



**CITY OF ST. AUGUSTINE
COMMUNITY REDEVELOPMENT AGENCY
BUDGET MEETING**

**Thursday, September 9, 2021, 5:05PM
ALCAZAR ROOM**

A G E N D A

1. Call to Order
 - A. Roll Call
2. General Public Comment
3. Agenda
 - A. Public Hearing- Consideration of Resolution 2021-33, proposed budget for the Historic Area Transportation and Parking Community Redevelopment Area for Fiscal Year 2021-2022.
 - B. Public Hearing- Consideration of Resolution 2021-34, proposed budget for the Lincolnville Community Redevelopment Area for Fiscal Year 2021-2022.
4. Items by Chair and Commissioners
5. Items by City Staff
6. Adjourn

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone (904) 825-1007; 1-800-955-8771 (TDB) or 1-800-955-8770 (V), via Florida Relay Service. Please note that one or more members of the City Commission or its appointed boards or committees may attend this meeting and participate, however they may not engage in a discussion or debate amongst themselves on any issue that will likely come before their respective elected or appointed body. The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading markets.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, PE
City Manager

DATE: August 31, 2021

RE: Resolution No. 2021-33
Resolution No. 2021-34

Please place on the September 9th, 2021 Special Community Redevelopment Agency Agenda, Resolution No. 2021-33 and Resolution No. 2021-34 to approve the annual LCRA and HCRA budgets for FY 2021/2022.

If you have any questions, please feel free to contact me.

Sincerely,



Mark E. Simpson, CPA
Director of Financial Services

Attachments

CC: Darlene Galambos, City Clerk
Melissa Wissel, Communications Manager

RESOLUTION NO. 2021-33

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ST. AUGUSTINE, FLORIDA ADOPTING A BUDGET FOR THE HISTORIC AREA TRANSPORTATION AND PARKING COMMUNITY REDEVELOPMENT AREA FOR ITS OPERATIONS IN FISCAL YEAR 2021-2022.

WHEREAS, the St. Augustine Community Redevelopment Agency was created pursuant to Part III, Chapter 163, Florida Statutes; and

WHEREAS, the St. Augustine Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (“Special District Act”); and

WHEREAS, the Special District Act requires all special districts, including dependent special districts such as the St. Augustine Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution; and

WHEREAS, the St. Augustine Community Redevelopment Agency is the Agency responsible for the Historic Area Transportation and Parking Community Redevelopment Area and the Lincolnville Community Redevelopment Area, and their respective funds; and

WHEREAS, the St. Augustine Community Redevelopment Agency desires to comply with the requirements of the Special District Act and takes this action in order to do so;

NOW, THEREFORE, BE IT RESOLVED BY THE ST. AUGUSTINE COMMUNITY REDEVELOPMENT AGENCY, FLORIDA, THAT:

Section I. The St. Augustine Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

Section II. The Operating Budget for the Historic Area Transportation and Parking Community Redevelopment Area for Fiscal Year 2021-2022, attached hereto and made a part hereof, as Exhibit "A," is hereby approved.

Section III. The City's staff is hereby directed to notify each affected taxing authority of the estimated incremental tax amount that should be included in their respective budgets.

ADOPTED at a duly noticed, special meeting by the St. Augustine Community Redevelopment Agency, Florida this 9th day of September, 2021.

Tracy W. Upchurch
Chair- Commissioner

ATTEST:

Darlene Galambos
City Clerk

CITY OF ST. AUGUSTINE
Historic Area CRA Budget Summary
FY2022

13-Aug-21

		2021 Budget	2021 FINAL BUDGET	2021 PROJECTED	2022 Budget
<u>OPERATING REVENUE</u>					
311.51	INCREMENTAL TAXES--HACRA	593,321	593,321	531,074	528,460
	TOTAL OPERATING REVENUE	502,696	593,321	531,074	528,460
<u>OTHER REVENUE</u>					
361.00	INTEREST EARNINGS		0	229	0
	TOTAL OTHER REVENUE		0	229	
TOTAL C.R.A. FUND REVENUE		502,696	593,321	531,303	528,460
<u>OPERATING EXPENSES</u>					
513.10	HISTORICA AREA CRA		0	0	0
TOTAL OPERATING EXPENSES			0	0	0
<u>INTERFUND TRANSFERS IN OR OUT</u>					
381.00	GENERAL INTERFUND TRANSFERS HACR	864,480	864,480	864,480	851,678
387.00	OPERATING TRANSFERS		0	0	
388.00	OTHER TRANSFERS		0	0	
	TOTAL INTERFUND TRANSFERS IN	732,436	864,480	864,480	851,678
581.00	Admin Transfer to LCRA		0	0	3,385
582.00	DEBT SERVICE	1,457,801	1,457,801	1,395,783	1,376,753
587.00	OPERATING TRANSFERS		0	0	
588.00	SURPLUS TRANSFERS		0	0	
	TOTAL INTERFUND TRANSFERS OUT	1,235,132	1,457,801	1,395,783	1,380,138
TOTAL C.R.A. FUND (DEFICIT) OR EXCESS		0	0	0	0

RESOLUTION NO. 2021-34

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ST. AUGUSTINE, FLORIDA ADOPTING A BUDGET FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA FOR ITS OPERATIONS IN FISCAL YEAR 2021-2022.

WHEREAS, the St. Augustine Community Redevelopment Agency was created pursuant to Part III, Chapter 163, Florida Statutes; and

WHEREAS, the St. Augustine Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (“Special District Act”); and

WHEREAS, the Special District Act requires all special districts, including dependent special districts such as the St. Augustine Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution; and

WHEREAS, the St. Augustine Community Redevelopment Agency is the Agency responsible for the Historic Area Transportation and Parking Community Redevelopment Area and the Lincolnville Community Redevelopment Area, and their respective funds; and

WHEREAS, the St. Augustine Community Redevelopment Agency desires to comply with the requirements of the Special District Act and takes this action in order to do so;

NOW, THEREFORE, BE IT RESOLVED BY THE ST. AUGUSTINE COMMUNITY REDEVELOPMENT AGENCY, FLORIDA, THAT:

Section I. The St. Augustine Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

Section II. The Operating Budget for the Lincolnville Community Redevelopment Area for Fiscal Year 2021-2022, attached hereto and made a part hereof, as Exhibit "A," is hereby approved.

Section III. The City's staff is hereby directed to notify each affected taxing authority of the estimated incremental tax amount that should be included in their respective budgets.

ADOPTED at a duly noticed, special meeting by the St. Augustine Community Redevelopment Agency, Florida this 9th day of September, 2021.

Tracy W. Upchurch
Chair- Commissioner

ATTEST:

Darlene Galambos
City Clerk

**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FY 2022
LINCOLNVILLE CRA**

30-Aug-21

		Original Budget 2021	Final Budget 2021	Projected 2021	2020 Budget 2022
<u>OPERATING REVENUE</u>					
311.50	INCREMENTAL TAXES--LCRA	420,648	420,648	384,411	455,118
TOTAL OPERATING REVENUE		420,648	420,648	384,411	455,118
<u>OTHER REVENUE</u>					
361.00	INTEREST EARNINGS	0	0	2,000	
TOTAL OTHER REVENUE		0	0	2,000	
TOTAL C.R.A. FUND REVENUE		420,648	420,648	386,411	455,118
<u>OPERATING EXPENSES</u>					
513.11	LINCOLNVILLE CRA	1,033,540	2,327,585	2,298,303	1,145,432
TOTAL OPERATING EXPENSES		1,033,540	2,327,585	2,298,303	1,145,432
<u>INTERFUND TRANSFERS IN OR OUT</u>					
381.00	GENERAL INTERFUND TRANSFERS LCRA	612,892	612,892	619,195	733,477
387.00	OPERATING TRANSFERS	0	0	0	0
388.00	OTHER TRANSFERS	0	1,068,182	0	3,385
TOTAL INTERFUND TRANSFERS IN		612,892	1,681,074	619,195	736,862
581.00	GENERAL & ADMIN/SUBSIDY TRANSFER	0	0	0	
582.00	DEBT SERVICE	0	0	0	
587.00	OPERATING TRANSFERS	0	0	0	46,548
588.00	SURPLUS TRANSFERS	0	0	0	
TOTAL INTERFUND TRANSFERS OUT		0	0	0	46,548
TOTAL C.R.A. FUND (DEFICIT) OR EXCESS		0	-225,863	-1,292,697	0

Lincolville CRA FY 2022 Proposed Budget and FY 2021 Carryforward

BUDGET ITEMS	FY 2020-2021 Budget with Carryforward Presented	FY 2020-2021 Budget with True CF and Variations	FY 2020- 2021 Actual & Projected*	FY 2020-2021 Projected Carryforward	FY 2022 Budget	FY 2022 Budget Combined with Carry Forward
Revenues						
Tax Increment Revenue St. Johns County	420,648	384,411	384,411	-	455,118	455,118
Tax Increment Revenue COSA transfer	612,892	575,158	575,158	-	733,477	733,477
Interest Earned		1,541	1,541	-		
Carryforward Transfer In	1,393,514	1,459,921	1,459,921	-		847,242
Total Revenues	\$ 2,427,054	\$ 2,421,031	\$ 2,421,031	\$ -	\$ 1,188,595	\$ 2,035,837
Administrative Costs: 53490						
Florida Redevelopment Association (FRA) Membership	1,170	1,170	995		1,200	1,200
Administrative Transfer to General Fund					46,548	46,548
Administrative Transfer from HACRA for Audit, Website, etc					(3,385)	
FRA Travel, Training & Conferences	8,574	8,574	1,175		3,500	3,500
Board & Steering Committee Training & Conferences	-	-	-		-	-
Website Creation and Maintenance Fees	5,000	5,000	3,246		3,000	3,000
Annual Reports and other Publications	2,000	2,000	1,400		12,000	12,000
Miscellaneous Supplies, Phone Service, Other			2,116		1,450	1,450
Total Administrative Costs	\$ 16,744	\$ 16,744	\$ 8,932	\$ -	\$ 64,313	\$ 67,698
Professional Services: 53490 & 51120						
CRA Administration: Salary & Benefits	75,000	75,000	76,961	-	82,885	82,885
Total Professional Services	\$ 75,000	\$ 75,000	\$ 76,961	\$ -	\$ 82,885	\$ 82,885
Total Admin. & Professional Services	\$ 91,744	\$ 91,744	\$ 85,893	\$ -	\$ 147,198	\$ 150,583
FY 2019 Goal #1 Retain Long-Term Residents : 53340						
Fix-It-Up Program	223,476	353,476	246,149	107,327	107,673	215,000
Property Acquisition & Development	150,000	77,570	-	77,570	102,430	180,000
Total Retain Residents Programs	\$ 373,476	\$ 431,046	\$ 246,149	\$ 184,897	\$ 210,103	\$ 395,000
FY 2019 Goal #2 Preserve Lincolville's Historic Character: 53310						
First Baptist Church	691,743	1,191,743	729,566	462,177		462,177
St. Paul AME Roof	354,489	365,988	372,125	-		-
First Baptist Church Phase 2	-	-	-	-		-
First Baptist Church Phase 2	500,000	-	-	-		-
Future Projects	11,499	-	-	-	250,000	250,000
Total Institutional Rehabilitation Program	\$ 1,557,731	\$ 1,557,731	\$ 1,101,691	\$ 462,177	\$ 250,000	\$ 712,177
CLT Future Projects					81,077	81,077
Architeturral Overlay District					75,000	75,000
Total Historic Structure & Cultural Preservation Program	\$ -	\$ -	\$ -	\$ -	\$ 156,077	\$ 156,077
FY 2019 Goal #3 Improve Neighborhood Infrastructure/Beautification: 56630						
Implementation of Landscape Master Plan	228,817	128,168	-	128,168	171,832	300,000
~ Hayling Park Improvements	-	-	-	-	-	-
~ Pocket Park Improvements	-	-	-	-	-	-
~ Tree Inventory & Planting	-	41,000	41,000	-	50,000	50,000
Neighborhood Sidewalks	50,000	-	-	-	-	-
~ South Street Completion	-	46,056	46,056	-	-	-
~ Development of other sidewalk needs	-	-	-	-	-	-
M.L. King Design & Construction	125,000	125,000	53,000	72,000	200,000	272,000
Total Neighborhood Improvement Program	\$ 403,817	\$ 340,224	\$ 140,056	\$ 200,168	\$ 421,832	\$ 622,000
TOTAL BUDGET	\$ 2,427,054	\$ 2,421,031	\$ 1,573,789	\$ 847,242	\$ 1,185,210	\$ 2,035,837
Revenue and Expenditure Difference	\$ (0)	\$ (0)	\$ 847,242	\$ (847,242)	\$ 3,385	\$ (0)

*Please note "projected" amounts are estimated and subject to change based on additional money spent or unspent by the end of the fiscal year