



AGENDA DEVELOPMENT OFFICE

201 South Rosalind Avenue • Reply To: Post Office Box 1393 • Orlando, Florida 32802-1393
407-836-5426 • Fax: 407-836-2899 • www.orangecountyfl.net

April 23, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Cheryl J. Gillespie, Supervisor 
Agenda Development Office

SUBJECT: Membership and Mission Review Board Sunset Review
Recommendations
CONSENT AGENDA ITEM MAY 11, 2021

Pursuant to Section 2-210, Orange County Code, the Membership and Mission Review Board (MMRB) is required to prepare and submit to the Board of County Commissioners a list of advisory boards and each advisory board's sunset date. This listing is attached for your information.

The Membership and Mission Review Board requested that each of the following advisory boards complete a sunset questionnaire to assist the MMRB in formulating a recommendation as to whether to extend the existence of the advisory boards or to allow them to sunset.

Citizens' Review Panel for Human Services
Health Facilities Authority
Housing Finance Authority
M/WBE Advisory Committee
International Drive CRA Advisory Committee
Neighborhood Grants Advisory Board
Sustainability Advisory Board

The questionnaire responses are also attached for your review. As indicated by the responses, the Citizens' Review Panel for Human Services, Health Facilities Authority, Housing Finance Authority, M/WBE Advisory Committee, International Drive CRA Advisory Committee, Neighborhood Grants Advisory Board, and Sustainability Advisory Board are currently active and serving the purposes for which they were created.

Subject: MMRB Sunset Review Recommendations
April 23, 2021
Page 2

ACTION REQUESTED: Approval of the Membership and Mission Review Board recommendations for extending the existence of the Citizens' Review Panel for Human Services, Health Facilities Authority, Housing Finance Authority, M/WBE Advisory Committee, International Drive CRA Advisory Committee, Neighborhood Grants Advisory Board, and Sustainability Advisory Board with a new sunset review date of 2026.

Attachments

All of the advisory boards under the jurisdiction of the MMRB shall be reviewed for "Sunset" by December 31 of the calendar years listed below unless they are unable to be sunset or changed due to requirements from federal or state statute.

2020:

Citizens' Review Panel for Human Services
Health Facilities Authority
Housing Finance Authority
M/WBE Advisory Committee
International Drive CRA Advisory Committee
Neighborhood Grants Advisory Board
Sustainability Advisory Board

2021:

Animal Services Advisory Board
Animal Services Classification Committee
Environmental Protection Commission
Orange County Research and Development Authority

2022:

Community Development Advisory Board
Development Advisory Board
Industrial Development Authority
Nuisance Abatement Board

2023:

Agricultural Advisory Board
Parks and Recreation Advisory Board

2024:

Affordable Housing Advisory Board
Children and Family Services Board
Citizens' Commission for Children

2025:

Arts and Cultural Affairs Advisory Council
Building Codes Board of Adjustments and Appeals
Commission on Aging
Disability Advisory Board
Fire and Life Safety Code Board of Adjustments and Appeals
Public Works Advisory Board

Boards Unable to be Sunset or Changed:

Health Council of East Central Florida, Inc.
MetroPlan Orlando Citizens' Advisory Committee
Orange Blossom Trail Development Board, Inc.
Tourist Development Council

Beena M. Parikh, Ph.D., Chairperson
Citizens' Review Panel of Human Services
9347 Charles E Limpus Road
Orlando, FL 32836

August 31, 2020

Kayleen Stroud, Chairperson
Membership and Mission Review Board
201 South Rosalind Avenue
Orlando, FL 32801

Dear Ms. Kayleen Stroud:

This is in response to your letter of May 28, 2020, regarding the sunset date and review by the Membership and Mission Review Board (MMRB) of the Citizens' Review Panel for Human Services.

1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?

The Citizens' Review Panel (CRP) for Human Services Advisory Board was established as a means of coordinating the Orange County human service funding allocation process with the goal of

- reducing administrative costs for both funders and agency providers,
- increasing the dollars going toward direct services,
- and reducing duplication of services.

The CRP continues to serve as an Orange County advisory board with the purpose of evaluating and making recommendations for funding to Orange County Board of County Commissioners. Through the facilitation of the CRP fund distribution process, children, youth, and families, including persons with disabilities continue to receive much needed services throughout Orange County.

2. What are the current need(s) of the county being served by the advisory board?

The CRP advisory board reviews, evaluates, and recommends the allocation of human service funding dollars to nonprofit organizations throughout the County.

3. What are the accomplishments of the advisory board?

The work of the CRP advisory board ensures that funded agencies be held accountable for providing quality cost-effective services to the community. To reduce duplication of services and administrative costs, the board also promotes collaboration between nonprofit agencies that provide complimenting social services. Beginning in 2011, the board has extended the reach of available funding to additional agencies by advertising requests for proposals (RFP) in several areas annually. The addition of the competitive funding process brings greater efficiencies in the services provided to citizens. Resulting from a report produced by Forefront, LLC outlining gaps in services to children and families specific geographic areas in Orange County, the CRP has also been instrumental in the distribution of the lion share of \$20 million in additional funding earmarked by the Orange County Board of County Commissioners for Children's Services to address the needs outlined in the report.

4. Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function.

No. The CRP is unique in its role of actively engaging citizens of Orange County to evaluate, recommend, and monitor County and City funding for nonprofit human service agencies. The high level of commitment of board members is evidenced by the many hours each dedicates to the CRP.

5. Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?

The current board structure continues to meet the need of the community with its structure remaining appropriate for its intended purpose. However, there us outdated language in guiding Resolution No. 97-M-54, discussing the Community Funding Forum, a cooperative board formed by Orange County, the City of Orlando, the Florida Department of Children and Families, the Florida Department of Juvenile Justice, the Orange County School Board, and the Heart of Florida United Way. The resolution should reflect the current composition of the review board.

6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

No. The advisory board's membership requirements are suitable for its purpose.

7. What are the direct and indirect costs of maintaining the advisory board?

The direct costs to the County are minimal. Indirect costs include only staff time and materials needed to carry out functions of supporting the board and coordination of the CRP fund distribution process. With the high volume of review and meetings, it is at times necessary to provide refreshments or lunches for board members.

Sincerely,

A handwritten signature in black ink, appearing to read 'Beena M. Parikh', with a large, stylized flourish at the end.

Beena M. Parikh, Ph.D., Chairperson
Citizens' Review Panel of Human Services

c: Randy Singh, Deputy County Administrator
Lonnie C. Bell, Jr., Director, Community and Family Services
Angela A. Chestang, Division Manager, Citizens' Commission for Children

ORANGE COUNTY HEALTH FACILITIES AUTHORITY

c/o Lowndes, Drosdick, Doster, Kantor & Reed, P.A.

215 North Eola Drive

Orlando, Florida 32801

Attn: Michael A. Ryan, Esquire

August 6, 2020

Orange County Membership and Mission Review Board
Office of Agenda Development
201 South Rosalind Avenue
Orlando, Florida 32801

Re: Sunset review pursuant to letter request from Membership and Mission Review Board dated May 28, 2020

Ladies and Gentlemen:

As Chairman of the Orange County Health Facilities Authority (the “**Authority**”), I received your letter dated May 28, 2020 requesting that the Authority provide responses to various questions in order to determine if the Authority’s existence should be extended or allowed to sunset. These responses have been prepared with the assistance of the Authority’s general counsel, Lowndes, Drosdick, Doster, Kantor & Reed, P.A.

The following are the Authority’s responses to your listed questions:

1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?

Florida Statutes Section 154.209 states that “The purpose of the authority shall be to assist health facilities in the acquisition, construction, financing and refinancing of projects in ...[Orange County]”. Section 154.247 goes on to provide that the authority may issue bonds to finance projects for a health facility that is under common control with a local health facility, even if it is located outside of Orange County or outside of the State, but only if there is a benefit or cost savings to the local health facility. From the below responses, you will see that the Orange County Health Facilities Authority is serving the purpose for which it was created.

2. What are the current need(s) of the county being served by the advisory board?

The Authority, through its issuance of tax exempt bonds, provides a measure of assistance and an alternative method to finance the construction and equipping of not-for-profit hospitals, nursing homes and other health facilities in Orange County which are needed by this community so that its residents have reasonable access to adequate medical care and health facilities within Orange County. The Authority’s financing of certain projects outside of Orange County, in conjunction with Orange County projects, allows such Orange County headquartered

healthcare providers as Adventist, Orlando Health and Presbyterian Retirement Communities to realize substantial cost savings by avoiding multiple financings.

3. What are the accomplishments of the advisory board?

Attached to this letter is an excerpt from the audited financial statements of the Authority for the year ended September 30, 2019 which lists the outstanding bonds issued by the Authority as of that date. The summary evidences that the Authority has outstanding bonds totaling \$1,572,404.00 that financed capital projects by the Adventist Health System (Florida Hospital), Orlando Regional Healthcare System, Nemours Children's Hospital, Presbyterian Retirement Communities, Orlando Lutheran Towers, Lakeside Behavioral, and Mayflower Retirement Community. The ability of healthcare providers who are benefited by the bond issues to utilize the tax exempt financing offered by the Authority has saved each of these healthcare providers millions of dollars in interest. This substantial interest saving allows these not-for-profit healthcare providers to continue their vital mission to provide cost-efficient healthcare to the Central Florida community.

4. Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function.

We are not aware of another public or private board that would better serve the function of the Authority.

5. Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?

The Authority has no recommendation for amendment to the Resolution creating the Authority.

6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

Perhaps membership qualifications should indicate a preference for members who demonstrate knowledge or experience in the areas of healthcare, financing or accounting.

7. What are the direct and indirect costs of maintaining the advisory board?

The Authority is operated at no expense to the County or to taxpayers. The five members of the Authority are unpaid volunteers. The Authority's general counsel, Lowndes, Drosdick, Doster, Kantor & Reed, P.A., provides the administrative staff necessary for the Authority's operation. Each health facility for whom Authority issues a tax exempt is required to fund, as part of the issuance costs on their bond issues, the attorney fees incurred by the Authority in connection with the bond issue, together with a portion of the administrative costs incurred in

administering the Authority. In October 2011, pursuant to a settlement agreement with various bond underwriters, the Authority was paid a little over \$1,100,000.00. Approximately \$760,000 of those monies were distributed by the Authority to Orange County to be used for its healthcare initiatives. The balance, which is currently approximately \$275,000, is maintained in an Authority bank account to pay administrative expenses and as a reserve in case of emergency. Those administrative expenses, including attorneys' fees, accountant audit fees, and other expenses totaled approximately \$33,772.31 in FY 2018-2019.

I hope the foregoing is helpful. Please let me know if there is any other information which we can provide.

Very truly yours,



Leonard H. Habas

Chair of the Orange County Health Facilities
Authority

c: Michael A. Ryan, Esquire

Fred Winterkamp

The following is a schedule of bonds outstanding as of September 30, 2019:

<u>Borrower</u>	<u>Date of Issue</u>	<u>Amount Issued</u>	<u>Principal Balance Outstanding</u>
Orlando Regional Healthcare System - Series 2008E	06/18/08	\$ 54,130,000	\$ 47,010,000
Lakeside Behavioral Healthcare, Inc. Series 2008	07/15/08	16,220,000	8,075,000
Nemours Foundation Project - Series 2009B	10/15/09	100,000,000	76,380,000
Nemours Foundation Project - Series 2009C-1	10/15/09	25,555,000	19,445,000
Nemours Foundation Project - Series 2009C-2	10/15/09	24,445,000	20,895,000
Adventist Health System/Sunbelt Obligated Group - Series 2010B	12/22/10	25,000,000	18,000,000
Orlando Health, Inc. - Series 2011	09/15/11	83,175,000	83,175,000
Orlando Health, Inc. Series 2012A	05/23/12	152,295,000	152,295,000
Orlando Health, Inc. Series 2012B	05/23/12	32,580,000	32,580,000
Mayflower Retirement Community - Series 2012	05/15/12	19,255,000	16,710,000
Presbyterian Retirement Communities Series 2014	07/01/14	44,970,000	37,315,000
Adventist Health Facilities Authority Series 2014B	07/02/14	50,000,000	34,999,997
Presbyterian Retirement Communities Series 2015	05/01/15	46,370,000	43,015,000
Presbyterian Retirement Communities Series 2016	12/15/16	160,365,000	155,910,000
Orlando Lutheran Towers, Inc. - Series 2015	08/07/05	39,044,000	32,391,000
Orlando Lutheran Towers, Inc. - Series 2016	10/19/16	18,555,000	18,422,000
Orlando Health Obligated Group Series 2016A	04/27/16	173,715,000	173,715,000
Orlando Health Obligated Group Series 2016B	04/27/16	66,575,000	66,575,000
Adventist Health Facilities Authority Series 2017A	07/26/17	44,000,000	42,500,000
Nemours Foundation Project - Series 2018	10/01/18	152,105,000	152,105,000
Orlando Health Obligated Group Series 2019A	02/06/19	100,000,000	100,000,000
Orlando Health Obligated Group Series 2019B (Forward Delivery)	07/03/19	144,050,000	144,050,000
		<u>\$ 1,572,404,000</u>	<u>\$ 1,475,562,997</u>

Bond Issuances –

On October 1, 2018, Nemours bonds, Series 2018, were issued by the Authority on behalf of The Nemours Foundation in the amount of \$152,105,000. The bonds were issued to refund the series 2009A bond, as well as to refinance certain costs of the acquisition, construction and equipping of certain health care facilities owned by the borrower.

On February 6, 2019, Hospital Revenue Bonds, Series 2019A, were issued by Orlando Health Obligated Group in the amount of \$100,000,000. The bonds were issued to finance the construction and equipping of a new acute care hospital in western Orange County.

On February 6, 2019, Hospital Revenue Refunding Bonds, Series 2019B, were issued by Orlando Health Obligated Group in the amount of \$144,050,000 with a forward delivery date of July 3, 2019. The bonds defeased the Orlando Health, Inc. Series 2009 bonds on July 3, 2019.



ORANGE COUNTY
HOUSING FINANCE AUTHORITY

W.D. MORRIS
EXECUTIVE DIRECTOR

September 22, 2020

BOARD OF DIRECTORS

MERCEDES MCCALL
CHAIRWOMAN

VERNICE ATKINS-BRADLEY
VICE-CHAIRWOMAN

SASCHA RIZZO
BOARD MEMBER

CURTIS HUNTER
BOARD MEMBER

ALBERT HANKS
BOARD MEMBER

Kayleen Stroud
Chairwoman, Membership Review Board
Orange County Agenda Development
201 South Rosalind Avenue
Orlando, FL 32801

Re: Orange County Housing Finance Authority Sunset Review

Dear Ms. Stroud:

We are pleased to respond to your request for information regarding the activities of the Orange County Housing Finance Authority (the "Authority"). We do point out, however, that the Authority is not an advisory board, but rather exercises plenary powers (Board of Directors) pursuant to the statutes and ordinances by which it is established – a "Special Board". The response is provided in the format of stating each question, followed by the Orange County Housing Finance Authority (the "Authority") response.

1. IS THE ADVISORY BOARD SERVING THE PURPOSE FOR WHICH IT WAS CREATED?

RESPONSE: The mission of the Authority is to provide private below market rate financing through the issuance of Mortgage Revenue Bonds for decent, safe and suitable affordable homeownership and rental housing for Central Florida residents with low, moderate and middle incomes, who are under-served by the conventional housing markets and **to provide private market capital to assist in stimulating the local housing industry**. The Authority is serving the purpose for which it was created (see answer #3).

2. IS THE ADVISORY BOARD SERVING A CURRENT NEED OF THE COUNTY?

RESPONSE: The Authority, in accordance with Florida Statutes, and Orange County Ordinance, provides financing for families of low, moderate and middle income, allowing them to purchase their first home or rent quality affordable housing. In FY 2019/2020, the Authority provided more than \$19MM in below market, 30-year fixed rate financing for 107 families who purchased homes. Additionally, \$194.6MM was used to finance the acquisition, rehabilitation and development of 1,807-units of rental housing. The Board of Directors provided policy directions for the accomplishment of the above.

3. WHAT ARE THE ACCOMPLISHMENTS OF THE ADVISORY BOARD?

RESPONSE: From inception to date, the Authority has issued Mortgage Revenue Bonds by selling securities that has generated approximately \$2.1B dollars that were used to make loans to more than 17,522 families, allowing these families to purchase their first home in Orange, Osceola, Lake and Seminole Counties. More than \$1.2B of financing has been provided and used for development of 27,503-units of quality multi-family affordable housing in the Central Florida area.

4. IS THERE ANOTHER PUBLIC OR PRIVATE BOARD THAT WOULD BETTER SERVE THE FUNCTION OF THE ADVISORY BOARD?

RESPONSE: To our knowledge, no other existing Board could better serve this function. The OCHFA is among the best agencies in the State or Southeastern U.S., in providing below market rate financing for workforce housing.

5. SHOULD THE RESOLUTION CREATING THE ADVISORY BOARD BE AMENDED TO ENABLE THE ADVISORY BOARD TO BETTER SERVE THE PURPOSE FOR WHICH IT WAS CREATED?

RESPONSE: The current Resolution provides sufficient authorization for the Housing Finance Authority to achieve its mission. The structure, makeup of the Board has been very successful in the achievement of the Authority's mission, goals and objectives.

6. SHOULD THE ADVISORY BOARD'S MEMBERSHIP REQUIREMENTS BE MODIFIED?

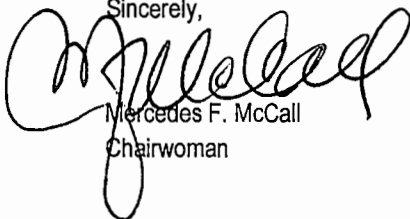
RESPONSE: The current membership requirements do not need to be modified. The Ordinance provides for flexibility in the type of knowledge and experience that members should have. The selection of individuals to serve as Directors with specific or related industry knowledge and experience is of key importance for the Authority's success; additionally, it is important that the individuals have some executive skills and expertise, understanding the difference between operations and policy making.

7. WHAT ARE THE DIRECT AND INDIRECT COSTS OF MAINTAINING THE ADVISORY BOARD?

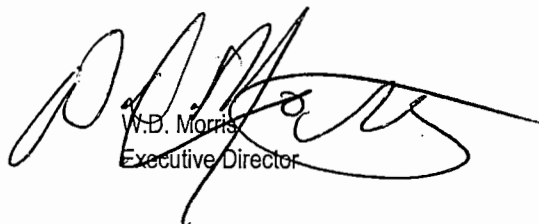
RESPONSE: There are no direct or indirect costs to the County to maintain the Housing Finance Authority. The Authority's revenues are generated via fees charged and investments for the various services and financings offered. No County, State or Federal tax dollars are used to fund the Authority or its employees; the Authority is structured as an enterprising entity, to be self-sustaining; all costs are paid through the fees referenced above. The Authority is a market driven entity, having a public purpose that must understand and take advantage of market conditions when favorable and avoid taking risks that could have negative impact on its ability to achieve its missions and goals.

Should you need additional information, please do not hesitate to call me at 407-894-0014.

Sincerely,



Mercedes F. McCall
Chairwoman



W.D. Morris
Executive Director

**M/WBE Advisory Board
Assigned to Sunset in 2020
Action Requested for Membership and Mission Review Board**

1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?

Minority/Women Business Enterprise Advisory Committee

The purpose of the M/WBE Advisory Committee is to ensure that the policies established by the M/WBE Ordinance are effectively implemented in a manner that satisfies the intent of the ordinance. The M/WBE Advisory Committee supports the intent of the Ordinance, which is to increase minority-owned and women-owned business enterprise participation in County contracts.

M/WBE Advisory Committee

1. Duties/Role: One role of the Minority/Women Business Enterprise Advisory Committee, "M/WBE Advisory Committee," is to hear appeals regarding denial of certification. Notification of appeal from the applicant must be addressed directly to the Compliance Officer within ten (10) days of the applicant's receipt of the denial notice. The other role of the Committee is to adopt the monthly reports of the Business Development Division and offer advise on the implementation of the goals established in the Ordinance.
2. Objective: The M/WBE Advisory Committee is intended to act as a catalyst for economic development and growth of businesses owned by minorities and women. This may be done by encouraging diversity in contracts, procurement and employment opportunities.
3. Composition and Structure of Membership: The composition and structure of the M/WBE Advisory Committee is provided for in the "M/WBE Ordinance."
4. Meetings: The M/WBE Advisory Committee shall meet at least once per month.
5. Notice of Special Meetings: The M/WBE Advisory Committee shall be notified in writing prior to any special meeting.
6. Quorum: A quorum to conduct business shall be four (4) of the voting members, and their majority vote (4 members must vote) shall constitute the binding decision of the Committee. In the absence of a quorum, the M/WBE Advisory Committee may convene as a whole.

**M/WBE Advisory Board
Assigned to Sunset in 2020
Action Requested for Membership and Mission Review Board**

However, actions taken are NOT binding until ratified at a regular or special meeting of the M/WBE Advisory Committee in which a quorum is present.

2. What are the current need(s) of the county being served by the advisory board?

The board has performed an ongoing role that ensures that firms who are denied M/WBE certification by Orange County have the right of appeal. This role has helped manage the M/WBE process for the county by giving applicants their "day in court" by addressing an independent third party of community business leaders. For firms who are denied certification the M/WBE Advisory Committee provides a measure of "fairness" to the process that is appreciated by all involved.

3. What are the accomplishments of the advisory board?

The primary accomplishment of the advisory board is that it is fulfilling the role in which it was created to a great extent.

4. Is there another public or private board that would better serve the function of the advisory board? IF so, please list the board and explain why it would better serve the function.

The only other board that has the experience to perform the task of the advisory board would be the City of Orlando's Certification Board. In our opinion, though very experienced, their ability to also serve the county as well as the City of Orlando in the same function is not feasible. The amount of time needed for data review and to review the appeal cases prohibits them from being a better option for the county's process.

5. Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?

No, the resolution should not be amended.

**M/WBE Advisory Board
Assigned to Sunset in 2020
Action Requested for Membership and Mission Review Board**

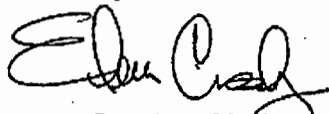
6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

Membership requirements and participation guidelines for the voting committee members are fair and do not require modification at this time. However, the participation of the 7 member non-voting members designated by the National Association for the Advancement of Colored People, the Hispanic Chamber of Commerce, the Asian Chamber of Commerce, the Southern Christian Leadership Conference, the National Association of Women in Construction, the Associated Builders and Contractors, and the Associated General Contractors are not attending or participating in any way with the Advisory Committee. The 7 non-voting members were added by Ordinance 94-17 adopted 8-9-94. The 7 non-voting membership should be deleted from the membership guidelines.

7. What are the direct and indirect costs of maintaining the advisory board?

The cost of maintaining the board outside of time off the job of staff to support the meetings and volunteer time associated with membership by our volunteer county citizens is minimal. Business Development Division utilizes a county conference room space for the committee meetings which does not generate an operational cost the Business Development.

Sincerely,



Elena Crosby, Chairperson
M/WBE Advisory Committee

March 29, 2021

Roxy Santiago, Chairperson
Membership and Mission Review Board

RE: **International Drive CRA Advisory Committee – Sunset Review**

Dear Chairperson Santiago:

On behalf of the International Drive CRA Advisory Committee, I am pleased to offer the following in response to the Membership and Mission Review Board's Sunset Review of this Advisory Committee:

- 1) Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?

The International Drive CRA Advisory Committee assists the Board of County Commissioners in their role as the governing board of the International Drive Community Redevelopment Area (CRA) by identifying and prioritizing projects/programs for funding through the CRA Trust Fund and implementation as part of the Redevelopment Plan.

- 2) What are the current need(s) of the County being served by the advisory board?

The Advisory Committee is currently supporting the County's needs relative to identifying, prioritizing, and implementing transportation improvements within the International Drive CRA. Transportation challenges threaten the economic vitality of this area. The transportation programs and improvements identified and prioritized by the International Drive CRA Advisory Committee support the ongoing economic success of this area, which translates to job creation and economic opportunity for Orange County's citizens. Additionally, the Advisory Committee is currently advising staff on the development of an updated Redevelopment Plan for this area, which will consider expanding the uses of these funds so that in addition to transportation, other needs in this area, such as workforce housing, can be addressed.

- 3) What are the accomplishments of the advisory board?

The International Drive CRA Advisory Committee has successfully identified, prioritized, and monitored implementation of approximately \$98M of transportation investments within this Community Redevelopment Area. Improvements have addressed transportation safety, capacity, and operational needs with projects including roadways, sidewalks, pedestrian safety, traffic operations, signage/wayfinding, and neighborhood traffic calming.



- 4) Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function.

There is no other public or private board that would better serve the function of the International Drive CRA Advisory Committee. This Advisory Committee is uniquely comprised of several organized entities including business, resident, and "at-large" representation of interests within the International Drive CRA boundaries.

- 5) Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?

There are no proposed revisions to the resolution creating the Advisory Committee at this time.

- 6) Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

There are no proposed revisions to the Advisory Committee's membership at this time.

- 7) What are the direct and indirect costs of maintaining the advisory board?

The International Drive CRA Advisory Committee is administered through an interdepartmental team of County staff representing the County Administrator's Office, Public Works Engineering Division, Traffic Engineering Division, Office of Management and Budget, and Convention Center. It is estimated that the costs to maintain the Advisory Committee are \$1,400 on a quarterly basis.

I welcome the opportunity to further discuss these responses with the Membership and Mission Review Board.

Sincerely,



Marc Reicher, Chairperson
International Drive CRA Advisory Committee

c: Carla Bell Johnson, AICP, Assistant County Administrator, County Administrator's Office
Cheryl Gillespie, Supervisor, Orange County Agenda Development Office



NEIGHBORHOOD SERVICES DIVISION

Jason Reynolds, AICP, Manager

450 E. South St., 8rd Floor
Reply to P.O. Box 1898
Orlando, FL 32802-1898
407-836-5606 • Fax: 407-836-2901
email: Jason.Reynolds@ocfl.net
www.orangecountyfl.net
"Engaging and Strengthening Neighborhoods"

August 21, 2020

Cheryl Gillespie
Agenda Development Office
P.O. Box 1393
Orlando, FL 32802

Dear Ms. Gillespie,

Pursuant to section 2-210, Article VI, of the Orange County Code, the Neighborhood Grants Advisory Board (NGAB) was assigned a sunset date and will expire on that date unless reauthorized by an enabling resolution adopted by the Board of County Commissioners. The Membership and Mission Review Board (MMRB) scheduled the NGAB for review to consider whether to recommend extending the existence of the advisory board or allowing it to sunset. As part of the review process, this letter provides responses to questions about the NGAB.

Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created? The NGAB reviews and approves criteria and application forms for each neighborhood grant program created under the Neighborhood Services Division, oversees the application review process, approves recommended grant recipients, hears any appeals from grant applications regarding failure to award or loss of award, monitors the progress of grant recipients, and submits an annual report to the Board of County Commissioners. Yes, the advisory board is serving the purpose for which it was created.

What are the current need(s) of the county being served by the advisory board? Many of the older neighborhoods in Orange County do not have a homeowners' association or another mechanism to make improvements to their neighborhoods. As neighborhoods continue to age and show signs of decline, the Neighborhood Services Divisions offers grants to assist with beautification projects. The NGAB reviews and recommends neighborhood improvement projects, for approval by the Board of County Commissioners, that enhance the quality of communities. These projects can include neighborhood signs, installing landscaping/hardscaping, and fixing damaged walls.

What are the accomplishments of the advisory board? The NGAB has approved more than \$2 million in projects to beautify and enhance neighborhoods.

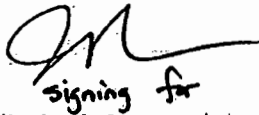
Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function. There is not another public or private board that would better serve the function of the NGAB.

Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended? The resolution creating the NGAB should not be amended.

Should the advisory board's membership requirements be modified? If so, how should the requirements be modified? The NGAB's membership requirements do not need to be modified.

What are the direct and indirect costs of maintaining the advisory board? The only costs associated with maintaining the NGAB are administrative (staff time, paper, light refreshments for the meeting, etc.).

Sincerely,

A handwritten signature in black ink, appearing to be 'EB', with the words 'signing for' written in smaller cursive below it.

Elizabeth Bertrand
Chairperson, Neighborhood Grants Advisory Board

EB/jr

Cc: Tabitha James, Neighborhood Coordinator I, Neighborhood Services Division
James Auffant, Liaison, Membership and Mission Review Board
Kayleen Stroud, Chairperson, Membership and Mission Review Board



July 17, 2020

Kayleen Stroud
Chairperson, Membership and Mission Review Board
Orange County Agenda Development Office

Dear Ms Stroud,

As requested from the MMRB, the Sustainability Advisory Board has discussed and approved the following responses to the questions you posed in the letter to me dated May 28th, 2020.

- 1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?**

The purpose and mission of the Sustainability Advisory Board (SAB) was to oversee implementation of the Our Home for Life Sustainability Plan, review progress toward the goals and targets in the Plan, and adjust the Plan as appropriate. The SAB has served this purpose through the following work; the SAB has created priorities for strategy implementation, reviewed metrics related to these strategies to determine progress, provided input and recommendations to project presentations about all strategies, and has assisted staff in the creation of four annual reports as well as a Sustainability Webpage on ocfl.net. Additionally, the SAB has approved five changes to strategies within the Plan to allow for better implementation of the associated goals.

- 2. What are the current need(s) of the county being served by the advisory board?**

The County requires oversight and review of the progress of the goals and strategies set forth in the Sustainability Plan for the purpose of transparency to the public. It also allows for innovation from industry leaders with experience from outside county government to push the implementation of strategies towards new technology and in line with other leaders of industry around Florida and the country.

- 3. What are the accomplishments of the advisory board?**

The SAB has supported the creation of four annual reports, all of which are available on the Sustainability webpage at www.ochomeforlife.net. The SAB also provided oversight of the development of that webpage, which beginning in 2017, is used for annual online reporting of strategy progress and target data updates. Through regular presentations about sustainable projects being pursued by the County, the SAB has provided letters to the BCC in support of projects such as improved county recycling and the internal single-use products policy. Additionally, the SAB has reviewed five strategies of the plan for updates and has approved a process for reviewing and implementing all plan changes.

- 4. Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function.**

There is not another Orange County Advisory Board that can serve the purpose of oversight and implementation review for the County's Sustainability and Resilience efforts.

- 5. Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?**

Yes, there are updates needed to the Resolution continuing the Advisory Board. Updates to the purpose of the SAB are needed to better support the future efforts of the County. Orange County has recently hired a Chief Sustainability and Resilience Officer and this new position allows the County to expand its efforts in pursuing both internal operational changes as well as continue the efforts of promoting change in the community. Along with this, the County has signed an MOU to participate in a

SUSTAINABILITY ADVISORY BOARD

John Martinez (*Chair*)

Melvin Pittman (*Vice-Chair*)

Madeline Almodovar

Tommy Boroughs

Shana Carson

Samuel Graham

Byron Knibbs

Kenneth Peach

Resham Shirsat

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Resham Shirsat

Regional Resilience Collaborative with over forty participating counties, municipalities, and stakeholders to plan for a more resilient region prepared for and able to bounce back from shocks and stressors, both environmental and economic. All of these efforts will benefit from the oversight and input of the SAB members and their sustainability expertise.

6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

Yes, there are several suggested updates to the required membership expertise and experience for board members. These updates bring experience in areas of the renewable energy, green building practices, resilience, social equity, housing and community development, tree canopy management, urban planning, and smart infrastructure. All of these elements will be part of the County's continued efforts and will be included in the Internal Sustainability Action Plan in development. Some of these elements are already existing within the current Sustainable Orange County, Our Home for Life Plan and will be expanded when the plan undergoes a five year update this year.

7. What are the direct and indirect costs of maintaining the advisory board?

Direct costs for the SAB are minimal, approximately \$80-100, to supply lunch during the bi-monthly meeting time of 12:00-1:30pm. Indirect costs consist of staff time to support the board. Estimates of this time vary, depending upon the agenda and presentations, but can be estimated at about 8-12 hours per month.

Please let me know if you have any questions or comments.

Sincerely,



Mr. John M. Martinez
Chairperson, Sustainability Advisory Board
2808 N. Westmoreland Drive
Orlando, FL32804

JM

cc: Lori Forsman, Sustainability Programs Manager, Planning Division
Ronald Rogers, Liaison, Membership and Mission Review Board
Cheryl J. Gillespie, Supervisor, Agenda Development Office