

CITY OF ST. AUGUSTINE, FLORIDA

Lincolntonville Community Redevelopment Area Steering Committee  
July 13, 2017

The Lincolntonville Community Redevelopment Steering Committee met in formal session at 7:00 P.M., Thursday, July 13, 2017, at the Willie Galimore Center. The meeting was called to order by Nicholas Nolofoff, Chairman, and the following were present:

1. **ROLL CALL** Nicholas Nolofoff  
Nathan Baer  
Reverend Rory Hermann  
Carolyn Wright

Absent: None

**Staff Present:** Erin Minnigan, Historic Preservation & Community Development Planner  
Amy McClure Skinner, Deputy Director, Planning & Building Department  
Denise May, Assistant City Attorney

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2. **APPROVAL OF MINUTES**  
**(June 5, 2017)**

Reverend Hermann requested clarification of Mr. Gray's statement regarding the range of income from the County median income to qualify for affordable housing within the County.

**MOTION**

**Mr. Nolofoff moved to approve the minutes. Reverend Hermann seconded the motion and the motion was approved by a unanimous voice vote.**

3. **GENERAL PUBLIC COMMENT**

A question was raised regarding cutting trees down at the Galimore Center.

A question was also raised regarding the boundary of the LCRA area, and the Historic Downtown Parking and Traffic CRA.

4. **Part 1: The 2018 Fiscal Year LCRA Budget**

Ms. Minnigan read the staff report to discuss the budget for the next Fiscal year. This meeting is to discuss the budget broadly, the next meeting will go over the budget in more detail.

Ms. Minnigan announced that she will be leaving the City's employment, and introduced Jessica Beach with the City of St. Augustine Public Works Department to briefly address infrastructure improvements to be paid for by the LCRA, CDBG funds and other funding sources. Mr. Nolofoff clarified

the nature of the project improvements. The project includes infrastructure improvements, and street paving on several streets within the LCRA.

The total cost of the project is \$1,539,802.00 with the LCRA possibly contributing up to \$400,000, with the balance coming from other sources.

It was clarified by Ms. May that infrastructure upgrades are related to remediating blight, and that it is typical for CRAs to contribute funds.

Kaitlin Ross, with Marquis Latimer and Halback began a presentation related to two (2) projects for the LCRA.

The first related to a Conceptual Landscape Master Plan.

This Plan would focus on four (4) areas: pocket parks, MLK streetscape near the Excelsior Center, entry features, and pedestrian connections to the parks at the south end of Riberia Street.

This would include researching, inventorying, and providing guidance for designs for planning purposes related to a Master Plan for the four (4) areas.

The Master Plan would provide details and design solutions related to several projects that can be prioritized later for construction.

The second project is related to the South Street Multi-Purpose Path. This includes a schematic street pedestrian plan, creating an on street plan for a

demonstration period. This is more time sensitive to potentially move to a more permanent solution.

This project would have two (2) phases: the first a demonstration period with a temporary lane for the multiuse pathway, and then based on input more permanent solutions may be implemented by January and February of 2018.

Mr. Rawls asked about purchasing right-of-way, and the related budget expense for sidewalks.

Ms. Minnigan clarified that no right-of-way will be purchased, and that this is an existing budgeted item where the funds must be spent within three (3) years.

Money has been specifically budgeted under sidewalks for this Pedestrian Plan; therefore, the Committee could decide to move forward with this project.

Mr. Noloboff confirmed that Marquis Latimer and Halback is approved under the City's continuing services contract to work on these types of projects.

Board discussion:

Reverend Hermann noted that revenues appear to increase by \$400,000 which is also the same amount that the LCRA could recommend for the infrastructure improvements.

Ms. Wright indicated that the \$49,500 that has been budgeted for landscape

architecture consulting could rollover to the new fiscal year, and be used towards the Conceptual Landscape Master Plan.

Mr. Baer noted that the fix-it-up program and the remediation program funds would roll over, and include approximately \$60,000 of additional money for the new fiscal year. However, Ms. Wright also recognized the potential cost to the LCRA to pay for a consultant or staff member to administer the CRA.

The Committee discussed formulating a land trust over the next year.

Ms. May noted that it would require a Resolution to reorganize the Remediation of Blighted Structures and the Down-Payment Assistance Program. It was the consensus of the Committee to draft the Resolution reconstituting the programs.

The Committee discussed administrative costs, sidewalks and infrastructure improvements, and a new line item for the large scale infrastructure improvements.

**Reverend Hermann moved to recommend expending approximately \$9,000 of the Sidewalks and Infrastructure funds to move forward with the South Street Multi-Purpose Path. The motion was seconded by Mr. Baer and approved by a unanimous voice vote.**

## **5. CITY ATTORNEY ITEMS**

None.

## **6. OTHER BUSINESS**

Ms. Minnigan confirmed that the City Attorney would move forward to draft a resolution combining the programs as discussed.

## **7. Discussion regarding rescheduling the August 2017 LCRA meeting, due to conflicts with Committee member schedules**

The Steering Committee rescheduled the August LCRA Meeting for Tuesday, August 15, 2017 at 7:00 pm in the Galimore Center (Note: it was later determined that there was a scheduling conflict for August 15, 2017 at the Galimore Center, so the meeting was administratively moved to Tuesday, August 22, 2017).

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## **7. ADJORNMENT**

The meeting was adjourned at 8:45pm.

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Nicholas Noloboff, Chairman

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Amy McClure Skinner, Deputy Director,  
Planning and Building Department