

Housing Review Committee
June 5, 2017
Agenda & Minutes

Purpose: Housing Review Committee Meeting re: Development of Parramore Infill Lots	Facilitator: Alfred Arzuaga	Location: Veterans Conference Room City Hall, 2 nd Floor 400 S. Orange Ave. City of Orlando	
	Recording Secretary: Jeremy Fristoe		
Date: June 5, 2017	Time: 11:00am		
Members Present: Bakari Burns, James Burnett, Franz Dutes, Don Fields, Richard Forbes, Tonie McNealy, Mike Rhodes, Audra Rigby, Courtney Swann, Harold Watson Absent: Gaile Plowden (recused)			
What		When	Who
Meeting Started The meeting began and introductions were made, including those by new members Harold Watson (replacing Thea Walker) and Bakari Burns (replacing Karen Anderson). Alfred Arzuaga talked about project-specific considerations, including the scoring process.		11:03am	Alfred Arzuaga
Presentation by Brian Ford, Regarding Lot Overview Brian Ford, with City of Orlando’s Housing & Community Development Department, gave a brief presentation about the specifics of each lot. The information included pictures of the lots and adjacent spaces, and opportunities and challenges which should be considered by the applicants.		11:09am	Brian Ford
Presentation by Jacqueline Boykin, Regarding Parramore Infill Lots Proposal Jacqueline Boykin, with Habitat for Humanity of Greater Orlando, described her agency’s proposed project. She spoke briefly about the construction schedule and building details, and provided information about homeowners’ commitment to these endeavors. Ms. Boykin, along with Terry Eckert and David Medley with her agency, responded to questions.		11:18am	Jacqueline Boykin
Presentation by Bishop Billy G. Newton, Vernice Bradley-Atkins and Jeff Cely, Regarding Parramore Infill Lots Proposal Bishop Billy G. Newton, with Future Leaders Community Development Corporation, introduced Vernice Bradley-Atkins, with Votum Construction. Ms. Bradley-Atkins spoke about the project and briefly about the qualifications of her agency, including their commitment to M/WBE participation. She then introduced Jeff Cely, with Cely Consulting. Mr. Cely talked about his firm’s previous experience with infill housing development,		11:43am	Bishop Billy G. Newton Vernice Bradley-Atkins Jeff Cely

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their concept for a design approach in the Parramore area, the project budget and prospective homeowner financing goals. Ms. Bradley-Atkins and Messrs. Newton and Cely then responded to questions.			
Discussion and Scoring All applicants were excused from the room so that the Committee could have open discussion and begin the applicant scoring process. It was decided that the highest-scoring applicant would be allowed to build on three of the five available lots (804 McFall Ave, 811 McFall Ave and 820 McFall Ave) and, based on their performance, possibly given the opportunity to build on the other two (753 America St and 910 Carter St). The scoring sheet also queried whether each agency, if scored as the runner-up, should be awarded funding should negotiations prove unsuccessful with the highest-scoring agency.		12:10pm	HRC
First Motion to Approve A motion was made by Courtney Swann to provide funding for construction of three lots to the highest-scoring agency and that, based on performance, staff can include the two additional non-conforming lots to the project scope. It was seconded by Mike Rhodes and unanimously approved (except for James Burnett, who had to leave the meeting at 12:25pm).		12:25pm	HRC
Scoring Tabulation and Results Brian Ford collected the scoring sheets and calculated the results. The total scores (out of a possible 100) were 71.0 for Habitat for Humanity of Greater Orlando and 91.4 for Future Leaders Community Development Corporation.		12:30pm	Brian Ford HRC

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Also, it was decided by a scoring sheet tabulation of 7 to 2 that Habitat for Humanity of Greater Orlando be awarded funding should negotiations prove unsuccessful with Future Leaders Community Development Corporation.			
Second Motion to Approve A motion was made by Mike Rhodes to accept the scoring sheet tabulations as presented. The motion was seconded by Franz Dutes and unanimously approved (except for James Burnett, who had to leave the meeting at 12:25pm).		12:35pm	HRC
Meeting Ended Meeting concluded.		12:45pm	
Next Meeting: TBD			