

CITY OF ST. AUGUSTINE, FLORIDA

Lincolnton Community Redevelopment Area Steering Committee
August 15, 2022

The Lincolnton Community Redevelopment Area Steering Committee met for its regularly scheduled meeting at 5:00 P.M., Monday, August 15, 2022, at the Willie Galimore Center. The meeting was called to order by Mari Hayes, Co-Chairperson. The following Steering Committee members were present:

1. **ROLL CALL**

James St. George, Chairperson
Mari Hayes, Co-Chairperson
Dalonja Duncan
Dee Thomas
Madeline Wise

Staff Present:

Jaime D. Perkins, CRA Administrator; and Richard Thibault,
Assistant City Attorney

2. **SELECTION OF LCRA CHAIR AND CO-CHAIR**

Jaime D. Perkins, CRA Chairperson provided paper ballots to each Steering Committee member directing them to select one candidate for Chairperson and one candidate for Co-Chairperson. Votes were counted by Jaime D. Perkins and Richard Thibault, Assistant City Attorney. The committee voted James St. George as Chairperson and Mari Hayes as Co-Chairperson.

Shelly McIntosh asked for conceptual designs of the streetscape showing the project area for Dr. Martin Luther King Jr. Ave.

Rick Spence stated that he would like to see the funds allocated on the FY 2023 budget for Eddie Vickers Park spent on park improvements. He also stated that the LNA has completed surveys and data collection in the past to gain insight on the direction that the community would like to go regarding park designs.

3. **APPROVAL OF MINUTES**

On a motion made by Dee Thomas and seconded by Mari Hayes the April 18, 2022, meeting minutes were approved contingent upon corrections and additional language regarding Agenda Item 4, c, i.

Kevin Lang stated that she has a neighbor that needs a ramp and safe access to his home. She also stated that she would like to see a program that addresses health and safety concerns on resident's home.

4. **GENERAL PUBLIC COMMENT**

Lauren Giber commended the improvements to the Galimore Center, she also suggested that yard signs be used to market the LCRA meetings. Ms. Giber said she attended the Veritas school orientation and that she believes that there were more people in the

Galimore Center than allowed. She indicated that she had concerns regarding the school using Eddie Vickers Park.

5. GENERAL DISCUSSION

a) Dr. Martin Luther King Jr. Ave Streetscape Update

Earl Wills of Kimley Horn provided an update and status of the MLK Streetscape project. He also discussed the public engagement workshops. Mr. Wills provided descriptions of the concepts and presented illustrations of the proposed streetscape improvements.

Mr. Wills advised that the concepts will be refined into actual designs as the vision is identified. The expectations is to have final design as early as fall 2022 or early 2023.

Dee Thomas asked if staff or the consultant has reviewed what the cost of continued maintenance would be for the improvements. Mr. Wills stated that maintenance would be based off of the materials used, but the expectation is to utilize material that would have an extended life and not require extensive maintenance.

Madeline Wise asked for a picture or concept that shows the actual project area- facing south on MLK. The current concepts shows northbound of Bridge Street. Ms. Wise also inquired about the impact of trees within the project area. Mr. Wills said that as we go forward with final design, he can generate additional graphics that will show the project area. Mr. Wills said the goal is to minimize

impact of the current trees, but impact cannot be determined until final design is completed.

Mari Hayes inquired about the entry corridor concepts and how the project transitions from conceptual stage to design stage. Ms. Hayes also stated that she didn't feel the entry gates felt like Lincolnton and wanted to know how the final recommendations of signage would be acquired.

Mr. Wills stated that we will continue to refine the design and provide concepts for approval as well as obtain consensus on the materials used.

James St. George asked who makes the final decision on the design and the path to approval. Mr. Wills deferred the inquiry to Jaime Perkins.

Ms. Perkins advised that the committee would continue to be involved in the process and there will be additional public engagement workshops. She also provided information about the previously hosted 2-day workshop.

Following public workshops, the Steering Committee will receive additional concepts and materials list and will have an opportunity to vote, and that recommendation will ultimately be taken before the Community Redevelopment Agency for final approval.

Mr. St. George asked what the timeline was on final design. Mr. Wills stated that we anticipate having construction documents prepared by late summer 2023

b) Design Standards and Guidelines Review

Jerrey Marquis of Marquis, Latimer and Halback was present to provide an overview of Version 6 of the Architectural Guidelines he and his staff have developed. Mr. Marquis stated that the guidelines would be a toolkit for residents and developers to use as a resource on what the architectural expectation is in Lincolnton. He also stated that the guideline focused heavily on the critical elements of Lincolnton architecture referencing porches, roof pitch, and storm water drainage.

Mr. Marquis stated that the current guidelines are developed to provide residents with assistance at the staff level and that the guidelines could later be adopted by the Commission and transitioned into standards. A process would be implemented to enforce the standards at that time.

Mr. Marquis stated that the guidelines did recommend historic materials, but the document also provides alternative materials that would create similar aesthetics of materials used within Lincolnton.

Mr. Marquis stated that in developing the guidelines he wanted to ensure that the document was an easy read and simple to understand.

Mr. St. George inquired about the non-conforming lots and if the guidelines could provide recommendations that would allow developers to build a smaller porch. He stated that the guidelines created challenges with developers losing square footage if they utilized the recommendations outlined in the current guidelines. Mr. St. George addressed

the maximum structure height requirement citing residents raising their homes and placing homes on pillars to mitigate the risk of flooding. He stated that we were losing height based on FEMA's guidelines.

Mr. Marquis advised that residents would not be losing height as the 35-foot maximum height is measured from the base flood elevation. Mr. Marquis also addressed the non-conforming lots which are typically defined as less than 15 feet in width. He stated that developers could pick up additional square footage by using the side yard.

Ms. Thomas questioned the usefulness of guidelines and the need for the guidelines to be transitioned into standards. She also asked Ms. Perkins how the guidelines would be marketed to ensure residents utilize the information. She also requested that the guidelines address commercial development within Lincolnton.

Ms. Perkins stated that in an effort to prevent an oversaturation of Civic Boards and in an effort not to impede on the partial demolition efforts being completed by the Planning and Building Department, she and Mr. Marquis determined that guidelines could be developed, and components of the handbook could later be transitioned into standards after being vetted through staff and with the approval of the LCRA Steering Committee and City Commission.

Ms. Perkins also provided the strategy for marketing the materials to developers and contractors and utilizing the permitting service as an opportunity to convey the recommendations to those obtaining permits

to initiate residential projects in the Lincolnton area.

Mr. Marquis stated that regardless of use of the building, commercial or otherwise should adhere to the guidelines.

Ms. Perkins stated that staff could revisit the opportunity of exploring guidelines related to commercial development in Lincolnton.

Mr. St. George asked what the difficulty was in establishing commercial development standards. Ms. Perkins stated that the opportunity would need to be vetted through staff and could be brought back to the Steering Committee at a later date.

Ms. Wise asked what the timeline is for implementing the guidelines and ultimately standards. Ms. Perkins stated that when she came to the city there was only conversation regarding architectural overlay and that she was proud of the progress made in a short time.

Mr. Marquis stated that he felt the process was moving fairly quickly after being retained by Ms. Perkins in early 2022. He provided a review of the public engagement and process so far. He also stated that he plans to bring the updated draft to the Steering Committee in October 2022.

Ms. Hayes commended Mr. Marquis on the amount of effort and information provided in the architectural guidelines. Ms. Hayes asked staff to consider pulling significant elements of the guidelines and creating a user-friendly pamphlet or trifold. She also suggested that we add a recommendation regarding parking on grass.

c) **FY 2023 Preliminary Budget Review**

Ms. Perkins provided a review of the proposed budget for Fiscal Year 2023. Ms. Perkins provided information regarding the lay out of the budget spreadsheet- specifying the carry forward from the previous year and new funds allocated based on 2023 projected revenues.

Ms. Perkins advised that there is a projected increase in revenue of about \$400 thousand dollars.

Ms. Perkins offered an explanation regarding the \$120 thousand dollars allocated for Phase II of First Baptist Church. She stated that when the initial budget for the First Baptist Institutional Rehabilitation project was established there was no indication that there would be an increase in construction labor and material. The additional \$120 thousand dollars would allow the CRA to accommodate that increased cost and the commitment to the applicant.

Regarding the St. Josephs Neighborhood Center, Ms. Perkins stated that although in the previous Steering Committee meeting the application failed in a two, two split vote she was advised by the Assistant City Attorney that she could still recommend funding for this project. She is recommending allocating \$150 thousand dollars in the Fiscal Year 2023 budget. Ms. Perkins also advised the steering committee that the applicant meets the minimal criteria, which is being a historic structure and institution within Lincolnton.

Mr. St. George inquired about the funds allocated for the MLK project and asked was

that dollar amount inclusive of the cost to complete the project.

Ms. Perkins advised that she did not believe that the funding allocated would not be sufficient to complete the project in its entirety.

Ms. Thomas asked what the estimated cost of the completion of MLK streetscape was. Ms. Perkins stated that cost to complete the project could be upward of \$2 million dollars. Ms. Thomas asked how funds would be leveraged to ensure the project completion. Ms. Perkins stated that she has been working on additional funding opportunities to ensure that the project is funded within the timeline. She also stated that she is confident that funds would be acquired to complete the construction of MLK. She also advised that funding will be determined when the final design is prepared. She will need a final design and estimate to determine the actual cost of the project.

Ms. Hayes inquired about the Fix-It-Up program and how the program could incorporate providing resources for property taxes and property insurance.

Ms. Thomas also asked about removing the lien component of the Fix It Up program to encourage residents to apply for the program.

Ms. Perkins stated that there is language in the plan amendment that provides additional opportunities for residents within the capacity of the Fix-It-Up program. She also stated that the lien is there to encourage residents to age in place and also protect the interest of the CRA.

Ms. Perkins advised that she would need a formal vote regarding the acceptance and approval of the proposed budget.

Mr. St. George made a motion to accept the budget as presented in its entirety. Ms. Thomas seconded the motion. The budget passed with a unanimous voice vote.

6. Public Comment

Ron May stated that he loves what is being proposed regarding the MLK workshop. He also stated that he lives near the projected area where the entry corridor signage may be placed and asked that staff contact him to discuss this.

Lauren Giber stated that the Build Back Better program should be reviewed to verify possible resources for homeowners in need of repair assistance. She also asked that staff purchase land for greenspace. She indicated property near Riberia. She also stated that she is not in favor of the corridor entry signage.

Dee Thomas stated that she would like to see dog parks incorporated in the community as she feels that the parks would get a lot of usage.

Dalonja Duncan asked that city staff review previous information regarding the entry signage and that she recalls opposition. Ms. Perkins stated she will review prior meeting minutes. She also stated that she encourages residents to attend public engagement events to provide their perspective.

Mr. St. George stated that he would like staff to schedule public engagement initiatives in the evenings and not during the workday.

7. City Staff Items

Ms. Perkins stated that she is meeting with St. Johns County Parks and Recs to discuss next steps on Eddie Vickers Park and their maintenance plan for the basketball courts and baseball field.

Ms. Perkins advised that the grass has been cut at Hayling park.

Mr. St. George inquired about the county's responsibility to maintain sections of City Parks. Ms. Perkins provided information regarding the recreational agreement between the city and the County.

Assistant City Attorney, Richard Thibault has no remarks.

Ms. Perkins advised that the tentative dates for 2023 LCRA Steering Committee meetings are as follows: January 16th, April 17th, August 21st, and October 16th.

8. NEXT MEETING DATE

October 17, 2022

9. ADJORNMENT

The meeting was adjourned with a motion made by James St. George and seconded by Dee Thomas at 7:33 PM.

James St. George, Chairperson

Jaime D. Perkins, CRA Administrator