



**RENEW ARLINGTON COMMUNITY REDEVELOPMENT
AGENCY (RA/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 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 Scott Wilson, Agency Board Members Danny Becton, Aaron Bowman, LeeAnna Cumber, Terrance Freeman, Reggie Gaffney, Tommy Hazouri, Joyce Morgan, Sam Newby, Randy White, Rory Diamond, Ju'Coby Pittman, Ron Salem, Randy DeFoor (arrived at 1:55 pm), Michael Boylan left at 2:13 p.m.

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

I. CALL TO ORDER

Chair Scott Wilson called the Renew Arlington Community Redevelopment Agency (RA/CRA) Board meeting to order at approximately 1:44 p.m.

II. ACTION ITEMS

**CONSIDERATION OF THE RENEW ARLINGTON MANDATORY COMPLIANCE
GRANT PROGRAM (RESOLUTION RA/CRA-2020-01)**

Mr. Wendland commented that on June 25, 2019 the Renew Arlington Zoning Overlay was approved (ORD 2019-239-E). Within ORD 2019-239 there are three mandatory compliance items (fencing, signage and landscaping). Property owners have five years to comply with the Mandatory Compliance Grant Program (MCGP), which includes properties that are out of compliance. An amendment was made by the Agency Board that the five-year clock would not start until 90 days after approval of the MCGP regarding the fencing, signage and landscaping elements. Since that time, Vice-Chair Joyce Morgan had more community meetings to discuss the grant program and there have been several noticed meetings between Council Member Joyce Morgan and Council Member Becton who has become a contributor to the process along with community members who have attended and participated in the meetings.

Mr. Wendland commented that ORD 2019-879, which is currently in the City Council process for consideration establishes a Consolidation Review Process for fencing, signage and landscaping. The ORD has been approved by the Planning Commission and is scheduled to be voted on by City Council February 25, 2020.

Mr. Wendland noted that ORD 2020-060 approves funding for a Part-time Landscape Designer in the RA/CRA adding that part of ORD 2019-879 mandates the position. He noted that the legislation is being introduced to City Council this evening putting it on the same legislative cycle as ORD 2019-060.

Mr. Wendland reviewed Resolution RA/CRA-2020-01, RA/CRA which is the Renew Arlington Mandatory Compliance Grant Program (MCGP) itself that includes Program Goals, Policies and Guidelines. He noted that the MCGP does not require City Council approval adding that it only requires the Agency Board's approval in their capacity as the Agency Board. Once the various pieces of legislation are approved staff can move forward with the implementation of the MCGP.

Mr. Wendland advised that Resolution RA/CRA-2020-01 is a grant to help pay for the elements of fencing, signage and landscaping mandated by the RA Zoning Overlay. He noted that the original discussions treated this more like what he would call a traditional façade grant in which the City would reimburse a pre-determined percent (50%, 60%, whatever it might be). Mr. Wendland noted at numerous community meetings held by Council Member Joyce Morgan, property owners noted that the MCGP is not an "optional" Façade Grant Program adding that the RA Zoning Overlay expressed that the property owners are making the investment. The public expressed that since the City of Jacksonville is mandating the investment that they too should pay for the program. Mr. Wendland commented that they established a reimbursable amount of 100% as the minimum standard. He added that the minimum standard amount would be reimbursed with funding from the RA/CRA.

Mr. Wendland reviewed Exhibit A to Resolution RA/CRA-2020-01.

- In all cases, once the application has been approved there will be a formal agreement drafted by OGC and entered into between the grant recipient and the City. Same as we do for our Façade Grant Program in our economically distressed areas.
- If an applicant is using more than one of the three categories there will be a separate agreement for each. They may come in at one point with an application for signage and at another time with an application for landscaping or fencing.
- The agreements will require that the projects be completed within one year. However, in ORD 2020-060 staff is requesting that the Agency Board provide OED the ability to grant extensions for up to one additional year.
- All grants are reimbursements. Projects must be completed and the documentation of the costs provided.
- For an application to be approved the property owner must be current on their property taxes and there cannot be any contract liens or outstanding code violations, which will be verified prior to entering an agreement.

- An agreement that exceeds \$100,000 will require Agency Board approval. OED staff has requested that anything below that level OED be authorized under the term of the grant to administer and approve. Unforeseen circumstances will turn up that could in turn raise the cost for some property owners.
- We are asking the Agency Board to grant staff authorization to authorize up to 20% increases above what was approved. Anything above 20% we would have to come back to the Agency Board for approval. This will prevent us from having a lot of Agency Board meetings and a lot of potential change orders.
- If approved today, the five years plus 90 days is May 28, 2025. After this point in time, the MCGP is no longer available. Property owners must complete projects within that timeframe or they will be out of compliance adding that once out of compliance, the MCGP will have expired and funding no longer available.
- One exception to the rule would be that in the final years of the MCGP and all funding has been spent we have the ability to approve an application with delayed implementation for the compliance part for a period of time until funding is available.

Agency Board Member Hazouri asked for clarity that if a property is sold before the five-year period does the property owner have one year left to fulfill their obligation.

Mr. Wendland responded that the Overlay says each property has five years to comply. There is nothing that allows you to start the clock over because a property owner sells their property. He added that if the previous property owner has not complied with bringing the property into compliance within the first four years, the buyer at year four is going to have one year left to comply.

Agency Board Member Hazouri asked for clarification if the seller of a property is responsible for advising the new buyer of the MCGP.

Mr. Wendland replied that the due diligence falls on the buyer to understand what they are getting into, what they are buying and what the Zoning Code says regarding that property. The Renew Arlington Zoning Overlay is something that a new buyer in that area will have to understand and know that they must come into compliance with like any other Zoning Code.

Agency Board Member Becton referring to Agency Board Member Hazouri's question commented that this does not create a unique situation because non-compliant properties in some form or another already exist throughout the city. Property owners can contact the Planning Department if they have any zoning type questions.

Agency Board Member Hazouri commented that he understands there are non-compliant properties throughout the city asking how many of those properties receive funding from the city or from the CRA in this instance. He added that if the City is giving them money, they should be locked into some type of compliance that they must adhere to.

Agency Board Member Becton replied that the non-compliant properties being referenced today fall within the boundaries of the RA/CRA. This is an economic opportunity for property owners within the RA/CRA to bring their property into compliance based on special overlay provisions and CRA funding.

Agency Board Member DeFoor arrived at the meeting at approximately 1:55 p.m.

Agency Board Member Bowman advised that he submitted a request for early departure from the meeting to meet with the Florida Chief Resiliency Officer. He commented that he canceled his meeting to ensure a quorum and that he will be present for the duration of the meeting.

APPROVAL OF THE AUGUST 27, 2019 RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY (RA/CRA) BOARD MEETING MINUTES

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

Mr. Wendland reviewed the Fencing, Signage and Landscape Buffer Compliance Grant Guidelines referenced on Exhibit A, page 5-7 of Resolution RA/CRA-2020-01.

Fencing:

- Fencing is required if a commercial property abuts a residential property. There may be some properties that do not have fencing today that will be required to install fencing to comply.
- Material Options: Wood, stone, masonry, pre-cast concrete, cast stone, vinyl or metal in wrought iron style. The least expensive option is wood. The awarded allowance for fencing shall not exceed \$22 per linear foot. It is the responsibility of the property owner to pay for any fencing material that exceeds \$22 per linear foot.
- For an existing fence that is required to be removed in order to comply with the RA Zoning Overlay, the MCGP will reimburse for the removal of the fence in addition to the awarded allowance. The applicant is required to submit at least two quotes and if we do not like the two quotes, we can request a third quote. Once we have the information relative to how far the properties fencing needs to go the cost of removal and all of that gets established and the maximum amount in the agreement.

- We sign and execute the agreement, the property owner gets the work done, verifies and submits the costs to us, we verify that the information is accurate ensuring that we pay the minimum standard of the actual costs. When the agreement is closed out, we move forward.

Signage:

- Signage is to bring the property owner into compliance if they are going to be out of compliance within five years.
- Since there is not a requirement that properties have signage anyone who currently does not have a sign but would like a sign is not eligible under the MCGP. Non-compliant signage on properties are required to bring their signage into compliance. The MCGP will pay for the removal of the non-compliant signage and pay for replacement signage.
- The removal of signage requires two quotes and we can require a third. It was noted that the removal costs and the new signage costs fall under one agreement. Once all the work is complete, we verify the cost, pay the grant, etc.

Landscaping:

- Landscaping is why we have 2019-879 and is why we have 2020-060. You can also look at Exhibit 2 to Exhibit A, which is a flow chart produced by Council Member Becton.
- An applicant comes in and provides their basic information, etc. The applicant is required to provide a survey of the property. Our Landscape Designer that we will have on staff will evaluate the site and put together a sketch of the landscaping plan.
- It was noted that if the improvements will have a significant negative impact on the property, the property owner has the option to apply for an administrative deviation.
- If someone has seven parking spots today and in order to comply with the landscaping requirements, they end up with two parking spots the Landscape Architect will try to sketch around that and make it reasonable.
- The applicant agrees with the plan and the sketch, OED submits the information through ORD 2019-879, which is the Renew Arlington Design Review (RADR) process. The RADR consists of the City's Landscape Architect, Planning Services Manager, Chief of current Planning and Senior Traffic Technician and others if needed and if assigned by the Director of Planning.
- In the end, the applicant gets a final site plan and the required permits along with two bids and we go through the same process as previously mentioned. OED and OGC draft an agreement for execution that depends on what the bids look like, states the maximum award, have the work completed and submits the required documentation to OED staff and the grant reimburses the lesser of the documented cost.

Chair Scott Wilson opened the floor for public comment.

Mr. Mike Anania spoke representing himself and the Arlington Business Society. The Arlington Business Society has reviewed some of what Mr. Wendland reviewed and they have a few concerns on the MCGP process.

- Interesting point that multiple properties that are attached structures are preferred to be submitted as unified plans, applying for one grant. We are unsure what that means. Would like to have time to get with OED and figure that out.
- Concerned about the Landscaping Designer. He mentioned the position with staff to try and understand the role of the Landscaping Designer because the way it was initially described, the Landscaping Designer was going to actually do the landscaping and now it is a sketch, which is fine because some of his members do not have the capability to develop a site plan that would be in compliance with what is needed.
- Suggested there be someone very familiar with the process to have a unified site plan for the RA CRA area.
- Still concerned with the signage issue and the minimum for the fencing adding he is not sure where the estimates came from.

Ms. Barnum commented that she was confused on the schedule it said King Soutel Crossing Community Redevelopment Area Agency Board meeting, January 28, 2020 at 1:30 pm at City Hall. We get here and that is not the case. I am sitting here listening what he shared with you all we have no clue. You operate each of the CRAs differently. They are not in unison and where is the educational piece? Why are you bringing the community along with this process? Thank God that Mia Jones brought it to us, but as I understand, it was new when she brought it here and when did you all get training on it. How do you all know how it is supposed to operate? And how do you educate the public because when I sit here and listen to you all, I am not sure that you all know what you are doing either. I am just being real. And I know for a fact that what I read and what I see you all doing and what is happening there is no connection at all. We do not have any idea how the money is allocated, when, who supposed to get it, can't find anybody to help us move forward with the process and I mean what are you doing? Somebody education me. Thank you.

Mr. Wendland advised that action taken today by the Agency Board would be final action on only the MCGP. ORD 2019-879 outlines the process and the funding for the Part-time Landscaping Architect and requires City Council approval.

Agency Board Member Becton asked Mr. Wendland if he knows of anything that could hold up the process or any issues that cannot be resolved. Mr. Wendland replied that there were not any issues he was aware of.

A MOTION WAS MADE AND SECONDED TO APPROVE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD RESOLUTION RA/CRA-2020-01 APPROVING PROGRAM GOALS, POLICIES AND GUIDELINES FOR THE RENEW ARLINGTON MANDATORY COMPLIANCE GRANT PROGRAM; PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY, 13-0-0.

RENEW ARLINGTON GRANT PROGRAM FUNDING AND PART TIME HOURS FUNDING (RESOLUTION RA/CRA CRA-2020-02)

Chair Scott Wilson opened the floor for public comment.

A MOTION WAS MADE AND SECONDED TO APPROVE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD RESOLUTION RA/CRA-2020-02 REQUESTING THE CITY COUNCIL TO APPROPRIATE \$34,435.00 FROM THE PLAN AUTHORIZED EXPENDITURES CATEGORY OF THE RENEW ARLINGTON CRA TRUST FUND, TO THE ADMINISTRATIVE EXPENDITURES CATEGORY, FOR THE PART-TIME SALARY EXPENSE FOR A PROFESSIONAL LANDSCAPE DESIGNER (\$34,435.00) AND FOR ADVERTISING AND MARKETING COSTS FOR THE MANDATORY COMPLIANCE GRANT PROGRAM (\$4,000.00); PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY 13-0-0.

RENEW ARLINGTON MANDATORY COMPLIANCE GRANT PROGRAM FUNDING (RESOLUTION RA/CRA-2020-03)

Chair Scott Wilson opened the floor for public comment.

A MOTION WAS MADE AND SECONDED TO APPROVE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY BOARD RESOLUTION RA/CRA-2020-03 DIRECTING THAT THE CURRENT “FAÇADE GRANT PROGRAM” BE CONSISTENTLY REFERRED TO AND ACCOUNTED FOR NOW AS THE “MANDATORY COMPLIANCE GRANT PROGRAM” (“MCGP”); FINDING THAT THE MCGP FURTHERS THE RA/CRA PLAN; ALLOCATING ADDITIONAL FUNDING TO THE MCGP; ADOPTING A FY 2019/2020 AMENDED BUDGET; PROVIDING AN EFFECTIVE DATE. THE MOTION PASSED UNANIMOUSLY 13-0-0.

Agency Vice-Chair Morgan thanked everyone on behalf of District One that have worked so hard on the MCGP to include Agency Board Member and LUZ Chair Becton who drew the flow charts. She commented that we will start to see some of the changes in District One very soon because of the Agency Board’s approval today.

III. NEW BUSINESS

No new business was discussed.

IV. PUBLIC COMMENTS

There were no additional comments from the public.

V. ADJOURNMENT

There being no further business, Chair Scott Wilson adjourned the Renew Arlington CRA Board meeting at approximately 2:18 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.