

RESOLUTION KSC/CRA-2021-04

A RESOLUTION OF THE KINGSOUTEL CROSSING COMMUNITY REDEVELOPMENT AGENCY (“KSC/CRA”) AUTHORIZING TWO (2) NEW PROGRAMS AND ONE (1) NEW CAPITAL PROJECT: ALLOCATING \$557,837.68 IN TOTAL FUNDING FROM THE FY 2020/2021 AMENDED AND RESTATED BUDGET FOR THE NEW PROGRAMS AND CAPITAL PROJECT; PROVIDING FOR OVERSIGHT BY PUBLIC WORKS IN CONJUNCTION WITH THE OFFICE OF ECONOMIC DEVELOPMENT; AUTHORIZING EXECUTION OF ALL DOCUMENTS BY THE MAYOR AND CORPORATION SECRETARY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 24, 2021, the KSC/CRA Advisory Board recommended with a unanimous vote of 4-0 that the KSC/CRA Agency Board allocate \$557,837.68 of KSC/CRA funding to two new programs and one new capital project; and

WHEREAS, the KSC/CRA Agency Board is empowered to authorize programs and projects within the KSC/CRA Redevelopment Area that are consistent with and further the KSC/CRA Redevelopment Plan; 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, in accordance with Sec. 126.111, *Ordinance Code*, the City may 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 Agency Board:

Section 1. The Agency Board hereby allocates and transfers \$557,837.68 from "Unallocated Plan Authorized Expenditures" within the Plan Authorized Expenditures Category of the FY 20/21 Amended and Restated Budget to two activities created for the new

programs and a project created for the new capital project.

Section 2. A description for the two new programs and new capital project is **attached hereto as Exhibit A.** They are as follows:

- KSC CRA Building Renovation Grant Program
- KSC CRA Lighting Project
- KSC CRA Public Art Program

Section 3. Pursuant to Sec. 106.344, Ordinance Code, a CRA Budget Transfer Form and a CRA Capital Project Sheet regarding the new programs and capital project are **attached hereto as Exhibit B.**

Section 4. All investment pool earnings through FY 2020/2021 shall be obligated to the KSC/CRA Building Renovation Grant Program.

Section 5. Funds remaining after all obligations have been paid in the KSC/CRA Trust Fund for FY 2020/2021 shall be obligated to the KSC/CRA Building Renovation Grant Program for FY 2021/2022.

Section 6. The Agency Board is empowered to authorize programs and projects within the KSC/CRA and finds that the development of the new programs and project is in compliance with and furthers the purposes and objectives of the KSC/CRA Redevelopment Plan as follows:

- 1. Page IV-13 – Commercial Façade Improvement Program** – *The purpose of the Commercial Façade Improvement Program is to encourage commercial property owners to upgrade their properties by improving the external appearance of their businesses. The grant is a matching, reimbursable grant providing commercial property owners/tenants with a more visually appealing property.*
- 2. Page IV-18:** *The Community Redevelopment Agency should encourage property owners to reinvest and remove potential impediments to redevelopment in the CRA. The Agency should work with businesses and property owners to improve the look and occupancy levels of commercial and light industrial properties. Attract new and retain existing business by decreasing renovation costs incurred for modernizing retail space in older, commercial properties.*
- 3. Page IV-14 -- Implement CPTED Standards -- Crime Prevention Through**

Environmental Design is defined as "the proper design and effective use of the built environment that can lead to a reduction in the fear and incidence of crime and an improvement in the quality of life." CPTED addresses crime problems through controlling the environment. The use of sidewalks, pavement, lighting and landscaping to clearly guide the public to and from entrances and exits.

4. Page IV-20 -- Improve and Maintain Streetscapes and Park Spaces ---

Implementing streetscape improvements adds to a quality sense of place. The aesthetic enhancements are not only pleasing and make people feel comfortable in the CRA, but it increases an areas walkability. Develop a streetscape plan including site furnishings, lighting, landscaping, decorative pavers and signage.

5. Pg. IV-23 – Culture, Arts and Education ---

Cultural projects and spaces, the arts, and education enhance the experience of being and going into this community. This Agency may seek to provide support to cultural, artistic, educational, civic and park and open space programing projects that promote the community, and which draw attention and people to the CRA.

Section 7. Pursuant to Sec. 500.116, *Ordinance Code*, the Mayor, or his or her designee, and the Corporation Secretary, are authorized to execute and deliver all contracts and documents approved and authorized by the Agency Board related to the new programs and capital project.

Section 8. The Agency Board requests that the Mayor direct the Public Works Department to provide oversight on the new capital project and the Office of Economic Development to provide oversight on the new programs.

Section 9. This Resolution shall become effective upon a majority vote of the Agency Board and upon execution by the Chair.

WITNESS:


Signature

Print

**KINGSOUTEL CROSSING COMMUNITY
REDEVELOPMENT AGENCY**

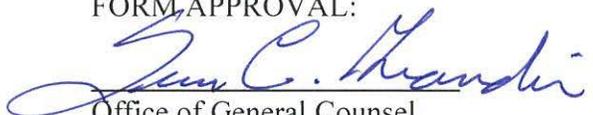


Samuel Newby, Chairman

Date signed: 8/10/21

VOTE: In Favor: 14 Opposed: 0 Abstained: 0

FORM APPROVAL:


Office of General Counsel

GC-#1445501-v2-Resolution_KSC_CRA-2021-04_REVISED.docx

KingSoutel Crossing CRA Building Renovation Grant Program
Community Redevelopment Area properties only.

Objective

The Building Renovation Grant Program is designed to provide commercial or retail building renovation funding assistance for existing businesses within the KingSoutel Crossing Community Redevelopment Area (CRA). In this defined area, the insufficient infrastructure coupled with degrading structures has become an obstacle to business location and expansion. The collateral/equity in the buildings in these areas do not translate into enough to get traditional financing/loans to make improvements and thus the buildings continue to degrade. The public investment in the structures in strategic areas not only will provide the gap in equity to get traditional financing for upgrades; it will stabilize the real estate and has the potential to translate into enhanced sales and/or customers for many of the businesses in this area. Furthermore, these renovations can help in reducing blight and creating positive momentum toward community redevelopment.

Criteria

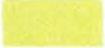
- The business/property must be located within KingSoutel Crossing Community Redevelopment Area (CRA) (Exhibit A).
- The business/property must meet all required zoning restrictions.
- The property must be in good standing with the City and have no outstanding liens or violations.
- The program matches one dollar of City funding for every one dollar of eligible capital investment cost (including contributions of materials with documented receipts) borne by the owner/tenant up to a maximum of \$50,000.
- The funds reimburse the property owner/business owner upon the completion of the project.
- Funds may be used for capital investments to exterior of existing buildings (including permanent minor additions, painting, staining, masonry repairs, repairing or replacing cornices, entrances, doors, windows, decorative details and awning, signage, roofing, fixed equipment) as well as decorative fencing (not chain-link), landscaping elements required by City Code – Ch. 656 Zoning Code-Part 12 and permanently affixed exterior lighting. Funds may not be used for residential property, building permits, acquisition of property, tangible personal property, working capital, inventory or refinancing of existing debt.
- Businesses eligible for the Building Renovation Grant Program must strive to utilize City approved JSEB's for renovation work associated with this grant.
- Business structures receiving Building Renovation Grant funds must be in compliance with all existing city, state, and federal building codes and regulations and permitting requirements as a prerequisite to the receipt of funds.
- Grant eligibility is limited to one address per year.

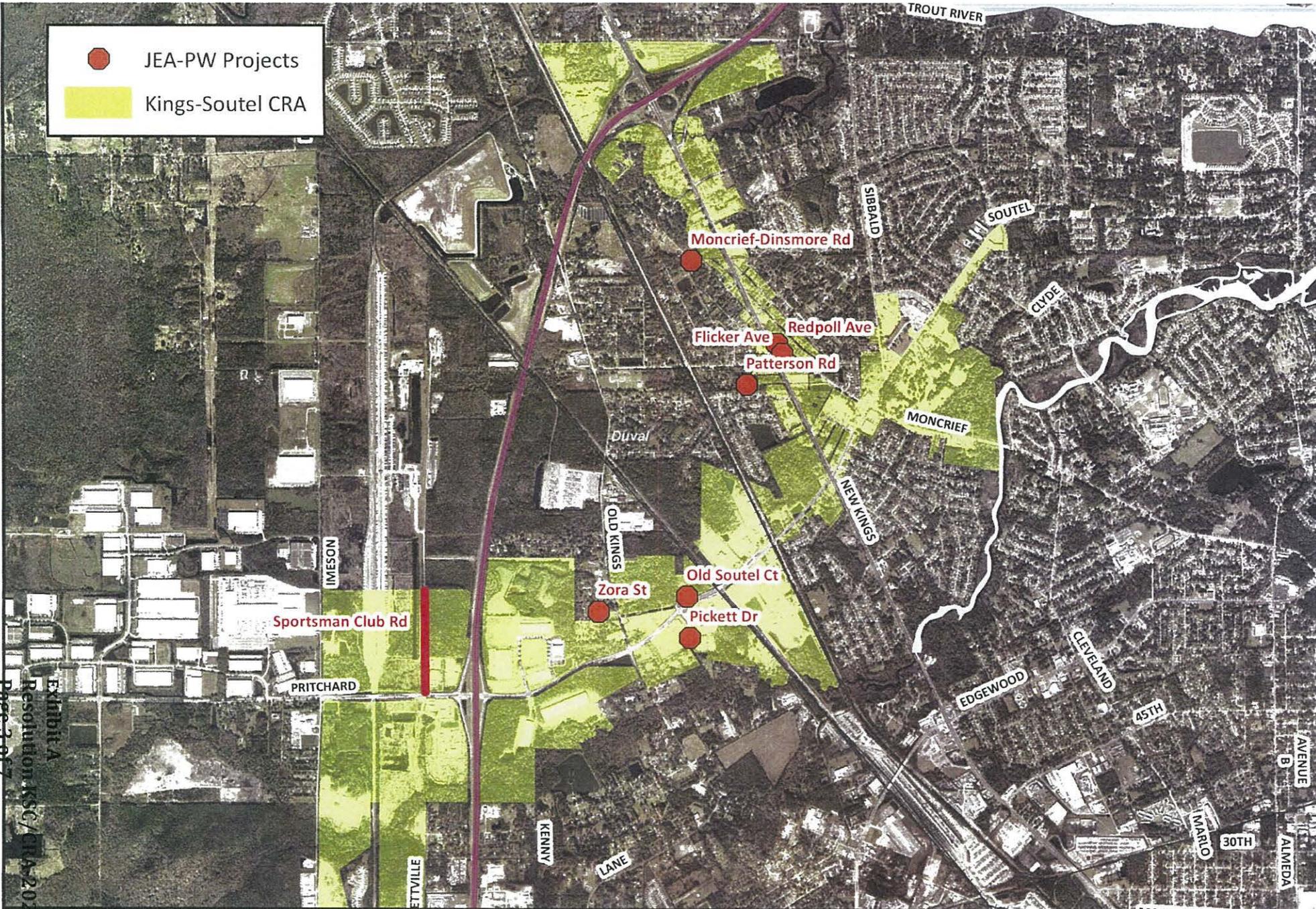
LIGHTING PROJECT FOR THE KINGSOUTEL CROSSING CRA

As stated in the KingSoutel Community Redevelopment Plan: before identifying prospective private sector interests in the CRA, existing, prevalent blighting influences must be addressed by reassessing the existing infrastructure needs required to support and encourage future investment. Deteriorating conditions and general resources undermine economic development efforts and have adversely stymied redevelopment in the CRA. Incidence of crime in the area is higher than the rest of the City. Providing better lighting in the area will improve the physical character of the area and enhance the area to make it a safer, more desirable location. Projects include:

1. Decorative Lighting on dedicated corridors.
Estimated Cost: TBD
2. Sportsman Club Road (from Pritchard Rd North 2500ft): 160 ft. spacing, 115-watt LED, wooden poles, OH Fed. Approximately 16 poles needed.
Estimated Cost: \$30,000 or more
3. Zora St., 160 ft east of pole # 6540: 40W LED CH, wooden pole
Cost: \$470.00
4. Pickett Dr.: relocate pole# 5188, set new wooden pole 160 ft. north of pole# 5188, new wooden pole between pole# 5146 and 5228. 40-watt LED CH, OH Fed
Cost: \$1,640.10
5. Old Soutel Ct.: new concrete pole, 115-watt LED at intersection –T, OH Fed
Cost: \$1,614.78
6. Patterson Ave.: new wooden pole, 160ft east of Pole# 5832, 40-watt LED CH, OH Fed
Cost: \$470.73
7. Flicker Ave.: new wooden pole, mid-block between New Kings Rd and Moncrief-Dinsmore Rd., 40-watt LED CH, OH Fed
Cost: \$549.35
8. Redpoll Ave.: new wooden pole, mid-block between New Kings Rd and Moncrief-Dinsmore Rd., 40-watt LED CH, OH Fed
Cost: \$1,293.10
9. Moncrief-Dinsmore Rd.: set new wooden pole between pole# 8290 and 8292, 40-watt LED CH, OH Fed
Cost: \$593.93

Total funding allocation not to exceed \$100,000.

 JEA-PW Projects
 Kings-Soutel CRA



Art in Public Places Project Process

The purpose of this document is to summarize the phases of a Public Art Trust-funded project (.75% allocated dollars/Capital Improvement Project (CIP)). The organization of the sections below follow the chronological steps taken by the project manager of a project.

- I. FUNDING ALLOCATION through APP ORDINANCE (COJ Procurement)¹**
 - 1. Funding will need to be allocated to the Art in Public Places Trust Fund through legislation and City Council approval.
 - 2. The total project budget is separated into three types of sub-accounts
 - a. 80% of total budget: Public Art
 - b. 10% of total budget: Administrative Fee
 - c. 10% of total budget: Ongoing Maintenance for the artwork

- II. PROJECT PLANNING**
 - 1. Preliminary Meetings
 - 2. Stakeholder Coordination

- IV. CALL TO ARTISTS**
 - 1. The project manager, in coordination with the Public Art Program Director, and any project sponsor, will draft a Call to Artist (CTA). The CTA will be approved by the Art in Public Places Committee prior to distribution to the public.

- V. PANELS/ COMMITTEES**
 - 1. Coordination of an Art Selection Panel
 - 2. ASP candidates must be approved by the Art in Public Places Committee (APPC).
 - 3. APPC must also certify that the ASP completed the selection process appropriately before CCGJ staff can move forward to contract negotiations.

*** Technical Group meetings may occur in between ASP meetings for Schematic Design OR Final Design approvals.

- VI. ARTIST SELECTION PROCESS**
 - Art Selection Panels are coordinated and scheduled according to the project’s Master Performance Schedule. They must be held in a publicly accessible space, publicly noticed, and recorded through audio and minutes.
 - The frequency and quantity of ASP meetings averages 4-6.
 - 1. Introductory/ Evaluation Training meeting
 - 2. Round 1 Scoring (ex. narrow pool of applicants down to 15-20)
 - 3. Round 2 Scoring (ex. narrow pool of applicants down to 5-10)

¹

https://library.municode.com/fl/jacksonville/codes/code_of_ordinances?nodeId=TITVADPE_CH126PRCO_PT9ARPUPL_S126.904FU



4. Finalist Scoring (ex. determine a finalist AND alternate artist)
5. Schematic Design Approval
6. Final Design Approval

VII. **ARTIST CONTRACTING & PAYMENT PROCESSING (also refer to the Procurement Summary)**

1. **Vendor Registration:** the commissioned artist must be a registered vendor of the City in order to receive payment.
 2. **Administrative Award Request:** The Public Art Program Coordinator will submit required materials to the City’s Procurement Department for approval and Administrative Award Bid # assignment.
 3. **Payment Requests:** The Admin Award approval packet is submitted to Public Works accounting along with qualifications contract, and the first Milestone payment invoice (once contract is executed through CCGJ).
- CCGJ staff will contact the selected artists and provide an official letter of acceptance to commission them for the project scope. Contract negotiations may begin once the artist has accepted the offer.
 - Within the contract, CCGJ details required milestones prior to each artist payment. Each milestone lists the tasks and actions that must be completed before any invoices from the artist can be processed for payment. They can differ from project to project, however they typically look like:

EXHIBIT B
SAMPLE PAYMENT SCHEDULE AND MILESTONES
FOR FABRICATION AND INSTALLATION PHASE

<u>Milestone</u>	<u>Payment Amount</u>
Upon execution of the Agreement, Submission of W-9, The Community Engagement Plan. (assigned letter describing the community engagement activities during the Design Phase. (As set out in body of Agreement)	\$3,500
Upon delivery of the Design Proposal (As set out in body of Agreement)	\$5,000
Issuance of Design Approval Notice and after Compliance with requirements of Section 2.4.1.1, including, without limitation, certificates of insurance.	\$20,000
Upon CCGJ’s determination that Artist has complied with the requirements of Section 2.4.5.2. (Substantial Completion and delivered <u>any required engineering drawings as in Section 2.4.2.2</u>)	\$6,000
Installation and execution by Artist and CCGJ and the City of the Final Completion Report.	\$6,300
TOTAL BUDGET	\$40,800

MORE
 ART.
 CULTURE.
 PEOPLE.



VIII. DESIGN PHASE

- There are three phases within the Design Phase:
 1. **Preliminary Design Concepts**
 2. **Schematic Design and Engineering**
 - a. The artist will work with a structural engineer (if necessary) to determine the exact needs to execute the design and ensure the safety of the artwork.
 - b. The schematic design will be reviewed and approved by the Technical Group/Team.
 - c. Revisions are to be made if necessary prior to Final Design.
 3. **Final Design**
 - a. The Final Design will be reviewed and approved by the Art Selection Panel.
 - b. Any final revisions/additions that are recommended by the Art Selection Panel must be made to the Final Design for approval.

IX. FABRICATION PHASE

- The Project Manager is responsible for checking in with the artist periodically to ensure that the artwork's fabrication is on schedule according to the Project Performance Schedule.
- The artist should provide photos, video, and samples if possible to the Project Manager throughout the fabrication phase.

X. INSTALLATION PHASE

- The Project Manager will coordinate with the artist a date(s) to install the artwork.
 - a. The install should be documented via photos or video for archiving and PR purposes.
- The Project Manager will ensure that the site is ready for installation.
- The artist will coordinate with the Project Manager the shipment and delivery of the artwork to the site.
- Final Inspection from the Project Manager and COJ shall be scheduled prior to the Dedication Ceremony.

XI. DEDICATION CEREMONY

- The Project Manager will coordinate a date to hold the Dedication Ceremony. Consideration of the following stakeholders should be key: the Artist, Mayor's Office, Council Member of that district, ASP, APPC, CCGJ Board, CPAC or neighborhood groups involved, and any other project stakeholders.

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- It is not always necessary, however, a physical invitation may be appropriate for announcing the Dedication Ceremony.
- The Dedication Ceremony should be well documented via photo, video, live broadcast on social media platforms, etc.

XII. CLOSEOUT

- The Program Coordinator will coordinate with the Project Manager the Project Closeout.
- The following are the required materials needed to complete the closeout, the Project Manager will assist with acquiring specific items for closeout.

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:

The purpose of this request is to transfer the remaining balance of Unallocated Plan Authorized Expenditures to 2 New Activities and 1 New Project, as follows: \$100,000 to the KSC CRA Lighting Project; \$100,000 to the KSC CRA Public Art Program; and \$357,837.68 to the KSC CRA Building Renovation Grant Program. Accounting will need to move revenue actuals in 1Cloud.

\$557,837.68
 Total Amount of Expenditure Request

TBD
 Anticipated Expenditure Commencement Date

TBD
 Anticipated Expenditure Completion Date

549006
 Applicable Approved CRA Budget Line Items For Expenditure

\$557,837.68
 Available Funds in Approved CRA Budget Line Items

Date Rec'd.	Date Fwd.	CRA Board Administrator Approval
7/8/21	7/8/21	

CR21-010

BUDGET OFFICE

Date Rec'd.	Date Fwd.	Budget Officer Approval
7-22-21	7-27-21	

ACCOUNTING DIVISION

Date Rec'd.	Date Fwd.	Comptroller Approval
7/21/21	7/22/21	

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
8/11/21		

\$557,837.68
 Expenditure Amount Approved by CRA Board

KSC/CRA-2021-04
 CRA Board Resolution Number

8/10/2021
 Resolution Date

CRA Budget Transfer Line Item Detail

* This element of the account string is filled 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	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
Total: \$1,115,675.36											
EXP	King Soutel Crossing CRA Trust Fund	Soutel King CRA Unallocated Plan Auth Exp	Trust Fund Authorized Expenditures	\$557,837.68	10805	191021	549006	000000	00001309	00000	0000000
REV	King Soutel Crossing CRA Trust Fund	KSC CRA Lighting Project	Property Taxes	\$100,000.00	10805	191021	311010	010338	00000000	00000	0000000
REV	King Soutel Crossing CRA Trust Fund	KSC CRA Public Art Program	Property Taxes	\$100,000.00	10805	191021	311010	000000	00001772	00000	0000000
REV	King Soutel Crossing CRA Trust Fund	KSC CRA Building Renovation Grant Program	Property Taxes	\$357,837.68	10805	191021	311010	000000	00001773	00000	0000000

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
Total: \$1,115,675.36											
EXP	King Soutel Crossing CRA Trust Fund	KSC CRA Lighting Project	Other Construction Costs	\$100,000.00	10805	105312	565050	010338	00000000	00000	0000000
EXP	King Soutel Crossing CRA Trust Fund	KSC CRA Public Art Program	Misc Non-Departmental Expenditures	\$100,000.00	10805	105160	549045	000000	00001772	00000	0000000
EXP	King Soutel Crossing CRA Trust Fund	KSC CRA Building Renovation Grant Program	Miscellaneous Grant and Aids	\$357,837.68	10805	105160	583010	000000	00001773	00000	0000000
REV	King Soutel Crossing CRA Trust Fund	Soutel King CRA Unallocated Plan Auth Exp	Property Taxes	\$557,837.68	10805	191021	311010	000000	00001309	00000	0000000

