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The regular meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, December 10, 2014 at City Hall, 400 South Orange Avenue, City Hall, Second Floor, Conference Room "R", 400 South Orange Avenue, Orlando, Florida. Noting a quorum was present; Chair Roger Chapin called the meeting to order at 3:45 p.m.

MEMBERS PRESENT: Roger Chapin, Chair  
Doug Taylor, Vice Chair  
Wendy Connor  
Terry Delahunty

STAFF PRESENT: Thomas C. Chatmon, Jr., Executive Director  
Walter Hawkins, Director of Urban Development  
David Barilla, Assistant Director  
Christel Brooks, Administrative Specialist  
Christopher DeLoatche, Interim Board Secretary  
Kelly Allen, Marketing and Communications Coordinator  
Sydney Gray, Social Media Coordinator  
Patricia Dellacona, Division Fiscal Manager  
Mercedes Blanca, Economic Development Coordinator  
Rose Garlick, Downtown Information Center Manager  
Bob Fish, Downtown Clean Team Manager  
Stacey Adams, Assistant City Attorney

**New Business –**

**a. Corporation for Supportive Housing, Inc.** – Mr. Thomas Chatmon, Executive Director, introduced the Corporation for Supportive Housing, Inc. He explained the CRA, in conjunction with the Economic Development Department and Housing and Community Development Department of the City of Orlando, is seeking to enter into a tri-party contract with Corporation for Supportive Housing, Inc. (CSH) for Technical Assistance Services on Supportive Housing and Systems Change. CSH will provide in-depth systems change, consulting expertise and key experts to further development and implement the plan to reduce street homelessness with particular emphasis on the Downtown Orlando CRA area and the creation of new supportive housing units.

The contract term is for three (3) years with an estimated annual expenditure of \$250,000 per year. The annual CRA expenditure is expected to be \$200,000, with \$50,000 to be contributed by the City of Orlando for CSH to complete system changes, develop policies and pilots to create supportive housing, provide technical assistance to providers, deliver training and coordinate with downtown stakeholders. Annual CRA funding in the amount of \$200,000 was approved in the FY 2014-2015 budget process, with the remaining \$50,000 to be paid from the City's General Fund. Given the immediate needs and the time required for a competitive solicitation, the City and CRA would like to utilize the consultant selected by

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the most recently identified competitive selection process that was completed by Indiana Housing and Community Development Authority resulting in Contract RI-2014-002 with CSH. The scope of work is tailored to the Orlando Community. The Board had several questions about the expenditure. Mr. Chatmon and Rebecca Sutton, Chief Financial Officer gave an explanation of the process and costs of the solicitations.

Staff requested the CRA Advisory Board recommend that the CRA authorize for the Chief Procurement Officer to enter into a tri-party agreement between the CRA, City of Orlando and CSH for the technical assistance services on supportive housing and systems change.

A motion was made by Terry Delahunty and seconded by Doug Taylor to recommend that the CRA authorize for the Chief Procurement Officer to enter into a tri-party agreement between the CRA, City of Orlando and CSH for the technical assistance services on supportive housing and systems change. The motion carried unanimously.

Chairman Chapin recessed the meeting at 3:58 p.m.

Chairman Chapin reconvened the meeting at 4:06 p.m.

**Approval of Minutes** – Approval of the October 22, 2014 CRA Advisory Board meeting will be considered at the January 28, 2015 meeting.

**Executive Director Report** – None.

**Parramore Update** – Walter Hawkins gave an update on recent events including the PKZ Fall Festival and Orlando MLS Stadium Project Meeting; and upcoming events in the Parramore area. The Board thanked Mr. Hawkins for his update.

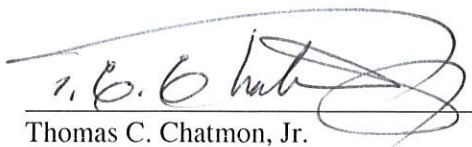
**Sunshine Coin Laundry Update** – David McCreary, owner of Sunshine Coin Laundry, thanked the board and gave an update on the improvements and purchases made with the financial assistance of the MEBA Grant. The Board thanked Mr. McCreary for information presented.

**Date of Next Meeting**

The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, January 28, 2015, 3:00 p.m., at City Hall, Sustainability Conference Room, on the Second Floor.

**Adjournment**

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chairman Roger Chapin adjourned the meeting at 4:18 p.m.



Thomas C. Chatmon, Jr.  
Executive Director



Christel Brooks  
Administrative Specialist