

CITY OF ST. AUGUSTINE

Community Redevelopment Agency
Special Meeting
January 23, 2023

The Community Redevelopment Agency (CRA) met in formal session Monday, January 23, 2023, at 3:47 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Chairwoman Sikes-Kline, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Chairwoman
Barbara Blonder
Cynthia Garris
Jim Springfield

Absent Roxanne Horvath (excused)

Also Present: John Regan, City Manager
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Jaime D. Perkins, Community Redevelopment Agency Manager
Melissa Wissel, Communications Director
Colleen Kuhn, Recording Secretary

2. Approval of September 8, 2022 Meeting Minutes.

MOTION

Commissioner Blonder MOVED to approve the September 8, 2022, Meeting Minutes. The motion was SECONDED by Commissioner Garris and APPROVED BY UNANIMOUS VOICE VOTE

3. General Public Comments

Public comment was opened; however, there was no response.

4. HACRA Plan Amendment Update

Jaime D. Perkins, Community Redevelopment Agency Manager provided the Board with an update on the Historic Area Community Redevelopment Agency (HACRA) Plan. She shared that a public workshop had been held, and staff input

was gathered for the update. She noted there was a focus on mobility, parking, and resiliency. She said the updated Plan would be brought before the Board in the future.

5. LCRA Institutional Rehabilitation Program Project Update

A. First Baptist Phase II

Ms. Perkins said Phase II of the Project, was funded through the Lincolnville Community Redevelopment Agency (LCRA) Institutional Rehab Grant Program. She noted the Project was scheduled for completion in late March or early April, and that she expected to update the Board at the April meeting.

B. Fountain of Youth Elks Lodge

Ms. Perkins updated the Board on the Project which was awarded a grant for \$891,932 in 2022. She noted that the CRA

provided a match for the grant in the amount of \$250,000. She said that Sara Ryan, of SarahRyan Architect, was completing the design phase so they could move quickly into construction. She stated there was no specific Project completion date, but she anticipated it would take about 18 months.

C. St. Paul AME Structural Stabilization Effort

Ms. Perkins reminded the Board that during the August 2022 meeting, they had asked her to focus on the structural stabilization of St. Paul. She said she was working with consultants to prepare the Structural Engineering Report, and she would provide the Board an update at the April meeting.

Commissioner Blonder and Mayor Sikes-Kline expressed their appreciation for Ms. Perkins' work.

6. LCRA Fix-it-Up Program Modification Recommendation

Ms. Perkins provided the Board with a modified report on the Fix-It-Up Program based on input and approval by the Steering Committee. She reminded the Board that they had tasked her with identifying improvements to the Program to assist residents with health and safety repairs. She shared that residents could receive grants of up to \$20,000, and that there were lien requirements based on award amounts. She said that St. Johns Housing Partnership performed grant administration and construction for the Program. She noted that CRA staff could amend programs within the LCRA without triggering a full Plan Amendment.

Ms. Perkins shared the following recommendations, modifications and program requirements:

- Proposed increase in grant awards from \$20,000 to \$50,000.

- Dwellings must:
 - be located within the LCRA
 - be a single-family residence and owner occupied
 - meet State Housing Initiatives Partnership (SHIP) guidelines
- Grants must be administered by St. John's Housing Partnership or another equally qualified organization.
- Dwellings contributing to the historic character of Lincolnville were given priority.
- Previous recipients may apply for additional grants funds.
- Award recipients were not required to make payments toward grants.
- If a dwelling was sold, leased or the title was transferred, the amortized amount of the lien would be due.

Commissioner Blonder asked if a homeowner would continue to be eligible for the Program if they rented an apartment or room on the property.

Isabelle Lopez, City Attorney said she believed if a homeowner continued to qualify for a homestead exemption, and met the income requirements, they would still qualify. She stated this could be further researched.

Commissioner Blonder asked whether it would be considered a transfer if the homeowner passed away and a family member occupied the residence. She suggested adding incentives to keep homes within the family.

Ms. Lopez explained that if the title were changed, the new owner would need to qualify for the Program and may be required to have a lien on the property.

Ms. Perkins stated that except for the increased grant amount, all recommendations were consistent with the current Program.

Bill Lazar, Executive Director of St. Johns Housing Partnership agreed with the goal of helping people stabilize their homes. He noted that insurance costs had increased, and homeowners may be required to make improvements to maintain coverage and remain in their homes.

The Board and staff discussed various options for structuring liens for existing grantees who applied for additional awards.

MOTION

Commissioner Blonder MOVED to approve the modified grant amount from \$20,000 to \$50,000 to be effective immediately. The motion was SECONDED by Commissioner Springfield and APPROVED BY UNANIMOUS VOICE VOTE.

MOTION

Commissioner Springfield MOVED to approve that at the time of application, homeowners with existing liens of less than five years would have 18-months added to their lien for every \$10,000 awarded. The motion was SECONDED by Commissioner Garris and APPROVED BY UNANIMOUS VOICE VOTE.

7. Items by City Staff

Ms. Perkins Introduced Alexis Ridgell, a student with Flagler College who will be interning with the CRA.

8. Items by Chair and Board Members

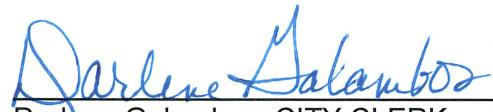
Nancy Sikes-Kline, Chairwoman asked for an update on the kayak launch.

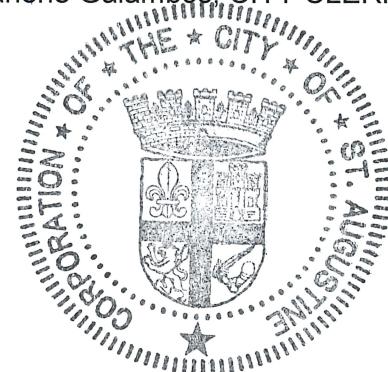
Ms. Perkins noted that staff was still working with a contractor and the LCRA Steering Committee on the Master Plan which included the kayak launch.

9. Adjournment

There being no further business, the meeting was adjourned at 4:48 P.M.¹


Nancy Sikes-Kline, CHAIRWOMAN


Darlene Galambos, CITY CLERK



¹ Transcribed by Colleen Kuhn