MEETING 3



RENEW ARLINGTON

COMMUNITY REDEVELOPMENT AREA AGENCY BOARD MEETING Council Chambers, 1st Floor City Hall, 117 West Duval St. Jacksonville, FL 32202 Tuesday, August 9, 2022 - 4:00 P.M.

AGENDA

MEMBERS: Terrance Freeman, Chair	
Joyce Morgan, Vice Chair	Matt Carlucci, Board Member
Aaron Bowman, Board Member	Michael Boylan, Board Member
Al Ferraro, Board Member	Nick Howland, Board Member
Brenda Priestly Jackson, Board Member	Randy DeFoor, Board Member
Danny Becton, Board Member	Randy White, Board Member
Garrett Dennis, Board Member	Reggie Gaffney, Board Member
Ju'Coby Pittman, Board Member	Ron Salem, Board Member
Kevin Carrico, Board Member	Rory Diamond, Board Member
LeAnna Cumber, Board Member	Sam Newby, Board Member

I.	CALL TO ORDER - Chair
	Announcement of Quorum – Legislative Services
II.	ACTIONS ITEMS – Chair
	Approval of the May 10, 2022, Meeting Minutes
	Consideration of \$1,537,403 in Funding for the Mandatory Compliance Grant Program (Resolution RA/CRA-2022-04) (Prior to Vote)
III.	NEW BUSINESS
IV.	OLD BUSINESS
V.	PUBLIC COMMENTS
VI.	ADJOURNMENT



RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING COUNCIL CHAMBERS 117 WEST DUVAL STREET, JACKSONVILLE, FL 32202 TUESDAY, MAY 10, 2022

MEETING MINUTES TUESDAY, MAY 10, 2022 – 4:00 P.M.

Location: Council Chambers, 1st Floor, City Hall at St. James, 117 West Duval Street, Jacksonville, FL 32202

Agency Board Members Present: Agency Board Chair Sam Newby, Agency Board Vice-Chair Joyce Morgan, Brenda Priestly Jackson, Agency Board Members Reggie Gaffney, Al Ferraro, Ju'Coby Pittman, LeAnna Cumber, Michael Boylan, Randy DeFoor, Randy White, Ron Salem, Danny Becton, Rory Diamond and Aaron Bowman

Agency Board Members Excused: Agency Board Members Garrett Dennis, Terrance Freeman and Matt Carlucci

I. CALL TO ORDER

Chair Newby called the Renew Arlington Community Redevelopment Agency (RA/CRA) Board meeting to order at approximately 4:12 p.m. A quorum was confirmed.

II. ACTION ITEMS

APPROVAL OF THE FEBRUARY 8, 2022 RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY (RA/CRA) BOARD MEETING MINUTES

A MOTION WAS MADE AND SECONDED APPROVING THE FEBRUARY 8, 2022 RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 16-0-0.

CONSIDERATION OF THE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY FY 2022/2023 PROPOSED BUDGET (RESOLUTION RA/CRA-2022-01)

Mr. Wendland summarized the FY 2022/2023 RA/CRA Proposed Budget

Property Taxes: \$2,129,222
Investment Pool Earnings: \$50,785
Total Revenues \$2,180,007

Mr. Wendland commented that the Administrative Expenses (\$211,797) are a little higher adding that Mr. Wheeler works part time with the Mandatory Compliance Grant Program. He noted the \$400,000 for Total Financial Obligations that was for the College Park project approved by the Agency Board last year. The remaining balance is \$1,568,210, which would all go into the Unallocated Plan Authorized Expenditures.

Chair Newby opened the floor for public comment of which there was none.

A MOTION WAS MADE AND SECONDED TO APPROVE THE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD RESOLUTION RA/CRA-2022-01 ADOPTING A FY 2022/2023 PROPOSED BUDGET; PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY 16-0-0.

CONSIDERATION OF MANDATORY COMPLIANCE GRANT PROGRAM PROJECTS (RESOLUTION RA/CRA-2022-02)

Ms. Nasrallah provided a brief overview of the Mandatory Compliance Grant Program.

- June 25, 2019, City Council approved the RA Zoning Overlay.
- Ordinance 2019-239-E broke up the CRA boundary into five character areas, established Design Guidelines and created regulations for fencing, landscape/landscape buffers and signage.
- The Ordinance stated that property owners had five years to come into compliance with the overlay, but the five-year clock would not start until we created a grant program that would help offset the potential costs to property owners.
- The Ordinance also established the Renew Arlington Design Review team (RADR) to streamline projects and consists of the City landscape architect, planning services manager, chief of current planning and the city senior traffic engineer.
- On January 28, 2020, this body approved the Mandatory Compliance Grant Program for fencing, landscape/landscape buffers and signage.
- Each category requires a separate application and agreement.
- The program will reimburse property owners 100% of their project costs for bringing their property into compliance.
- On January 28, you also authorized the hire of a part time position to assist property owners in creating their site plans. We hired Brian Wheeler, who is here today, as Renew Arlington Design Review staff to work with applicants on their site plans and getting them though the RADR process.
- The grant program requires any agreements over \$100,000 be reviewed and approved by the RA Agency Board.

She advised that there were four applications in varying stages of completion before the Agency Board for consideration today. She commented that due to fluctuations in material costs, problems obtaining two bids, which is required, and contractors not holding their bids for longer than 60 days, timing has become an issue. We are presenting the projects today with not to exceed numbers based on one bid received or estimates provided at this time to help move the projects through the process. She reviewed the following:

- All four projects are applicants for landscape/landscape buffer agreements that will bring the properties into compliance with the Overlay.
- All require demolition of non-conforming improvements within the property and ROW frontage with installation of new vehicle use area pavements, curbing, landscape, irrigation, drainage and pavement markings in conformance with the plans, specifications and city codes including required soft costs and permitting.
- 1. Cargo Transmissions 1604 University Blvd. NTE \$210,000
- 2. Smart Tire Auto Service 2104 University Blvd. NTE \$250,000
- 3. Johns Automotive 5760 Arlington Road NTE \$190,000
- 4. Chanatry Chiropractic 2711 University Blvd. NTE \$125,000

All in total not to exceed \$775,000. Ms. Nasrallah offered that Mr. Wheeler was available to provide a site-by-site presentation.

Agency Board Member Salem asked if there was a maximum cost that the Agency Board has authorized on any particular project. Ms. Nasrallah responded that right now there is no maximum cost, but anything that exceeds \$100,000 must come before the Agency Board for review and approval.

Agency Board Member Becton asked if the numbers on the projects were conservative. Ms. Nasrallah responded that for the four projects today, we feel certain that the costs are the highest that they are going to be.

Agency Board Member Becton asked Ms. Nasrallah how many projects have gone through the MCGP and for the funding balance. Ms. Nasrallah replied that they are working on 69 projects with a balance of \$1,675,037.00 adding that with the approval of the four projects today (\$775,000) will leave a balance of \$883,536. She noted to keep in mind that the balance does not include any transfer of dollars for the current fiscal year. She thinks that the Advisory Board will come to the Agency Board during year end clean up in August requesting to transfer the balance in Unallocated Plan Authorized Expenditures of \$1,537,403, which would give a total for this fiscal year through September of \$2,420,937 adding that \$1,567,667 has been proposed for FY 2022/2023.

Agency Board Member Becton asked about the small projects that do not come before the Agency Board for approval. Ms. Nasrallah replied that they just finished a fencing project for \$7,300 adding that the fencing and signage projects do not cost as much. She noted that the costly projects are the landscaping projects because of what they entail, they need a site plan and drainage, parking changes, etc.

Agency Board Vice Chair Morgan commented that had it not been for COVID the MCGP could have taken us off the mark, but we are starting to move forward as we start to come out of COVID. We are very thankful and hopeful it will continue. She commented as other businesses see what is going on they definitely want to participate and be part of the solution. She commented that University

Boulevard, Merrill and Arlington roads are starting to look very different and are thrilled with what is going on in Arlington.

Agency Board Member Salem commented that they had a very robust discussion two or three years ago and as a reminder the CRA Agency Board authorized to pay 100% of the soft and hard costs for the Mandatory Compliance Grant Program projects. He added that there is an incentive for people to come forward and they are coming forward and it's almost become a flood at this point because they are looking at the deadline and looking at, I can get this done.

Chair Newby opened the floor for public comment of which there was none.

A MOTION WAS MADE AND SECONDED TO ALLOCATE \$775,000 FROM THE MANDATORY COMPLIANCE GRANT PROGRAM BUDGET TO FUND FOUR MANDATORY COMPLIANCE GRANT PROGRAM PROJECTS ("MCGP PROJECTS) FOR LANDSCAPING/LANDSCAPE BUFFERS TO THE FOLLOWING ENTITIES: GARY FLAGLER, MOHAMED KHATIB, 2711- A-TOWN LLC, AND JOHNS AUTOMOTIVE; AUTHORIZING EXECUTION OF ALL DOCUMENTS BY THE MAYOR AND CORPORATION SECRETARY; PROVIDING FOR OVERSIGHT BY THE OFFICE OF ECONOMIC DEVELOPMENT ("OED"); AUTHORIZING APPROVAL OF TECHNICAL AMENDMENTS BY THE EXECUTIVE DIRECTOR OF OED; PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY 16-0-0.

CONSIDERATION OF AMENDMENT TO THE MANDATORY COMPLIANCE GRANT PROGRAM (RESOLUTION RA/CRA-2022-03)

Mr. Wendland guided the Agency Board to page 20 of their packages to the RA Community Redevelopment Area Zoning Overlay MCGP for Fencing, Signs and Landscaping/Landscape Buffers Goals, Policies and Guidelines document. He noted that there was an area highlighted in yellow on page 21, ninth bullet down stating that MCGP Agreements that exceed \$100,000 require approval by the RA Agency Board. Staff has met with the Agency Board Chair and Vice Chair to discuss the dollar amount and options moving forward.

- Continue to meet with the Agency Board quarterly; however, projects would be sitting a few months waiting for approval.
- Meeting with the Agency Board monthly to go through the projects that are ready for approval.
- Raise the cap from \$100,000 to \$250,000 so staff is not bringing four or five projects before the Agency Board each time and/or delaying the projects.

Agency Board Member Becton asked if the Renew Arlington CRA Advisory Board was reviewing and approving all of the projects. Mr. Wendland responded that they are.

Agency Board Member Becton commented that he is very comfortable with raising the number as long as the Advisory Board is looking at each project and they are approving the allocations. His

only concern is making sure someone has a path if their project is denied or has a problem getting something approved to be able to appeal to an elected body that has oversight.

Ms. Grandin replied that there was not a set out appeal process that she knows of. She added that she thinks someone would have the ability to come to the Agency Board if a project was denied for some reason even though it is not set out, she thought that would be a good idea.

Agency Board Vice Chair Morgan commented that between Mr. Wheeler, Ms. Nasrallah, Mr. Wendland and herself they have worked with applicants trying to work everything out so we get each one of the applicants to the point where they are in compliance and can move through this process. She commented that she would take Agency Board Member's suggestion under advisement and tweak and look at what might need to be done to make that happen so we will have that in place. I think that is important because as we continue, we want to ensure that we are getting the applicants where they need to be. Agency Board Vice Chair Morgan introduced Renew Arlington CRA Advisory Board Chair Matt Tuohy.

Renew Arlington CRA Advisory Board Chair Matt Tuohy advised that the Advisory Board thoroughly reviews each project noting that the compliance grant pays for the minimum to bring a property to compliance. What we hope will happen and has happened in a number of projects already, is that the projects will actually cost more than we are reimbursing, and the additional improvements are being borne by the property owner. He added that a lot of the negotiating that would result in an appeal have already taken place and been resolved between Mr. Wheeler and staff before it gets to the Advisory Board because at that point the only thing that could mess things up is if an Administrative Deviation would be required to put the project forward and those would also be taken care of before they come before the Advisory Board. Advisory Board Chair Tuohy commented that he agrees there should be an appeal process if it were to be disapproved for some reason at the Advisory Board level, but at this point the projects they are seeing, the staff work is being done and will alleviate the potential for that happening.

Agency Board Member Ferraro commented that he does not support raising the threshold and not bringing projects before the Agency Board adding that it may be uncomfortable or untimely, but that is what we are supposed to be doing.

A MOTION WAS MADE AND SECONDED AMENDING THE RENEW ARLINGTON MANDATORY COMPLIANCE GRANT PROGRAM BY INCREASING THE THRESHOLD AMOUNT TO \$250,000 OF GRANT THAT IS REQUIRED TO BE APPROVED BY THE AGENCY BOARD; PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY 16-0-0.

III. NEW BUSINESS

Mr. Wendland referenced pages 28 and 29 of the Agency Board packages (Chapter 106 Budget and Accounting Code – Part 3. Appropriations – Subpart D. Appropriations for Community Redevelopment Agencies) noting that the proposed amendments to the Ordinance Code is something

that the City Council will approve as City Council Members and not as Agency Board Members. He advised that Council President Newby has agreed to introduce legislation to make the amendments and wanted the Agency Board to know that legislation is forthcoming to amend Chapter 106.

Agency Board Member Pittman referring to the Renew Arlington Mandatory Compliance Grant Program asked for an idea of the years or even just this year the number of projects that we have. She asked if they are normally close to \$200,000 or what has been the trend and what do you see going forward in the ones that you know of in the pipeline.

Mr. Wendland responded that they are seeing all sorts of the variations. Signage and fencing are pretty small (\$10,000 range) adding that some of the bigger landscaping projects could be small if just a little bit of landscaping, but some of them are requiring modifications to parking, which then requires modifications with pavement and landscaping. There is quite a range that we are seeing. With the exception of a handful of applicants we are seeing some of the bigger projects in the \$100,000 - \$200,000 range and the smaller ones more in the \$50,000 range on the landscaping.

Agency Board Member Pittman commented that the reason she asked is because in some areas they are developing and growing and she was wondering what he anticipates the trend would be.

IV. OLD BUSINESS

No old business was discussed.

V. PUBLIC COMMENTS

There were no comments from the public.

VI. ADJOURNMENT

There being no further business, Chair Newby adjourned the Renew Arlington CRA Board meeting at approximately 4:43 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio file of the meeting is available in its entirety and is available upon request. Please contact Michelle Stephens at (904) 255-5452, or by email at msteph@coj.net.

RESOLUTION RA/CRA-2022-04

A RESOLUTION **OF** THE RENEW **ARLINGTON** COMMUNITY REDEVELOPMENT AGENCY ("RA/CRA") APPROVING THE ALLOCATION AND TRANSFER WITHIN 2021/2022 **BUDGET OF** \$1,537,403 **FROM** UNALLOCATED PLAN AUTHORIZED EXPENDITURES TO PLAN AUTHORIZED EXPENDITURES TO BE USED FOR THE RENEW ARLINGTON MANDATORY COMPLIANCE GRANT PROGRAM; ADOPTING A FY 2021/2022 AMENDED AND RESTATED **DIRECTING BUDGET**; THAT INVESTMENT POOL EARNINGS AND EXCESS FUNDS BE ALLOCATED TO THE MANDATORY COMPLIANCE GRANT PROGRAM; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Sec.106.346, *Ordinance Code*, additional revenues received by a CRA Trust Fund during a fiscal year, in a not-to-exceed amount of \$100,000, are automatically appropriated to the applicable CRA Board's Unallocated Plan Authorized Expenditures within the Plan Authorized Expenditures Category of the Approved CRA Budget without further Council approval; and

WHEREAS, there is \$1,537,403 remaining in the FY 2021/2022 RA/CRA budget line item "Unallocated Plan Authorized Expenditures" and the Board desires to allocate this remaining funding; and

WHEREAS, on June 8, 2022, the RA/ CRA Advisory Board approved the transfer of the remaining \$1,537,403 to the existing Mandatory Compliance Grant Program and approved the FY 2021/2022 Amended and Restated Budget with a unanimous vote of 6-0; and

WHEREAS, in accordance with Sec. 106.341, *Ordinance Code*, the RA/CRA Agency Board has been given the authority to allocate and transfer funds from "Unallocated Plan

Authorized Expenditures" to existing or new Plan Authorized Expenditures without further Council approval; now therefore

BE IT RESOLVED, by the RA/CRA:

- **Section 1**. **Allocation.** Pursuant to Sec. 106.341, *Ordinance Code*, the RA/CRA allocates an additional \$1,537,403 to the Renew Arlington Mandatory Compliance Grant Program from "Unallocated Plan Authorized Expenditures" to existing Plan Capital Projects, without further Council approval.
- **Section. 2. Revenue Transfer.** Pursuant to Sec. 106.344, *Ordinance Code*, a CRA Budget Transfer Form is attached hereto as **Exhibit A**.
- Section 3. Approval of the Amended and Restated Budget. The FY 2021/2022 Amended and Restated Budget attached hereto as **Exhibit B** is hereby adopted by the RA/CRA.
- **Section 4. Direction of Investment Pool Earnings.** All investment pool earnings generated from December 1, 2021, through FY end 2021/2022 by the RA/CRA Trust Fund shall be obligated to the Mandatory Compliance Grant Program.
- **Section 5. Direction of Excess Funds.** Funds remaining after all obligations have been paid in the RA/CRA Trust Fund for FY 2021/2022, shall be obligated to the Mandatory Compliance Grant Program for FY 2022/2023.
- **Section 6. Effective Date.** This Resolution shall become effective upon a majority vote of the RA/CRA and upon execution by the Chair.

[The remainder of this page is intentionally left blank.]

WITNESS:	RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY
Signature	Terrance Freeman, Chairman
Print	Date signed:
VOTE: In Favor:O FORM APPROVAL:	oposed: Abstained:
Office of General Counsel	
GC-#1510840-v1-Resolution_RA_2022-0-	_Transfer_Funds_MCGPOGC.docx

ARLINGTON CRA TRUST FUND 10806 FY 21/22 AMENDED BUDGET

	Α	FY 21/22 PPROVED BUDGET	Α.	FY 21/22 AMENDED BUDGET		
REVENUES						
Property Taxes Investment Pool Earnings (FY22) Investment Pool Earnings (FY21 Adjustment made after FYE)	\$ \$ \$	2,099,415 15,191 -	\$ \$ \$	2,129,222 15,191 38,086	(A) (B) (C)	
Transfer from Fund Balance Transfer in from General Fund Total Revenues	\$ \$	2,114,606	\$ \$	9,922 2,283 2,194,705	(D) (E)	
EXPENDITURES						
Administrative Expenses Professional and Contractual Services (not "Plan Professional Services") Salaries Part Time Medicare Tax Travel Local Mileage OGC Internal Service General Liability Insurance Advertising and Promotion Office Supplies Employee Training Dues, subscriptions Supervision Allocation Annual Independent Audit Total Administrative Expenses	\$	1,000 75,000 1,088 1,900 150 30,000 379 3,000 500 700 175 90,618 2,500 207,010	\$	1,000 77,250 1,121 1,900 150 30,000 379 3,000 500 700 175 90,618 2,500 209,293	(F) (G)	
Financial Obligations 903 University Blvd, LLC: College Park TID Grant Total Financial Obligations	<u>\$</u> \$	400,000 400,000	\$	400,000 400,000		
Plan Authorized Expenditures						
Mandatory Compliance Grant Program (MCPG)		1 507 506		1,585,412	(H)	
Unallocated Plan Authorized Expenditures Total Plan Authorized Expenditures	\$	1,507,596 1,507,596	\$	1,585,412		
Total Expenditures	\$	2,114,606	\$	2,194,705	•	

⁽A) FY21/22 Actuals.

Exhibit A
Resolution RA/CRA-2022-04
Page 1 of 1
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⁽B) FY21/22 amount provided by Budget Office.

⁽C) Amount represents FY21 investment earnings posted after FYE, for which prior board action was taken.

⁽D) Amount represents final FY21 ad valorem adjustment of \$2,773, posted after FYE, and final investment pool earnings of \$7,149.49 from FYE20 that posted after FYE.

⁽E) Amount transferred to cover 3% general wage increase approved per BT22-041 and Ord. 2022-58-E.

⁽F)(G) Increase of 3% approved per Ord. 2022-58-E and BT22-041 for general wage increases for general employees.

⁽H) Resolution RA/CRA-2017-04 authorized Program and Ordinance 2017-504 appropriated \$50,000. Additional allocations are as follows: RA/CRA-2019-04 allocated \$684,275; RA/CRA-2019-06 allocated \$41,343.27; RA/CRA-2020-03 changed the name of the Project from Facade Grant Program to Mandatory Compliance Grant Program and allocated \$1M; RA/CRA-2020-04 allocated \$279,874.01; and RA/CRA-2021-02 allocated \$1,380,848.16. RA/CRA-2022-04 allocates \$1,537,403 to the Program. Available balance with pending allocation = \$3,184,113.57.

CRA Budget Transfer Form

City of Jacksonville, Florida

COMMUNITY REDEVELOPMENT AGENCY

		gram. Any additional investment pool earning	Anticipated Expenditure Completion Date	Available runds in Approved CriA budget Line item	Comptroller Approval	03.00 proved by CRA Board	8/9/2022 Resolution Date
	Council District (s)	itures to the Mandatory Compliance Grant Program to the program.	Anticipated Expenditure Commencement Date An		ACCOUNTING DIVISION Date Rec'd. Date Fwd. Comptroller. The 23- The 22- Comptroller. Ilable funds and for any necessary finance activity / line item changes.	APPROVAL \$1,537,403.00 Expenditure Amount Approved by CRA Board	RA/CRA-2022-04 CRA Board Resolution Number
Renew Arlington Name of Community Redevelopment Agency	40) I Form)	The purpose of this request is to transfer \$1,537,403 from Unallocated Plan Authorized Expenditures to the Mandatory Compliance Grant Program. Any additional investment pool earning through FYE and other funds remaining at FYE after all obligations are met will also be transferred to the program.	l ' .	Administrator Approval	Officer Officer to verify	CRA Board Chair Approval	
	No Plan Capital Project (Yes or No) (if applicable fill out CRA Capital Project Form) Description of Expenditure Request:	The purpose of this request is to transfer \$1,537,403 fro through FYE and other funds remaining at FYE after all	\$1,537,403.00 Total Amount of Expenditure Request 549006 & 549045	Date Rec'd. Date Fwd.	BUDGET OFFICE Date Rec'd. Date Fwd. Budget -18 70 7-2/-3 Budget Office and Accounting approval required	Date Rec'd. Date Fwd.	
	(# ap	The purp through !		11	Exhibit B	n RA/CRA-20)22-04

* This element of the account string is titled project but it houses both projects and grants.

CRA Budget Transfer Line Item Detail

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Accounting Codes	Fatare	0000000			France		0000000		-
	Interfund				Activity Interfend		2000		
	Activity	0000		Sap	Activity		20000		
				Accounting Codes	Project *		20000		
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	Activity / Grant / Project Tile	JXSF Citywide Industry Development	JXSF-Citywide Industry-Development	JXSF Citywide Industry-Bevelopmen		Anthigh (Comes / Designed Tible		wandalon Compliance Grant Frogram	
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Exhibit B
Resolution RA/CRA-2022-04
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FUND 10806: BCEA BALANCES 7/6/2022

 Total Budget
 Commitments
 Other Contumption
 Expenditures
 Total Consumption
 Funds Available Amount
 Funds Available & Sold

 1,537,403.00
 0.00
 0.00
 0.00
 1,537,403.00
 1,000
 1,000
 Unallocated Plan Authorized Expenditures
Fund Center Account Project Activity Interfund Future Year to Date Period
10606 1910e1 54906 000000 00001650 00000 00000000 1ul-22

Exhibit B Resolution RA/CRA-2022-04 Page 3 of 3