



**KING/SOUTEL CROSSING
COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD
ZOOM VIRTUAL MEETING (NO PHYSICAL LOCATION)
THURSDAY, JUNE 25, 2020 - 3:30 P.M.**

MEETING MINUTES

Location: Due to COVID-19, the KSC/CRA Advisory Board meeting was held via Zoom.

Advisory Board Members Present: Advisory Board Chair Vanessa Cullins Hopkins, Vice-Chair Kemal Gasper, Russell Jackson and Leola Williams

Advisory Board Members Absent: Dr. Mary Jackson

Staff Present: Kirk Wendland, OED Executive Director; Karen Nasrallah, Redevelopment Manager; Michelle Stephens, Recording Secretary

Representing the Office of General Counsel: Susan Grandin

I. CALL TO ORDER

A quorum was confirmed and Chairwoman Vanessa Cullins-Hopkins called the King/Soutel Crossing Community Redevelopment Advisory Board meeting to order at approximately 3:49 p.m.

II. ACTION ITEMS

APPROVAL OF THE JANUARY 30, 2020 KING SOUTEL CROSSING ADVISORY BOARD MEETING MINUTES

A MOTION WAS MADE AND SECONDED APPROVING THE JANUARY 30, 2020 KING SOUTEL CROSSING ADVISORY BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 4-0.

APPROVAL OF THE FEBRUARY 27, 2020 KING SOUTEL CROSSING ADVISORY BOARD MEETING MINUTES

A MOTION WAS MADE AND SECONDED APPROVING THE FEBRUARY 27, 2020 KING SOUTEL CROSSING ADVISORY BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 4-0.

Chairwoman Vanessa Cullins-Hopkins advised that they were going to switch the order of the agenda taking up the consideration of the FY 2020/2021 Proposed Budget before the FY 2019/2020 Amended and Restated Budget.

CONSIDERATION OF THE FY 2020/2021 PROPOSED BUDGET

Chairwoman Vanessa Cullins-Hopkins briefly reviewed the FY 2020/2021 proposed budget. She noted that there were no significant changes from last year except for a decrease in the OGC Internal Service charge and an increase in the Supervision Allocation line item.

Mr. Wendland noted that the revenue of \$1,121,000 is based on preliminary numbers noting that it will change based on the final valuations that come out the end of September adding that it should not change dramatically, but could increase by approximately \$20,000. He commented that there was an increase in the revenue already this year of almost 34.6%.

Chairwoman Vanessa Cullins-Hopkins commented that when we get to the FY 2020/2021 proposed budget the Advisory Board will see the same issue that Mr. Wendland is referring to in terms of the forecasted budget versus what the actual budget ends up being. She added that she is thankful that the forecasted budget tends to be under what the real budget ends up being.

Chairwoman Vanessa Cullins-Hopkins commented that Mr. Stanley Scott was looking for a copy of the budget being discussed. Ms. Nasrallah offered to send Mr. Scott a copy of the budgets after the meeting.

Chairwoman Vanessa Cullins-Hopkins commented that during the January meeting there was some discussion about the Chair and Vice-Chair going to the FRA Annual Conference that is being held locally this year in Ponte Vedra Beach. She noted that the overall costs to attend the conference will be less this year than previous years since the conference is local and the only cost will be for the conference registration fee.

Mr. Wendland noted that the FY 2020/2021 proposed budget only set aside funding for one person to attend the FRA Conference adding that at this time the registration fee has not been announced yet and that it has not been confirmed if the conference will be in person or by virtual means. He suggested that the Advisory Board may want to make an amendment to the motion increasing the Employee Training line item from \$700 to \$1,200 to allow for an additional person to attend the conference.

Chairwoman Vanessa Cullins-Hopkins opened the floor for public comment.

Mr. Scott Stanley commented that he does not agree that the registration fee for Ms. Nasrallah to attend the 2020 FRA Conference should be expensed with CRA funding.

Ms. Grandin reminded all present that the Public Comment period is a one-way communication.

Advisory Board Member Gasper noted that a person that makes a public comment has a time limit of no more than three minutes to speak. Staff confirmed they keep time during public comments.

A MOTION WAS MADE BY ADVISORY BOARD MEMBER KEMAL GASPER AND SECONDED BY ADVISORY BOARD MEMBER RUSSELL JACKSON APPROVING THE FY 2020/2021 PROPOSED BUDGET TO INCLUDE ONE AMENDMENT TO INCREASE THE EMPLOYEE TRAINING LINE ITEM FROM \$700 TO \$1,200 IN ORDER TO ALLOW TWO ADVISORY BOARD MEMBERS AND ONE STAFF PERSON TO ATTEND THE 2020 FRA CONFERENCE. THE MOTION PASSED UNANIMOUSLY 4-0.

CONSIDERATION OF THE FY 2019/2020 AMENDED AND RESTATED BUDGET

Chairwoman Vanessa Cullins-Hopkins briefly reviewed the FY 2019/2020 Amended and Restated Budget. She noted that the change in the revenue was due to Investment Pool Earnings through March 2020.

Mr. Wendland noted that after the FY 2019/2020 budget was approved the Property Taxes increased from \$832,400 to \$854,803 an increase of \$22,403 noting that this number is through March 2020. Mr. Wendland commented that the Advisory Board has already approved all of the Administrative Expenditures. Referencing \$764,526 in Unallocated Plan Authorized Expenditures, he advised that if the Advisory Board does nothing between now and September 30, 2020 the \$764,526 would be unspent and roll back into the General Fund because the money was not programmed. Mr. Wendland recapped by saying the discussion today is for the Advisory Board to decide how they want to allocate the \$764,529 in Unallocated Plan Authorized Expenditures.

Chairwoman Vanessa Cullins-Hopkins referenced the meeting minutes from February 27, 2020 when Ms. Laurie Santana, Chief of Transportation Planning and Chris LeDew, Chief of Traffic Engineering provided a presentation on the Soutel Road Diet project. Ms. Santana stated that the actual project design has not started yet on the Soutel Road Diet. She also explained that the Road Diet/Lane Repurposing would not change the width from curb to curb and the lane repurposing would add pedestrian safety lanes and a dedicated left turn lane.

Chairwoman Vanessa Cullins-Hopkins added that the Advisory Board also talked about beautification in the areas of the bus stops and that there would be a crosswalk from one side to the other.

Advisory Board Member R. Jackson commented that he thought the Advisory Board was going to make three recommendations adding that beautification on Soutel was one of the ideas, but from his knowledge he thought the Advisory Board was supposed to come up with additional recommendations.

Ms. Nasrallah commented that she has not received any recommendations from any Advisory Board Members since the February meeting.

Ms. Nasrallah suggested that if the Advisory Board decides to allocate the funding to the Soutel Road Diet it should be generic and state that the funding is being used for additional safeguards and beautification within the boundaries of the CRA from Norfolk Road to Kings Rd. Making it generic will allow flexibility as they go through the design phase.

Mr. Wendland reminded the Advisory Board that the Soutel Road Diet project is funded 100% outside of CRA funding. He added that we want to use those dollars as much as we can and enhance the project with CRA funding. He added that funding can be set aside and over time see how far the Public Works design funding will take us. At that time, we will have to be more specific on a recommendation as to how those funds get spent.

Advisory Board Member L. Williams advised that they have installed a turn signal turning into the Bob Hayes Recreational Facility Park.

Chairwoman Vanessa Cullins-Hopkins commented that she thinks the Advisory Board agrees that they want to utilize the funding for beautification and safety from Soutel to Norfolk Road. She asked for any further discussion or recommendations that should be included in term of beautification and safety.

Advisory Board Member R. Jackson asked for clarification if the funding was being used for beautification and safety from Norfolk to US 1. He asked about funding for beautification and safety in other corridors of the KSC CRA boundaries.

Chairwoman Vanessa Cullins-Hopkins replied that Norfolk to US 1 is the section that is actively being designed and that will have work done on it. Technically, some of the monies could be allocated to other areas as long as they are within the boundaries of the CRA area. Yet, our money will not go as far if we try to do something that has not already been initiated, which is a much larger project. She recommended that the Advisory Board could come up with a plan within the boundary and start talking about future funding; however, today's focus is on allocation of the \$764,529 in Unallocated Plan Authorized Expenditures to prevent the monies falling back into the General Fund. She added that they need to be able to point out to the community and the City how those dollars were spent.

Advisory Board Member R. Jackson asked for clarification if the funding is already secured for Norfolk to US 1, could some of the funding in Unallocated Plan Expenditures, could be used towards other things and not go to waste.

Mr. Wendland responded that the practicality side of him says there is going to be a lot of things that we want to do on that project that are not funded and while you have a legitimate concern it will get resolved. Mr. Wendland asked Ms. Grandin if the language for the project could be as broad as safety and beautification measures without specifying that they must be on Soutel, but rather within the boundaries or does the language have to be very specific to the Soutel Road Diet project.

Ms. Grandin replied that you have to specify where the boundaries are. Beautification and safety measures are broad enough, but you need to say from Norfolk down to New Kings Road or something like that. She commented that you cannot say within the whole boundary because that sounds like a goal that would be in the Plan. Ms. Grandin commented to Advisory Board Member R. Jackson's point that it is possible that the Public Works project does not include trees or landscaping, etc. She noted that the City has funds for trees, but if the Advisory Board wants to recommend anything other than trees such as sod, bushes, flowers, etc. that there will also need to be an associated maintenance budget along with it. Public Works does not have the manpower to take care of weeds, etc.

Mr. Wendland commented as an example, if \$764,000 was allocated to safety and beautification from point A to Point B and two years later when the project is complete and there is \$264,000 remaining, we could at that time allocate the \$264,000 to another project. He noted that it would not automatically roll to the General Fund adding that we would be able to allocate the balance at that point in time.

Chairwoman Vanessa Cullins-Hopkins commented that if she is understanding correctly, the Advisory Board can make a very broad allocation for this particular money that has been spent and later on down the road if we have monies that are not spent specifically on beautification and safety within the KSC CRA boundaries of Norfolk and New Kings Road, we will have the opportunity to reallocate.

Chairwoman Vanessa Cullins-Hopkins advised that we need a motion of how we are going to use these funds. Once the motion is made and seconded then we are going to have discussion.

Ms. Grandin commented that she thinks the intent of the Advisory Board is that the beautification and safety measures for that part of the Soutel Road Diet is to enhance what the City would already be spending. The Advisory Board would enhance what the City would not otherwise be doing on the project. We have to make that very clear. Ms. Grandin commented that the motion needs to be specific to that because it is "illegal" to spend CRA money on a Capital Improvement Project within the City. It would be things that are not otherwise covered by the City's project budget and typically beautification and that type of thing are not covered by the City.

Mr. Wendland commented that the motion should allocate the entire amount of the unallocated balance for the FY 2019/2020 budget.

Advisory Board Member L. Williams clarified that the only improvement that she saw was a turning signal and nothing regarding the road.

Chairwomen Vanessa Cullins-Hopkins clarified that the work on the Soutel Road project has not started yet, but the monies have been approved and they are in the design stage. We have money left in Unallocated Plan Authorized Expenditures for FY 2019/2020 and we expect that we are going to have a number that is higher than \$764,000. She asked if anyone would like to place a motion on the table for use of the FY 2019/2020 Unallocated Plan Authorized Expenditure.

Advisory Board Member L. Williams made a motion and the motion was seconded by Advisory Board Member R. Jackson that the King Soutel Crossing CRA Advisory Board utilize all of the Unallocated Plan Authorized Expenditures for FY 2019/2020 for beautification and safety of the Soutel Road area that is part of the Soutel Road Diet. Extending from Norfolk Road to New Kings Road. The Unallocated Plan Authorized Expenditures will be used to enhance money that has already been approved for the Soutel Road Diet.

Advisory Board Member K. Gasper asked if action has to take place at today's meeting asking if a motion could wait until July. He suggested there should be a public meeting with Councilwoman Priestly Jackson and get her ideas about the district.

Chairwomen Vanessa Cullins-Hopkins replied that that it needs to be done as soon as possible adding that the Advisory Board could have a special meeting within the next few weeks. She added that she attended the Soutel Road Diet meeting hosted by Councilwoman Priestly Jackson adding that there is community support behind the Soutel Road Diet. She added that the motion is very general regarding beautification and safety and there is a lot that can be done within that. She suggested that if the motion passed tonight that they could try to set up a meeting with Councilwoman Priestly Jackson to hear specifically what she is interested in seeing in terms of beautification and safety. She asked Kirk and/or Karen for a project timeline.

Mr. Wendland replied that there is not a timeline at this time because the project is in the design phase. He reminded the Advisory Board that the Agency Board also has to approve the budget. He added that Councilwoman Priestly Jackson sits as the Vice-Chair and the Council President sits as the Chair of the KSC CRA Agency Board. Staff is planning to meet with the Council President Hazouri about an Agency Board meeting sometime in August. He added that it was staff's intent to meet with Councilwoman Priestly Jackson before the budget goes to the Agency Board sometime in August.

Advisory Board Member R. Jackson commented that he has attended some meetings with Councilwoman Priestly Jackson and he knows that she is very supportive of the overall project. He thinks time is of the essence because we had a meeting in February and things totally out of our control delayed things for three months. He noted that there is no guarantee that the Advisory Board will meet in July. He stressed it is important to move the motion today because there will still be time to meet with Council President Hazouri and Councilwoman Priestly Jackson to fine tune things after the fact.

Chairwoman Vanessa Cullins-Hopkins opened the floor for public comment.

Mr. Scott Stanley commented that he is not in agreement with the Soutel Road Diet. It is not necessary and a waste of money. He commented that the road is not busy enough to support spending that kind of money when you have other issues in the community that need to be addressed. There are many things that can be done in that area that is not being addressed. He is concerned with the economic development of the area.

Advisory Board Member L. Williams agreed that there are a lot of other improvements that need to be made in the area adding that Sibbald Road needs to be resurfaced, ditches need to be closed and other things as well. She recommended that the motion be approved today because it is broad.

A MOTION WAS MADE BY ADVISORY BOARD MEMBER KEMAL GASPER AND SECONDED BY ADVISORY BOARD MEMBER RUSSELL JACKSON APPROVING THE FY 2019/2020 AMENDED AND RESTATED BUDGET ALLOCATING THE FUNDING IN UNALLOCATED PLAN AUTHORIZED EXPENDITURES FOR BEAUTIFICATION AND SAFETY OF THE KSC AREA BETWEEN NORFOLK ROAD AND NEW KINGS ROAD TO ENHANCE THE CITY'S CAPITAL IMPROVEMENT PROJECT FOR THE ROAD DIET ON SOUTEL DRIVE. THE MOTION PASSED UNANIMOUSLY 4-0.

III. GENERAL INFORMATION

Chairwoman Vanessa Cullins-Hopkins agreed to having a special meeting with the public and the Advisory Board after meeting with Councilwoman Priestly Jackson for her input.

Mr. Wendland commented that until there is a preliminary design from Public Works there would be nothing for the public to make comments about.

IV. NEW BUSINESS

No New Business

V. OLD BUSINESS

No Old Business

VI. PUBLIC COMMENTS

Mr. Stanley Scott commented that he has not seen any improvements in sixty years.

VII. ADJOURNMENT

The next meeting will be held on Thursday, July 30, 2020 at 3:30 p.m.

There being no further business, Chairwoman Cullins-Hopkins adjourned the King/Soutel Crossing CRA Advisory Board meeting at 5:06 pm.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio file of the meeting is available in its entirety and is available upon request. Please contact Karen Nasrallah at (904) 255-5449, or by email at karenn@coj.net.