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**Downtown South Neighborhood Improvement District
Advisory Council Meeting Minutes**
Veterans Conference Room, 400 South Orange Ave, Orlando, FL.
Wednesday, January 13, 2016

Members Present

Harlan Hanson
Melissa Koch
Mike Gluckman

Members Absent

Adam Freeman

Staff Present

Sarah Elbadri, Executive Director
Jason Burton, City of Orlando
Pauline Eaton, City of Orlando

Public in attendance

Matt Taylor
Greg Lee

Call to Order

Jason Burton called the meeting to order at 9:08am

Public Comment

There was no public comment

Jason Burton clarified that last meeting was a training held for Sunshine laws.. Mr. Burton opened the floor for additions or corrections to:

Meeting Minutes of December 9, 2015

Hearing no objections, Mr. Burton asked that the advisory Council accept the minutes, which was done by unanimous voice of those present.

- a) Mr. Burton recognized two new board members at this meeting, Harlan Hanson and Mike Gluckman.
- b) **Elect DSNID Chair and Vice Chair**
 - a. Mr. Burton called for a nomination for Chair. Sarah Elbadri nominated Harlan Hanson. Melissa Koch seconded the motion. Mr. Hanson consented to the nomination. This motion was VOTED upon and PASSED by unanimous voice vote.
 - b. As the new Chair for this Council, Mr. Hanson called for a nomination for Vice Chair. Melissa Koch nominated herself. Mr. Hanson seconded the motion. This motion was VOTED upon and PASSED by unanimous voice vote.
 - c. Each present board member introduced themselves and provided background on their relationship to Downtown South. Sarah Elbadri mentioned that the board



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has one vacant seat, which should be filled before the next scheduled NID meeting in March.

c) Review of Draft Capital Improvement Projects (CIP) Strategy Memorandum

- a. Sarah Elbadri introduced the memorandum that was written in August and included in the September Minutes of the NID Advisory Board. Mr. Hanson expressed that he would like to focus on developing a specific work plan for the NID this year. Mr. Burton followed up by saying that the next step for the board would be to develop short and long term strategies, for example in the draft budget, money was set aside to work on aesthetic improvements in Downtown South and that might be a focus for the short-term strategy. Mr. Hanson mentioned that he would like to see the group look into design guidelines and development standards to ensure that what is done in the district is consistent throughout the area.

Mr. Hanson would also like a financial update on the NID and updates on local developments to understand how much and where the NID can have an impact.

Mr. Hanson wanted an update on the Strategic Intermodal System (SIS) project on Columbia and Sleigh. Mr. Burton suggested that John Rogers from the City's Transportation department should come back and present to the board about where they are on this project.

Mr. Hanson asked if there was a printed budget and work program for the NID for this upcoming year. Mr. Burton said there was a 5 year CIP that was voted on and passed. This budget/plan can be updated depending on the specific projects that the NID wanted to take on.

Mr. Burton pointed out what was in the package as part of the memorandum. Orange Ave. is the largest project on the list. DRMP was the consultant on this Orange Ave. Project. There is an interim and ultimate strategy for this project. The Ultimate strategy is preferred since the NID has contributory funds. The NID Advisory Board worked with FDOT on this plan in 2014. Moving forward Sarah will work with Heather Garcia at FDOT to get this project scope ready and figure out the funding strategy with FDOT. Mr. Burton's rough estimate on this project is \$6.5M

In addition to this project, Mr. Burton suggested that the undergrounding of the utilities on Orange Ave be coordinated with this project. OUC had previously set aside \$1M/year for projects. It should be considered that the NID might contribute some seed money toward undergrounding the utilities to improve the resilience of the street and improve the aesthetics. Mr. Burton's estimate on this project is \$8M. This project should also be considered for this year's workplan.

Continuing down the list of improvements in the memorandum, Mr. Burton described streetscape and lighting improvements on Michigan. Michigan is a county-owned road. Recently the lighting was improved on Semoran, coupled with new utility poles. The City's public works department should work with the county to do something similar on Michigan. Pauline Eaton expressed that NID in cooperation with the Main Street program have input in the fixture that is chosen



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so that the entire district have a uniform look. Mr. Burton said this would likely be the standard pole that has been used City-wide, but that Downtown South could chose their own ornamental bracket. Mr. Hanson would like to make sure that the Design Committee be involved in this process.

Mr. Hanson wanted to know who the landscape architect who worked with DRMP for the Orange Ave. Project. Mr. Burton said he and FDOT worked with DRMP on the design. Mr. Hanson was interested in bringing in a landscape architect to make sure that the streetscape is important part of this project. Mr. Burton said that the construction documents which would come after the scoping phase could include details about ensuring that there is a contractor that is sensitive to that issue.

Mr. Hanson then brought up having a stormwater master plan and looking into Low Impact Development (LID) solutions. Mr. Burton pointed out that this is included in the memorandum for the NID, as well as signage, improvements to the signals at intersections. If Orange Ave is made more pedestrian friendly, its intersection at Michigan needs to be more truck friendly and will probably need to include a new mast arm signal at Orange and its intersection with Michigan. New signals are also being considered for Orange intersections with Kaley and Columbia.

Mr. Burton then went on to continue down the list included in the memorandum and described the extension for Lymmo into Downtown South. Lynx is going to go after their own federal grants to extend Lymmo. Delaney is also being considered for a redesign to increase safety and clearly delineate points of access. Mr. Burton said this could be tackled further in the future, after the other projects discussed were taken on. Similarly, Pineloch improvements should be considered. The southeast corner of Orange and Pineloch is being redeveloped. The Orange & Michigan vision plan includes a design guideline of what the streetscape of Pineloch should look like. This can be presented to the board again.

Going back to the stormwater management, Mr. Burton said there was a general line item in the NID CIP for sewer and stormwater enhancement. Harlan inquired about the City's CIP. Mr. Burton said the City's CIP is focused on specific projects. Mr. Hanson would like to carefully work with the City's CIP to coordinate with the NID's work to ensure that there is enough funding for these stormwater plans. The NID can put in a request to have a project be included in the City's CIP. Mr. Hanson then asked about OUC and their undergrounding projects and their agreements between the City and Hospital. Matt Taylor from Orlando Health commented that the Hospital is already working with FDOT, the City, and OUC to underground the utilities on Columbia from Orange Ave. to Lucerne. Orlando Health is paying \$300,000, which OUC is matching for this project. Sligh is a future phase. Matt's understanding of the SIS project is that construction should begin in June based on the language in the grants for these projects.

Mr. Burton said that there is an opportunity for Lake of the Woods to include a trail and get a similar treatment to Lake Beauty. Division Ave improvements can



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be coordinated with stormwater improvements the City is already planning for, as well as the potential bike trail. Division could potentially be included in the SIS improvements from Columbia to Gore. The section of Division between Columbia and Kaley should be considered for long-term improvements. Pauline asked about the streetscape improvements that will be included as part of the development of the Merita/Mauldin. Mr. Burton said those plans haven't come in yet.

Mike Gluckman asked why Division is being considered for a bike trail while it is being used for truck traffic. Mr. Burton responded by saying that when Orange was being studied, there was no room for bike lanes. As an alternative, Division can accommodate an off-street trail as part of a wide sidewalk bike-ped trail. Mr. Hanson's view is that there is not adequate right-of-way on Division. It should be a major approach to Downtown Orlando. Adding impact fee credits or other incentives in a design guidelines and development standards would help to realizing this vision. Greg Lee reminded the group that in exploratory committee leading up to the ordinance that created the NID, it was stated that one of the things the NID could do was adopt design guidelines and development standards. There can also be an ex-officio member of the MPB TRC review projects in the corridor so that the NID can begin working with developers to ensure projects are fitting the guidelines and standards for the district. Mr. Burton talked about how the new digital plan review process could be beneficial to reviewing plans for new projects on Downtown South.

Ms. Koch asked if there are any other opportunities to work with OPD on increasing the sense of security in the District. Mr. Burton suggested having Audra Nordaby from OPD present on their crime prevention efforts in Downtown South.

Wrapping up Mr. Hanson again requested an update on the financial report of the NID. Mr. Burton suggested that Tisa Mitchell

d) Short- and Long-term strategy

- a. This was discussed throughout the previous discussion of the memorandum

e) Website update for DSNID

- a. Sarah Elbadri will be restructuring the DSNID website hosted by the City to include documents that are more relevant to the future plans of the NID rather than emphasizing the planning process to the creation of the NID.

f) Next meeting: Wednesday, March 9, 2016, 9am, Veterans Conference Room, 400 South Orange Ave, Orlando, FL.

g) Announcements and other business

- a. Matt Taylor provided an update on the Lucerne project that Orlando Health is developing with Crescent Communities. Because of the current market, the team is still working on the construction cost.

Meeting adjourned at 10:12am