



Meeting Minutes

Community Redevelopment Agency

Monday, September 12, 2016

4:30 PM

Council Chambers

**CALL TO ORDER**

Chairperson Graham called the meeting to order at 4:33 P.M.

**ROLL CALL**

**Present:** 4- Chairperson Graham  
Mr. Gay  
Mr. Jones  
Mr. Nichols

**Absent:** 1- Vice Chairperson Povloski

Also present were CRA Administrator Bill Mann, Deputy City Manager Trish Roberts, Public Works Director Ty Edwards, City Engineer Marty Martirone, and Recording Secretary Chandra Medford.

**APPROVAL OF MINUTES**

a. Special Community Redevelopment Agency Meeting Held August 10, 2016

**It was moved by Mr. Nichols, and seconded by Mr. Jones, and passed unanimously by voice vote, to approve the August 10, 2016, minutes as amended.**

Mr. Nichols requested a correction to the discussion paragraph of Resolution No. 2016-12 located on page four to read, "Mrs. Povloski and Mr. Nichols expressed their concerns about adding additional Downtown CAPE officers. Police Chief Dooley responded by providing a brief explanation of how the CAPE program is considered an innovative program, the importance of maintaining police levels in local neighborhoods, and why additional officers are needed, including the following: staffing shortages, employee turnover due to forced overtime, and an increase in the number of calls for service in the Downtown district. He stated the Department is currently lacking five officers, which greatly impacts the Patrol Division. He explained there are protocols in place to ensure that CRA funds are not used if an officer is called away from their assigned area for general police matters."

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

a. **Resolution No. 2016-13** - Amending the Downtown Community Redevelopment Agency Annual Operating Budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016 to appropriate \$885,469.73 from Downtown Tax Increment Trust Funds to fund the construction of

the 2<sup>nd</sup> Street North Parking Lot and Police CAPE Building project; and providing for an effective date.

**It was moved by Mr. Jones and seconded by Mr. Nichols, to approve CRA Resolution No. 2016-13. After a short discussion, the motion carried unanimously by roll call vote.**

Mr. Mann invited Ty Edwards to provide details regarding this project. He indicated in June of 2014, the design phase of this project began and is now complete and includes a surface parking lot, off-street right-of-way parking, entry sign, and an unconditioned police storage facility. Twenty (20) invitations to bid were issued, 16 bid packages were requested by contractors and we received eight (8) bids. The total engineer's estimate was \$680,609.01; the bid totals range from a low of \$786,153.18 to a high of \$1,308,483.10 and the second lowest bid was \$875,117.43. He stated inspections would be completed by our City Engineers. Mr. Mann stated the storage building portion of the project is roughly \$275,000 and there is no required on-site drainage as the proposed lot coverage is under eighty percent.

Discussion:

Mr. Graham asked if the City considered installing a charging systems accessible in the public parking lot or on the exterior of the storage building. Mr. Edwards indicated that Beaches Energy Services is working on a contractual agreement with Nissan to install a charging station in the Latham Plaza parking lot and the possibility of adding a second location for this project. Mr. Nichols stated the length of the proposed electric cart parking seems excessive and asked if this part of the design could be modified to create an extra parking space. Mr. Mann added the three parallel parking spaces on 2<sup>nd</sup> Street may be converted to JTA intelligent kiosk bus stop.

- b. **Resolution No. 2016-14** - A resolution of the City of Jacksonville Beach Community Redevelopment Agency amending its Downtown Redevelopment District Capital Improvement Projects Budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016; and providing for an effective date [Year-end appropriation of Downtown TIF Funds for Capital Projects].

**It was moved by Mr. Gay and seconded by Mr. Jones, to approve CRA Resolution No. 2016-14. After a short discussion, an amended motion was made by Mr. Nichols and seconded by Mr. Gay to strike the language, "short-term rental assistance" from item number fourteen. After no additional discussion, the amended motion carried unanimously by roll call vote.**

Mr. Mann stated the estimated final fund balance is \$14,614,530 and the board allocated \$10,920,159. The remaining \$3,694,371 will be used to fund other potential projects. He stated the Board authorized him to enter negotiations for purchasing the Wavecrest Apartments. The appraisal of that property was within the \$1.75 million range, which includes closing costs, and that additional funds were identified in anticipation of the acquisition of a small strip of land that has always been perceived as being part of the public alley just to the south Joe's Crab Shack parking lot, to be used as a part of the paved public alley. Staff has also requested a fee proposal from Kimley-Horn to potentially re-design the 1<sup>st</sup> Street/Beach Boulevard roundabout to have it function similarly to the one at 2<sup>nd</sup> Street [removing the stop signs and making corrections to the adjacent sidewalks and crosswalks]. Other potential projects include several Downtown Action/Vision Plan components, such as pressure washing pavers, implementing a start-up program of economic development incentives, replacing a portion of a water main and sidewalk on the east side of 3<sup>rd</sup> Street North between 6<sup>th</sup> Avenue North and enhanced lighting at various locations.

## Discussion:

Mr. Nichols asked for improvements to the bicycle lane that ends abruptly; Mr. Mann stated that he has spoken with Michelle Mecca, of Kimley-Horn, about resolving that issue. Mr. Jones asked how item number ten can be an allocation if it has already been completed. Mr. Mann responded by saying it was not one of the CRA appropriations but it was a capital improvement; Trish added there is some finishing to perform. Mr. Nichols asked if the funding for the garage is one of the potential projects and if the proposed location is definitive; Mr. Mann stated acquiring the property is a keystone to the geometry of the contemplated project, prior to letting out the project's specific design and the location

- c. **Resolution No. 2016-15** - A resolution of the City of Jacksonville Beach Community Redevelopment Agency amending its South Beach Redevelopment District Capital Improvement Projects Budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016; and providing for an effective date [Year-end appropriation of South Beach TIF Funds for Capital Projects].

**It was moved by Mr. Gay and seconded by Mr. Jones, to approve CRA Resolution No. 2016-15. After no discussion, the motion carried unanimously by roll call vote.**

Mr. Mann stated as of September 30, 2016, the South Beach Redevelopment District Capital Improvement Projects Budget will be debt free. He indicated there were three projects the Agency funded during the 2016 fiscal year and the estimated final fund balance is \$7,842,451 and the board allocated \$5,558,519. The remaining \$2,283,932 will be earmarked to fund the Phase 2 of the Stormwater Retention Facility Reconstruction and also the redesign option for the Reconstruction of the Marsh Landing Parkway Channel.

## Discussion:

There was no discussion.

**INFORMATION ITEMS****COURTESY OF THE FLOOR TO VISITORS**

No one wished to speak under Courtesy of the Floor.

**ADJOURNMENT**

There being no further business, Mr. Graham adjourned the meeting at 5:12 P.M.

Submitted by: Chandra Medford, Recording Secretary

## Approval:



Art Graham, Chairperson

Date: \_\_\_\_\_

11/28/16