

CITY OF ST. AUGUSTINE

Community Redevelopment Agency
Regular Meeting
March 22, 2021

The Community Redevelopment Agency met in formal session Monday, March 22, 2021 at 4:09 P.M. in the Alcazar Room. The meeting was called to order by Chairman Tracy Upchurch, and the following were present:

- 1. Roll Call:** Tracy Upchurch, Chairman (*arrived at 4:08 PM*)
Nancy Sikes-Kline
Roxanne Horvath
John Valdes
Barbara Blonder

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Director, Planning & Building
Todd Grant, Director, Public Works
Reuben Franklin, Director, Public Works
Barry Fox, Chief of Police
Melissa Wissel, Communications Director
Laura Morse, Recording Secretary

2. General Public Comment

Public hearing was opened, and the Agency heard from the following:

- BJ Kalaidi

Public comment was closed.

3. Agenda

3.A. Update regarding Lincolnville Community Redevelopment Area (LCRA)

Jamie Perkins, CRA Administrator, delivered a presentation providing the history and overview of the LCRA and three current projects.¹ She advised the Agency that an approval or denial on a budget allocation item was necessary under Item 3.A.3, in order to move into the construction phase of those LCRA projects.

¹ Attached to Agency packet

3.A.1. Fix It Up Grant Program

Ms. Perkins reviewed the Program. She advised that qualified applicants were eligible to receive up to \$20,000 for completion of home repairs, and an opportunity existed to assist eight more qualified property owners with the approximate \$160,000 that remained in the budget for the year.

3.A.2. Neighborhood Improvement Beautification and Mobility

Ms. Perkins reviewed the topic. She advised the City had contracted with Kimley-Horn to provide design services related to neighborhood beautification, and they were collecting data on trees and the right-of-way (ROW) in Lincolnville which would be a vital component to the Tree Planting Masterplan and Urban Forestry projects. She noted the

Community Redevelopment Agency (CRA) funded \$300,000 towards the DeHaven and South Street projects.

3.A.3. Institutional Rehabilitation Program

Ms. Perkins reviewed the Program, existing projects, and funding allocation. She noted that Paul Arnaldo and Joe Nealon of Allstate Construction, Inc. and Ken Smith of Kenneth Smith Architects, Inc. were present to answer questions. She highlighted the following:

- Two new applications would be presented to LCRA Steering Committee at the April 19th meeting:
 - Greater St. Mary Missionary Baptist Church
 - Fountain of Youth Lodge 649
- Historic Structure Report outlined Phase 2 needs of First Baptist Church:
 - Ongoing structural repair
 - Elevator for ADA compliance
 - Completion of interior and exterior parsonage rehabilitation
- Construction costs were \$100,000 over budget for St. Paul AME project, and \$200,000 over budget for the current phase of First Baptist Church
- Labor and materials prices within construction industry had immensely increased; however, costs carefully vetted and best pricing reached
- Could not liquidate construction price total, since substantial amount of overage was for allowances or contingencies, and allocating funds eliminated need to return to the Agency which would place the project on hold
- If funds were not liquidated, remaining funds could be added to Phase 2 of First Baptist Church completion, or returned to the future projects purse

Ms. Perkins asked the Agency to consider the move of \$800,000 from the future projects line item, with allocation of \$100,000 to St. Paul AME, \$200,000 to First Baptist

Church Phase 1, and \$500,000 to First Baptist Church Phase 2.

MOTION

Mayor Upchurch MOVED to transfer a total of \$800,000 out of future projects line item, of that \$100,000 would go for the St. Paul's AME Project, \$200,000 for First Baptist Church Phase 1, and then \$500,000 would be available for First Baptist Church Phase 2. The motion was SECONDED by Commissioner Sikes-Kline.

The Commission discussed:

- Largest portion of ongoing projects were from Fix It Up Grant Program
- Park renovation not listed in Program, but was in the Redevelopment Plan and could be discussed with the Agency for next fiscal year
- \$25,000 left in the future budgets line item, after transfer of \$800,000
- Funds for design phase allocated for MLK Avenue, and in next fiscal year funds would be allocated for construction phase
- State support for the Lincolnville Museum funding allocation from the CRA was challenging since the Museum was a State-owned facility with particular requirements that did not mesh with the City's funding requirements

Commissioner Valdes stated for the record that the industry was experiencing significant price increases for many reasons and working with allowances, or time and material, with only \$25,000 remaining in the budget, left little room for overrun and orders for inventory should be placed immediately as soon as this was funded.

Ms. Perkins advised Allstate Construction was ready to move ahead quickly as soon as the Agency gave permission to proceed forward.

VOTE ON MOTION

AYES: Upchurch, Sikes-Kline, Valdes,
Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

3.B. Community Redevelopment Agency Annual Report Presentation by Jaime D. Perkins, CRA Administrator

Ms. Perkins reviewed the topic and noted the Report was required by March 31st each calendar year in compliance with Florida Legislation, Chapter 163, and was available on the City's website and social media outlets and included the following:²

- Implemented projects
- Agency financial data and statements
- Executive Summary
- COSA Community CRA
- Historic Transportation and Parking CRA
- LCRA
- Acknowledgment of those who assisted with CRA throughout fiscal year

At the request of Commissioner Blonder, Ms. Perkins advised that the allocation between the LCRA's three different focal areas changed based on the needs and funds spent in each area the prior year.

4. Items by Mayor and Commissioners

Mayor Upchurch thanked Ms. Perkins for the presentation, Allstate Construction for their representation and Ken Smith for his expertise and love of St. Augustine.

Commissioner Horvath stated how excited she was regarding the topic and she could not wait to see it come to fruition.

Commissioner Blonder commended Ms. Perkins for her leadership and noted that her role in these endeavors was a new opportunity for the City.

² Attached to original minutes

Commissioner Valdes requested that Ms. Perkins take many photographs and place them on Facebook.

5. Items by City Staff

(None)

6. Adjournment

There being no further business, the meeting was adjourned at 4:35 P.M.³



Tracy Upchurch, Chairperson



Darlene Galambos, CITY CLERK

