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The regular meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, December 9, 2015 at City Hall, 400 South Orange Avenue, City Hall, Second Floor, Sustainability Conference Room, 400 South Orange Avenue, Orlando, Florida. Noting a quorum was present; Chair Doug Taylor called the meeting to order at 4:21 p.m.

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

**MEMBER ABSENT:** Jessica Burns

**STAFF PRESENT:** Thomas C. Chatmon, Jr., Executive Director  
Walter Hawkins, Director of Urban Development  
David Barilla, Assistant Director  
Christel Brooks, Administrative Specialist  
Shaniqua Rose, Board Secretary  
Kelly Moody, Project Manager  
Kelly Allen, Marketing Coordinator  
Sydney Gray, Social Media Specialist  
Sharifa Ford, Intern  
Patricia Dellacona, Division Fiscal Manager  
Mercedes Blanca, Economic Development Coordinator  
Rose Garlick, Downtown Information Center Manager  
Bob Fish, Clean Team Supervisor  
Christopher DeLoatche, Intern  
Kim King, Business Development Manager  
Stacey Adams, Assistant City Attorney  
Commissioner Regina Hill, District 5 Commissioner

**Approval of Minutes** - A motion was made by Terry Delahunty and seconded by Commissioner Ted Edwards to approve the minutes of the October 28, 2015 CRA Advisory Board meeting. The motion carried unanimously.

**Parramore Update:**

Walter Hawkins gave an update on events taking place in the Parramore area. The Board thanked Mr. Hawkins for his update.

**Executive Director Report** – Thomas C. Chatmon Jr., Executive Director, deferred to Brent Trotter, President & Chief Executive Officer, Coalition for the Homeless of Central Florida, Inc. Mr. Trotter gave a PowerPoint presentation advising the Board of the accomplishments of the Men's Service Center as well as the services provided at the Men's Service Center. The Board thanked Mr. Trotter for his presentation.

**New Business:**

- a. **Men's Service Center Agreement Amendment** – Walter Hawkins, Director of Urban Development explained that in June of 2013, the CRA entered into an agreement with the Coalition for the Homeless of Central Florida, Inc. under which the CRA is providing funding to the Coalition for its assistance in achieving several of its Redevelopment Plan goals, including operation of the Men's Service Center within the Downtown Redevelopment Area. At the time of entering into the Agreement it was contemplated that the Men's Service Center would open in late 2013. However, due to construction related delays, the Men's Service Center opened on January 28, 2015. As a result of the delay in opening, several timeframes within the Agreement require amendment, including extension of the term and requirement for matching funding by one year, acknowledgment of the lack of funding in 2014, and inclusion of funding for the final year of the Agreement, 2023. Additionally, the timeframes for reporting are being amended to better align with the CRA's fiscal year.

Staff requested the CRA Advisory Board recommend to the CRA approval of the First Amendment to Funding Agreement with the Coalition for the Homeless of Central Florida, Inc., subject to review and approval by the City Attorney's Office, and authorization for the Chairman and Executive Director to execute the Amendment.

A motion was made by Terry Delahunty and seconded by Roger Chapin recommending that the CRA approve the First Amendment to Funding Agreement with the Coalition for the Homeless of Central Florida, Inc., subject to review and approval by the City Attorney's Office, and authorization for the Chairman and Executive Director to execute the Amendment. The motion carried unanimously.

- b. **High Wage High Value: Limbach Facility Services, LLC**– 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.

Limbach Facility Services, LLC. is an industry-leading provider of sustainable building solutions focused on innovative and cost-effective HVAC management. The Orlando location will serve as the National Headquarters for the Limbach Engineering and Design

Services team which is responsible for engineering and design services for the company nationwide.

Limbach Facility Services, LLC. is considering leasing approximately 12,000 sq ft of office space in Downtown Orlando. Limbach Facility Services, LLC. will add 25 new jobs to Downtown over a period consisting of three (3) years with an average annual wage of \$74,500 which is at least 150% above the Orange County annual wage. Limbach Facility Services, LLC.'s total capital investment is estimated to be \$402,500 in build out and equipment. The CRA would provide \$3,500 in program funding for each of the 25 high value/high wage jobs that will be located in Downtown Orlando over a three-year period.

Staff requested the CRA Advisory Board recommend the CRA approve the High Wage/High Value Program Funding Agreement between the CRA and Limbach Facility Services, LLC., 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 \$87,500 in High Wage/High Value Job Creation Program funding for Limbach Facility Services, LLC.

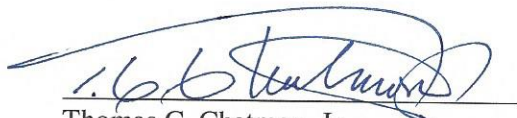
A motion was made by Terry Delahunty and seconded by Bill Dymond recommending that the CRA approve the High Wage/High Value Program Funding Agreement between the CRA and Limbach Facility Services, LLC., and authorization for the Chairman of the CRA and the Executive Director of the CRA to execute the 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 \$87,500 in High Wage/High Value Job Creation Program funding for Limbach Facility Services, LLC. The motion carried unanimously.

#### **Date of Next Meeting**

The next scheduled meeting of the Community Redevelopment Agency Advisory Board is Wednesday, January 27, 2016, 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 Doug Taylor adjourned the meeting at 5:05 p.m.



Thomas C. Chatmon, Jr.  
Executive Director



Shaniqua Rose  
Board Secretary