

CITY OF ST. AUGUSTINE, FLORIDA

Lincolnvile Community Redevelopment Area Steering Committee
February 4, 2019

The Lincolnvile Community Redevelopment Area Steering Committee met for its regularly scheduled meeting at 7:00 P.M., Monday, February 4, 2019, at the Willie Galimore Center. The meeting was called to order by Nathan Baer, Chairman. The following Steering Committee members were present:

1. **ROLL CALL**

Nathan Baer, Chairman
Carolyn Wright, Vice Chairman
Reverend Rory Hermann
Sue Agresta
Nicholas Noloboff

Absent: None

Staff Present: John Cary, Assistant City Attorney

2. **APPROVAL OF MINUTES**

MOTION

At the February 4, 2019 meeting of the Lincolnvile CRA Steering Committee, the minutes of December 3, 2018 were corrected for a misspelling (Ms. Declare and DeHaven St.); corrected language for the South Street Multiuse Pathway location and deleted reference that LCA funds were used to leverage improvements. On a motion by Rev. Hermann and seconded by Ms. Wright, the corrected minutes of December 3, 2018 was approved, unanimously, by voice vote. The corrected minutes have been redlined and posted on the website.

3. **GENERAL PUBLIC COMMENT**

Willie Anderson of 604 North Heritage Creek Way, requested consideration for 1st

Baptist Church to be considered for the Institutional Rehab Program.

Barbara Brothman, 108 Cerro St., suggested that microphones be purchased and used at LCRA Steering Committee meetings.

4. **GENERAL DISCUSSION**

(a) **Community Land Trust – Program Overview and Discussion**

Ms. Gladys Cook, Technical Advisor and Disaster Housing Recovery Director for the Florida Housing Coalition. Ms. Cook's presentation defined the components of a community land trust (CLT). She explained the purpose, how it works and key benefits.

On a motion by Nathan Baer and seconded by Ms. Wright, the LCRA Steering Committee directed Administrator Brown to prepare a recommendation to the CRA

Board of Directors requesting that funds budgeted for the Community Land Trust and Opportunity Fund be allocated to present a Business case for creating a CLT with the Opportunity Funds program considered as a funding resource. The recommendation to the CRA Board would allocate funds to complete research on available lots, a financial projection and a proposed legal structure. Administrator Brown indicated that he would work with City staff on the best approach for allocating resources.

Public Comments:

Several members of the public asked questions regarding the CLT and Opportunity Zones Program. The questions centered on how the program works; whether it was timely to start a new program; whether the selection of professionals under the program will be decided via a competitive process; and if funds would be enough to have any impact.

Board Comments

Members of the Steering Committee raised questions about resources, the demand for homeownership and if lots or properties acquired would be readily available. Mr. Brown was asked to ensure these questions are answered in the Business Case.

5. REPORT OF THE CRA ADMINISTRATOR

- See addendum to the minutes for a status report on CRA projects.

6. CITY ATTORNEY ITEMS

None

7. OTHER BUSINESS

None

8. ADJORNMENT

The meeting was adjourned at approximately 9:15 pm.

Nathan Baer, Chairman

Tony T. Brown, Administrator

REPORT OF THE LINCOLNVILLE CRA ADMINISTRATOR

February 4, 2019

1. Fix-it Up Program

We processed and approved five workorders for \$100,000 in LCRA grant funds. These dollars have leveraged an additional \$60,560 in funds. There remains \$234,458 in the budget for future projects.

LINCOLNVILLE CRA ST AUGUSTINE, FL FIX-IT UP PROGRAM FUNDS AVAILABLE REPORT		LINCOLNVILLE CRA ST AUGUSTINE, FL FIX-IT UP PROGRAM PROJECT STATUS REPORT					
BUDGET		PROJECT STATUS REPORT					
Approved FY 2019	Amended 1 (12/03/2018)	Property Address	LCRA Amount	Start Date	City Scope Approval	Need Bids	Invoice Approved & Remitted by TBCG (Date)
\$143,032	\$334,458	116 Twine Street	\$ 20,000.00	8/1/2018	Yes	No	12/10/2018
		124 ML King	\$ 20,000.00	8/1/2018	Yes	No	12/10/2018
OBLIGATED		5 Lovett Street	\$ 20,000.00	8/1/2018	Yes	Yes	12/11/2018
Date	Amount	74 St. Francis Street	\$ 20,000.00	8/1/2018	Yes	No	12/11/2018
12/11/2018	\$ 100,000.00	147 ML King	\$ 20,000.00	8/1/2018	Yes	No	
Net Available	\$234,458						

2. Institutional Rehabilitation

The first work order was processed and a report for repairs has been issued by Atlantic. On September 17, 2018, Atlantic Engineering submitted a change order requesting \$30,625 in additional funding to complete construction documents. The structural review found that the existing bell tower is severely distressed and needed temporary bracing to prevent the tower from collapsing. The change order seeks to provide construction documents in four phases with repairs completed over a 378-day period:

LINCOLNVILLE CRA ST AUGUSTINE, FL INSTITUTIONAL REHAB FUNDS AVAILABLE REPORT	
BUDGET	
Approved FY 2019	Amended 1 (12/03/2018)
\$250,000	\$350,000
OBLIGATED	
Date	Amount
1/8/2019	\$ 34,625.00
Net Available	\$315,375

1. Construction Docs for Life Safety and Temp Stabilization
2. Construction Docs for Permanent Tower Stabilization
3. Construction Docs for Door & Window Restoration
4. Construction Administration

We have recommended that the City proceed with a Request for Proposals to select a qualified contractor to repair the Bell Tower.

The completion of construction documents will allow for a formal estimate of bids to be submitted for the project. The Church will fund the repair work for Phase I. The FY 2019 Budget is \$350,000 with \$250,000 earmarked for Trinity Independent Church. To date, \$34,625 has been obligated.

3. Landscape Master Plan

The revised cost estimate for the Lincolnvillle Entry signage came in at \$10,387.50. I am awaiting a status report on the project from Carter Gresham, Marquis Latimer and Halback. The FY 2019 Budget includes \$50,000 for this initiative.

4. South Street Multiuse Path

A detailed progress report was presented at the December 2018 meeting of the Lincolnvillle CRA Steering Committee Meeting. The South Street multi-use path has been designed with \$125,000 budgeted in FY 2019. The Agency obligated \$77,383 in funding last fiscal year.

Constructed started on November 1, 2018 and was delayed due to bad weather. Work in progress from Washington to MLK.

5. Lincolnvile Storm Water Improvements

In Fiscal Year 2018, the LCRA budgeted \$300,000 for storm water improvements in the LCRA. This funding has been transferred and is bundled with funds from the SJRWMD (State) and CDBG funding (Federal). Storm Drainage Improvements are underway on Duero Street (Phase 1) and then Dehaven and South Streets (Phase 2). Phase 2 will include Storm, Water and/or Sewer improvements on South and Dehaven St; including milling and resurfacing of 1.4 miles of road. Phase 3 will provide sewer and stormwater improvements on Duero and water/storm/sewer improvements on Cerro. Funding for FY 2019, in the amount of \$88,981, will partially fund these projects.

6. Land Trust Initiative

We have taken steps to develop a program strategy for Lincolnvile's Land Trust Program. On February 4, 2019 a representative from the FHC will address the Lincolnvile Steering Committee and provide an overview of the community land trust program and offer their insights on the pros and cons for such an initiative. A preliminary program scope has been outlined that would involve the formation of a land trust program in partnership with the St. Johns Housing Partnership. A recommendation to proceed is required from the Steering Committee to be presented to the CRA Board of Commissioners

7. Opportunity Fund Initiative

This program is proposed as a funding mechanism for the Lincolnvile Land Trust Program. A budget of \$43,617 was set in the FY 2019 Budget between the CLT Program and creating an Opportunity Fund. We have been reviewing the Opportunity Zones program to bolster LCRA resources for this initiative. In October, the Internal Revenue Service issued proposed regulations for Opportunity Zones. The guidance for vacant land might restrict how land could be acquired under the program and then leased under a community land trust. Working with the Florida Redevelopment Association, Administrator Brown drafted a comment letter on this issue to the IRS and, like other groups across the country, we await further guidance from the IRS on this and other key issues.

8. Newsletter

A twice per year newsletter has been proposed for Lincolnvile. The initiative has been tabled pending completion of the Annual Report which is due by March 31st per statutory requirements.

9. Website Update

Enhancements to the LCRA Website will commence in coordination with the City. The City will solicit proposals from perspective vendors. LCRA will piggyback on this solicitation.

10. Annual Report

Work on the FY 2018 Annual Report has commenced. The Annual Report is due by March 31st per statutory requirements.