



City of Pensacola

Community Redevelopment Agency

Agenda

City of Pensacola
222 W. Main Street
Pensacola, FL 32502

November 6, 2023, 3:30 PM

Council Chambers, 1st Floor

The City of Pensacola Community Redevelopment Agency was created by the City Council and is a dependent special district in accordance with the Florida State Statutes Chapter 189 (Resolution No. 55-80 adopted on September 25, 1980; and amended Resolution No. 22-10 adopted on August 19, 2010.)

Immediately following the City Council Agenda Conference starting at 3:30 P.M.

The meeting can be watched via live stream at cityofpensacola.com/video.

CALL MEETING TO ORDER

BOARD MEMBER DISCLOSURE

CHAIRPERSON'S REPORT

APPROVAL OF MINUTES

1. 23-75 APPROVAL OF MINUTES: CRA MEETING MINUTES - 9/11/2023

Attachments: CRA Meeting Minutes - 9/11/2023

PRESENTATIONS

2. 23-77 COMMUNITY POLICING UPDATE

Recommendation: N/A

Sponsors: Teniade Broughton - Chairperson

Attachments: None

ACTION ITEMS

3. 23-167 SUPPLEMENTAL BUDGET RESOLUTION NO. 2023-167 CRA - FY 2024
ENCUMBRANCE CARRYOVER RESOLUTION

Recommendation: That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2023-167 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY
REDEVELOPMENT AGENCY APPROVING AND CONFIRMING
REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR
ENDING SEPTEMBER 30, 2024; PROVIDING FOR AN EFFECTIVE
DATE.

Sponsors: Teniade Broughton - Chairperson

Attachments: *Supplemental Budget Resolution No. 2023-167 CRA*
Supplemental Budget Explanation No. 2023-167 CRA

4. 23-80 DOWNTOWN IMPROVEMENT BOARD (DIB) REQUEST FOR
ADDITIONAL FUNDING FOR INSTALLATION AND OPERATION OF
DOWNTOWN TREE LIGHTING

Recommendation: That the Community Redevelopment Agency (CRA) provide an additional \$25,000 to fund the expansion of downtown tree lighting to add Jefferson Street, expand lighting along Palafox to Pine Street and light the tree trunks along Palafox Street from Garden to Main Street all year.

Sponsors: Jennifer Brahier - Vice Chairperson

Attachments: *DIB Request*
Downtown Lights Map

DISCUSSION ITEMS

5. 23-99 UPDATE ON RESIDENTIAL PROPERTY IMPROVEMENT PROGRAM
(RPIP)

Recommendation: N/A

Sponsors: Teniade Broughton - Chairperson

Attachments: *None*

OPEN FORUM

ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-436-5640 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he 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.



City of Pensacola

COMMUNITY REDEVELOPMENT AGENCY

Meeting Minutes

September 11, 2023,	4:16 P.M.	Council Chambers 1 st floor
---------------------	-----------	--

The Community Redevelopment Agency (CRA) Board meeting was called to order by Chairperson Broughton at 4:16 P.M. (Immediately following the 3:30 P.M. City Council Agenda Conference).

CALL MEETING TO ORDER

CRA MEMBERS PRESENT: Jennifer Brahier, Teniade Broughton, Charles Bare, Casey Jones, Jared Moore, Allison Patton, Delarian Wiggins

CRA MEMBERS ABSENT: None

ALSO PRESENT: Mayor Reeves

Public participation was available as follows:

Members of the public may attend the meeting in person.

The meeting can also be watched live stream at:

<https://www.cityofpensacola.com/428/Live-Meeting-Video>

BOARD MEMBER DISCLOSURE

BOARD MEMBERS DISCLOSE OWNERSHIP OR CONTROL OF INTEREST DIRECTLY OR INDIRECTLY OF PROPERTY IN THE COMMUNITY REDEVELOPMENT AREA

CRA Member's Patton and Wiggins disclosed ownership or control of interest directly or indirectly of property in the Community Redevelopment Area.

CHAIRPERSON'S REPORT

None.

APPROVAL OF MINUTES**1. [23-00688 CRA MEETING MINUTES - 8/14/2023](#)**

A motion was made by Board Member Casey Jones, seconded by Board Member Delarian Wiggins.

The motion carried by the following vote:

Yes: 7 Teniade Broughton, Casey Jones, Delarian Wiggins, Jared Moore,
Jennifer Brahier, Allison Patton, Charles Bare

No: 0 None

PRESENTATIONS

None.

ACTION ITEMS**2. [23-00646 AWARD OF BID #23-033 - GENERAL CHAPPIE JAMES FLIGHT ACADEMY CLASSROOM ADDITIONS](#)**

Recommendation: That the Community Redevelopment Agency (CRA) award bid #23-033 for construction of General Chappie James Flight Academy Classroom Additions to Empire Builders Group, Inc., the lowest and most responsive bidder with a base bid in the amount of \$864,964.83 plus a bid alternate in the amount of \$29,435.10 plus a 10% contingency in the amount of \$89,440 for a total amount of \$983,840. Further that the CRA authorize the CRA Chairperson to take all actions necessary to execute the contract.

A motion was made by Board Member Casey Jones, seconded by Board Member Allison Patton.

CRA Division Manager Victoria D'Angelo gave an overview of the item. Mayor Reeves and City Finance Director Amy Lovoy also spoke to the item and staff answered questions accordingly.

The motion carried by the following vote:

Yes: 7 Teniade Broughton, Casey Jones, Delarian Wiggins, Jared Moore, Jennifer Brahier, Allison Patton, Charles Bare

No: 0 None

3. [23-00643](#) TERMINATION OF LEASE AGREEMENT WITH PENSACOLA SPORT ASSOCIATION

Recommendation: That the Community Redevelopment Agency (CRA) terminate the lease agreement with the Pensacola Sports Association (PSA) for the property located at 101 West Main Street as of 11:59 p.m. central standard time on September 30, 2023. Further, that the CRA authorize a lease termination fee, in the amount of \$27,670, to allow for the CRA to reacquire the full rights of ownership necessary to redevelopment the property prior to the current lease termination date of October 31, 2026. Finally, that the CRA Chairperson be authorized to execute all necessary documents.

A motion was made by Board Member Charles Bare, seconded by Board Member Casey Jones.

CRA Division Manager Victoria D'Angelo provided an overview of the item. Mayor Reeves also spoke to the item. Staff responded accordingly to questions.

The motion carried by the following vote:

Yes: 7 Teniade Broughton, Casey Jones, Delarian Wiggins, Jared Moore, Jennifer Brahier, Allison Patton, Charles Bare

No: 0 None

DISCUSSION ITEMS

4. [23-00662](#) REDEVELOPMENT OF MALCOLM YONGE GYM

CRA Division Manager Victoria D'Angelo discussed the item. Deputy City Administrator David Forte and Mayor Reeves spoke to the item. Staff answered questions accordingly.

OPEN FORUM

Chairperson Broughton discussed with legal counsel her working options at the Chappie James Museum, now that voting had concluded and CRA Division Manager Victoria D'Angelo reiterated that the item would still need to go before city council on Thursday night –awarding the LOST funds.

ADJOURNMENT

4:58 P.M.

APPROVED _____

Memorandum

File #: 23-77

Community Redevelopment Agency

11/6/2023

PRESENTATION

SPONSOR: Teniade Broughton - Chairperson

SUBJECT:

COMMUNITY POLICING UPDATE

RECOMMENDATION:

N/A

SUMMARY:

The CRA and City of Pensacola annually enter into an Interlocal Agreement to provide community policing activities within the entirety of the Urban Core Community Redevelopment Area from 17th Avenue to A Street. The Pensacola Police Department (PPD) will provide an update.

PRIOR ACTION:

August 14, 2023 – CRA approved an Interlocal Agreement between the City and the CRA for community policing within the Urban Core redevelopment area for Fiscal Year 2024.

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes

10/31/2023

STAFF CONTACT:

David Forte, Deputy City Administrator

Sherry Morris, Development Services Director
Victoria D'Angelo, CRA Division Manager
Hilary Halford, Assistant CRA Division Manager

ATTACHMENTS:

None

PRESENTATION: Yes

Memorandum

File #: 23-167

Community Redevelopment Agency

11/6/2023

RESOLUTION

SPONSOR: Teniade Broughton - Chairperson

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 2023-167 CRA - FY 2024 ENCUMBRANCE CARRYOVER RESOLUTION

RECOMMENDATION:

That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2023-167 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; PROVIDING FOR AN EFFECTIVE DATE.

SUMMARY:

There are three Tax Increment Financing (TIF) Districts within the City of Pensacola's Fiscal Year 2024 Annual Budget; the Urban Core TIF, the Eastside TIF, and the Westside TIF. The Community Redevelopment Agency (CRA) is responsible for using the Tax Increment Financing (TIF) funds to promote growth, redevelopment, and subsequent property value increases in the Redevelopment Area. TIF funds can only be used to undertake planning and construction of improvements and/or specific projects within the Redevelopment Area or neighborhood included within the respective plans.

In order to be compliant with Florida Statutes, the CRA is required to approve all budget resolutions involving any TIF District.

At the beginning of each fiscal year, a supplemental budget resolution is brought to the CRA for consideration. This resolution includes appropriations for the following:

- FY 2023 encumbered purchase order balances

Appropriations are carried forward to the new fiscal year for purchase orders issued by September 30, 2023, for which final payment had not been made. Historically, the purchase order balances have been reduced by the amount of contracts payable. However, due to the timing of the November CRA Meeting, that information was not available. A separate item will be brought to the CRA at the December 11, 2023 meeting, adjusting the purchase order balances by the amount of contracts payable.

· Appropriation of fund balance

The fund balance has been appropriated to cover encumbrances carried forward.

A second resolution to carry forward FY 2023 funding for not encumbered items will be brought forward for CRA's approval on a separate resolution at the December 11, 2023 meeting.

These funds will be appropriated to projects that will be completed in future years or toward the reduction of indebtedness.

PRIOR ACTION:

August 14, 2023 - The CRA approved the FY 2024 Budget on Resolution No. 2023-05 CRA

FUNDING:

N/A

FINANCIAL IMPACT:

Adoption of the supplemental budget resolution maintains compliance as required by Florida Statutes pertaining to tax increment financing districts.

LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes

10/31/2023

STAFF CONTACT:

David Forte, Deputy City Administrator
Sherry Morris, Development Services Director
Victoria D'Angelo, CRA Division Manager
Amy Lovoy, Finance Director

ATTACHMENTS:

1. Supplemental Budget Resolution No. 2023-167 CRA
2. Supplemental Budget Explanation No. 2023-167 CRA

PRESENTATION: No

CRA RESOLUTION NO: 2023-167 CRA

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE GOVERNING BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY AS FOLLOWS:

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

A. COMMUNITY REDEVELOPMENT FUND

	Fund Balance	1,259,888
To:	Purchase Orders Payable	1,259,888

B. EASTSIDE TIF FUND

	Fund Balance	281,612
To:	Purchase Orders Payable	281,612

C. WESTSIDE TIF FUND

	Fund Balance	339,310
To:	Purchase Orders Payable	339,310

D. CRA SERIES 2017 PROJECT FUND

	Fund Balance	1,149,782
To:	Purchase Orders Payable	1,149,782

E. CRA SERIES 2019 PROJECT FUND

	Fund Balance	3,466,573
To:	Purchase Orders Payable	3,466,573

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective immediately upon adoption.

Adopted: _____

Approved: _____
Chairman, CRA

Attest:

City Clerk

**THE CITY OF PENSACOLA
COMMUNITY REDEVELOPMENT AGENCY
NOVEMBER 2023 - ENCUMBRANCE CARRYOVERS NO. 2023-167 CRA**

FUND	AMOUNT	DESCRIPTION
A. COMMUNITY REDEVELOPMENT FUND		
Fund Balance	<u>1,259,888</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>1,259,888</u>	Carryover - encumbrances outstanding at 9/30/23
B. EASTSIDE TIF FUND		
Fund Balance	<u>281,612</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>281,612</u>	Carryover - encumbrances outstanding at 9/30/23
C. WESTSIDE TIF FUND		
Fund Balance	<u>339,310</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>339,310</u>	Carryover - encumbrances outstanding at 9/30/23
D. CRA SERIES 2017 PROJECT FUND		
Fund Balance	<u>1,149,782</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>1,149,782</u>	Carryover - encumbrances outstanding at 9/30/23
E. CRA SERIES 2019 PROJECT FUND		
Fund Balance	<u>3,466,573</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>3,466,573</u>	Carryover - encumbrances outstanding at 9/30/23

Memorandum

File #: 23-80

Community Redevelopment Agency

11/6/2023

ACTION ITEM**SPONSOR:** Jennifer Brahier - Vice Chairperson**SUBJECT:**DOWNTOWN IMPROVEMENT BOARD (DIB) REQUEST FOR ADDITIONAL FUNDING FOR
INSTALLATION AND OPERATION OF DOWNTOWN TREE LIGHTING**RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) provide an additional \$25,000 to fund the expansion of downtown tree lighting to add Jefferson Street, expand lighting along Palafox to Pine Street and light the tree trunks along Palafox Street from Garden to Main Street all year.

SUMMARY:

The Downtown Improvement Board (DIB) is requesting the Community Redevelopment Agency (CRA) provide an additional \$25,000, in addition to its \$50,000 allocation, for a total amount not to exceed \$75,000, to fund the expansion of the downtown tree lighting within the Urban Core community redevelopment area. The expansion will include the addition of Jefferson Street and expanding the lighting along Palafox Street to Pine Street. Additionally, the lighting will remain on the trunks of the trees along Palafox Street from Garden to Main Street all year. DIB will assume responsibility for the ongoing maintenance of all lights installed.

The DIB originally allocated \$75,000 towards the project from the tax incremental financing (TIF) derived from the Pensacola Downtown Improvement Taxing District special assessment. This allocation was made under its interlocal agreement with the CRA. The DIB allocation will increase by \$10,000 to support the expansion. Florida Power and Light (FPL) and its subcontractors typically contribute \$10,000 each toward the lights. This allocation will remain unchanged. In addition, Escambia County will contribute \$15,000 towards lighting within Belmont DeVilliers commercial core. A map outlining the proposed lighting plan is attached.

PRIOR ACTION:

September 8, 2020 - The CRA approved an interlocal agreement with the DIB for implementation of certain Urban Core Redevelopment Plan activities.

June 12, 2023 – The CRA approved Amendment No. 1 which authorized expenditure of funding retained by the CRA for affordable housing to also be used for beautification and

public safety. It also modified the requirements for DIB work plan approval and reporting.

July 17, 2023 – The CRA approved the DIB FY2024 Work Plan which included downtown tree lighting and contemplated expansion of the lights.

FUNDING:

Budget: \$50,000	CRA Fund - Downtown Tree Lighting/Parks & Public Space
\$25,000	CRA Fund - Parks and Public Space
\$85,000	DIB - Interlocal Agreement
\$15,000	Escambia County
\$10,000	FPL
\$10,000	FPL Subcontractors
\$195,000	TOTAL
Actual: <u>\$195,000</u>	

FINANCIAL IMPACT:

The CRA has allocated \$50,000 for downtown tree lighting within its FY2024 Budget. The additional \$25,000 is available in the Parks and Public Space line item within the CRA fund and, if approved, would be reallocated to this project.

LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes

10/31/2023

STAFF CONTACT:

David Forte, Deputy City Administrator
Sherry Morris, Development Services Director
Victoria D'Angelo, CRA Division Manager

ATTACHMENTS:

1. DIB Request
2. Downtown Lights Map

PRESENTATION: No

From: Walker Wilson <walkerwilson@downtownpensacola.com>

Sent: Friday, October 13, 2023 10:49 AM

To: Victoria D'Angelo <VDangelo@cityofpensacola.com>

Subject: [EXTERNAL] Lights in Downtown Trees

THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT

Hey Victoria,

I wanted to reach out and make a request that the CRA partner with the Friends of Downtown, DIB, & County in placing lights in our trees downtown. These Lights will be on display starting in November. A portion of the lights will remain up all year long. The request for the lighting project from the CRA is for \$75,000 to put towards this project. If you have any questions or concerns, please don't hesitate to contact me. Thanks for the consideration and have a great day.

Walker Wilson

Executive Director



Pensacola Downtown Improvement Board

226 South Palafox Street, Suite 106

Pensacola, FL 32502

Direct Phone 850-434-5371

[Take This Quick Survey to Let Us Know How We're Doing!](#)

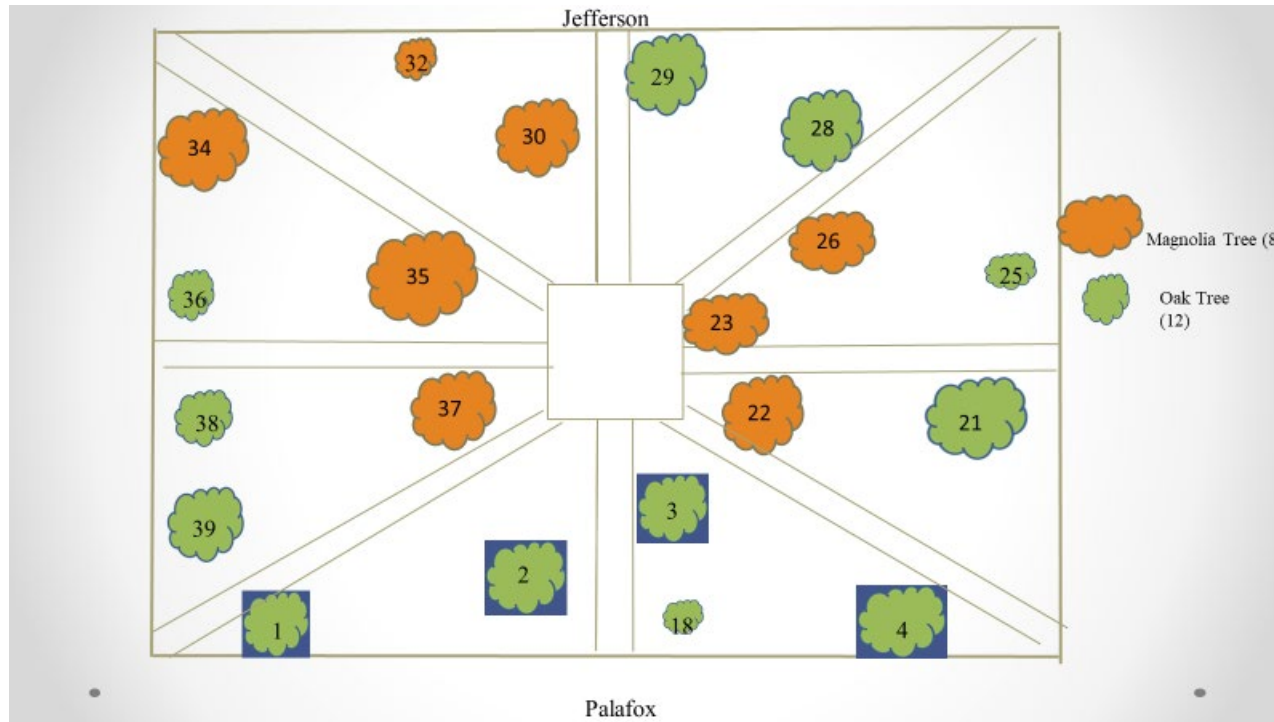
Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person.

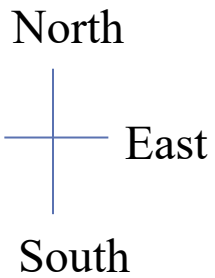
Pensacola Downtown Lighting

2023

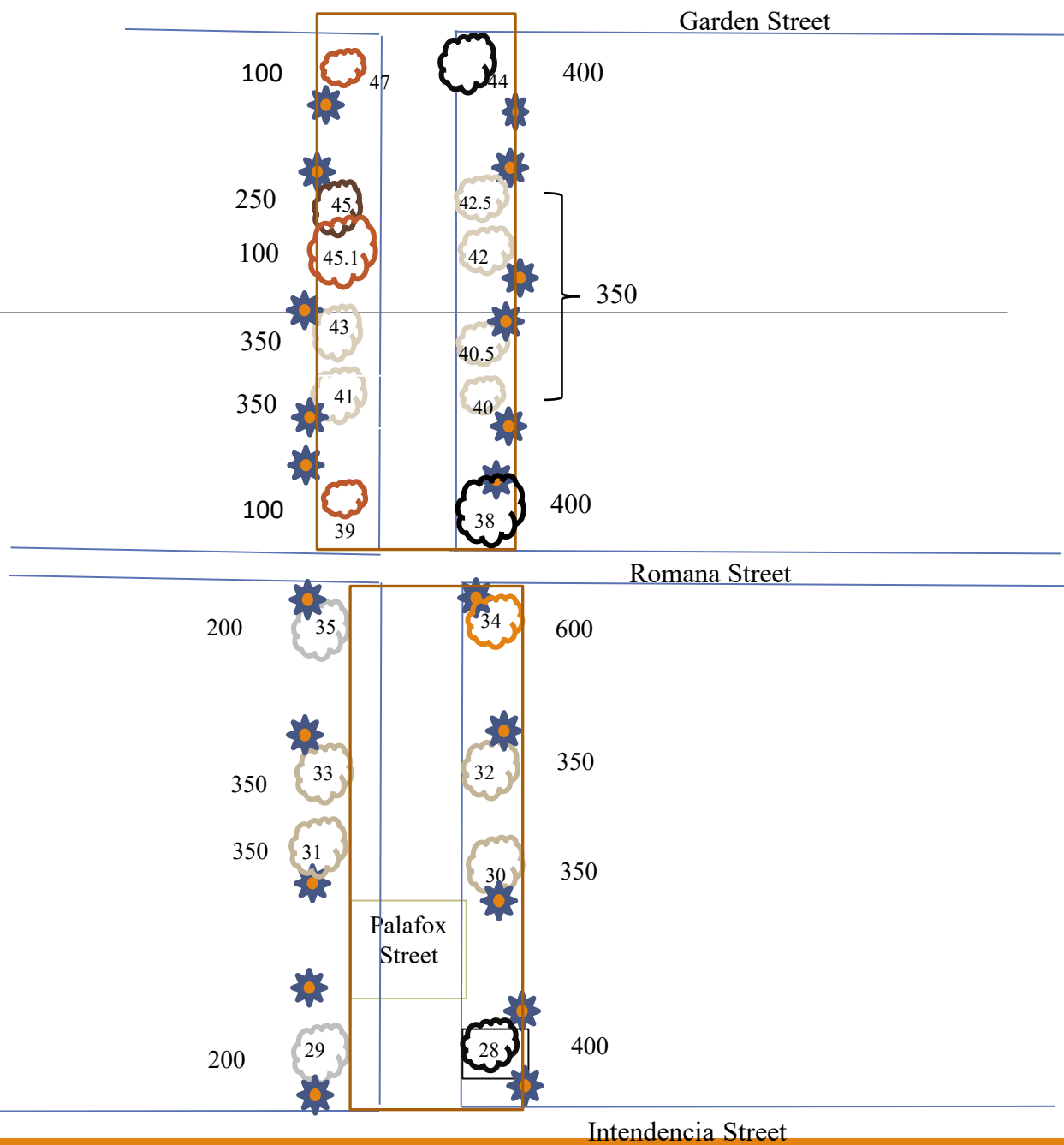
New Park layout

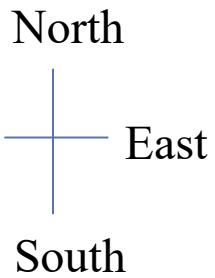
- 20 total trees
- 8 starbursts per tree, distributed evenly throughout park
- Eliminates the trunk wrapping.



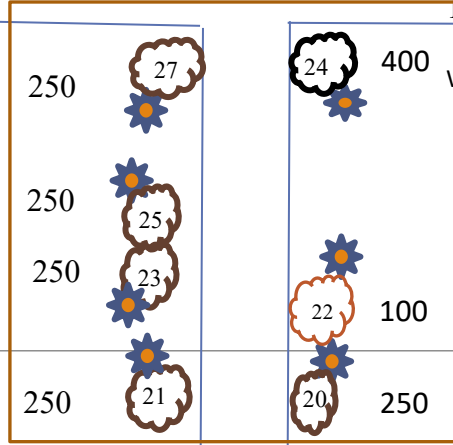


-  600 Canopy Lights
-  400 Canopy Lights
-  350 Canopy Lights
-  250 Canopy Lights
-  200 Canopy Lights
-  100 Canopy Lights
-  Power/Light Pole

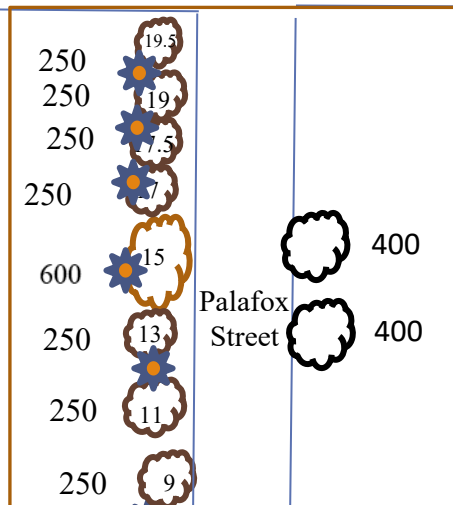




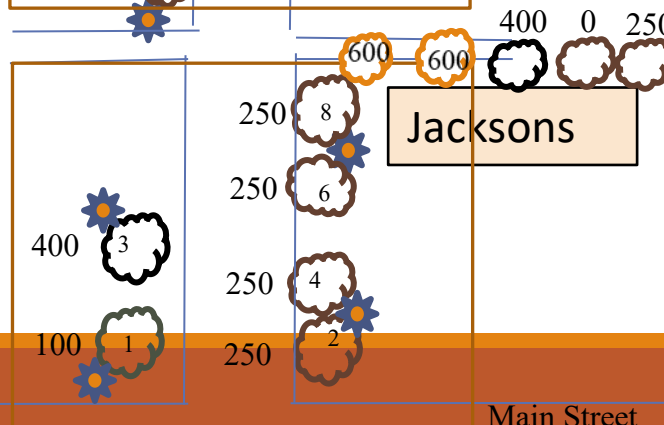
Intendencia Street



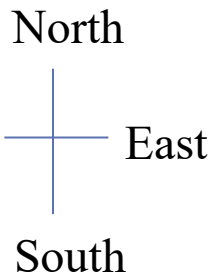
Government Street



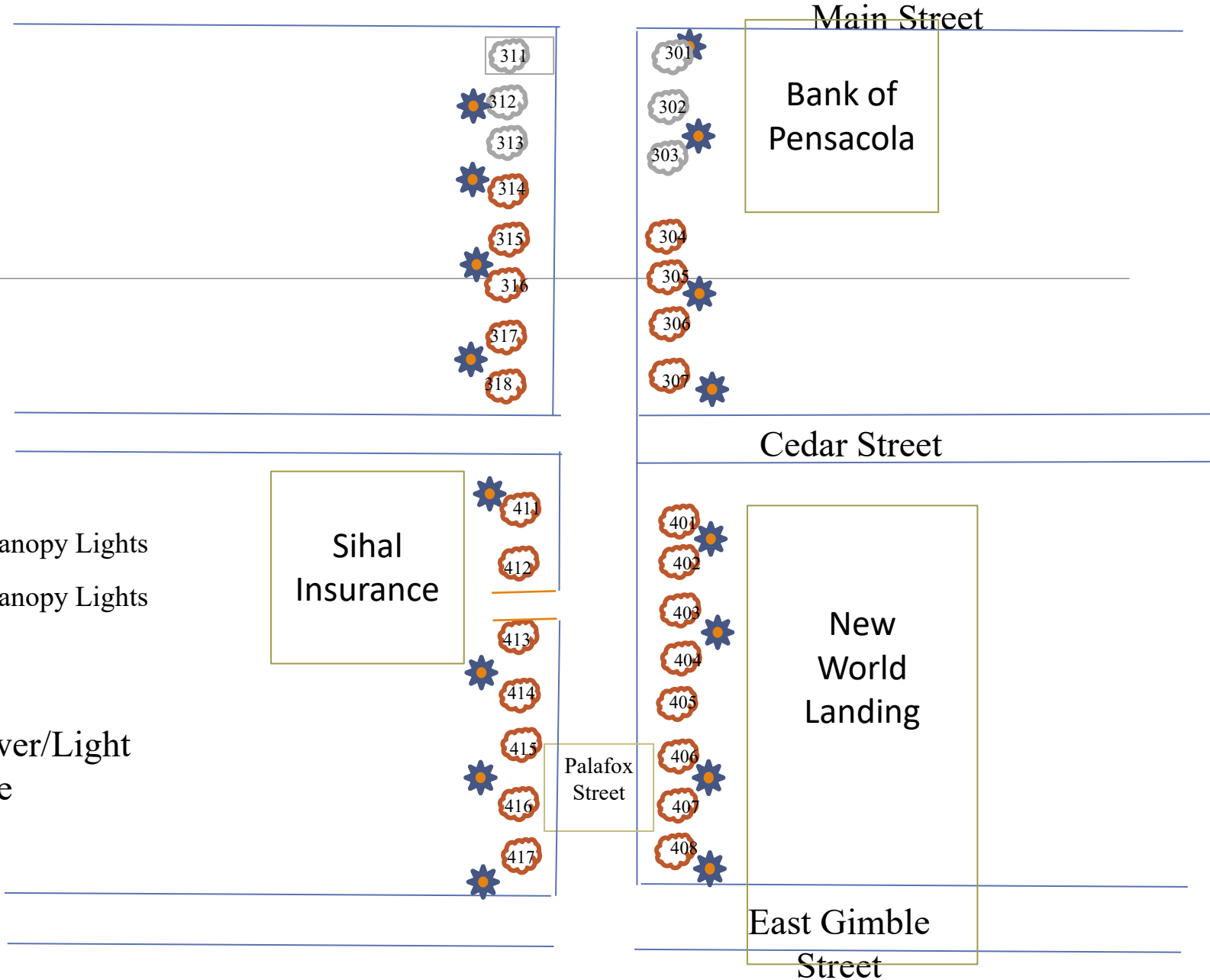
Zaragossa Street

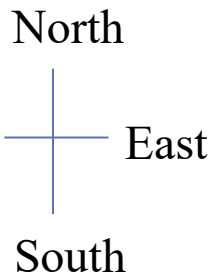


Main Street



-  200 Canopy Lights
-  100 Canopy Lights
-  Power/Light Pole





East Gimble

Street

250

100

600

200

no power

200

250

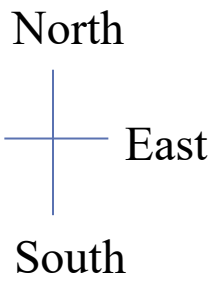
600

Pine Street

400

Palafox
Street

Gimbal to Pine



Romana

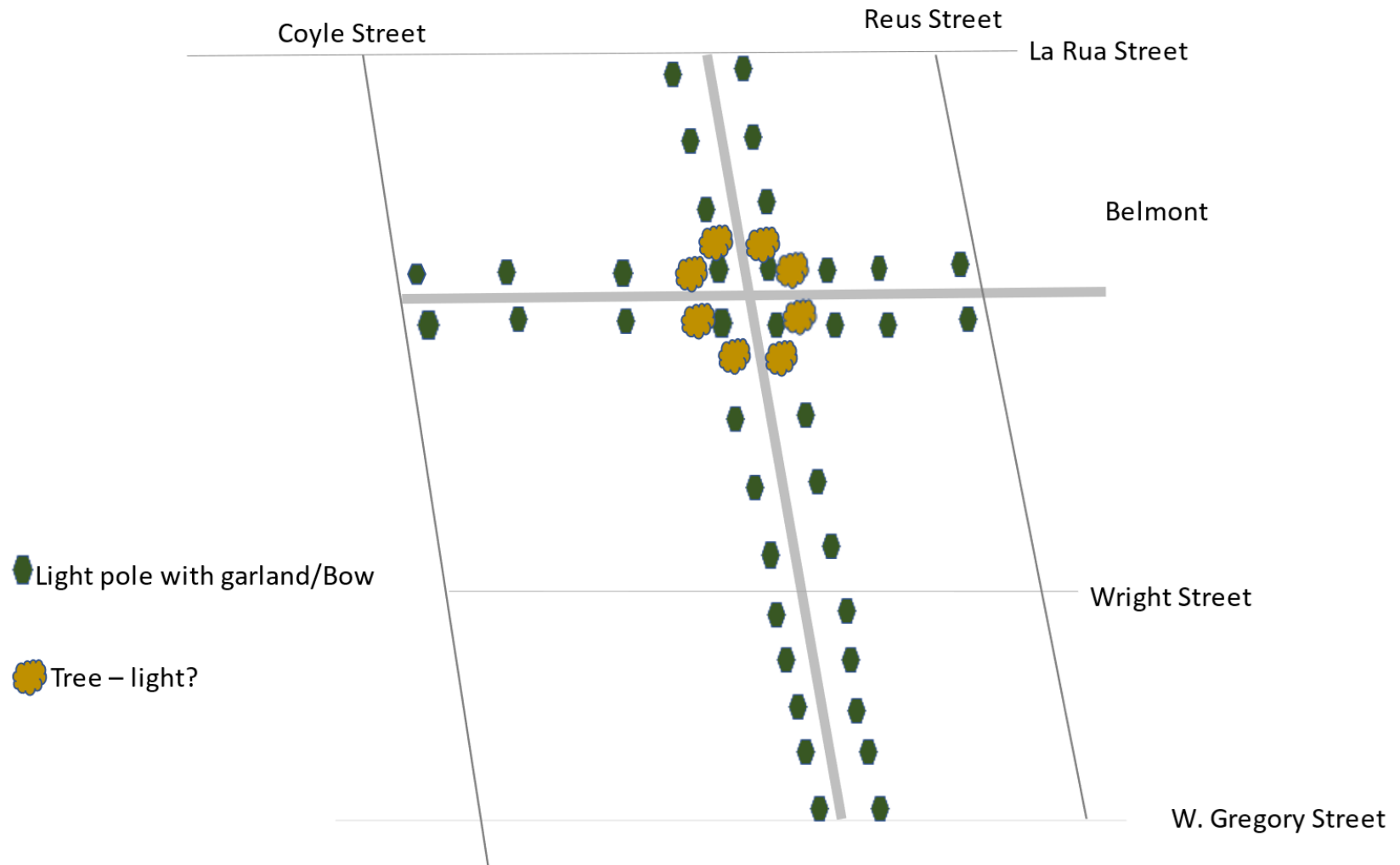
Jefferson

Intendencia

Government

- 400 Canopy Lights
- 250 Canopy Lights
- 200 Canopy Lights
- 100 Canopy Lights
- Power/Light Pole

Deviller's Area



Memorandum

File #: 23-99

Community Redevelopment Agency

11/6/2023

DISCUSSION

SPONSOR: Teniade Broughton - Chairperson

SUBJECT:

UPDATE ON RESIDENTIAL PROPERTY IMPROVEMENT PROGRAM (RPIP)

RECOMMENDATION:

N/A

SUMMARY:

The Community Redevelopment Agency (CRA) launched the Residential Property Improvement Program (RPIP) in 2018. The Emerald Coast Regional Council (ECRC) administered the program, until the CRA hired a full time program manager in April 2022. An updated policy was approved in March 7, 2022 and the eligible areas expanded from focusing on priority properties within targeted districts to the entirety of each redevelopment district. Because of expanding the eligible areas and hiring dedicated staff, the program has seen a substantial increase in activity.

	Urban Core	Westside	Eastside
2018-21			
Completed	3	1	1
2022-Current			
Completed	5	5	1
In Progress	6	4	3
On Waitlist	9	21	18
Est. Waitlist Time*	2 years	4 years	9 years

*Based on 2-year average cost (\$89,086 ea.)

Due to the large influx of applications, a new software system known as Neighborly will be used to manage all aspects of the program more effectively beginning early 2024. To allow the CRA Office to transition application management into the new system, it is recommended that acceptance of new applications be temporarily paused. The closure would begin for all districts in mid-November 2023 and notification would be made in advance through the City's public information outlets including by press release, on the City website and through social media.

Due to excessive wait times, staff is also recommending that districts exceeding an estimated 2-year wait time remain closed until the wait time is reduced to two-years or less. During all periods of closure, the CRA Office would maintain an electronic distribution list, accessible via the web page, for those interested in signing up to be contacted once the district is reopened. All openings and closures would be announced publicly through the aforementioned public information outlets.

No closure of the Residential Resiliency Program is proposed.

PRIOR ACTION:

January 8, 2018 - The CRA approved the Residential Property Improvement Program.

September 10, 2018 - The CRA approved revisions to the Residential Property Improvement Program.

March 3, 2019 - The CRA approved revisions to the Residential Property Improvement Program.

March 7, 2022 – The CRA approved the Residential Property Improvement Program policy.

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes

10/31/2023

STAFF CONTACT:

David Forte, Deputy City Administrator
Sherry Morris, Development Services Director
Victoria D'Angelo, CRA Division Manager
Hilary Halford, Assistant CRA Division Manager

ATTACHMENTS:

None

PRESENTATION: Yes

