



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Regular Meeting Minutes

Community Redevelopment Agency

Monday, August 24, 2020

5:00 PM

Virtual Meeting

CALL TO ORDER

Chairperson Art Graham called the Virtual Regular Meeting to order at 5:00 P.M.

ROLL CALL

Chairperson: Art Graham
Vice-Chairperson: Frances Povloski
Agency Members: Jeffrey Jones, Samuel Hall, Gary Paetau

Also present were CRA Administrator William Mann, City Manager Michael Staffopoulos, Chief Financial Officer Ashlie Gossett, Assistant Financial Officer A.J. Souto, Police Commander Mike Evans, Downtown CAPE Police Sergeant Jason Sharp, Parks and Recreation Director Jason Phitides, Public Works Director Dennis Barron, Recording Secretary Chandra Medford and Consultants Cliff Shepard, Jacob Schumer, James Gilmore, and Taylor Mejia.

APPROVAL OF MINUTES

There were no minutes to approve.

DOWNTOWN CAPE

Commander Evans provided status updates regarding the bars reopening, all establishments closing at midnight in the downtown district, a recent armed carjacking that initiated in the downtown district, an increase in bicycle thefts, local bicycle serial number registration database and the installation of camera equipment recently approved and funded by the Agency. He answered various questions by Agency members.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- a. **Resolution No. 2020-03** - A resolution of the City of Jacksonville Beach Community Redevelopment Agency adopting its operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and providing for an effective date.

It was moved by Vice-Chairperson Povloski and seconded by Mr. Jones, to approve CRA Resolution No. 2020-03, as amended, adopting its operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and providing for an effective date. After an extensive discussion, the motion carried unanimously by roll call vote.

It was moved by Vice-Chairperson Povloski and seconded by Chairperson Graham and subsequently approved unanimously by roll call vote to amend the proposed operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 to appropriate an additional \$370,000 as follows:

- Downtown Redevelopment District Professional Services Operating Expenses from \$30,000 to \$80,000;
- South Beach Redevelopment District Professional Services Operating Expenses from \$25,000 to \$45,000;
- Downtown Redevelopment District Contract Services Operating Expenses from \$126,000 to \$226,000;
- South Beach Redevelopment District Contract Services Operating Expenses from \$30,000 to \$130,000;
- Downtown Redevelopment District Maintenance Operating Expenses from \$346,500 to \$446,500; and
- South Beach Redevelopment District Maintenance Operating Expenses from \$140,000 to \$240,000

Mr. Mann stated the proposed budget was reviewed by the City Council at an August 10, 2020 budget workshop. He read the following into the record, "The following provides background on the line items in the proposed budgets, including any notable changes from last year. In the Downtown District, Personnel Services costs related to the Downtown have decreased slightly due to change primarily in employee classifications and in benefit selections. This is despite the fact that we have included the new redevelopment program manager's estimated salary in the budget, 60 percent would be paid by Downtown but there are other personnel service changes within the district which includes CAPE that have offset that is a pure numerical increase for the new salary so that's why personnel services are still slightly down. Even with that new position, operating service operating expenses are projected to remain consistent with last year's. Capital outlay has increased due to the capital projects additions of \$500,000 for construction of non-ADA dune walkovers and \$200,000 for the extension of existing stormwater beach outfalls at the general locations where the walkovers are. This year marks the first year where we are showing programmed capital improvements in the initial budget, as opposed to incrementally through each year as capital projects are awarded.

CAPE is fully staffed this year with eleven personnel. Downtown CAPE officers work closely with area businesses, residents and visitors, focusing on public safety and quality-of-life crimes. They are trained in crime prevention, provide code enforcement assistance, and provide "responsible vendor" training to businesses downtown that serve alcoholic beverages. The decrease in personnel services reflects changes in employee benefit selections and there could be officer changes that may be a slightly lower position. Capital Outlay for FY21 is \$55,750, for replacement of one police vehicle and one Segway.

In the South Beach District, the Personnel Services costs related to the district increased 47.9%, reflective of the addition of a new CRA Program Manager. Operating expenses are projected to remain comparable to last year's. As with the Downtown District, there are no debt service expenses in the South Beach District this year, nor are we presently funding any grant programs in the district. As with the Downtown and CAPE budgets, programmed capital projects are now include with the overall proposed Southend budget. A total of \$2,765,000 in capital improvements is proposed, broken out as follows: \$1,000,000 for South Beach Parkway Stormwater Pond Reconstruction, \$1,600,000 for Phase

4, Stormwater/Road Improvements Project and \$150,000 for the design of the South Basin Stormwater Outfall Channel Improvements.

Historically, the CRA has amended its budget and allocated tax increment trust funds for specific capital projects at the start of the engineering and design process, and then adding construction dollars at a stage when the engineer's estimate is reasonably firm. Due to statutory requirements, programmed capital project expenditures are now included in the initial budget for the fiscal year. For planning purposes, the City's five-year capital improvement plan shows estimates for projects expected to be funded using tax increment funds. This process helps ensure that funds are available as projects move forward.

The CRA can expect to receive tax increment revenue appropriations from Jacksonville and Jacksonville Beach this fiscal year totaling approximately \$7.1 million for Downtown and \$2.5 million for South Beach." Mr. Mann stated based on this information, Staff recommends approval of Resolution No. 2020-01.

Chief Financial Officer Ashlie Gossett, Assistant Financial Officer A.J. Souto, and Mr. Mann answered various questions by Agency members and provided additional information and clarification of the attached exhibits. Extensive discussion ensued related to the proposed budgets for both redevelopment districts, including but not limited to the process for increasing and decreasing future appropriations, mid-year budget modifications, consequences of under-estimating project budgets, capital improvement plan funding sources, anticipated capital improvement and repair and maintenance projects, allowable expenditure of TIF funds, year-end fund balance allocations, and potential enhancement of police presence.

Vice-Chairperson Povloski motioned to amend the FY 2021 Budget as follows:

- Increase the Professional Services Operating Expenses for both Redevelopment Districts by \$20,000 in anticipation of additional training expenses related to the assimilation of the new CRA Program Manager;
- Increase the Contract Services Operating Expenses for the Downtown Redevelopment District to allow an additional \$100,000 to include more than trees and no changes to the South Beach Redevelopment District Budget Line Item; and
- Increase the Maintenance Operating Expenses for the Downtown Redevelopment District to allow an additional \$100,000 for additional cleaning and aesthetic improvements and no changes to the South Beach Redevelopment District Maintenance Operating Expenses

Chairperson Graham seconded the motion. Mr. Souto advised the Agency that there was no increase to the South Beach District budget and this line item decreased from the previous fiscal budget to \$140,000. Mrs. Povloski proposed to increase the Maintenance Budget Line Item for the South Beach Redevelopment District to allow an additional \$100,000. Discussion ensued.

Vice-Chairperson Povloski proposed to amend her original motion as follows:

- Increase the Maintenance Operating Expenses for both Redevelopment Districts by \$100,000 to allow for additional cleaning, aesthetic improvements, and repairs to existing structures and equipment

Chairperson Graham proposed an increase to the Professional Services Budget Line Item for the Downtown Redevelopment District to \$80,000.

A voice poll conducted by Chairperson Graham resulted in a vote of 5-0 to entertain potential capital improvement projects at Sunshine Park. Parks and Recreation Director Jason Phitides stated he advocates moving potential improvements for the playground area from the proposed 2024 Fiscal Year forward.

Voice Poll Vote: Ayes – Art Graham, Frances Povloski, Jeffrey Jones, Samuel Hall, and Gary Paetau

ITEMS FOR DISCUSSION

- a. **Downtown Redevelopment Plan Consolidation Presentation** – Cliff Shepard and Jacob Schumer

Mr. Shepard provided a status update for this project and shared a PowerPoint presentation titled, “Jacksonville Beach Downtown Redevelopment Plan-The Plan Today, and Moving Forward” which contained information related to: authorized tasks (determining the current limits of the CRA, determining any updates to Plan priorities, and if necessary, preparation of a new Redevelopment Plan to replace existing documents), legal background in evaluating the Plan, his Firm’s approach to the Plan, a summary of conclusions regarding the current Plan and a legal recommendation Mr. Schumer explained his work product to the Agency. Discussion ensued including but not limited to Agency empowerments, expected timeframe, Plan consistency with zoning requirements, and market effects.

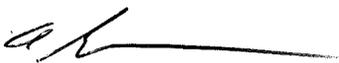
COURTESY OF THE FLOOR TO VISITORS

No visitors wished to speak under Courtesy of the Floor. Mr. Paetau addressed the Agency regarding communication with the Parks and Recreation, Police and Public Works Departments to discuss planned project improvements in both districts and construction fencing in the Downtown District. A voice poll conducted by Chairperson Graham resulted in a vote of 5-0 to discuss reviewing construction fence requirements.

ADJOURNMENT

There being no further business, Chairperson Graham adjourned the meeting at 7:45 P.M.
Submitted by: Chandra Medford, Recording Secretary

Approval:



Art Graham, Chairperson

Date: 12-16-2020