

CITY OF ST. AUGUSTINE, FLORIDA

Lincolntonville Community Redevelopment Area Steering Committee
January 6, 2020

The Lincolntonville Community Redevelopment Area Steering Committee met for its regularly scheduled meeting at 7:00 P.M., Monday, January 6, 2020, at the Willie Galimore Center. The meeting was called to order by Carolyn Wright, Vice Chairman. The following Steering Committee members were present:

1. **ROLL CALL** Carolyn Wright, Vice Chairman
Reverend Rory Hermann
Sue Agresta
Nicholas Noloboff

Staff Present: Isabelle Lopez, City Attorney; Mark Litzinger, Financial Services; and Amanda Anderson, Administrative Coordinator

2. APPROVAL OF MINUTES

On a motion by Reverend Rory Hermann and seconded by Sue Agresta, the draft minutes of the October 7, 2019 meeting were approved unanimously, by voice vote.

3. GENERAL PUBLIC COMMENT

Denise DeClair requested an update on the Public Works Stormwater Project on South and DeHaven Streets. She stated the construction flyer indicated funding from the LCRA was being used to partially fund this project, but that there was no current year allocation for such project.

Reverend Hermann stated that the Steering Committee gave a recommendation during the 17/18 budget cycle which approved \$300,000 to be used toward the project.

Finance Director Litzinger indicated that there are no funds from the current year budget that have been allocated to the South and DeHaven Street Projects.

Barbara Brottman wanted to make sure that the entrance to Eddie Vickers Park was also being considered for improvements and inclusion in the Lincolntonville Connectivity Study.

4. GENERAL DISCUSSION

(a) UPDATE REGARDING INSTITUTIONAL REHABILITATION PROGRAM PROGRESS

Finance Director Litzinger gave a brief statement regarding the four topics that were presented to the City Commission on October 28, 2019. Formal policies for the Institutional Rehabilitation Program were adopted by the City Commission at the October 28th, 2019 Community Redevelopment Agency Meeting. Gave brief overview of the submission by First Baptist Church, St. Paul AME Church, and the St. Augustine Society. Described the scope for First Baptist as large, the scope for St. Paul AME as medium, and

St. Augustine Society as small. We will obtain a finalized scope of work and cost estimates as the process continues.

(b) UPDATE REGARDING LAND TRUST / NEIGHBORHOOD STABILIZATION PROGRAM

Finance Director Litzinger stated Bill Lazar made a presentation to the CRA on October 28, 2019. The presentation gave a brief overview of the Land Trust / Neighborhood Stabilization goals and process details. Bill Lazar will finalize the program details.

(c) UPDATE REGARDING PEDESTRIAN & MOBILITY IMPROVEMENTS IN LINCOLNVILLE

Brett Kuzoian with Kimley-Horn made a brief presentation regarding the progress on the connectivity study in Lincolnvile. Stated the connectivity study is the second phase, utilizing the street by street analysis to inform decision. A hierarchy of projects and development of schematic level design is being completed. That process is approximately 70% complete.

Citizen asked if the plan includes planting trees. Discussion regarding tree canopy from multiple residents was held.

Brett Kuzoian stated that trees were a component, as well as pedestrian crosswalks, and providing a safe means of pedestrian travel in Lincolnvile.

Citizen stated that a large amount of pruning has taken away from the canopy

and believes that tree canopy should be a priority.

Finance Director Litzinger stated that it was important to keep in mind the period when Lincolnvile was first established while we are developing the schematic design.

Brett Kuzoian stated planting of new trees and preservation of existing trees is being considered. Large oak trees may be negatively impacted by the current infrastructure. There is concern regarding stress on existing trees. Improvement of the quality of life for the residents is a priority.

Denise DeClair expressed concern regarding safety on Riberia Street, especially considering the new restaurant development that had been approved.

Concerns were raised regarding how narrow the right of way is on Riberia Street.

Citizen mentioned traffic calming, shady streets, and representation of cultural heritage, and stated we have an opportunity to use public monies to fund these projects.

Finance Director Litzinger stated that consensus among the residents is very important.

Citizen requested information regarding if there would be an opportunity for the public to have input regarding the connectivity study.

Brett Kuzoian indicated that meetings have been held to discuss the process. The overall project is approximately 10% complete. Once a finalized plan has been drafted, a formal presentation to the community will be made. Public input will be considered when drafting any changes.

Citizen wants a tree survey specific to the Lincolnvile area, and wants the City to address diseased trees.

City Attorney Lopez stated that an Urban Forestry Master Plan was finalized in 2018 and is online.

Finance Director Litzinger indicated that the Dr. Martin Luther King Jr., Corridor Improvements may include new tree plantings. Stated the landscaping needs to represent the cultural heritage of the area. CRA funds can be used to plant trees.

Sue Agresta stated she was excited about the project.

Finance Director Litzinger stated that the cost to underground FPL lines is also being investigated.

Vice Chair Carolyn Wright asked if the CRA funds could be used to finance some of the mobility projects, citing information she was provided in the past regarding not being able to use CRA funds to pay for repairs.

Finance Director Litzinger stated that yes, CRA funds can be used for these

projects if the projects are making improvements.

(d) PUBLIC COMMENT AND DISCUSSION

Finance Director Mark Litzinger stated the tentative meetings for the Steering Committee should be quarterly and have been scheduled. Proposed dates for the 2020 calendar year are April 6, July 6, and October 5. The newsletter was mailed out to all Lincolnvile residents in mid-December. Requested input from the residents regarding what they would like to see in the newsletter

Vice Chair Carolyn Wright inquired about how long the process will take for the Institutional Rehabilitation Program Projects. Stated that Trinity walked away and asked if they came back.

Finance Director Litzinger stated no, Trinity did not agree to the City stipulations for the projects. These are very complex projects and City staff is working diligently to make sure the projects are successful. Discussion regarding the timeline for the program and what to expect.

Citizen asked if projects can be started in conjunction with each other.

Finance Director Litzinger answered yes.

Concern was raised regarding CRA funds being expended for projects outside of the CRA.

Finance Director Litzinger stated that will not happen because the CRA will undergo an independent audit.

Nicholas Noloboff inquired if it would be worth discussing have a full-time staff member for the CRA. Stated that Tony Brown did a good job but there was a disconnect between Tony and the City because he was not working with the City day to day.

Finance Director Litzinger thought it was a good suggestion. The CRA is not being charged for any of the hours that City staff are working with the CRA. Coordinating the time and activities of the CRA is a lot for the current staff members. We need to consider having a staff member dedicated to the work of the CRA. Many CRA programs have more than one staff member working for the CRA. We would have to go back to CRA to approve the position. A job description would be developed. The committee could make a recommendation to hire a full-time employee.

Nicholas Noloboff made a motion to use the funds previously dedicated to Tony Brown to hire a full-time employee for the CRA. Motion was approved unanimously by voice vote.

Reverend Rory Hermann wanted to know what the entire job description would entail, and what would be required of the employee. Would like the person to

know the job, who understands the statutes, and who could hit the ground running.

Finance Director Litzinger will develop a job description utilizing the City's HR Department, and Historic Preservation Officer Jenny Wolfe. He would then present it to the Community Redevelopment Agency for approval. The Steering Committee is not required to recommend a salary amount.

Citizen inquired if there was \$50,000 in the budget and if the CRA could use more than the previous allocation to hire a full-time employee.

Finance Director Litzinger responded yes.

5. CITY ATTORNEY ITEMS

None

6. NEXT MEETING DATE

July 6th, 2020

7. ADJORNMENT

The meeting was adjourned at approximately 8:15 pm.
