



Lincolnville Community Redevelopment Area Steering Committee Regular Meeting

A G E N D A

Monday, October 6, 2025; 5:00 p.m.

ALCAZAR ROOM
75 King Street
St. Augustine, Florida

1) CALL TO ORDER

- a. Roll Call

2) ADMINISTRATIVE ITEMS

- a. Approval of Prior Meeting Minutes (July 7, 2025)
- b. Approval of 2026 Meeting Dates

**3) GENERAL PUBLIC COMMENT OR COMMENT ON AGENDA ITEMS NOT REQUIRING A
SEPARATE COMMENT PERIOD (3 minutes per individual)**

4) Discussion, Presentations, and Updates

- a. Dr. Martin Luther King Jr. Streetscape Project Update
Jaime D. Perkins, Community Services Director
- b. Vickers/Hayling Park Project Update
Jaime D. Perkins, Community Services Director
- c. Fix-It-Up Grant Program Update
Jill Collins, Neighborhood Services and CRA Administrative Coordinator

5) STEERING COMMITTEE ITEMS/DISCUSSION

- a. Other/New Business

6) ITEMS BY CITY STAFF

7) NEXT MEETING DATE: Monday, January 5, 2026*

8) ADJOURNMENT

Notices: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision by the Lincolnville Community Redevelopment Area Steering Committee, with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of 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 no later than seven days prior to the proceeding at the address given on the notice.

Telephone (904) 825-1007, 1-800-955-8771 (TDD) 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.

*Pending Steering Committee Approval

CITY OF ST. AUGUSTINE, FLORIDA

Lincolnvile Community Redevelopment Area Steering Committee July 7, 2025

The Lincolnvile Community Redevelopment Area Steering Committee met for its regularly scheduled meeting at 5:00 P.M., Monday, July 7, 2025, in the Alcazar Room, City Hall Building. The meeting was called to order by James St. George, Chairperson. The following Steering Committee members were present:

1. ROLL CALL James St. George, Chairperson
 Madeline Wise
 Ken McClain
 Tira Kindler

Absent: Mari Hayes, Vice-Chairperson, excused

Staff Present: Jaime D. Perkins, Neighborhood Services & CRA Manager
 April Owen, Assistant City Attorney
 Jill Collins, Neighborhood Services & CRA Administrative Coordinator

2.a) Election of Chair and Vice Chair

Jaime D. Perkins distributed ballots to the steering committee members. James St. George received three (3) votes and was re-appointed as Chairperson. Tira Kindler was voted as Vice-Chairperson.

- Ben Stevenson
- Katherine Zodda
- Gwendolyn Sandcroft
- Michael Jefferson

Public comment was closed.

4. Discussion, Presentations, and Updates

a) Dr. Martin Luther King Jr. Streetscape Project Design Update

Rachel Marshaus from Kimley Horn, presented an update for the Dr. Martin Luther King Jr. (MLK) Streetscape Design Project and highlighted the utility coordination effort for the relocation plan for overhead utilities.

Ms. Marshaus said they were waiting to hear back about a grant application for construction costs and anticipated groundbreaking to take place in summer of 2026.

Mr. St. George asked if there were any design revisions regarding the water or sewer component of the project design.

Tira Kindler, New LCRA Steering Committee member introduced herself.

2.b) Approval of Minutes from July 7, 2025 Meeting

Ken McClain MOVED to APPROVE the meeting minutes from April 7, 2025. The motion was SECONDED by James St. George, and meeting minutes were APPROVED BY UNANIMOUS VOICE VOTE.

3. GENERAL PUBLIC COMMENT

3 Minutes per Individual

Ms. Marshaus replied there was not and explained that the water and sewer was located within the City's right-of-way and would only require access during construction to connect service.

b) 2025-2026 Preliminary Budget Presentation

Jaime D. Perkins, Community Services Director, presented the preliminary budget for the Lincolnville Community Redevelopment Area (LCRA) Fiscal Year 2025-2026.

Mr. St. George asked if the City received some or all the revenue from the 5% Tourist Development Tax on Short-Term Rentals.

Ms. Perkins said the Community Redevelopment Area (CRA) only received money from real estate taxes and did not receive any money from Tourist Development. She advised he would have to ask the City Commission if the city received any revenue from the Short-Term Rental tax.

Mr. St. George asked what affordable housing acquisitions have been made to date and if there was a master plan for affordable housing acquisitions.

Ms. Perkins replied that the affordable housing effort began three years prior, and it had been a challenge from concept to completion. She said the CRA was working with a consultant, and the process was connecting with residents in Lincolnville who may be interested in partnering with the CRA. She said she would provide an update when she had more information available.

Ms. Kindler asked if the affordable housing consultant was held to a timeline to present a plan and questioned the challenges with the program.

Ms. Perkins replied that there was a contract deadline that we extend as needed. She said the consultant was, Bill Lazar with St. Johns Housing Partnership, and he had provided

updates to the steering committee, as well as the Agency Board in the past to provide insight on what was being done. She added that Mr. Lazar worked closely with her and provided information anytime she requested. She said some of the challenges were a lack of housing stock, the costs of improved and unimproved parcels in Lincolnville, and how to determine how to make these properties at an affordable rate where it made sense to spend taxpayers' dollars.

Mr. St. George asked if the consultant had generated any reports to date.

Ms. Perkins replied that property maps and geographic data had been provided and as properties were bought or sold, updates of the owners were made. She said Mr. Lazar had reached out to property owners on behalf of the CRA and had worked closely with them on writing the program criteria that would determine how they were to be housed by identifying who would be able to move into them.

Mr. McClain asked if there was City-owned property already stock.

Ms. Perkins said in Lincolnville to her knowledge, the properties the City owned were recreational properties and none were residential.

Mr. St. George questioned why the cost of the Elks Lodge was a total of \$550,000.

Ms. Perkins replied that the architectural drawings were a portion of the costs and anything the CRA repaired followed the Architectural Guidelines that the steering committee previously approved. She said it was a historic building, which meant certain materials had to be used on the exterior and the interior was in a dilapidated state, which required electrical, flooring, plumbing, and those increased costs.

Madeline Wise asked for clarification about the costs of Trinity Methodist because she

remembered them not wanting the complete rehabilitation.

Ms. Perkins said even though a complete rehab was not requested it would still be a multi-million-dollar project.

Ms. Wise asked if the St. Paul African Methodist Episcopal Church (AME) budget line item was only for the parsonage and if the previous repairs were completed yet.

Ms. Perkins affirmed that the current budgeted money for St. Paul AME was only for the parsonage. She said the roof work and emergency stabilization they applied for was completed.

Ms. Wise asked if First Baptist Church would have to resubmit an application to have work completed on the parsonage.

Ms. Perkins replied in the affirmative.

Mr. St. George asked if the sidewalk project should be a City project instead of a LCRA project.

Ms. Perkins replied that it could be either one. She said the Lincolnville CRA could address these types of issues, but the City prioritized projects throughout the entire city limits; however, the LCRA had the ability to address it sooner than Public Works.

Mr. St. George asked what the anticipated total cost for the MLK Streetscape project was.

Ms. Perkins replied that it was projected at approximately seven and half million dollars. She added that a grant application had been submitted with the consultant's help and if it is not awarded, then the CRA would strategize to find another way to financially support the project.

Ms. Kindler asked if the LCRA could save money by allowing the sidewalk project to be completed by the City's Public Works Department.

Ms. Perkins explained that it was adopted in the LCRA Redevelopment Plan that the steering committee wanted to address the sidewalks throughout the LCRA through these types of Capital Improvement Projects (CIP) specific to sidewalks and roadways.

Mr. St. George asked if the sidewalk project was for repairs or for new sidewalks throughout Lincolnville.

Ms. Perkins replied that it would be for repairs, improvements, and to extend sidewalks where there were none.

Ms. Kindler asked about the process for the City to address sidewalk projects.

Ms. Perkins replied that the City's process was to identify projects from the CIP list; however, the CRA could not fund projects on that list unless the project was removed from the CIP list for at least three years. She noted she did not have access to the Public Works schedule or how they prioritized sidewalk and roadway projects.

Mr. St. George MOVED to APPROVE the Fiscal Year 2025-2026 Lincolnville Community Redevelopment Area Budget as presented. The motion was SECONDED by Ken McClain.

VOTE ON MOTION:

AYES: Wise, St. George, McClain, Kindler

NAYES: NONE

MOTION APPROVED UNANIMOUSLY

c) Vickers/Hayling Park Improvement Update

Jaime D. Perkins, Community Services Director, presented an updated overview of the Eddie Vickers and Dr. Robert B. Hayling Park Improvement project.

Mr. St. George asked if there were plans to address the visual aspect of the entrance road

to Hayling park, the area of the horse stables, and if there would be a fence along the property lines at the stables.

Ms. Perkins explained that City's relationship with the horse stables was that the City owns the property with a lease agreement in place and the horse stable owners were responsible for maintaining the site. She advised that the visibility leading up to the park space would be mitigated through tree plantings and landscaping efforts.

Ms. Wise asked if Hayling Plaza would have steps as part of the project.

Ms. Perkins replied that the steps were a part of the plaza project, and there would be walkability with a ramp and stairs to get to Hayling Plaza.

Ms. Wise asked if the birding trail was to the left of the pathway.

Ms. Perkins replied that the St. Johns Regional Audubon requested to place signs in the park to identify migrating bird species using the park for nesting. She said the design accommodated nesting areas by moving the walking trail further west to the interior of the park so the nesting birds would not be disturbed, and it will help park goers move farther away from any scent coming from the Wastewater Treatment Plant.

Ms. Wise asked if fish caught from the fishing pier at the Kayak Launch was safe to eat with the Wastewater Treatment Plant right there.

Ms. Perkins replied that she was not qualified to answer that question but would be happy to find out and bring the information back to the board.

Public Comment was opened.

- Blanche Valentine
- Patricia Ramos Rizzo

Public comment was closed.

5. STEERING COMMITTEE ITEMS/DISCUSSION

(None)

8. CITY STAFF ITEM

- a) Ms. Perkins said there was a *Redevelopment 25!* celebration coming up in Lincolntonville to continue the celebration of the 25th anniversary of the Community Redevelopment Agency being established. She said the LCRA celebration would be held on Friday, July 18th, and the "tour" of celebrations in each Community Redevelopment Area began in West City and now would be in Lincolntonville and a final celebration would be held in the Historic Area in October. She stated the celebration would be free with live music, a photo booth, pizza, and cupcakes and the Police Department and Fire Department would share safety information. She said the celebration would be located at 86 Martin Luther King Ave at the St. Benedict the Moor's sound stage in the back off Sanford Street. She added it was planned to be festival-style, and residents were encouraged to bring lawn chairs and blankets. She asked the board to share the celebration details on their platforms and encourage people to come out from 5PM to 8PM.
- b) Ms. Perkins informed the committee of her new promotion and title, which was Community Services Department Director. She told them that the new department included all CRA areas, Neighborhood Services, Special Events, the Homeless Drop-in Center, and Mobility division, which included Parking Enforcement, the Parking Enforcement and the Parking Garage and Capital Improvement Projects related to parking, parking enforcement and mobility efforts. She assured the committee that her new role would not take away from her role with the CRA.

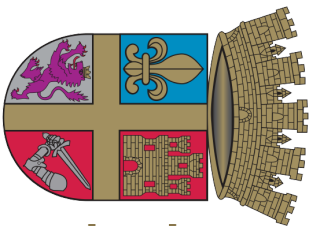
9. NEXT MEETING DATE

Monday, October 6, 2025, 5:00pm.

10. ADJORNMENT

The meeting was adjourned by Chairperson,
James St. George at 6:32 PM.

Minutes Transcribed by: Jill Collins



CITY OF ST AUGUSTINE

COMMUNITY

◆ **REDEVELOPMENT** ◆

AGENCY



L CRA Steering Committee

Regular Meeting Dates

All meetings held at 5pm

MONDAY, JANUARY 5, 2026

MONDAY, APRIL 6, 2026

MONDAY, JULY 6, 2026

MONDAY, OCTOBER 5, 2026

CITY HALL | ALCAZAR ROOM

75 KING STREET, ST. AUGUSTINE, FL 32084



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Lincolnville Community Redevelopment Area Steering Committee Members
City of St. Augustine Community Redevelopment Agency

DATE: September 23, 2025

RE: Agenda Item for October 6, 2025, LCRA Steering Committee Meeting;
Agenda Items 4a through 4c

Please accept this memo as your formal communication regarding meeting agenda items 4a through 4c. On Monday, October 6, 2025, during the Lincolnville Community Redevelopment Area (LCRA) Steering Committee meeting, staff or their appointee will provide an update on the status of the MLK Streetscape Project, Eddie Vickers and Dr. Robert B. Hayling Parks, and the Fix-It-Up Residential Repair Program.

The Dr. Martin Luther King Jr. Ave. Streetscape Project continues to progress. Florida Power & Light (FPL) has identified specific locations where equipment will need to be placed to accomplish the overhead to underground conversion which is an identified element of the project scope. Staff have begun contacting the property owners via mailed notices requesting their participation. During the project update staff will review the location specifications and the equipment exhibits which are attached to this memo and have been sent out to the potentially impacted property owners. There is no action required for this agenda item.

As requested by the board, staff will provide a verbal staff report on Eddie Vickers Park and Dr. Robert B. Hayling Park until the project is completed. There are no attachments for this agenda item and there is no action required.

During the July 28, 2025, Community Redevelopment Agency Board Meeting, the Commission asked staff to provide an update on the Fix-It-Up Residential Repair Program. Jill Collins, Neighborhood Services and CRA Administrative Coordinator will present a detailed staff report regarding the current status of the program and future expectations. There is no action required on this agenda item.

Your attention to the aforementioned matters is appreciated. I am available for any questions you may have. Please feel free to reach out to me by phone at 904.209.4254 or by email at jperkins@CityStAug.com.

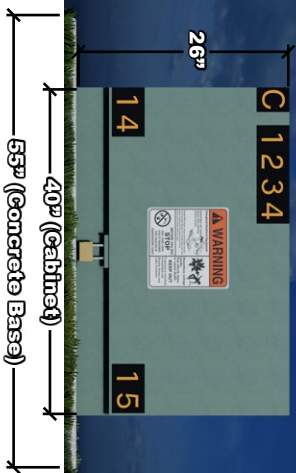
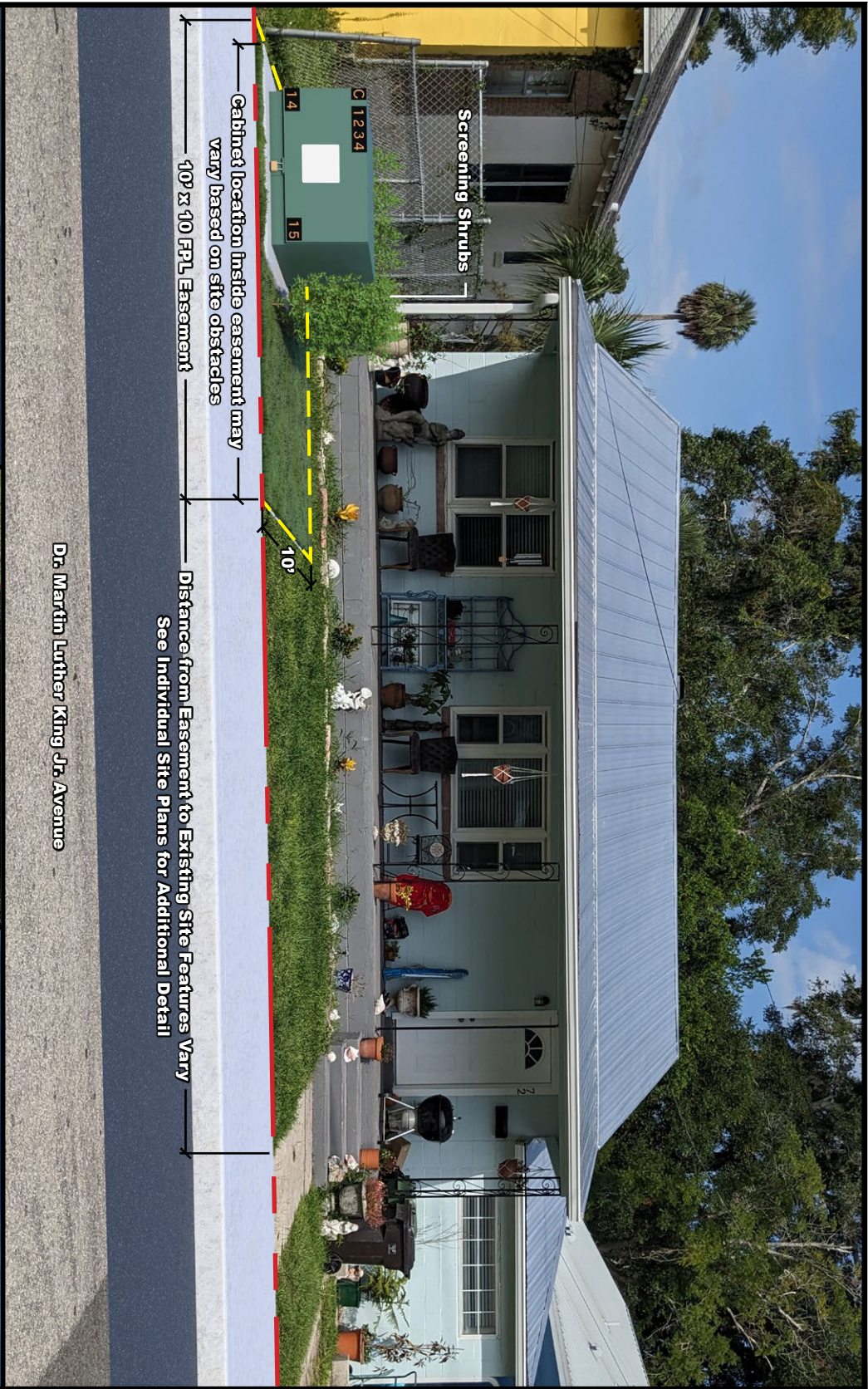
Kindly Submitted,

A handwritten signature in blue ink that reads "Jaime D. Perkins".

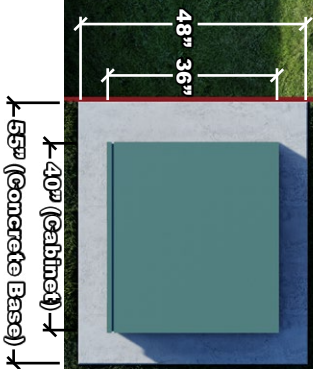
Jaime D. Perkins, MPA
Community Services Director

cc: City Manager, Assistant City Managers, City Attorney, & Department Directors

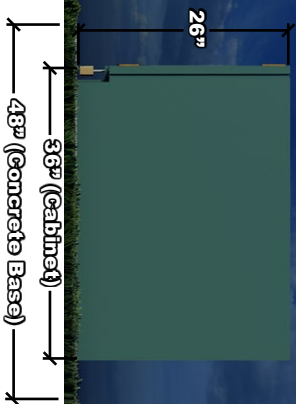
Attachments: OH to UG Equipment Exhibits, Fix-It-Up Presentation



Front View



Top View



Side View

Dr. Martin Luther King Jr. Avenue

Exhibits are for graphical purposes only and dimensions shown are approximate and based on best available information. Final equipment locations to be determined.

REVISIONS

NO.	DATE	BY	DESCRIPTION

SHEET

Transformer

FPL Easement Exhibits

Single Phase Transformer

Typical 3D Visualization

City of St. Augustine, Florida

Issue Date: 9.3.2025



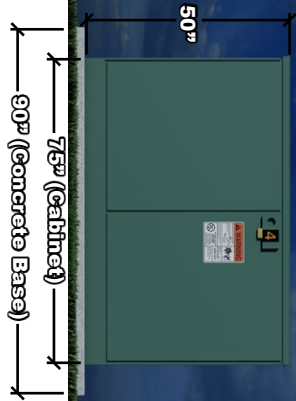
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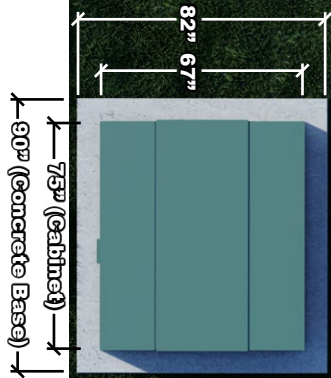
Screening Shrubs

Distance from Easement to Existing Site Features Vary. See Individual Site Plans for Additional Detail

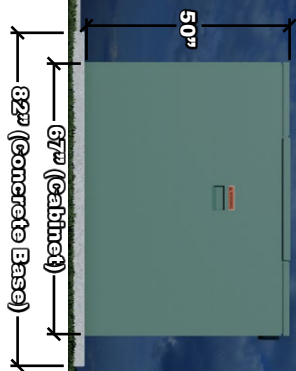
Cabinet location inside easement may vary based on site obstacles
20' x 20' FPL Easement



Front View



Top View



Side View

Exhibits are for graphical purposes only and dimensions shown are approximate and based on best available information. Final equipment locations to be determined.

REVISIONS

NO.	DATE	BY	DESCRIPTION

SHEET

Switch

FPL Easement Exhibits

Switch Cabinet

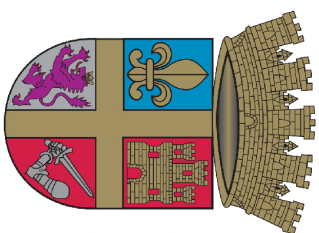
Typical 3D Visualization

City of St. Augustine, Florida

Issue Date: 9.3.2025



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3000 N. Ponce de Leon Blvd., Suite C
St. Augustine, FL 32084
386.747.1370 www.castlebaydesignstudio.com



CITY OF ST AUGUSTINE

COMMUNITY

◆ REDEVELOPMENT ◆

AGENCY

Lincolnville Fix-It-Up Residential Repair Grant Program Update

Monday, October 6, 2025

Jill C. Collins

Neighborhood Services &

CRA Administrative Coordinator



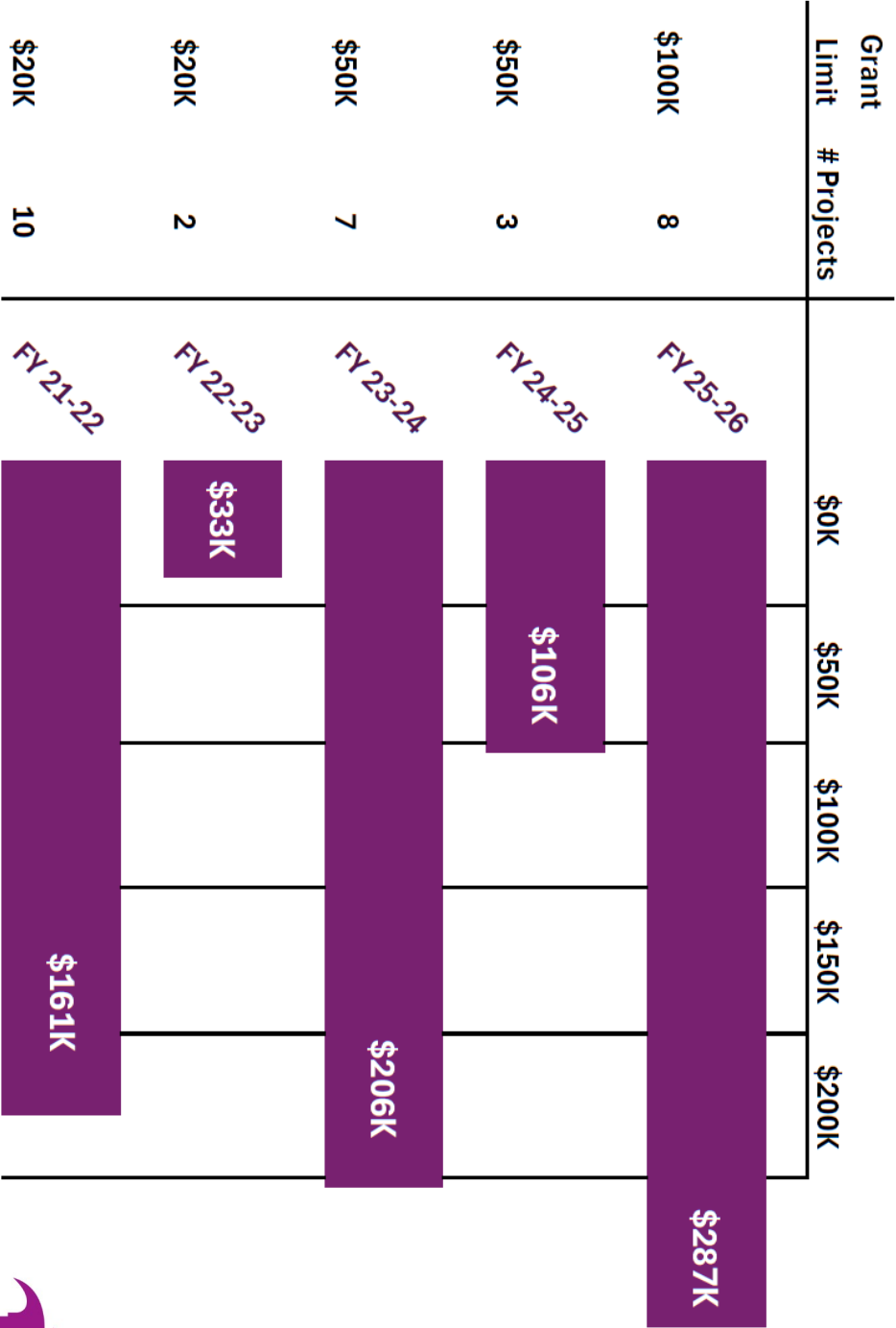
Fix-It-Up Program Presentation Outline

- Financial Update
- 2025 Projects
- Next Fiscal Year
- Questions/Comments



5-Year Financial Update

- HEALTH
- SAFETY
- DIGNITY



75 Park Place

Revised Scope of Work:

- Replace 6 support beams and 12 support piers
- Replace 2 HVAC units
- Replace first-floor bathtub with walk-in shower, vanity, toilet and flooring
- Replace dilapidated deck
- Install gutters, pressure wash

\$96,048



101 Duero Street

Scope of Work:

- Replace windows
- Replace HVAC system
- Porch repair and replacement (front and back)
- Re-screen front porch and replace storm door
- Pressure wash and paint exterior of home
- Paint two bedrooms, replace ceiling fan, repair kitchen cabinet door, replace toilet, repair two interior doors

\$45,085



37 Weeden Street

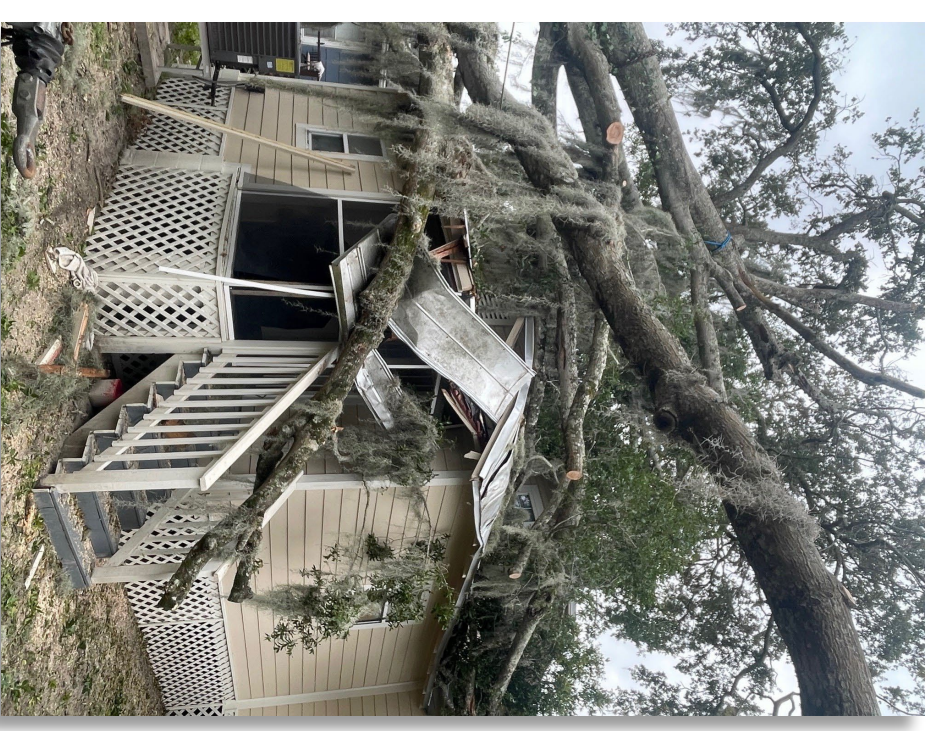
Scope of Work:

Phase 1 - Completed in 2024

- Tree removal
- Replace roof and repair damage

Phase 2-

- Repair wood siding and eaves
- Pour driveway
- Replace HVAC system
- Replace bathtub and toilet
- Replace security doors
- Repair screen on porches



Phase 1- \$20,669

Phase 2- \$37,255

Fiscal Year 25-26

HEALTH

SAFETY

DIGNITY

Fiscal Year 2025-2026:

- Waitlisted recipients: 5
- Anticipated expenditure: \$213,000

➤ HVAC replacement

➤ Electrical repairs

➤ Plumbing replacement

➤ Window replacement and repairs

➤ Shower conversion

Conclusion

Questions and/or Comments

