

DOWNTOWN SOUTH NEIGHBORHOOD IMPROVEMENT ADVISORY COUNCIL

Annual Report
Fiscal Year 2020-2021





I. Purpose

- A. **MISSION STATEMENT.** The mission of the The Downtown South Neighborhood Improvement District Advisory Council (NID) is to review, plan for and prioritize capital improvement projects necessary to improve the District, review financial grants with potential public and private funding partners, and coordinate some activities with the Downtown South Main Street Board of Directors.

II. Administration

- A. **STAFF.** The City provides staff support and administration for the Downtown South Neighborhood Improvement District. Key staff are as follows:
1. Martin Hudson, Recording Secretary
 2. Stacey Adams, Assistant City Attorney

III. Board Members

- A. **NUMBER.** The Downtown South Neighborhood Improvement District Advisory Board has 5 members which are recommended to the Mayor for appointment by the Nominating Board, appointed by the Mayor, and confirmed by City Council.
- B. **REQUIREMENTS.** The Advisory Council shall consist of five members. Each member must own property in the district, represent a corporate owner of property within the district, or reside in the district. Members must be nominated and appointed to the advisory council pursuant to Article XV, Chapter 2, Orlando City Code. At least one member of the advisory council must be a representative of Orlando Health, at least one other member must be an owner of land within the district that is designated for industrial use on the City's future land use map, and at least one other member must be a board member of the City's SoDo District Main Street program. The board member from the City's SoDo District Main Street program may not serve as chair of the advisory board unless elected as provided by the by-laws of the district. In the event that a board member of the City's SoDo District Main Street program is not available to serve on the advisory council, then this seat must be filled by an owner of land, or a representative of a corporate owner of land, abutting Orange Avenue that is designated as mixed use corridor or activity center on the City's future land use map and that is utilized for retail or commercial use.
- C. **ATTENDANCE.** The annual attendance report is attached.
- D. **TERMS.** Term lengths are two (2) years each and no member may serve more than two (2) consecutive terms.



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E. CHAIR. Charlotte Manley
55 W. Crystal Lake Street, Suite 30
Orlando, FL 32806
p: 407.756.7877 · e: cmanley@kimcorealty.com

F. VICE CHAIR. James Krawczyk
3235 Inverness Court
Orlando, FL 32806
p: 407.590.5758 · e: jk@heyjk.com

G. BOARD MEMBERS.

Member	Term	Appointed	Term Expires	Status
Sharon Subryan	Partial	03/22/2021	10/31/2022	Active
Charlotte Manley	2	03/20/2017	10/31/2022	Resigned
James Krawczyk	1	12/10/2018	10/31/2021	Active
Darren Cunningham	1	11/01/2019	10/31/2021	Active
Harlan Hanson	2	12/07/2015	10/31/2021	Active
Cecil Moore	Partial	12/09/2020	10/31/2021	Active
Aaron Bottenhorn	2	05/15/2017	10/31/2022	Resigned

H. BOARD APPOINTMENTS. Throughout Fiscal Year 2020-2021, two (2) new members were appointed by Mayor Dyer and confirmed by City Council. Also during Fiscal Year 2020-2021, two (2) members' resigned.

I. ELECTIONS. Charlotte Manley continued as Chair and James Krawczyk continued as vice chair.

J. BOARD MEMBER TRAINING. None.

IV. Meetings

A. DAY AND TIME. The Downtown South Neighborhood Improvement District Advisory Council meets on the second Wednesday of each month at 9:00 a.m. There were modifications in 2020 due to COVID-19 with some meetings being held at 11:00 am virtually.

B. NUMBER. The Downtown South Neighborhood Improvement District Advisory Board scheduled 12 meetings in Fiscal Year 2020/2021 and held 8. Volunteer hours for the Downtown South Neighborhood Improvement District Advisory Board for Fiscal Year 2020/2021 totaled 29.65 cumulative hours.

C. SPECIAL MEETINGS. The Downtown South Neighborhood Improvement District Advisory Board held 0 meetings during Fiscal Year 2020/2021.



V. Workload

- A. **SYNOPSIS.** The Downtown South Neighborhood Improvement District Advisory Council reviews plans for and prioritizes capital improvement projects necessary to improve the district, reviews financial grants with potential public and private partners, and coordinates with the South Downtown Orlando Main Street Board of Directors.

VI. Major Initiatives/Specific Accomplishments

MAJOR INITIATIVES.

A. Columbia Street and Sligh Rebuild Design

This project will begin in 2021/2022 and will include new streets, infrastructure and streetscapes.

B. Orange Avenue Complete Streets Project Phase 2 Design

This project will include repaving, streetscape elements and branding designs along Orange Avenue from Pineloch to north of Grant Street.
Estimated Completion Date: Late 2023

C. Regional Bike Trail on Division Street Design

This project will extend the regional bike trail from downtown along Division Street to Michigan Street. The project will also include a bike trail from Division Street to the SODO Train Station on Sligh Blvd. The project is currently in design and has been funded through FDOT.
Estimated Completion Date: Spring 2022

D. Art Installations

New projection mapping art was installed at the Sodo District Plaza.

E. Marketing

We continue to update as needed marketing material and media for the district. This includes an updates to the website and community presentation materials.

Estimated Completion Date: This is an on-going effort.

F. Budget

An updated and refined budget is developed yearly. This ocument provides clarity on projects, timelines, additional funding, and estimated public investment within the district.

Estimated Completion Date: This is an on-going effort.

G. SPECIFIC ACCOMPLISHMENTS.

Final designs for Orange Avenue Phase 1 landscaping were completed. Construction on the new urban bike trail on the eastside of Division Street began with completion in 2022. Final construction plans were completed for Orange Avenue Phase 2, which will begin construction in 2023.



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Charlotte Manley

Charlotte Manley
Chair

Martin Hudson
Recording Secretary

Alina Rivera-Campo

Alina Rivera-Campo
Board Coordinator



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Downtown South Neighborhood Improvement District Advisory Board
Attendance Report

Fiscal Year: 2020-2021

Target Number of Meetings: 12

Recording Secretary: Martin Hudson

Name	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	# held	# miss	% miss	Date Appointed	Term Ends
Charlotte Manley	X	N	N	N	X	X	X	N	X	X	X	X	8	0	0%	03/20/17	10/31/22
Aaron Bottenhorn	X	N	N	N	X	X	R						8	0	0%	05/15/17	10/31/22
James Krawczyk	X	N	N	N	X	X	X	N	X	X	X	X	8	0	0%	12/10/18	10/31/21
Darren Cunningham	A	R											8	1	8%	11/01/19	10/31/21
Harlan Hanson	X	N	N	N	X	X	X	N	X	X	X	X	8	0	0%	12/07/15	10/31/21
Sharon Subryan						NM	X	N	X	X	A	X	8	1	8%	03/22/21	10/31/22
Cecil Moore				NM	X	X	X	N	X	X	X	A	8	1	8%	12/09/17	10/31/22
													8	0	0%		
													8	0	0%		
													8	0	0%		
													8	0	0%		
													8	0	0%		
													8	0	0%		
													8	0	0%		
													8	0	0%		

Total Meetings Held:

8

Duration of Meeting***:	78	0	0	0	0	66	21	73	0	45	50	12	36
Total Members Attending:	4	0	0	0	5	5	5	5	0	5	5	4	4

Volunteer Hours:	5.20	0.00	0.00	0.00	5.50	1.75	6.08	0.00	3.75	4.17	0.80	2.40	Total YTD Volunteer Hours:	29.65
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*Chair
**Vice Chair
Quorum : 3

A=Absent
X=Attended
N=No Meeting
TE=Term Expired
NM=New Member
R=Resigned
T=Terminated

*Contacted due to Attendance
Green/Yellow/Red=Letter Issued

***In the 'Duration of Meeting' field, enter a whole number. (Example: if the meeting was 30 minutes long, enter '30'.)