

**CITY OF WINTER PARK  
COMMUNITY REDEVELOPMENT AGENCY**

**May 12, 2008  
2:30 PM**

Members present:

Chairman David Strong  
Commissioner Margie Bridges  
Orange County Representative Stanley Roberts  
Commissioner Phil Anderson  
Commissioner Beth Dillaha  
Commissioner Karen Diebel

Also present:

City Manager Randy Knight  
City Clerk Cindy Bonham  
Deputy City Clerk Nancy McLean

**1. ADMINISTRATIVE ITEMS**

**(A) Approval of Minutes-----February 11, 2008**

**Motion made by Commissioner Bridges to approve the minutes of February 11, 2008; seconded by Representative Roberts and carried unanimously with a 6-0 vote. Commissioners Eckbert, Metcalf and Diebel were absent.**

**2. ACTION ITEMS**

**(A) Midnight Basketball Program/Grant Agreement**

CRA Manager Sherry Gutch provided the following information on this item. She explained that The Center for Drug-Free Living, Inc., Arthur Jackson Midnight Basketball of Florida (Midnight Basketball) has been providing the Midnight Basketball Program at the Winter Park Community Center since 1994.

Midnight Basketball is a Prevention Program that was started in 1991. The program was designed to provide youth with positive, alternative late night activities. Previously the Winter Park Parks and Recreation Department sponsored the program (\$11,000/annually) but due to funding constraints and decreasing attendance discontinued the program in December of 2007. Due to renewed interest from the community and the fact that this has been an extremely successful program in the past, the CRA is proposing to fund the Midnight Basketball Program from May 17 through September 27, 2008. The cost of the program is \$3,500. The program will be held every Saturday from 8:00 p.m. – 12:00 a.m. through the term of this agreement.

As a direct result of the decrease in attendance, Midnight Basketball is using a different operational model to rebuild traffic flow at the site. Each program will have two staff people on-site and they intend to track attendance on a weekly basis. Midnight Basketball estimates they will grow their attendance from 35-75 monthly to 100-140 monthly after 90 days. At each program a prevention session will be conducted at the mid-point of the evening. In addition, they have planned periodic giveaways and awards for quarterly site challenges and special events.

She stated this grant agreement solidifies the partnership of the CRA and Midnight Basketball program. Ms. Gutch explained that in paragraph 18(b) of the grant agreement there was one modification to delete the 10 day notice to terminate and change it to immediate notice to terminate. She addressed that The Center for Drug-Free Living has approved the requested change and Midnight Basketball will provide the CRA with a report based on its Exhibit A within the grant agreement by August 1, 2008. She stated funds will be drawn from the left over funds of the Programming Development and Evaluation Committee (PDEC) account. This item was approved unanimously by the CRA Advisory Board on April 24, 2008 and staff recommends approval of the Center for Drug Free Living Arthur Jackson Midnight Basketball Grant Agreement.

Representative Robert stated that he was involved in the reinstatement of this and he believed this was a tremendous program for them to endorse.

**Motion made by Representative Roberts to approve the Center for Drug Free Living Arthur Jackson Midnight Basketball Grant Agreement; seconded by Commissioner Bridges. The motion carried unanimously with a 6-0 vote.**

**(B) Addition of new CRA/Planning Program Administrator Position**

Assistant CRA Manager, Peter Moore, explained that the newly proposed CRA Program Administrator will be responsible for maintaining and devising programs managed by the CRA as well as assisting in CRA projects and functions. Additionally, the position will aid the Planning Department with duties as time allows. This multipurpose position will help to fill the needs of both the CRA and the Planning Department due to frozen or removed positions.

The CRA previously retained the services of a CRA Program Consultant to manage the CRA's social programs under PDEC at an annual cost of \$60,000. The Planning Department has had a frozen senior planner position but no funding to hire a new employee for the workload. For the last couple years the CRA and Planning Departments have used interns to assist with additional office projects and duties. As of April 2007, the Planning Department has spent approximately \$14,000 for intern related costs. The new position will help to alleviate the workload needs of both departments while actually saving money over the previous format of outsourcing work to consultants and interns. It is expected that the majority of this position's duties will be used specifically for the CRA.

The position's duties and salary recommendation have been approved by Human Resources and the City Manager. This item was approved unanimously by the CRA Advisory Board on March 27, 2008. He stated this position would become effective immediately based on the Commission's approval and explained what they pay in labor cost for the CRA and how it breaks down.

Representative Roberts asked if they knew who would be filling this position. Mr. Moore stated that the City is in the process of hiring Nicholas Vollman a recent Rollins College graduate with a degree in environmental studies and urban planning.

**Motion made by Representative Roberts to approve the addition of the new CRA/Planning Program Administrator position; seconded by Commissioner Bridges. The motion carried unanimously with a 6-0 vote.**

### **3. INFORMATIONAL ITEMS**

#### **(A) Hannibal Square Community Land Trust Presentation**

CRA Manager Sherry Gutch explained that on October 8, 2007, the CRA approved the Hannibal Square Community Land Trust (HSCLT) Operational Grant Agreement. Within the Grant Agreement there are specific HSCLT performance benchmarks to be met by April 1, 2008.

The City has been notified by Mary Daniels, President of the Hannibal Square Community Land Trust (HSCLT), that Bedilia Campbell's contract has been terminated. The HSCLT Board of Directors made a decision on April 10, 2008 that going forward it would be taking a different direction and making changes in managing the organizations day to day operations. They are in the process of searching for a new Executive Director.

She stated that Mary Daniels will be making a presentation on the following benchmarks: HSCLT 2008-2012 Strategic Business Plan; 2007 Annual Report and the website of [www.hannibalsquareclt.org](http://www.hannibalsquareclt.org).

She explained that this item went before the CRA Advisory Board on April 24, 2008 and the CRA Advisory board expressed support for their plan and benchmarks.

Ms. Daniels gave a brief presentation on the HSCLT Strategic Business Plan. She spoke about the HSCLT overview; industry analysis; customers and partners; marketing communications; development and operational plan; financial plan; fund development plan; and the next steps.

Ms. Daniels gave an update on the Executive Director position; the annual fundraiser and the home buyer's workshop in collaboration with Winter Park Housing Authority. She stated they also received a notification of a grant award from Wells Fargo Housing Foundation of \$5,000 which is to support the HSCLT Home Owner Education and Counseling Program. She believed that they had a good road map and they were on the right track to take the organization to the next level. Ms. Daniels answered questions.

Representative Roberts asked if they could meet the possible candidates for the Executive Director position when they have narrowed the field. Ms. Daniels responded that she would bring that before the board and it would be the board's decision.

Commissioner Diebel asked if she was satisfied with the way the board evaluates their potential owners and if she foresees any changes in the way they are doing that. Ms. Daniels responded that she was dissatisfied with the way it was done and gave her reasons why.

Ms. Gutch addressed that the City has offered to assist Ms. Daniels in advertising the Executive Director position to different entities throughout the region.

**(B) Proposed 2008 Legislation Related to CRA's/Strand Case**

Ms. Gutch explained there were no CRA related bills passed this legislative session and at this time there is no update on the Strand case. She stated that staff is anxiously waiting for a final ruling and hopefully one will be in prior to the budgeting process. She also added that Bill Peebles represents the Florida Redevelopment Association, who is in close contact related to the Strand issue.

**(C) Summer Youth Enrichment Program**

Intern Nicholas Vollman explained that the Summer Youth Enrichment Program has received a total of twelve (12) applications and they have been able to enroll and accept eight (8) students. An additional four (4) applications were denied due to applicants not residing within the CRA boundaries. He stated they have 2 International travel participants; 1 local travel participant and 5 internship participants. Mr. Vollman gave background on the participants and their travel destinations and addressed the locations that the interns would be working. He thanked Marlena Templet, pre-collegiate programs coordinator with Rollins College who screened and interviewed possible participants. He stated the City has partnered with Rollins College and they look forward to working with them.

Commissioner Bridges stated that it sounded like an exciting program and was supportive of it. However, she stated that she would have liked to hear more about the students and what the students were looking to get from the program. She suggested once they complete this program they could share what they learned or how it made an impact on them. Mr. Vollman stated they were planning on having the two international travel students do a presentation on what they learned.

Mayor Strong commented that they asked each of these participants to complete a written report. Mr. Vollman responded that was correct. Mr. Moore explained that they could put together a synopsis and send that to the Commission. He also addressed budget issues related to the program.

**(D) Housing Rehabilitation Program**

Assistant CRA Manager Peter Moore stated that they were about to complete their 100<sup>th</sup> home through this program and they have been in operation for about 6 years. He stated that they have received informal word from Orange County that they will probably be receiving a grant they applied for through the Community Development Block Grant (CDBG). He added that they asked for \$400,000 and will probably be receiving \$200,000 to expand the Home Rehab program City-wide to seniors and disabled citizens.

He stated that the Housing Rehabilitation Program is currently being restructured and streamlined to allow for more efficient operation and to address some problem areas in the existing format. The new system will create a list of fully qualified general

contractors that is updated annually and who are eligible to bid on housing rehab projects. This guarantees that all contractors will have all their proper licenses, insurance and documents prior to any projects being assigned. He explained that the new program is being modeled after the City of Orlando program which provides guidelines and specifications for all the types of work being done.

(E) **Winter Park Community Center**

Ms. Gutch explained that on March 12, 2008 the CRA held a public input/informational meeting with the Community Center project architects to discuss the preliminary site and interior layout plan. At the meeting residents voiced their concerns related to several items on the proposed site and interior layout plan. As a result of the concerns voiced, staff took a step back and developed a survey that was mailed to every resident, dropped off at the churches and the community center.

The survey will assist the City in solidifying the direction for the new center. Residents of the community have volunteered to assist in data input of the survey results. After the surveys are tabulated, another community meeting will be held to go over the results and the revised site and interior layout plan. Staff has put the architect on hold until the survey results are received and tabulated. She explained the following works the architects completed to date.

In addition as a result of the response to their first public meeting and the fact that the project has doubled from 6-12 million dollars, they revised the scope of services with the architect and added additional services outside the original scope approved by the City Commission. The cost estimates have increased greatly because of the request for dedicated space from the existing program providers and as a result of the square footage of the facility almost doubling in size.

She stated that on the City Commission agenda today the architect is requesting an additional service fee in the amount of \$29,947 and there is a breakdown of the additional services that will be added in their packet. She stated the CRA budgeted and approved \$200,000 to complete the study and no additional allocations are necessary.

Ms. Gutch explained they are in their fundraising mode and they have made application for CDBG dollars from Orange County. They are also working with the service providers for them to fund the cost of their dedicated space. She stated they have reached out to the following organizations: the Winter Park Health Foundation; the Dr. Phillips Foundation and the Community Foundation. Staff will be gearing up to take the fundraising to the next level. Depending on how the survey results come back related to the proposed partnership with the Boys and Girls Club, Gary Cain has offered to put together a fundraising committee to assist us. She stated that fundraising for this new center is her priority throughout the remainder of her contract. Ms. Gutch answered questions.

(F) **CRA Fair and Picnic**

Ms. Gutch stated that the 6<sup>th</sup> Annual CRA Fair & Picnic is scheduled for Saturday, June 7, 2008 from 11:00 a.m. – 2:00 p.m. in Shady Park. The CRA Fair is an opportunity to showcase present and future CRA projects and activities. Residents will have the

opportunity to learn about updates on the Hannibal Square Community Land Trust, Housing Rehabilitation Program and CRA Historic Preservation. Booths will also feature the Winter Park Community Center programs, various City departments and many more. The winner of the most improved property, a participant in the Partnership with Code Enforcement Program will also be announced. In addition, a raffle will be held for those who completed the Community Center Survey.

The fair will include games and prizes, inflatables, hands on arts projects with Crealde School of Art, and Zoo Mom Science with reptiles. She added that there will be an authentic fish fry to be hosted by the Sole Survivors and Ladies Making a Difference. Ms. Gutch invited everyone to attend.


**4. OLD BUSINESS**

There was no old business.

The CRA Agency meeting adjourned at 3:16 p.m.

  
Chairman David C. Strong

ATTEST:

  
City Clerk Cynthia S. Bonham