Public comment

Chairman Rex McPherson opened the floor for public comment. Mr. Doug Doudney addressed concerns with FDOT's Orange Avenue Corridor Study against the use of medians and bulb-outs. Jason Burton commented there had been much public input on the best alternatives to allow for more efficient traffic flow and safety. Chair Rex McPherson clarified that the Advisory Council has not taken a position regarding FDOT's Orange Avenue Corridor Study.

3. Review and approval of minutes

Chairman Rex McPherson opened the floor for additions or corrections to the minutes of the March 19, 2013 Advisory Council meeting. Hearing none, the minutes were approved as submitted.

4. Staff reports

a. Consultant update

Dana Loncar gave an update on the new website for the DSNID (www.downtownsouthnid.com). The website includes an updated map of the district boundaries, additional information about the NID, and the upcoming referendum process. A mailer will be sent to freeholders reminding them of the upcoming referendum after the list of freeholders is closed by the City Clerk on April 20.

Richard Crotty gave an update on freeholder meetings. There have been additional discussions with freeholders representing medical office buildings (MOB), residents, and some opposing parties. Shannon Gravitte asked a question regarding the general outcome of freeholder meetings. Richard Crotty answered that those meetings had been generally positive, that had been opposed remain opposed, but the information dissemination process has been positive.

b. Referendum notice mailings

Jason Burton informed the Advisory Council that approximately 1,200 notices were sent out to freeholders in the DSNID. He noted that about 20 messages had been received regarding address corrections and that the City Clerk was working on making those adjustments. There were a number of returned notices because of incorrect addresses. Jon Toothman asked questions about the number



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of parcels versus the number of notices that were mailed and what happens to the unreturned ballots from incorrect addresses. Jason Burton answered that there were more notices sent than parcels in the district because some parcels had been condominiumized and that staff was performing due diligence to ensure the right individuals were receiving the correct notices. For example, for those notices returned where a new address was provided by the post office, a letter was sent saying they needed to update their address and also provided the referendum notice.

c. Tax-exempt property agreements

Kyle Shephard informed the Advisory Council of property owners who have agreed to pay a payment in lieu of taxes (PILOT) and that so far, the City had only been notified of one tax-exempt entity that has agreed to participate – Orlando Health. The agreement for their PILOT participation will go before City Council this coming Monday. Kyle Shephard explained that these entities will pay a proportional tax as if they were a non-exempt taxpaying property owner for the duration of the ad valorem tax (15 years). If payment were not to be received, Orlando Health would be in breach of contract with the City. Kyle Shephard also noted that the district can be dissolved at any time by the Board.

5. Calendar

The next meeting will be held on Wednesday, May 14, 2014 at 9:00 A.M. in the Veterans Conference Room, City Hall.

6. Announcements and other business

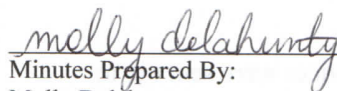
Molly Delahunty informed the Advisory Council that the consultant team would be making a presentation about recent developments regarding the DSNID on April 16th at the Downtown South Coffee Club Meeting, OLV Café, 8:00 a.m.

7. Adjourn

The meeting was adjourned at 9:22 A.M.

Orlando City Staff Present:

Kyle Shephard – City Attorney
Jason Burton – Chief City Planner
Alana Brenner – City Clerk


Minutes Prepared By:
Molly Delahunty
Richard Crotty Consulting Group
DSNID Administrative Services



CITY OF ORLANDO

Downtown South
Neighborhood Improvement District
Advisory Council

MEETING NOTICE

A meeting of the Downtown South Neighborhood Improvement District (NID) Advisory Council will be held on Wednesday, April 9, 2014 at 9:00 a.m., City Hall, Second Floor, Veterans Conference Room, 400 South Orange Avenue, Orlando, Florida.

AGENDA

1. Call to order and determination of a quorum
2. Public comment
3. Review and approval of minutes
 - a. March 19, 2013 – Regular meeting (Motion to approve)
4. Staff reports
 - a. Consultant update
 - i. DSNID website: www.downtownsouthnid.com (Dana Loncar)
 - ii. Freeholder meetings (Rich Crotty)
 - b. Referendum notice mailings (Jason Burton/Kyle Shephard)
 - c. Tax-exempt property agreements (Jason Burton/Kyle Shephard)
5. Next meeting: Wednesday, May 14, 2014, City Hall, Veterans Conference Room, 9:00 a.m.
6. Announcements and other business
 - a. DSNID Presentation at Downtown South Coffee Club, April 16, OLV Café, 8:00 a.m.
7. Adjourn



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SIGN IN SHEET
Downtown South Neighborhood Improvement District
Advisory Council

NAME	AGENCY/COMPANY	EMAIL ADDRESS	PHONE NUMBER
RICHARD L. GONZALEZ	PINELOCH MGT. CORP	RICHARD@PINELOCH.COM	407 256 8213
Greg Wilson	" "	greg@pineloch.com	407 256 8213
Jessica Dodson	Stiles Property Mgmt	jessica.dodson@stiles.com	407 667-7789
Holly Vanture	Downtown South		407-715-3315
Autumn Martin	" "		
Karl Hodges	Orlando Health	Karl.Hodges@orlandohealth.com	407 841 5124



CITY OF ORLANDO

March 26, 2014, via First Class United States Mail

MERITA BAKERY
FLOWERS BAKING CO OF ORLANDO LLC
1919 FLOWERS CIR
THOMASVILLE, GA 31757

Re: Downtown South Neighborhood Improvement District Tax Referendum

This letter is sent in accordance with subsection 5(2) of City of Orlando Ordinance #2011-28, requiring the City Clerk to notify landowners within the City of Orlando Downtown South Neighborhood Improvement District (the "Improvement District") of an upcoming referendum to determine whether the Improvement District shall have the authority to levy up to 2 mills of ad valorem taxes for the next 15 years.

The Improvement District was created by Ordinance #2011-28 of the Orlando City Council on July 25, 2011, and is governed by a board of directors comprised of the members of the Orlando City Council. The work of the board of directors is guided by the Downtown South Neighborhood Improvement District Advisory Council (the "Advisory Council") comprised of representatives of property and business owners within the Improvement District. The boundaries of the Improvement District are depicted in Exhibit "A", attached to this letter. Your site's address is 2200 S DIVISION AVE.

The Improvement District was created pursuant to the Safe Neighborhood Act, Part IV, Chapter 163, Florida Statutes, and is charged with planning, financing, constructing, and maintaining public infrastructure and services such as roads, sidewalks, landscaping, parks, utilities, drainage, and to promote the commercial advantages of the district. The Improvement District is authorized by state law to levy up to 2 mills of ad valorem taxes each year, though as of March 19, 2014, the Advisory Council has recommended an initial millage rate of 1 mill. Each mill represents a tax of \$1 for every \$1,000 in value of taxable property as determined annually by the Orange County Property Appraiser. Tax revenues from the district can only be used to fund public improvements within the district.

While state law allows the Improvement District to levy the ad valorem tax without a referendum, the Orlando City Council conditioned the district's taxing authority on approval by referendum of the property owners within the district. This letter is being sent to you because the tax assessment roll of Orange County as of December 31, 2013, identifies you as a property owner within the district. The tax assessment roll constitutes the elector registration list for purposes of the referendum. If your status as property owner within the district has changed since December 31, 2013, please submit corrections to my office by 5:00 p.m., April 21, 2014. After this date and time, the voter registration list will be closed. Requests for corrections to the registration list must include proof of ownership. Property owners with a fractional interest that wish to cast separate ballots must notify my office of each fractional owner, including their respective fractional share, and the mailing address for each owner.

CITY OF ORLANDO • CITY CLERK'S OFFICE

400 SOUTH ORANGE AVENUE – SECOND FLOOR • PO BOX 4990 • ORLANDO, FLORIDA 32802-4990
PHONE 407-246-2251 • FAX 407-246-3613 • <http://www.cityoforlando.net>

March 26, 2014

Downtown South Neighborhood Improvement District Tax Referendum

Within 15 days of the closing of the voter registration list I will send a ballot to each property owner on the list. The ballot will include a brief description of the Orlando Neighborhood Improvement District Code and the Improvement District. The ballot will also include the current assessed value of your property, the percentage of your interest in the property, and then the following referendum question:

"Do you favor authorizing the Downtown South Neighborhood Improvement District to levy up to 2 mills of ad valorem taxes for no more than 15 years?"

Voters will then be asked to indicate their support or opposition to the question. Ballots must be received in the City Clerk's Office by May 20, 2014. Ballots may be personally delivered to the City Clerk's Office or returned by United States mail. Results of the referendum will be tabulated and certified by May 25, 2014.

The property owners in the district will have approved of the authority to levy the ad valorem tax if approval has been given by owners representing in excess of 50% of the assessed value of the properties represented by ballots cast. Ballots cast by property owners wholly exempt from taxation will not be counted unless the owner agrees by contract to make an annual payment to the Improvement District equal to the amount of taxes that would be paid to the Improvement District if not exempt. Such contract must be dated as of the closing of the registration list and must obligate the exempt owner to such payments for 15 years. Properties held in fractional ownership must submit completed ballots from all owners in order to count in the referendum.

For more information about the Improvement District, please consult the Orlando Neighborhood Improvement District Code (see Chapter 40, Orlando City Code, at www.municode.com/Library/FL/Orlando) and City Ordinance #2014-6 via <http://tinyurl.com/lfudrxz>. Land use plans, reports, maps, the Downtown South Safe Neighborhood Improvement Plan, and other important information about the Improvement District can be found on the City of Orlando Economic Development Department, Planning Division website via <http://tinyurl.com/ns59gml>.

If you have any questions about the Improvement District, please contact the Richard Crotty Consulting Group at (407) 985-1934. With questions about the upcoming referendum, please contact me at alana.brenner@cityoforlando.net or call my office at (407) 246-2251.

Sincerely,

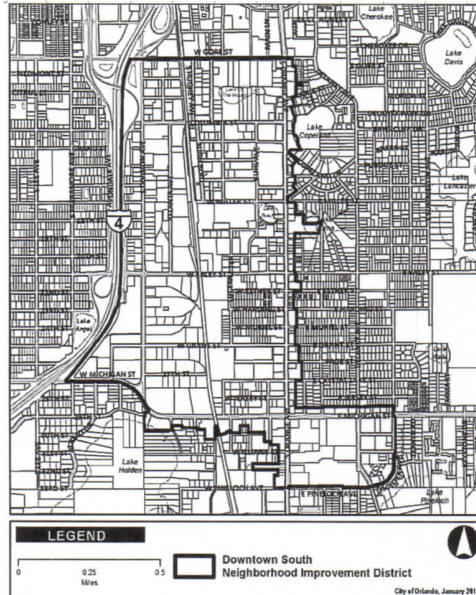


Alana C. Brenner
City Clerk

NOTICE OF PROPOSED TAX REFERENDUM

This notice is made in accordance with subsection 5(2) of City of Orlando Ordinance #2011-28, requiring the Orlando City Clerk to notify landowners within the City of Orlando Downtown South Neighborhood Improvement District (the "Improvement District") of an upcoming referendum to determine whether the Improvement District shall have the authority to levy up to 2 mills of ad valorem taxes for the next 15 years.

The Improvement District was created by Ordinance #2011-28 of the Orlando City Council on July 25, 2011, and is governed by a board of directors comprised of the members of the Orlando City Council. The work of the board of directors is guided by the Downtown South Neighborhood Improvement District Advisory Council (the "Advisory Council") comprised of representatives of property and business owners within the Improvement District. The boundaries of the Improvement District are depicted below.



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While state law allows the Improvement District to levy the ad valorem tax without a referendum, the Orlando City Council conditioned the district's taxing authority on approval by referendum of the property owners within the district. The tax assessment roll constitutes the elector registration list for purposes of the referendum. If you are, or have been, a property owner in the district, and your status as property owner within the district has changed since December 31, 2013, please submit corrections to the Orlando City Clerk by 5:00 p.m., April 21, 2014. After this date and time, the voter registration list will be closed. Requests for corrections to the registration list must include proof of ownership.

Within 15 days of the closing of the voter registration list the Orlando City Clerk will send a ballot to each property owner on the list. The ballot will include a brief description of the Orlando Neighborhood Improvement District Code and the Improvement District. The ballot will also include the current assessed value of your property, the percentage of your interest in the property, and then the following referendum question:

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If you have any questions about the Improvement District, please contact the Richard Crotty Consulting Group at (407) 985-1934. With questions about the upcoming referendum, or to request changes to the voter registration list, please contact the Orlando City Clerk at (407) 246-3300 or by visiting the Clerk's Office, 2nd Floor, Orlando City Hall, 400 S. Orange Avenue, Orlando, Florida.