



**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, Nick Howland 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 through 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.