



**COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD
REGULAR MEETING MINUTES
AUGUST 8, 2023**

1. CALL TO ORDER

Chairman Derek Blakeslee called the meeting of the Community Redevelopment Agency Advisory Board to order at 5:30 pm in City Commission Chambers, City Hall.

Quorum was declared present.

Present: Chairman Derek Blakeslee, Vice-Chairman Nick Asma, and Board Members; Larry Cappleman, Sharee Villard Hodge, Torrance Rhodes, and Donald Wingate.

Absent: Board Members, Tim Keating (excused) and Jamie Quantora Holley (excused)

Staff Present: Economic Development Director Marc Hutchinson, City Manager Jon C. Williams, Assistant City Manager for Public Services Steve Pash, Planning Director Kelly Carson, and Finance Director Laura Zielonka.

2. APPROVAL OF MINUTES

Chairman Blakeslee stated the minutes from April 25, 2023 meeting were sent out as part of the meeting packet.

Motion by Board Member Cappleman to approve the April 25, 2023 minutes as sent out. Seconded by Vice-Chairman Asma. All approved the minutes of the regular meeting minutes. The motion carried unanimously 6 – 0.

Items

3. 2023-2024 Budget

Finance Director Zielonka discussed with board members about the upcoming CRA budget for the fiscal year 2023-2024. She highlighted a few upcoming projects in East Winter Garden that would require CRA funds such as Dysons Plaza renovation, Habitat for Humanity grants, and other projects. She explained there is currently \$1.4 million of CRA monies allocated to funding these East Winter Garden projects in the next fiscal year, which can either be carried forward or sent back into the larger CRA reserves. Board members asked clarifying questions about the East Winter Garden fund and how it relates to the larger pool of CRA funds. Economic Development Director Hutchinson outlined a number of East Winter Garden initiatives that could use these funds in the upcoming year including a wayfinding plan, housing legacy fund, streetscape improvements, historical markers, etc. Board members discussed various aspects of the proposed budget, the scope of how and

where funds can be spent, the process by which projects are approved, and who provides accountability.

Motion by Board Member Wingate to recommend approval of sending the proposed Budget to City Commission for final approval. Seconded by Vice-Chairman Asma. The motion carried unanimously 6-0.

Economic Development Director Hutchinson handed out two landscape architecture proposals City Staff received for completing conceptual design drawings for several street segments in East Winter Garden. The first proposal was from Foster Conant and Associates for \$19,850, and the second was from Murray Design Group for \$60,540 with an optional extra \$5,000 to include community engagement services. Planning Director Carson explained several members of Staff have interviewed both firms prior to receiving the proposals, and Murray Design Group was the clear standout based on their thoughtful questions and enthusiasm for the project. Board members expressed concern Foster Conant's quote maybe too low given the scope of the project, and it likely would not be enough to complete everything the project entails.

Motion by Vice-Chairman Asma to recommend approval of Murray Design Group's fee proposal for conceptual streetscape design services of \$60,540 and the additional \$5,000 for community engagement services. Seconded by Board member Rhodes. The motion carried unanimously 6-0.

4. Dyson's Plaza Status

Economic Development Director Hutchinson presented an update on the Dyson Plaza Revitalization project. Discussion ensued on the status of approval, estimated timeframe of the project, and the process.

6:24 pm *Board member Asma left the meeting*

5. EWG Update

City Manager Williams provided an update to the Board about various East Winter Garden items, including a recap of the previous community meeting, updates on the status of stormwater improvements, utility improvements, and the construction of the West Orange Boys & Girls Club.

6. ADJOURNMENT

There being no further business the meeting was adjourned at 6:29 pm.

ATTEST:

/S/

Recording Secretary Colene Rivera

APPROVED:

/S/

Chairman Derek Blakeslee