



## MEETING 2

**KINGSOUTEL CROSSING**  
**COMMUNITY REDEVELOPMENT AREA AGENCY BOARD MEETING**  
**ZOOM MEETING – NO LOCATION**  
**TUESDAY, AUGUST 11, 2020 - 2:30 P.M.**

### AGENDA

<b>MEMBERS: Sam Newby, Acting Chair</b>	
Brenda Priestly Jackson, Vice Chair	Matt Carlucci, Board Member
Aaron Bowman, Board Member	Michael Boylan, Board Member
Al Ferraro, Board Member	Randy DeFoor, Board Member
Reggie Gaffney, Board Member	Randy White, Board Member
Danny Becton, Board Member	Ron Salem, Board Member
Garrett Dennis, Board Member	Rory Diamond, Board Member
Joyce Morgan, Board Member	Scott Wilson, Board Member
Ju'Coby Pittman, Board Member	Terrance Freeman, Board Member
LeAnna Cumber, Board Member	Tommy Hazouri, (Excused)
<b>I.</b>	<b>CALL TO ORDER - Chair</b>
	Introductions
<b>II.</b>	<b>ACTIONS ITEMS – Chair</b>
	Approval of the January 28, 2020 Meeting Minutes
	Consideration of \$747,319.66 Funding Recommendation for the Soutel Drive Safety & Beautification Enhancements (Resolution KSC/CRA-2020-01) <b>Public Comment (Prior to Vote)</b>
	Consideration of the FY 2020/2021 Proposed Budget (Resolution KSC/CRA-2020-02) <b>Public Comment (Prior to Vote)</b>
<b>III.</b>	<b>NEW BUSINESS</b>
<b>IV.</b>	<b>OLD BUSINESS</b>
<b>V.</b>	<b>PUBLIC COMMENTS</b>
<b>VI.</b>	<b>ADJOURNMENT</b>



**KINGSOUTEL CROSSING COMMUNITY REDEVELOPMENT  
AGENCY (KSC/CRA) BOARD**

*City Council Chambers  
117 West Duval Street, Jacksonville, FL 32202  
Tuesday, January 28, 2020 – 1:30 p.m.*

**MEETING MINUTES  
TUESDAY, JANUARY 28, 2020 – 1:30 PM**

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

**Agency Board Members Present:** Agency Board Chair Scott Wilson, Agency Board Members Danny Becton, Aaron Bowman, LeeAnna Cumber, Randy DeFoor, Terrance Freeman, Reggie Gaffney, Tommy Hazouri, Joyce Morgan, Sam Newby, Randy White, Rory Diamond, Ju'Coby Pittman and Ron Salem

**Agency Board Members Excused:** Garrett Dennis, Matt Carlucci, Brenda Priestly-Jackson, Al Ferraro and Michael Boylan

**I. CALL TO ORDER**

Chair S. Wilson called the KingSoutel Crossing Community Redevelopment Agency (KSC/CRA) Board meeting to order at approximately 2:26 p.m.

**II. ACTION ITEMS**

**APPROVAL OF THE AUGUST 27, 2019 KINGSOUTEL CROSSING COMMUNITY  
REDEVELOPMENT AGENCY (KSC/CRA) BOARD MEETING MINUTES**

***A MOTION WAS MADE AND SECONDED APPROVING THE AUGUST 27, 2019 KINGSOUTEL CROSSING COMMUNITY REDEVELOPMENT AGENCY (KSC/CRA) BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY, 14-0-0.***

**III. NEW BUSINESS**

No new business was discussed.

**IV. OLD BUSINESS**

No old business was discussed.

**V. PUBLIC COMMENTS**

There were two comments from the public.

- Ms. Eunice Barnum (speaker card on file) needs clarity in how to make it work for King Soutel. Chair Wilson offered to speak with Ms. Barnum after the meeting.

- Ms. Leola Williams (speaker card on file) noted that on January 16, 2020 there was a bad accident on Soutel and two elderly women were hit going to the Legends Center. She noted that there is no turning signal turning into the Legends Center. Both ladies were taken by rescue to the hospital in critical condition adding that since that since the accident one of the ladies has died. She noted that she has called the city departments that needed to be called and was told that it takes time for something like that to be changed. In her opinion, it is an emergency being that an 89-year-old lady was killed and the other women in the accident was 92 years old. She added that both ladies are a part of the Sherwood Forest Association and were coming to the meeting that night. The speed limit on Soutel is 35 mph, but people still speed.

## VI. ADJOURNMENT

Chair S. Wilson advised that he would like to move the CRA Agency Board Meetings to directly after the City Council Agenda Meeting at 4:30 p.m. He asked the Legislative staff to not schedule any presentations for that night. The meetings should not go much longer, and it will be easier to have a quorum.

There being no further business, Chair S. Wilson adjourned the KingSoutel Crossing Community Redevelopment Agency (KSC/CRA) Board meeting at approximately 2:30 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](mailto:msteph@coj.net).

**RESOLUTION KSC/CRA-2020-01**

**A RESOLUTION OF THE KINGSOUTEL CROSSING COMMUNITY REDEVELOPMENT AGENCY (“KSC/CRA”) APPROVING THE ALLOCATION AND TRANSFER WITHIN THE FY 2019/2020 BUDGET OF \$747,317.66 FROM UNALLOCATED PLAN AUTHORIZED EXPENDITURES TO PLAN AUTHORIZED EXPENDITURES TO BE USED FOR A NEW CAPITAL PROJECT FOR SAFETY & BEAUTIFICATION ENHANCEMENTS FOR A PORTION OF SOUTEL DRIVE; ADOPTING A FY 2019/2020 AMENDED AND RESTATED BUDGET; DIRECTING THAT INVESTMENT POOL EARNINGS BE ALLOCATED TO THE SOUTEL DRIVE SAFETY & BEAUTIFICATION ENHANCEMENTS PROJECT; PROVIDING FOR OVERSIGHT BY PUBLIC WORKS IN CONJUNCTION WITH THE OFFICE OF ECONOMIC DEVELOPMENT; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on September 24, 2019, the Jacksonville City Council approved Ordinance 2019-504-E, appropriating \$734,308 to the budget line item “Unallocated Plan Authorized Expenditures” in the KSC/CRA FY 2019/2020 Budget; and

**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**, these additional revenues provide a new balance of \$747,317.66 in the KSC/CRA’s Unallocated Plan Authorized Expenditures account; and

**WHEREAS**, in accordance with Sec. 106.341, *Ordinance Code*, the KSC/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; and

**WHEREAS**, on June 25, 2020, the KingSoutel Crossing CRA Advisory Board approved a FY 2019/2020 Amended and Restated Budget with a unanimous vote of 4-0 recommending the Agency Board consider allocating the remaining \$747,317.66 in the Unallocated Plan Authorized Expenditures account to a new capital project to be known as the Safety & Beautification Enhancements project for a portion of Soutel Drive; and

**WHEREAS**, Chapter 126.211, *Ordinance Code* (the Procurement Code), provides for the City to utilize a competitively procured government contract “for the procurement of supplies, professional design services, professional services, contractual services and capital improvements by the City and its independent and/or using agencies;” now, therefore,

**BE IT RESOLVED**, by the Board:

**Section 1. Findings.** The Board finds that the development of a Safety & Beautification Enhancements project for the portion of Soutel Drive between Norfolk Boulevard and New Kings Road is in compliance with, and furthers the purposes and objectives of the KingSoutel Crossing CRA Redevelopment Plan as follows:

*Page IV-17 Encourage Public Realm Improvements – Pedestrian Safety Improvements, Streetscape Renewal and Beautification, Additional Gateway Improvements, Traffic Flow and access interconnectivity of walkways, ensure that long-term agreements are in place to maintain streetscape improvements.*

**Section 2.** Pursuant to Sec. 106.341, *Ordinance Code*, the KSC/CRA allocates \$747,318 from “Unallocated Plan Authorized Expenditures” to Plan Authorized Expenditures for the development of a capital project for Safety & Beautification Enhancements for the portion of Soutel Drive between Norfolk Boulevard and New Kings Road, without further Council approval.

**Section 3. Revenue transfer.** Pursuant to Sec. 106.344, *Ordinance Code*, a CRA Budget Transfer Form and CRA Capital Project Sheet regarding the aforementioned project is attached hereto as **Exhibit A**.

**Section 4. Approval of the Amended and Restated Budget.** The FY 2019/2020 Amended and Restated Budget showing the additional revenue and the transfer to the new Plan Authorized Expenditure is attached hereto as **Exhibit B** is hereby adopted by the KSC/CRA.

**Section 5.** All investment pool earnings generated from December 1, 2019 through fiscal year end 2019/2020 shall be obligated to the aforementioned Safety & Beautification Enhancements project.

**Section 6.** Funds remaining after all obligations have been paid in the KSC/CRA Trust Fund for FY 20019/2020, shall be obligated to the aforementioned Safety & Beautification Enhancements project for fiscal year 2020/2021.

**Section 7.** The Board requests that the Mayor direct the Public Works Department to provide oversight on the aforementioned Safety & Beautification Enhancements project utilizing the City's Procurement process.

**Section 8.** The Board requests that the Mayor direct the Public Works Department to provide oversight in conjunction with the Office of Economic Development on the aforementioned project.

**Section 9.** This Resolution shall become effective upon a majority vote of the KSC/CRA and upon execution by the Chair.

WITNESS:

**KINGSOUTEL CROSSING COMMUNITY  
REDEVELOPMENT AGENCY**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Samuel Newby, Acting Chairman

\_\_\_\_\_  
Print

Date signed: \_\_\_\_\_

VOTE: In Favor: \_\_\_\_\_ Opposed: \_\_\_\_\_ Abstained: \_\_\_\_\_

FORM APPROVAL:

\_\_\_\_\_  
Office of General Counsel

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# CRA Budget Transfer Form

City of Jacksonville, Florida

## COMMUNITY REDEVELOPMENT AGENCY

KingSoutel Crossing  
Name of Community Redevelopment Agency

Yes  
Plan Capital Project ( Yes or No)  
(if applicable fill out CRA Capital Project Form)

10  
Council District (s)

### Description of Expenditure Request:

KSC/CRA-2020-01 authorizes the transfer of the balance of funds from Unallocated Plan Authorized Expenditures to the Soutel Drive Safety and Beautification Enhancements Project along Soutel Drive, from Norfolk Blvd to New Kings Road. KSC/CRA-2020-01 also allocates the balance of FY19/20 Unallocated Plan Authorized Expenditures to the Project and specifies that additional investment pool earnings through the end of FY19/20, as well as any remaining funds at the close of FY19/20, once all obligations are met, shall be allocated towards the Soutel Drive Safety & Beautification Enhancements Project.

\$747,317.66  
Total Amount of Expenditure Request

TBD  
Anticipated Expenditure Commencement Date

TBD  
Anticipated Expenditure Completion Date

549006  
Applicable Approved CRA Budget Line Item For Expenditure

\$747,317.66  
Available Funds in Approved CRA Budget Line Item

Date Rec'd.	Date Fwd.	CRA Board Administrator Approval

BUDGET OFFICE		ACCOUNTING DIVISION	
Date Rec'd.	Date Fwd.	Date Rec'd.	Date Fwd.
Budget Officer Approval		Comptroller Approval	

Budget Office and Accounting approval required to verify available funds and for any necessary finance activity / line item changes.

### CRA BOARD APPROVAL

Date Rec'd.	Date Fwd.	CRA Board Chair Approval

\$747,317.66  
Expenditure Amount Approved by CRA Board

KSC/CRA-2020-01  
CRA Board Resolution Number

08/11/20  
Resolution Date





# CRA Budget Transfer Line Item Detail

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

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

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Fund	Center	Account	Accounting Codes			
								Project *	Activity	Interfund	Future
EXP	King Soutel Crossing CRA Trust Fund	Soutel King CRA Unallocated Plan Auth Exp	Trust Fund Authorized Expenditures	\$747,317.66	10805	105160	549006	000000	00001309	00000	00000000
REV	King Soutel Crossing CRA Trust Fund	Soutel Drive Safety & Beautification Enhancements	Property Taxes	\$742,125.00	10805	191021	311010	010162	00000000	00000	00000000
REV	King Soutel Crossing CRA Trust Fund	Soutel Drive Safety & Beautification Enhancements	Investment Pool Earnings	\$5,192.66	10805	191021	361101	010162	00000000	00000	00000000

Total: \$1,494,635.32

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

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
EXP	King Soutel Crossing CRA Trust Fund	Soutel Drive Safety & Beautification Enhancements	Other Construction Costs	\$747,317.66	10805	105312	565050	010162	00000000	00000	00000000
REV	King Soutel Crossing CRA Trust Fund	Soutel King CRA Unallocated Plan Auth Exp	Property Taxes	\$742,125.00	10805	105160	311010	000000	00001309	00000	00000000
REV	King Soutel Crossing CRA Trust Fund	Soutel King CRA Unallocated Plan Auth Exp	Investment Pool Earnings	\$5,192.66	10805	105160	361101	000000	00001309	00000	00000000

Total: \$1,494,635.32





# CRA CAPITAL PROJECT SHEET

(This Project is a CRA Capital Project and is **NOT** included in the City's Five Year Capital Improvement Plan)

<b>Project Title:</b>	Soutel Drive Safety & Beautification Enhancements	<b>Council District(s):</b>	10
<b>Project Location:</b>	Soutel Drive from Norfolk Blvd to New Kings Road		
<b>CRA Name:</b>	KSC CRA	<b>Project Number (to be Provided by Budget Division):</b>	TBD
<b>CRA Board Res No.:</b>	KSC/CRA-2020-01	<b>CRA Trust Fund:</b>	10805
		<b>Useful Life:</b>	
		<b>Project Completion Date:</b>	TBD

**Project Description:**

Safety and beautification enhancements along Soutel Drive, from Norfolk Blvd to New Kings Road.

**Justification/ Explanation of Authorization in CRA Plan:**

The Board is empowered to authorize projects within the KSC/CRA and finds that the development of the Soutel Drive Safety & Beautification Enhancements is in compliance with, and furthers the purposes and objectives of the KingSoutel Crossing CRA Redevelopment Plan as follows:  
 Page IV-17 Encourage Public Realm Improvements – Pedestrian Safety Improvements, Streetscape Renewal and Beautification, Additional Gateway Improvements, Traffic Flow and access interconnectivity of walkways, ensure that long-term agreements are in place to maintain streetscape improvements.

**Pay-Go (CRA Trust Fund)**

Funding Sources	Total	Prior Years	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Beyond 5th
Transfer Between Projects	\$ -							
Debt Proceeds / Borrowed Funds	\$ -							
Pay-Go (CRA Trust Fund)	\$ -							
Interest Earnings	\$ -							
Contribution from Private Source	\$ -							
Grant / Trust Fund / Other	\$ 747,318		747,318					
<b>Totals</b>	\$ 747,318	\$ -	\$ 747,318	\$ -	\$ -	\$ -	\$ -	\$ -

**Expenditures/Project Phase**

	Total	Prior Years	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Beyond 5th
Design & Engineering	\$ -							
Land Acquisition & Site Preparation	\$ -							
Construction	\$ 747,318		747,318					
Capital Equipment	\$ -							
Misc. Equipment & Furnishings	\$ -							
<b>Totals</b>	\$ 747,318	\$ -	\$ 747,318	\$ -	\$ -	\$ -	\$ -	\$ -

Exhibit A  
 Resolution KSC/CRA-2020-01  
 Page 3 of 3

(if applicable)

Operating Budget Impact	Total	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Beyond 5th
Full Time Equivalents	-						
Personnel Expenses	\$ -						
Contractual Services	\$ -						
Utilities	\$ -						
Materials/Supplies	\$ -						
Equipment	\$ -						
Annual Debt Service	\$ -						
<b>Totals</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**KING SOUDEL CROSSING CRA TRUST FUND  
FUND 10805 (SUBFUND 18D)  
FY 19/20 BUDGET**

	FY 19/20 ORIGINAL APPROVED BUDGET	FY 19/20 AMENDED BUDGET	FY 19/20 AMENDED & RESTATED BUDGET
<b>REVENUES</b>			
Property Taxes	\$ 824,582	\$ 832,399 (A)	\$ 832,399
Investment Pool Earnings	\$ -	\$ 5,193 (B)	\$ 5,193
<b>Total Revenues</b>	<b>\$ 824,582</b>	<b>\$ 837,592</b>	<b>\$ 837,592</b>
<b>EXPENDITURES</b>			
Administrative Expenses			
Professional and Contractual Services (not "Plan Professional Services")	\$ 1,000	\$ 1,000	\$ 1,000
Travel	500	500	500
Local Mileage	-	-	-
OGC Internal Service	14,035	14,035	14,035
Advertising and Promotion	1,000	1,000	1,000
Office Supplies	500	500	500
Employee Training	300	300	300
Dues, subscriptions	342	342	342
Supervision Allocation	70,097	70,097 (C)	70,097
Annual Independent Audit	2,500	2,500	2,500
<b>Total Administrative Expenses</b>	<b>\$ 90,274</b>	<b>\$ 90,274</b>	<b>\$ 90,274</b>
Financial Obligations	\$ -	\$ -	\$ -
<b>Total Financial Obligations</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Future Years Debt Reduction	\$ -	\$ -	\$ -
<b>Total Future Years Debt Reduction</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Plan Authorized Expenditures			
Souel Drive Safety & Beautification Enhancement	\$ -	\$ -	\$ 747,318 (D)
Unallocated Plan Authorized Expenditures	734,308	747,318	-
<b>Total Plan Authorized Expenditures</b>	<b>\$ 734,308</b>	<b>\$ 747,318</b>	<b>\$ 747,318</b>
<b>Total Expenditures</b>	<b>\$ 824,582</b>	<b>\$ 837,592</b>	<b>\$ 837,592</b>

(A) FY19/20 Amended amount reflects actual property taxes, or a difference of \$7,817.00.

(B) FY 19/20 Amended amount includes investment pool earnings as of November 2019.

(C) Amount provided by Budget Office.

(D) Project is an enhancement to the existing Public Works Project and covers from Norfolk Blvd to New Kings Rd. Funds approved by Advisory Board on 6/25/2020. KSC/CRA-2020-01 allocates balance of Unallocated Plan Authorized Expenditures to the Project and specifies that investment pool earnings through the end of FY19/20, as well as any remaining funds at the close of FY19/20, once all obligations are met, shall be allocated towards the Project.

**RESOLUTION KSC/CRA-2020-02**

**A RESOLUTION OF THE KING SOUTEL CROSSING  
COMMUNITY REDEVELOPMENT AGENCY ("BOARD")  
ADOPTING A FY 2020-2021 PROPOSED BUDGET;  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on June 25, 2020, the KingSoutel Crossing Advisory Board approved the FY 2020-2021 Proposed Budget with a unanimous vote of 4-0 recommending consideration by the Agency Board; now therefore

**BE IT RESOLVED**, by the Board:

**Section 1.** The FY 2020-2021 Proposed Budget attached hereto as **Exhibit A** is hereby adopted by the Board.

**Section 2.** This Resolution shall become effective upon a majority vote of the Board and upon execution by the Chair.

WITNESS:

**KINGSOUTEL CROSSING  
COMMUNITY REDEVELOPMENT AGENCY**

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print

\_\_\_\_\_  
Samuel Newby, Acting Chairman  
Date signed: \_\_\_\_\_

VOTE: In Favor: \_\_\_\_\_ Opposed: \_\_\_\_\_ Abstained: \_\_\_\_\_

FORM APPROVAL:

\_\_\_\_\_  
Office of General Counsel  
GC-#1378784-v1-Reso\_2020-02.docx

**KING SOUTEL CROSSING CRA TRUST FUND  
FUND 10805  
FY 20/21 PROPOSED BUDGET**

	<b>FY 19/20 ORIGINAL APPROVED BUDGET</b>	<b>FY 20/21 PROPOSED BUDGET</b>	
<b>REVENUES</b>			
Property Taxes	\$ 824,582	\$ 1,144,264	(A)
Investment Pool Earnings	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 824,582</b>	<b>\$ 1,144,264</b>	
<b>EXPENDITURES</b>			
Administrative Expenses			
Professional and Contractual Services (not "Plan Professional Services")	\$ 1,000	\$ 1,000	
Travel	500	250	
Local Mileage	-	150	
OGC Internal Service	14,035	8,900	
Advertising and Promotion	1,000	1,000	
Office Supplies	500	500	
Employee Training	300	1,100	
Dues, subscriptions	342	342	
Supervision Allocation	70,097	80,871	(B)
Annual Independent Audit	2,500	2,500	
<b>Total Administrative Expenses</b>	<b>\$ 90,274</b>	<b>\$ 95,713</b>	
Financial Obligations	\$ -	\$ -	
<b>Total Financial Obligations</b>	<b>\$ -</b>	<b>\$ -</b>	
Future Years Debt Reduction	\$ -	\$ -	
<b>Total Future Years Debt Reduction</b>	<b>\$ -</b>	<b>\$ -</b>	
Plan Authorized Expenditures			
Unallocated Plan Authorized Expenditures	734,308	1,048,551	
<b>Total Plan Authorized Expenditures</b>	<b>\$ 734,308</b>	<b>\$ 1,048,551</b>	
<b>Total Expenditures</b>	<b>\$ 824,582</b>	<b>\$ 1,144,264</b>	

(A) FY20/21 revenues as of July 1st.

(B) Provided by Budget Office.

