



Meeting Minutes

Community Redevelopment Agency

Monday, March 21, 2016

5:00 PM

Council Chambers

CALL TO ORDER

Chairman Grady Kearsy called the meeting to order at 5:15 P.M.

ROLL CALL

Present: 3 - Chairperson Grady Kearsy
Mr. Nichols
Mr. Knight

Absent: 2 - Vice Chairperson Lynn Varnadoe
Mrs. Povloski

Also present were CRA Administrator Steve Lindorff, Deputy City Manager Trish Roberts, Director of Planning and Development Bill Mann, City Engineer Marty Martirone, and Recording Secretary Chandra Tolman.

APPROVAL OF MINUTES

- a. **16-314** Regular Community Redevelopment Agency Meeting Held January 19, 2016

It was moved by Mr. Knight, and seconded by Mr. Nichols, and passed unanimously by voice vote, to approve the January 19, 2106 minutes as presented.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- a. **16-315** Redevelopment District: RD Rezoning Application - Review and report to the City Council on the site plan and building elevations for a RD: Redevelopment District rezoning of property located at the northwest corner of 6th Avenue North and 1st Street North for a proposed six-story, multi-family residential, hotel, and commercial development.

It was moved by Mr. Nichols and seconded by Mr. Knight, to find the Dolphin Depot, LLC. RD Rezoning application to be consistent with the Downtown Community Redevelopment Plan and to recommend the City Council approve the application. After a brief discussion, the motion carried unanimously by voice vote.

Mr. Mann stated this project, in a similar format, was heard by the Redevelopment Agency and the City Council in 2012 when the applicant was not yet the property owner but intended to develop a mixed use structure. The property was successfully rezoned in 2012, but a condition placed on the 2012 rezoning required the applicant to file a building permit application before April 1, 2014 or the rezoning would be nullified. Due to unforeseen circumstances, the applicant was unable to close on the property or file for building permit within the prescribed time, so the property's RD rezoning reverted back to its original C-1 zoning. The applicants now own the property and are proposing a six story, mixed-use project. The first floor would be surface parking, garage parking and 2,500 square feet of retail or commercial space. The second floor would be solely garage parking. The third through sixth floors would contain up to 54 dwelling units and 36 apartments. The number of apartments is determined by and compliant with the residential zoning of the property. The balance of uses, both the hotel and the commercial space is driven by their ability to provide on-site parking. Staff reviewed the application and found it consistent with the relevant Land Development Code Standards. The Planning Commission met on Monday March 14, 2016 and concurred with Staff that it was consistent with the Land Development Code.

Scott Gay, 814 1st Street North Unit #101, Jacksonville Beach, Florida (representative for Dolphin Depot, LLC.) spoke on behalf of the applicant. Mr. Gay stated while waiting to obtain ownership of the subject property, the applicant purchased land for, designed, and developed three other apartment complexes in Jacksonville Beach. After developing the complexes, the applicants discovered that there is a need for temporary housing that is operated similarly to hotel rooms but for longer tenancy terms. The structure was designed to bifurcate hotel and residential sections; the residential units would be located on the easterly section of the building and the hotel rooms would be located on the westerly section of an L-shaped building. There would be a separate entrance for access to the apartments and hotel units. The hotel residents would only have access to the swimming pool area and a club area on the third floor only. The proposed design is consistent with other buildings in the downtown area. The submitted elevation drawing shows extended balconies, but these are no longer being considered and the building will be constructed right to the setbacks on the east and west sides. Frank Mendola, 814 1st Street North Unit #101, Jacksonville Beach, Florida, also spoke on behalf of the applicant. He stated they plan on constructing the building at the highest level of quality. Mr. Gay stated the proposed retail uses have not been identified at this time. Mr. Mann added that this project is specifically consistent with our zoning and the Downtown Vision Plan in that it provides a mixed use development, it meets the maximum pedestrian street setback of 10 feet and the inclusion of first floor commercial space on 6th Avenue North.

- b. 16-316 **Resolution No. 2016-04** - Amending the Downtown Community Redevelopment Agency Annual Operating Budget for the Fiscal Year beginning October 1, 2015 and ending September 30, 2016 to Appropriate \$310,420 of Downtown Tax Increment Trust Funds for Maintenance and Repairs to Latham Plaza, SeaWalk Pavilion Spectator Area, and Oceanfront Park [\$282,200 base fee, plus 10% contingency]; and Providing for an Effective Date.

It was moved by Mr. Knight, and seconded by Mr. Nichols to approve CRA Resolution No. 2016-04. After a brief discussion, the motion carried unanimously by voice vote.

Mr. Mann stated this resolution is related to a series of projects to provide improvements to the Oceanfront Park, SeaWalk Pavilion and Latham Plaza. Trish Roberts stated Latham Plaza and the SeaWalk Pavilion were constructed in the late 1990's and Oceanfront Park was constructed in the early 2000's which puts the sites in a 20 to 25 year age range. The irrigation system and bollards at Oceanfront park need to be replaced or improved to meet the needs of the facilities better.

- c. 16-317 **Resolution No. 2016-05** - Amending the Downtown Community Redevelopment Capital Improvement Budget for the Fiscal Year beginning October 1, 2015 and ending September 30, 2016 to provide \$361,771.38 in supplemental construction funds for the existing Project #1 of the Phase III Downtown Vision Master Plan to add emergency repair of a broken 12" water main on South 2nd Street; and Providing for an Effective Date.

It was moved by Mr. Knight, and seconded by Mr. Nichols to approve CRA Resolution No. 2016-05. After no discussion, the motion carried unanimously by voice vote.

Mr. Mann stated this resolution is for approval of supplemental construction funds for the emergency repair of a broken 12-inch water main on South 2nd Street, which was the location of recent flooding behind the Krystal's restaurant.

- d. 16-318 **Resolution No. 2016-06** - Amending the Downtown Community Redevelopment Annual Operating Budget for the Fiscal Year beginning October 1, 2015 and ending September 30, 2016 to appropriate \$1,072,103 of Downtown Tax Increment Trust Funds for the Design of Project 2 of the Phase III Downtown Redevelopment District Vision Master Plan [\$974,639.38 base fee, plus 10% contingency]; and Providing for an Effective Date.

It was moved by Mr. Knight, and seconded by Mr. Nichols to approve CRA Resolution No. 2016-06. After a brief discussion, the motion carried unanimously by voice vote.

Mr. Mann stated originally the second part of the Phase III Project envisioned utilizing the infrastructure of the downtown drainage vault, but it has since been determined to be at capacity, thus water from the remaining project areas needs to be redirected to the west underneath 3rd Street to drain into the 12th Avenue stilling basin. The physical construction related to this project will primarily be concentrated between 10th and 13th Avenues South but in addition to that work is the modeling of the entire balance of this project area as well as the other areas of the City west of 3rd Street that currently discharge into that 12th Avenue system, to determine what improvements might be required to that system, to ensure that it can continue to handle existing drainage demands as well as future drainage from the project area.

e. **16-320 Appointment of New CRA Administrator**

It was moved by Mr. Nichols, and seconded by Mr. Knight to appoint William C. Mann, III as the new CRA Administrator. After a brief discussion, the motion carried unanimously.

Mr. Mann stated since Steve Lindorff retired from his full-time position in 2014, he transitioned to a part-time position with the CRA working two days a week. Mr. Mann stated has become more involved in the agency and as such, he has been obtaining the required certifications to assume the administrator role for the CRA. He explained that Trish Roberts has and will continue to support him in this role after this transition. Mr. Mann said that Mr. Lindorff will continue to work as a part-time employee until the end of this fiscal year when he [Mr. Mann] assumes the administrator role full-time in addition to his duties as Planning Director. He stated that consultants may be hired on a project basis only but there will not be a full-time consultant on staff.

INFORMATION ITEMS

a. **16-319 Update on Implementation of the Downtown Action Plan Adopted on September 8, 2015**

The Board was provided a memorandum with information regarding on-going City staff activities leading toward the implementation of the Downtown Action Plan that was recommended for approval by the CRA on July 20, 2015, and adopted by the City Council on September 8, 2015. The adopted Action Plan included 33 projects or program components to be handled by the CRA and an additional 23 projects or program components to be handled by other City agencies.

Mr. Lindorff stated that work on the City projects are either done or under way; including cleaning up storefronts on a daily basis and running periodic training programs for local hospitality workers. Proposed changes to the alcoholic beverages ordinances is still a work in progress. He stated that some of the CRA components required external services such as architecture, landscape architecture and urban design in order to implement and therefore, a Request for Qualifications (RFQ) was issued in December of 2015 seeking a qualified consultant firm or team to assist Staff.

The RFQ produced three qualified bids, including Dix Hite Partners, Littlejohn Engineering, and Genesis. The bids were reviewed by a selection committee consisting of Planning and Development Director Bill Mann, Deputy City Manager Trish Roberts, and CRA Administrator Steve Lindorff and interviewers were conducted with each of the three firms. The top ranked respondent, Dix Hite Partners, was asked to provide a detailed scope of work and fee proposal for the initial phase of the work. If the proposed information is acceptable, the proposed agreement will be presented to the City Council for consideration and/or approval. Mr. Lindorff stated the intent behind this RFQ is to create a master plan containing a catalogue of choices that we can then use to create task orders for the firm to complete the final design.

Mr. Mann stated that there will be agenda items for the April 18, 2016 meeting.

COURTESY OF THE FLOOR TO VISITORS

No one wished to speak under Courtesy of the Floor.

ADJOURNMENT

There being no further business, Mr. Kearsy adjourned the meeting at 5:56 P.M.

Submitted by: Chandra Tolman, Recording Secretary

Approval:


Lynn Varnadoe, Vice-Chairperson

Date: 4/18/16