



Agenda

Community Redevelopment Agency

Monday, February 24, 2020

5:00 PM

Council Chambers

MEMORANDUM TO:

Members of the Community Redevelopment Agency
City of Jacksonville Beach, Florida

Board Members:

The following Agenda of Business has been prepared for consideration and action at a Regular Meeting of the Community Redevelopment Agency:

CALL TO ORDER

ROLL CALL

Art Graham (Chairperson), Frances Povloski (Vice-Chairperson), Jeffrey Jones, Samuel Hall, Gary Paetau

APPROVAL OF MINUTES

- a. Special Community Redevelopment Agency Meeting held December 17, 2019
- b. Special Community Redevelopment Agency Meeting held January 21, 2020
- c. Regular Community Redevelopment Agency Meeting held January 27, 2020

DOWNTOWN CAPE

OLD BUSINESS

NEW BUSINESS

- a. **Resolution No. 2020-01** - A resolution of the City of Jacksonville Beach Community Redevelopment Agency to amend the FY 2019-2020 South Beach Community Redevelopment District Capital Improvement Budget to appropriate \$28,132.00 (\$24,462.00, plus \$3,670.00 (15%) Contingency) for the design of a multipurpose bicycle and pedestrian path as part of the overall work scope of the *Ocean Terrace Drainage Improvements* project.

COURTESY OF THE FLOOR TO VISITORS

ADJOURNMENT

NOTICE

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (904) 247-6299, extension 10, no later than one business day before the meeting.

cc: Mike Staffopoulos, City Manager; Chris Ambrosio, City Attorney; Press



Draft Special Meeting Minutes

Community Redevelopment Agency

Tuesday, December 17, 2019

5:00 PM

Council Chambers

CALL TO ORDER

Chairperson Art Graham called the meeting to order at 5:00 P.M.

ROLL CALL

Chairman: Art Graham
 Vice-Chairwoman: Frances Povloski
 Board Members: Scott Gay Samuel Hall Jeffrey Jones

Also present were CRA Administrator William Mann, City Manager Mike Staffopoulus, City Attorney Chris Ambrosio, City Attorney Denise May, Police Commander Mike Evans, Downtown CAPE Police Sergeant Jason Sharp, and Recording Secretary Chandra Medford

APPROVAL OF MINUTES

a. Regular Community Redevelopment Agency Meeting held October 28, 2019

It was moved by Mrs. Povloski and seconded by Mr. Jones and passed unanimously by voice vote, to approve the October 28, 2019 meeting minutes as presented.

b. Regular Community Redevelopment Agency Meeting held November 25, 2019

It was moved by Mrs. Povloski and seconded by Mr. Jones and passed unanimously by voice vote, to approve the November 25, 2019 meeting minutes as presented.

DOWNTOWN CAPE

Commander Evans stated that even with a recent rate increase to private business owners for hiring off-duty police officers, the use of off-duty officers to supplement private businesses' security is resulting in a larger police presence in the Downtown District. At the agency's request, Sergeant Sharp researched parking and loading zone regulations and enforcement in Key West, Florida and apprised agency members of his findings.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no old business.

ITEMS FOR DISCUSSION

- a. Community Redevelopment Agency rights, powers, privileges and duties - (per Attorney D. May, 10-31-19 Memo)

City Attorney Denise May provided a brief overview of the rights, powers, privileges and duties the Agency is empowered to perform as a public entity as provided under Florida Statutes Chapter 163. Mrs. May advised agency members that additional information and training for Public Officers and Employees could be found on the Florida Commission on Ethics website at <http://www.ethics.state.fl.us/>

- b. Downtown Redevelopment Plan Consolidation – (Continued)

Mr. Mann distributed an e-mail from Clifford Shepard, which included an informal estimate related to consolidating the Downtown Redevelopment Plan.

It was moved by Mrs. Povloski and seconded by Mr. Jones, to authorize the Agency Administrator to enter into contract with Shepard, Smith, Kohlmyer, & Hand, P.A. to consolidate the Downtown Redevelopment Plan and its amendments detailed in an e-mail to William Mann dated November 26, 2019, for a cost not to exceed \$30,000, plus associated travel expenses for one day. After a short discussion, the motion was approved 4-1.

Roll Call Vote: Ayes – Art Graham, Frances Povloski, Scott Gay and Samuel Hall
Nays – Jeffrey Jones

Mr. Mann recognized CRA Member Scott Gay at his final CRA meeting, and extended his gratitude to Mr. Gay for his service to the community on the Board.

COURTESY OF THE FLOOR TO VISITORS

The following visitor addressed the board:

- Mike Staffopoulos, Jacksonville Beach City Manager

ADJOURNMENT

There being no further business, Chairperson Graham adjourned the meeting at 6:06 P.M.
Submitted by: Chandra Medford, Recording Secretary

Approval:

Art Graham, Chairperson

Date: _____



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Draft Special Meeting Minutes

Community Redevelopment Agency

Tuesday, January 21, 2020

5:00 PM

Council Chambers

CALL TO ORDER

Chairperson Art Graham called the meeting to order at 5:00 P.M.

ROLL CALL

Chairman:	Art Graham		
Vice-Chairwoman:	Frances Povloski		
Agency Members:	Samuel Hall	Jeffrey Jones	Gary Paetau

Also present were CRA Administrator William Mann and Recording Secretary Chandra Medford

APPROVAL OF MINUTES

There were no minutes approved.

DOWNTOWN CAPE

There was no update provided.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ITEMS FOR DISCUSSION

- a. Consolidation of Downtown Plan and Its Amendments – Cliff Shepard, Redevelopment Attorney

Mr. Shepard provided a brief overview of his credentials and stated he has provided professional services to the Agency since 2011. Mr. Mann stated the Agency is bound by City purchasing policies, and the contract with Mr. Shepard’s firm is considered sole-sourced and is for a cost-plus, not to exceed \$30,000. Mr. Mann stated the first task to be authorized will be to consolidate the Downtown Action Plan.

Mr. Shepard explained he will consolidate all of the content into one document to evaluate whether the amendments are consistent with expenditures allowed by Florida Statutes to remove any inconsistencies and to remove duplicative or completed tasks and/or add additional tasks. The Agency would be responsible for determining if a task is complete. He stated the consolidated plan

he will provide will be clearer, broader, and contain more simple language than the existing plans and will provide recommendations for review and action by the Agency. A brief discussion ensued between the Agency members and Mr. Shepard.

Mr. Mann asked the Agency if there would be any interest in leasing the CRA-owned lot immediately north of the *Ritz* bar to a private developer for a construction laydown area. The members indicated they would entertain a proposal at the next regularly scheduled meeting.

COURTESY OF THE FLOOR TO VISITORS

The following visitor addressed the board:

- Ken Marsh, 2011 Gail Avenue, Jacksonville Beach, Florida

ADJOURNMENT

There being no further business, Chairperson Graham adjourned the meeting at 5:52 P.M.
Submitted by: Chandra Medford, Recording Secretary

Approval:

Art Graham, Chairperson

Date: _____



Draft Meeting Minutes
Community Redevelopment Agency

Monday, January 27, 2020

5:00 PM

Council Chambers

CALL TO ORDER

Chairperson Art Graham called the meeting to order at 5:00 P.M.

ROLL CALL

Chairman: Art Graham
Vice-Chairwoman: Frances Povloski
Agency Members: Samuel Hall Jeffrey Jones Gary Paetau

Also present were CRA Administrator William Mann, City Attorney Chris Ambrosio, Police Commander Mike Evans, City Engineer Martin Martirone, Project Engineer Kayle Moore, and Recording Secretary Chandra Medford

APPROVAL OF MINUTES

a. Regular Community Redevelopment Agency Meeting held December 17, 2019

It was requested by the Chairman to defer Approval of the December 17, 2019 CRA meeting minutes to the February 2020 CRA meeting. Mr. Mann indicated that the minutes from the January 21, 2020 Special CRA meeting would be ready for approval at the February meeting as well.

DOWNTOWN CAPE

Commander Evans discussed the switch by Downtown CAPE from purchasing two Ford passenger vehicles with F-150 trucks in this year’s vehicle replacement schedule and instead of replacing two Segway vehicles as scheduled, two existing Segways would be refurbished and two all-terrain vehicles (ATVs) would be purchased instead.

Commander Evans also responded to various questions from Agency members related to the change in vehicles.

COURTESY OF THE FLOOR TO VISITORS

The following visitors addressed the board:

- Scott Gay, 814 North 1st Street #101, Jacksonville Beach, Florida - Expressed his firm’s interest in leasing the vacant CRA-owned lot on 2nd Street North, north of the *Ritz* bar. He handed out a draft summary of lease terms and answered various questions from Agency members.

- Ken Marsh, 2011 Gail Avenue, Jacksonville Beach, Florida – Addressed the board regarding the Agency’s duties and responsibilities and creating a workplan.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ITEMS FOR DISCUSSION

- Homelessness – Lori Anderson, Mission House** – Mrs. Anderson discussed the function and operations of the Mission House facility located at 800 Shetter Avenue and distributed a copy of the organization’s 2018 Annual Impact Report and an informational pamphlet. She answered various questions from Agency members about the homeless situation in and around Jacksonville Beach.
- Southend Redevelopment Plan Status** - City Engineer Martin Martirone provided a status update of the CRA projects contained in the 2010 Waits & Moye Capital Improvements Program prepared for the Southend Redevelopment Area. He distributed a Roadway Mill and Resurface Capital Cost Calculator spreadsheet, a Southend CRA 15-Year Road Maintenance Plan, and a list of Public Works infrastructure improvement projects that remain to be completed or have been determined to be not feasible. Mr. Martirone answered various questions from Agency members.
- Downtown Delivery Truck Parking – Key West Ordinance** – A copy of the City of Key West’s Commercial Deliveries municipal code section was provided to the board. A short discussion ensued regarding delivery truck parking in the Downtown Redevelopment District and distributed nine photographs demonstrating examples of delivery trucks parking in along 1st Street North, 3rd Avenue North and the adjacent street end.

ADJOURNMENT

There being no further business, Chairperson Graham adjourned the meeting at 6:58 P.M.

Submitted by: Chandra Medford, Recording Secretary

Approval:

Art Graham, Chairperson

Date: _____

MEMORANDUM

TO: Jacksonville Beach Community Redevelopment Agency Members

FROM: Bill Mann, Planning and Development Director, CRA Administrator

RE: February 24, 2020 Community Redevelopment Agency Meeting

DATE: February 17, 2020

Please consider the following information and staff recommendation relative to the single item to be acted upon at the upcoming February 24, 2020 CRA meeting:

1. **Resolution No. 2020-01** - This resolution amends the FY 2019/2020 Capital Improvements Budget for the Southend Community Redevelopment District to appropriate \$28,132 in TIF funds for additional services under the current *Ocean Terrace Drainage Improvements* project contract with the *Hanson* engineering firm, to add the design of a multipurpose path into the overall project scope.

In the first several weeks after the new City Manager was hired, he and I discussed the concept of east-west connectivity in the City and how to help people living in the western portions of the City get to the beach and to the commercial areas along 3rd Street. In the south end, the major opportunity to enhance that connectivity for both cyclists and pedestrians is the Jacksonville Drive corridor. Towards that end, I asked the Public Works Project Engineer to obtain a quote from our engineering consultant, *Hanson*, to include the design of a multipurpose path along the extents of Jacksonville Drive that they were already designing, for requested stormwater infrastructure improvements.

The other section of Jacksonville Drive, between South Beach Parkway and State Road A-1-A (3rd Street), and also in the Southend Redevelopment Area, currently has a sidewalk on its north side, and there appears to be adequate room within that section of right of way to widen it to act more as a multipurpose trail. This would be a separate project, and one which could most likely be designed by City staff. Once pedestrians and cyclists get east of A-1-A and Ponte Vedra Boulevard, the opportunity and need for a wider path diminishes, as the route to the beach at that point is through a low speed local street, 36th Avenue South.



Staff recommends approval of CRA Resolution No. 2020-01

Attachments: CRA Resolution No. 2020-01
Kayle Moore, Project Engineer memorandum dated 1-10-20
Project location map

CRA RESOLUTION NO. 2020 - 01

A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH COMMUNITY REDEVELOPMENT AGENCY TO AMEND THE SOUTH BEACH CAPITAL IMPROVEMENTS BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, consultants to the City of Jacksonville Beach prepared a *South Beach Area Infrastructure Improvements - South Beach Community Redevelopment Area* report in 2010, and that report identified areas of localized flooding within the then developed portions of the *Ocean Terrace* subdivision in the vicinity of Jacksonville Drive, and

WHEREAS, consultants to the City of Jacksonville Beach subsequently completed an *Ocean Terrace Improvements Study* in 2018, identifying different options and recommending a preferred option to address identified drainage problems within the study area, and

WHEREAS, in 2019 the City of Jacksonville Beach Public Works Department tasked the *Ocean Terrace Drainage Improvements Study* consultants currently under contract to furnish the City with final design, including plans and specifications, of the preferred option from that study to address said identified drainage problems, and

WHEREAS, the proposed drainage infrastructure work to be performed within the Jacksonville Drive right of way, between America Avenue and South Beach Parkway, provides an opportunity to also provide improved pedestrian and bicycle access within that section of Jacksonville Drive, and

WHEREAS, the Jacksonville Beach Community Redevelopment Agency (CRA) met in open meeting on February 24, 2020 to review and consider a change order to the 2019 *Ocean Terrace Drainage Improvements Project* to accommodate the inclusion of a multipurpose bicycle and pedestrian path within said portion of Jacksonville Drive right-of-way, and

WHEREAS, the CRA has sufficient South Beach Community Redevelopment Tax Increment Trust Fund revenues to pay for the requested additional project design work.

NOW, THEREFORE, BE IT RESOLVED BY THE JACKSONVILLE BEACH COMMUNITY REDEVELOPMENT AGENCY THAT:

SECTION 1. The Fiscal Year 2019-2020 South Beach Community Redevelopment Capital Improvements Budget for the Jacksonville Beach Community Redevelopment Agency is hereby amended to appropriate \$28,132.00 (\$24,462, plus \$3,670.00 (15%) Contingency) for the provision of final design, including plans and specifications, for a multipurpose bicycle and pedestrian path to be included in design of the 2019 *Ocean Terrace Drainage Improvements* project.

SECTION 2. This resolution shall take effect upon its adoption.

DULY ADOPTED IN OPEN MEETING THIS 24TH DAY OF FEBRUARY, 2020.

Art Graham, CHAIRMAN

William C. Mann, ADMINISTRATOR

January 10, 2020

TO: Bill Mann, Administrator, Community Redevelopment Agency (CRA)

FROM: Kayle Moore, PW Project Engineer

SUBJECT: Appropriate South Beach Redevelopment Tax Increment Trust Funds for the Design of an 8-foot Wide Multi-use Path on Jacksonville Drive.

ACTION REQUESTED:

Appropriate South Beach Redevelopment Tax Increment Trust Funds for purpose of authorizing a Change Order to the Design of Ocean Terrace Drainage Improvements project for the design of a new 8-foot wide concrete path on a portion of Jacksonville Drive.

BACKGROUND:

In April of 2019, the City, upon CRA authorization, contracted with Hanson Professional Services, Inc. to design drainage and stormwater improvements in the Ocean Terrace neighborhood to lessen nuisance flooding impacts and to redirect stormwater away from Lake Sanctuary. It is anticipated that the design and specifications will be complete and ready to bid by late April.

This project involves substantial drainage, roadway, curb and gutter and sidewalk improvements along Jacksonville Drive, west of South Beach Parkway. The City Manager and Planning Director feel that this provides the City and the Southend CRA with an opportunity to design and construct a more pedestrian-friendly 8-foot wide multiuse path, in lieu of a standard sidewalk, for this stretch of Jacksonville Drive. Jacksonville Drive serves as a major pedestrian and bike corridor for residents in the south end of town travelling to and from the beach and shopping.

Public Works requests additional CRA funding to have the engineering consultant modify and adapt the project design and documents to include a 8-foot wide concrete path along the south side of Jacksonville Drive from South Beach Parkway to Grand Blvd (the current project area). The consultant will also develop evaluate general impacts and requirements for extending the sidewalk west from Grande Boulevard to Sanctuary Drive, though actual design and construction of this portion would occur under during a future phase of the Ocean Terrace drainage/roadway improvements. The total cost for the additional design services is \$24,462.00.

Because the contingency for the overall Ocean Terrace Drainage Improvements project has been largely exhausted due to the unanticipated need for additional survey work, and a modification to the weir at the stilling basin behind *Pier 1* to

City of

Jacksonville Beach

Operations &

Maintenance Facility

Department of Public

Works

1460-A Shetter Avenue

Jacksonville Beach

FL 32250

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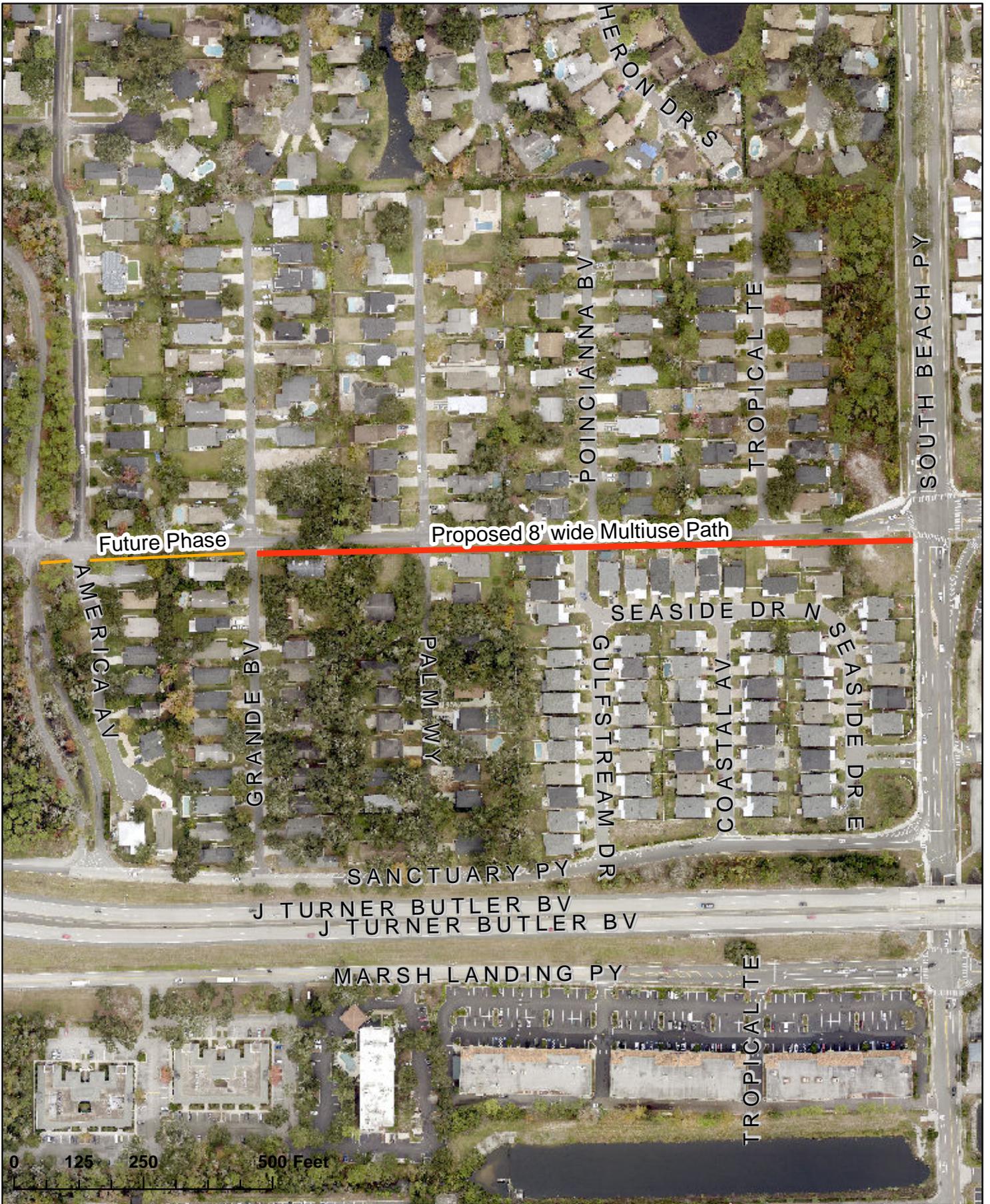
www.jacksonvillebeach.org



create additional storage capacity for the proposed drainage improvements, a 15% contingency (\$3,670.00) is also requested to be added to the requested change order, bringing the total requested funding to \$28,132.00

RECOMMENDATION:

Appropriate South Beach Redevelopment Tax Increment Trust funds in the amount of \$28,132.00 for the Design of Ocean Terrace Drainage Improvements, as described in the attached Scope of Services for Task Work Order # 2: Ocean Terrace Drainage Improvements Final Design Phase – Change Order No. 3, 8-foot wide Multipurpose Path.



CITY OF JACKSONVILLE BEACH
 DEPARTMENT OF PUBLIC WORKS
 1460-A Shetter Avenue
 Jacksonville Beach, FL 32250
 904.247.6219 / publicworks@jaxbchfl.net



Proposed 8' Wide Multiuse Path Design

Date: 2/13/2020