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The regular meeting of the Community Redevelopment Agency Advisory Board was held on Friday, May 29, 2015 at 10:00 a.m. at City Hall, 400 South Orange Avenue, Agenda Conference Room, 400 South Orange Avenue, Orlando, Florida. Noting a quorum was present; Chair Roger Chapin called the meeting to order at 10:16 a.m.

MEMBERS PRESENT: Roger Chapin, Chair
Doug Taylor, Vice Chair
Bill Dymond
Terry Delahunty
Commissioner Ted Edwards

MEMBERS ABSENT: Wendy Connor
Jessica Burns

STAFF PRESENT: Walter Hawkins, Director of Urban Development
David Barilla, Assistant Director
Christel Brooks, Administrative Specialist
Shaniqua Rose, Board Secretary
Patricia Dellacona, Division Fiscal Manager
Mercedes Blanca, Economic Development Coordinator
Kelly Allen, Marketing and Communications Coordinator
Sydney Gray, Social Media Coordinator
Rose Garlick, Downtown Information Center Manager
Bob Fish, Downtown Clean Team Manager
Stacey Adams, Assistant City Attorney
Victoria Walker, Assistant City Attorney
Kim King, Business Development Assistant Manager
Francis Flynn, Deputy Director of Economic Development
Brooke Bonnett, Director of Economic Development

Approval of Minutes - A motion was made by Terry Delahunty and seconded by Bill Dymond to approve the minutes of the April 22, 2015 CRA Advisory Board meeting. The motion carried unanimously.

Roger Chapin welcomed Commissioner Ted Edwards and asked him to give background information on himself. Commissioner Edwards, Orange County District 5 Commissioner, gave a brief overview of his boundaries and his professional experience.

Due to conflicting time schedules with presenters, the order of the meeting was changed from the original published agenda as follows:

New Business:

a. **High Wage/High Value Job Creation Program: SightPlan, Inc.** – David Barilla, Assistant Director, explained that on April 17, 2006, the CRA approved the High Wage/High Value Job Creation Program for the purpose of locating targeted industries and targeted headquarters with high-value jobs to Downtown Orlando by leveraging available state and local economic development programs and providing location assistance for the purpose of accomplishing goals such as: diversifying the local economy, growing high-wage, high-value jobs; and growing targeted industries. In 2013 the program was amended to offer four incentives; Job Creation Incentive, Creative Village Pioneer Incentive, Downtown Living Incentive, and Public Transportation Incentive. Total incentives are payable up to \$5,000 per job.

SightPlan, Inc. provides a suite of resident service and asset management tools for the real estate industry including the fast growing multifamily apartment sector. The company's mobile and cloud solutions improve the predictability and responsiveness of site operations. The company is currently operating in the UCF Business Incubator and is considering locating their headquarters to Downtown Orlando.

SightPlan, Inc. is considering leasing approximately 3,600 sq ft of office space in Downtown Orlando. SightPlan, Inc. will add 28 new jobs to Downtown over a period consisting of three (3) years with an average annual wage of \$64,000 which is at least 150% above the Orange County annual wage. SightPlan, Inc.'s total capital investment is estimated to be \$280,000 in build out and equipment. The CRA would provide \$3,500 for each of the 28 high value/high wage jobs that will be located in Downtown Orlando over a three-year period.

Staff requested approval of the High Wage/High Value Program Funding Agreement between the CRA and SightPlan, Inc., Inc. and authorization for the Chairman of the CRA and the Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office, and approval of expenditures from the Downtown Orlando Community Redevelopment Area Trust Fund in the amount of up to \$98,000 in High Wage/High Value Job Creation Program funding for SightPlan, Inc..

Terry Delahunty wanted to know how many agreements have the Board approved since the program changes. Mr. Barilla explained that there were three other ones approved and no money has been disbursed, as the companies have not yet met the approved benchmarks.

Doug Taylor wanted to know how we find the businesses to offer these incentives to. Mr. Barilla explained that the City works closely with the EDC; when businesses are interested in downtown the City will offer different incentives to attract them to the area.

A motion was made by Terry Delahunty and seconded by Doug Taylor to approve the High Wage/High Value Program Funding Agreement between the CRA and SightPlan, Inc., and authorize the Chairman of the CRA and the Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office, and approval of expenditures from the Downtown Orlando Community Redevelopment Area Trust Fund in the amount of up to \$98,000 in High Wage/High Value Job Creation Program funding for SightPlan, Inc. The motion carried unanimously.

b. Homeless Outreach Funding Agreement Amendment – Walter Hawkins, Director of Urban Development, explained that as stated in the Downtown Outlook Plan, the CRA may support and fund outreach programs to assist homeless persons in regaining self-sufficiency and to help minimize the impacts of the homeless on the residents and businesses within the Downtown area. For the last year, under an agreement with the CRA and other entities, the Health Care Center for the Homeless, Inc. (“HCCH”) has been providing outreach services within the Downtown CRA. The CRA desires to partner with this agency again in order to retain the services of the two homeless outreach specialists currently serving the Downtown CRA.

To that end, the CRA will enter into a funding agreement with the HCCH and the Homeless Services Network of Central Florida, Inc. (“HSN”) in order to provide funding for two homeless outreach specialists for the term of July 1, 2015 through September 30, 2016. The total annual cost for the services is estimated at \$105,060, which includes salary and benefits for the two outreach specialists as well as operating expenses. The CRA will contribute \$75,000, HSN has agreed to contribute \$35,000 and HCCH will cover the remaining expenses. The HCCH will supervise the activities of the homeless outreach specialists and will provide quarterly progress and summary reports to the CRA and HSN.

Staff requested that the CRA Advisory Board recommend the CRA approve the Homeless Outreach Funding Agreement, subject to review and approval by the City Attorney’s Office, and authorize the Chairman and Executive Director to execute such Agreement. Staff also requested the authorization of expenditures from the Downtown Orlando Community Redevelopment Trust Fund in the amount of \$75,000 for the Homeless Outreach Funding Agreement.

A motion was made by Doug Taylor and seconded by Bill Dymond to approve the Homeless Outreach Funding Agreement, subject to review and approval by the City Attorney's Office, and authorizes the Chairman and Executive Director to execute such Agreement. Staff also requested the authorization of expenditures from the Downtown Orlando Community Redevelopment Trust Fund in the amount of \$75,000 for the Homeless Outreach Funding Agreement. The motion carried unanimously.

c. MEBA - Little Kings and Queens Learning Center, LLC – Mercedes Blanca, Economic Development Coordinator, explained that the Minority/Women Business Assistance Program was approved by the CRA on August 28, 2006. The MEBA Program assists with small business retention and creation in the MEBA target area as defined within the Downtown Orlando Community Redevelopment Area. The MEBA Program provides financial assistance of up to \$40,000.00 to qualified new and existing retail and service businesses for retention/relocation expenses, purchase of capital equipment, marketing services, and business start-up expenses.

Little Kings and Queens Learning Center, LLC is a daycare located at 800 West Central Boulevard that opened in September of 2014. The objective of Little Kings and Queens Learning Center, LLC is to provide local residents of the Parramore community and adjacent areas with reliable and affordable services for children from infancy to school age in a developmentally appropriate environment. The business owner and director, Casarah Henderson, is requesting \$27,801.00 to be used towards capital equipment, rent, capital improvement, and marketing costs.

The MEBA Advisory Board recommended approval of funding up to \$27,801.00 at the April 17, 2015 MEBA Advisory Board Meeting.

Staff requested that the CRA Advisory Board recommend approval of the MEBA Funding Agreement between the CRA and Little Kings and Queens Learning Center, LLC, and authorization for the Chairman and Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office.

A Board Member wanted to know the success rate for the MEBA program. Ms. Blanca explained that there is a 40% success rate. Another Board Member wanted to know success rates of starter businesses and how many children are presently in the school. Ms. Blanca explained that she does not have the starter business success rate information available, but would research in each industry to find the success rates. Casarah Henderson, Little Kings and Queens Learning Center owner and director, said that there were currently 12 students with 3 more in the application process. Ms. Henderson also explained that after doing research of other daycares in the neighborhood, no other one had so many enrollments so quickly.

Roger Chapin, Chair, explained that when applications are received for funding he questions the usage, but then he realizes that the CRA has created special programs to help encourage retailers to come and stay downtown and is in full support of these types of programs.

A motion was made by Bill Dymond and seconded by Doug Taylor to approve the MEBA Funding Agreement between the CRA and Little Kings and Queens Learning Center, LLC, and authorize the Chairman and Executive Director of the CRA to execute the Agreement, subject to the review and approval of the City Attorney's Office. The motion carried 4-1, with Commissioner Edwards voting against approval.

Parramore Update:

Walter Hawkins gave a PowerPoint recap of the last 10 years of Pathways for Parramore. The Board thanked Mr. Hawkins for his update.

Date of Next Meeting

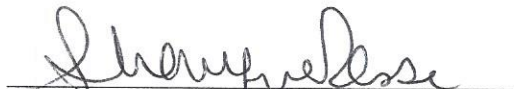
The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, June 24, 2015, 3:00 p.m., at City Hall, Sustainability Conference Room, on the Second Floor.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chairman Roger Chapin adjourned the meeting at 11:21 a.m.



Walter Hawkins
Acting Executive Director



Shaniqua Rose
Board Secretary