



**CITY OF ST. AUGUSTINE COMMUNITY REDEVELOPMENT AGENCY  
SPECIAL MEETING AGENDA**

**THURSDAY, SEPTEMBER 3, 2020**

**5:05 P.M.**

**VIA COMMUNICATIONS MEDIA TECHNOLOGY (CMT)\***

***\*See attached public participation instructions to be used for CMT meeting format  
OR IN-PERSON MEETING IN THE ALCAZAR ROOM***

**A G E N D A**

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1. Call to Order.

Roll Call

2. General Public Comments

3. Public Hearing – Consideration of Resolution 2020-30, proposed budget for the Historic Area Community Redevelopment Area for Fiscal Year 2020-2021.

4. Public Hearing – Consideration of Resolution 2020-31, proposed budget for the Lincolnville Community Redevelopment Area for Fiscal Year 2020-2021.

6. Adjourn.

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the 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." In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone (904) 825-1007; 1-800-955-8771 (TDB) or 1-800-955-8770 (V), via Florida Relay Service. Please note that one or more members of the City Commission or its appointed boards or committees may attend this meeting and participate, however they may not engage in a discussion or debate amongst themselves on any issue that will likely come before their respective elected or appointed body. The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading markets.



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## COMMUNICATIONS MEDIA TECHNOLOGY (CMT) MEETING

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Pursuant to the Charter of the City of St. Augustine and Resolution 2019-21, as modified and amended by Resolution 2020-23 and Resolution 2020-25. The procedures adopted provide for the use of Communications Media Technology (CMT) under the authority granted by the Governor of the State of Florida pursuant to Executive Order 20-69, as amended.

The Alcazar Room at City Hall will be open for attendance with limited capacity consistent with the public health, and life safety requirements as promulgated by the CDC. These include mandated capacity and distancing requirements. Physical attendance will be prioritized as follows until maximum capacity is reached:

- a. Commission Members
- b. City Attorney
- c. City Manager
- d. City Clerk
- e. Required staff for public records and multi-media operation
- f. Public participants

### HOW TO VIEW THE MEETING:

The meeting will be broadcast live at:

The City's website <http://CityStAugTV.com>

Government Comcast Channel 3

- 1) FOR ITEMS REQUIRING A SEPARATE PUBLIC HEARING: these items include quasi-judicial hearings, second readings of ordinances, and resolutions or other matters identified in the agenda as requiring separate public hearings pursuant to law.

### HOW TO PROVIDE PUBLIC COMMENT:

#### EMAIL/WRITTEN

Members of the public wishing to provide public comment prior to the meeting may submit comments via email at [cityclerk@citystaug.com](mailto:cityclerk@citystaug.com), or via drop box or U.S. Mail addressed to the City Clerk and

identified as public comment for the particular item on the Agenda. All comments must be received by (5:00pm ONE BUSINESS DAY PRIOR TO MEETING). All public comment will be limited to three (3) minutes. The City Clerk will forward all written public comments to each City Commissioner, and preserve all written comment consistent with Florida Public Records law, but will only read into the record the equivalent of three (3) minutes or 400 words. Any public comments received after the deadline will be forwarded to the City Commissioners as soon as reasonably possible.

#### **PHYSICALLY PRESENT**

Members of the public physically present in chambers may make public comment consistent with adopted administrative rules and rules of decorum.

#### **PHONE**

Members of the public who wish to participate utilizing CMT are requested to dial in 904-293-4330 only when prompted for the specific item on the agenda or at open public comment. The callers will be placed on hold and queued for each agenda item public comment period.

All other Rules of Decorum shall apply to the extent they do not conflict or are not applicable. The meeting moderator will monitor adherence to the Rules of Decorum and may mute any persons determined to be in violation.

2) **FOR REGULAR BUSINESS ITEMS ON THE AGENDA:** these items include first readings of ordinances, most resolutions or other matters identified in the agenda as requiring a vote or decision of the City Commission, but not requiring a separate public hearing.

#### **HOW TO PROVIDE PUBLIC COMMENT:**

##### **EMAIL/WRITTEN**

Members of the public wishing to provide public comment prior to the meeting may submit comments via email at [cityclerk@citystaug.com](mailto:cityclerk@citystaug.com), or via drop box or U.S. Mail addressed to the City Clerk and identified as public comment for the particular item on the Agenda. All comments must be received by (2 BUSINESS DAYS PRIOR TO MEETING). The City Clerk will forward all written public comments to each City Commissioner, and preserve all written comment consistent with Florida Public Records law, but will only read into the record a brief synopsis of each written comment and a tally of the number of comments in support or in opposition to the agenda item. Any public comments received after the deadline will be forwarded to the City Commissioners as soon as reasonably possible.

##### **PHYSICALLY PRESENT**

Members of the public physically present in chambers may make public comment consistent with adopted administrative rules and rules of decorum.

3) **FOR GENERAL PUBLIC COMMENT:** this comment period is for items not on the agenda, nor anticipated for a vote or decision of the City Commission.

#### **HOW TO PROVIDE PUBLIC COMMENT:**

##### **EMAIL/WRITTEN**

Members of the public wishing to provide public comment prior to the meeting may submit comments via email at [cityclerk@citystaug.com](mailto:cityclerk@citystaug.com), or via drop box or U.S. Mail addressed to the City Clerk and identified as public comment for the particular item on the Agenda. All comments must be received by (2 BUSINESS DAYS PRIOR TO MEETING). The City Clerk will forward all written public comments to

each City Commissioner, and preserve all written comment consistent with Florida Public Records law. If multiple comments received relate to a common identifiable issue, the City Clerk will tally the number of comments in support of, or in opposition to, the issue and read that tally into the record. Any public comments received after the deadline will be forwarded to the City Commissioners as soon as reasonably possible.

**PHYSICALLY PRESENT**

Members of the public physically present in chambers may make public comment consistent with adopted administrative rules and rules of decorum.

**RESOLUTION NO. 2020-30**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ST. AUGUSTINE, FLORIDA ADOPTING A BUDGET FOR THE HISTORIC AREA TRANSPORTATION AND PARKING COMMUNITY REDEVELOPMENT AREA FOR ITS OPERATIONS IN FISCAL YEAR 2020-2021.**

**WHEREAS**, the St. Augustine Community Redevelopment Agency was created pursuant to Part III, Chapter 163, Florida Statutes; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (“Special District Act”); and

**WHEREAS**, the Special District Act requires all special districts, including dependent special districts such as the St. Augustine Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency is the Agency responsible for the Historic Area Transportation and Parking Community Redevelopment Area and the Lincolnville Community Redevelopment Area, and their respective funds; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency desires to comply with the requirements of the Special District Act and takes this action in order to do so;

**NOW, THEREFORE, BE IT RESOLVED BY THE ST. AUGUSTINE  
COMMUNITY REDEVELOPMENT AGENCY, FLORIDA, THAT:**

**Section I.** The St. Augustine Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

**Section II.** The Operating Budget for the Historic Area Transportation and Parking Community Redevelopment Area for Fiscal Year 2020-2021, attached hereto and made a part hereof, as Exhibit "A," is hereby approved.

**Section III.** The City's staff is hereby directed to notify each affected taxing authority of the estimated incremental tax amount that should be included in their respective budgets.

**ADOPTED** at a duly noticed, special meeting by the St. Augustine Community Redevelopment Agency, Florida this \_\_\_\_\_ day of September, 2020.

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Tracy Upchurch  
Chair

ATTEST:

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Darlene Galambos  
City Clerk

Exhibit "A"

**Historic Area CRA (HACRA) Budget Summary**

	<b>2020 Original Budget</b>	<b>2020 Final Budget</b>	<b>2020 Projected</b>	<b>2021 Budget</b>
Revenue				
Incremental Taxes	502,696	502,696	438,443	593,321
<b>Total HACRA Fund Revenue</b>	<b>\$ 502,696</b>	<b>\$ 502,696</b>	<b>\$ 438,951</b>	<b>\$ 593,321</b>
Expenses				
Operations	-	-	-	-
<b>Total HACRA Fund Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Interfund Transfers In or Out				
Transfer from General Fund	732,436	732,436	732,436	864,480
<b>Total Interfund Transfers In</b>	<b>\$ 732,436</b>	<b>\$ 732,436</b>	<b>\$ 732,436</b>	<b>\$ 864,480</b>
Debt Service Transfer to VIC	1,235,132	1,235,132	1,235,132	1,457,801
<b>Total Interfund Transfers Out</b>	<b>\$ 1,235,132</b>	<b>\$ 1,235,132</b>	<b>\$ 1,235,132</b>	<b>\$ 1,457,801</b>
<b>Total Fund (Deficit) or Excess</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (64,254)</b>	<b>\$ -</b>

**RESOLUTION NO. 2020-31**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ST. AUGUSTINE, FLORIDA ADOPTING A BUDGET FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA FOR ITS OPERATIONS IN FISCAL YEAR 2020-2021.**

**WHEREAS**, the St. Augustine Community Redevelopment Agency was created pursuant to Part III, Chapter 163, Florida Statutes; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (“Special District Act”); and

**WHEREAS**, the Special District Act requires all special districts, including dependent special districts such as the St. Augustine Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency is the Agency responsible for the Historic Area Transportation and Parking Community Redevelopment Area and the Lincolnville Community Redevelopment Area, and their respective funds; and

**WHEREAS**, the St. Augustine Community Redevelopment Agency desires to comply with the requirements of the Special District Act and takes this action in order to do so;

**NOW, THEREFORE, BE IT RESOLVED BY THE ST. AUGUSTINE  
COMMUNITY REDEVELOPMENT AGENCY, FLORIDA, THAT:**

**Section I.** The St. Augustine Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

**Section II.** The Operating Budget for the Lincolnville Community Redevelopment Area for Fiscal Year 2020-2021, attached hereto and made a part hereof, as Exhibit "A," is hereby approved.

**Section III.** The City's staff is hereby directed to notify each affected taxing authority of the estimated incremental tax amount that should be included in their respective budgets.

**ADOPTED** at a duly noticed, special meeting by the St. Augustine Community Redevelopment Agency, Florida this \_\_\_\_\_ day of September 2020.

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Tracy Upchurch  
Chair

ATTEST:

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Darlene Galambos  
City Clerk

Exhibit "A"

Lincolnvile CRA (LCRA) Budget Summary

	2020 Original Budget	2020 Final Budget	2020 Projected	2021 Budget
Revenue				
Incremental Taxes	344,017	344,017	308,886	420,648
Interest Earnings			2,846	
<b>Total LCRA Fund Revenue</b>	<b>\$344,017</b>	<b>\$344,017</b>	<b>\$311,732</b>	<b>\$420,648</b>
Expenses				
Operations	845,255	1,640,619	440,170	1,033,540
<b>Total LCRA Fund Expenses</b>	<b>\$845,255</b>	<b>\$1,640,619</b>	<b>\$440,170</b>	<b>\$1,033,540</b>
Interfund Transfers In or Out				
Transfer from General Fund	387,584	387,584	387,584	501,239
Transfer from Surplus Carryforward	0	36,285	0	0
<b>Total Interfund Transfers In</b>	<b>\$501,239</b>	<b>\$1,296,602</b>	<b>\$501,239</b>	<b>\$612,892</b>
Transfers for Infrastructure Projects	0	0	0	0
<b>Total Interfund Transfers Out</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Fund (Deficit) or Excess</b>	<b>\$1</b>	<b>\$0</b>	<b>\$372,801</b>	<b>\$0</b>