



# City of Pensacola

## Eastside Redevelopment Board

### Agenda

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Wednesday, May 1, 2019, 4:30 PM

Whibbs Conference Room, 1st  
Floor

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#### Call to Order

Determination of Quorum

#### Approval of Minutes

1. [19-00208](#) APPROVAL OF MINUTES - 01/09/19 & 02/06/19

*Attachments:* [DRAFT ERB Minutes - 01/09/19](#)  
[DRAFT ERB Minutes - 02/06/19](#)

#### Old Business

#### New Business

2. [19-00214](#) MEMORANDUM OF AGREEMENT FOR CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY PARKING

*Recommendation:* That the Eastside Redevelopment Board (ERB) recommend approval of a memorandum of agreement for shared parking with Mount Canaan Missionary Baptist Church to utilize the church's overflow parking facility located at 1521 North 6th Avenue to provide for overflow parking for the General "Chappie" James Museum and Flight Academy.

*Attachments:* [Letter of Agreement - Mt. Canaan Baptist Church](#)  
[Location Map](#)

3. [19-00213](#) FISCAL YEAR 2020 CRA WORK PLAN

*Recommendation:* That the Eastside Redevelopment Board (ERB) recommend approval of the CRA Work Plan for the Eastside redevelopment area for Fiscal Year 2020.

*Attachments:* [FY2020 CRA Work Plan - Eastside CRA](#)

#### Reports and Announcements

#### Board Member Comments

**Adjournment**

*PLEASE NOTE: One or more members of the City Council/Community Redevelopment Agency Board may be in attendance.*

*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 850-435-1695 (or TDD 435-1666) for further information. Requests 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.*

*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 435-1606 (or TDD 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.*



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00208

Eastside Redevelopment Board

5/1/2019

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**SUBJECT:**

APPROVAL OF MINUTES - 01/09/19 & 02/06/19

Approval of minutes for the Eastside Redevelopment Board meetings on January 9, 2019 and February 6, 2019.



# Eastside Redevelopment Board

Wednesday, January 9, 2019 – 4:00 P.M. Central  
222 W. Main Street, 2<sup>nd</sup> Floor, Pensacola FL 32502  
Hagler Mason Conference Room

## DRAFT RECORD OF MINUTES

### BOARD MEMBERS PRESENT

Jeannie Rhoden ..... Homeowner  
Fred D. Young ..... Business Owner  
Aretta Anderson ..... Neighborhood Association Representative  
Gerald Wingate ..... Council Member Representative

### BOARD MEMBERS ABSENT

William Brown ..... Homeowner

### STAFF PRESENT

Helen Gibson ..... CRA Administrator  
Victoria D’Angelo ..... Asst. CRA Administrator

#### **1. Call to Order**

The meeting was called to order at 4:08 p.m. by Chairwoman, Jeannie Rhoden.

The Board’s Rules of Order and Decorum were read by Chairwoman Rhoden.

#### **2. Determination of Quorum**

A quorum was present.

#### **3. Election of Officers**

Chairwoman Rhoden announced that item #3 had been added to the agenda in error and, therefore, proceeded to item #4.

#### **4. Approval of Minutes – October 24, 2018**

**Councilman Wingate made a motion to approve the October 24, 2018 meeting minutes. Motion seconded by Board Member Young and passed unanimously.**

#### **5. Old Business**

No old business was discussed.

#### **6. New Business**

No new business was discussed.

#### **7. Reports and Announcements**

##### **a. Information Item: Update on Residential Property Improvement Program**

Assistant CRA Administrator, Victoria D’Angelo provided an update on the Residential Property Improvement Program. She informed the Board that outreach efforts had begun within the first priority

area, and directed the Board to the item's attachment for responses received. Discussion ensued among the Board, Ms. D'Angelo, and CRA Administrator, Helen Gibson, fielding comments and questions. Ms. D'Angelo and Ms. Gibson responded accordingly.

**b. Information Item: Update on Proposed CRA Urban Design Overlay District**

Ms. D'Angelo provided an update on the CRA Urban Design Overlay District. She informed that Board that the Board's request letter recommending that the CRA and City Council reconsider the overlay ordinance and affirming that the proposed overlay was appropriate for the Eastside redevelopment area, would be presented to the Community Redevelopment Agency during its upcoming meeting on January 14, 2019. Discussion ensued among the Board, Ms. D'Angelo, and CRA Administrator, Helen Gibson, fielding comments and questions. Ms. D'Angelo and Ms. Gibson responded accordingly.

**c. Information Item: Update on Chappie James Overflow Parking**

Ms. Gibson provided an update on the construction of the Chappie James Overflow Parking Facility. Ms. informed the Board that the project site was a Brownfield site that had required the installation of groundwater monitoring wells to test for contamination. She explained that the Florida Department of Environmental Protection (DEP) had deemed that the groundwater was clean and recommended abandonment of the well. She further stated that due to the age of the former gas station building that an asbestos survey was conducted. She stated that design was substantially complete, and that bidding for construction was anticipated to begin within the next month or two. She asserted, however, that the recent hurricane may delay the project due to the availability of contractors.

**d. Information Item: Update on Hollice T. Williams Urban Greenway**

Ms. D'Angelo provided an update on the Hollice T. Williams Urban Greenway. She informed the Board that the CRA and Escambia County had recently entered into an Interlocal Agreement to establish the role of the City in the management of the project. She explained that the next steps would be to develop a scope of work and select design and engineering consultants for the design of the greenway and skate park. She reminded the Board that funds had only been identified for design of the greenway, and that additional funds would need to be sought for construction. Discussion ensued among the Board, Ms. D'Angelo, and Ms. Gibson fielding comments and questions. Ms. D'Angelo and Ms. Gibson responded accordingly.

**e. Information Item: Update to Rules and Procedures**

Ms. D'Angelo advised the Board that City Council had recently adopted legislation requiring that its appointed boards solicit public input prior to any action, and presented guidelines delineating the recommended process.

**8. Board Member Comments**

No comments were received.

**9. Open Forum**

Public comments were received by the following person(s):

- Drew Buchanan, 211 S. Florida Blanca Street
- Jewel Cannada-Wynn, 605 W Blount Street

- Ann Hill, 412 W Gregory Street

## **10. Adjournment**

With no further business, the meeting adjourned at 5:20 p.m.

DRAFT



# Eastside Redevelopment Board Special Meeting

Wednesday, February 6, 2019 – 4:00 P.M. Central  
 222 W. Main Street, 1<sup>st</sup> Floor, Pensacola FL 32502  
 Vince Whibbs, Sr. Conference Room

## DRAFT RECORD OF MINUTES

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Jeannie Rhoden, Chair	Gerald Wingate
Aretta Anderson, Vice Chair	William Brown
Fred D. Young	

### STAFF PRESENT

Helen Gibson .....CRA Administrator  
 Victoria D'Angelo ..... Asst. CRA Administrator

### 1. **Call to Order/Quorum**

Meeting was called to order at 4:10 p.m. by Chairwoman Jeannie Rhoden.

The Board's Rules of Order and Decorum were read by Chairwoman Rhoden.

### 2. **Determination of Quorum**

A quorum was present.

### 3. **Action Item: Eastside Project Priorities – FY2020**

Assistant CRA Administrator, Victoria D'Angelo, advised the Board that the purpose of the special meeting was to establish the Board's project priorities for Fiscal Year 2020. Ms. D'Angelo presented recommended project priorities for consideration. She directed the Board members to an updated recommended project priorities sheet, dated February 4, 2019, for consideration. Discussion ensued among the Board, Ms. D'Angelo and CRA Administrator, Helen Gibson, fielding comments and questions. Ms. D'Angelo and Ms. Gibson responded accordingly.

**Motion made by Vice-Chairwoman Aretta Anderson to recommend project priorities for the Eastside redevelopment area for Fiscal Year 2020 as follows:**

- Priority # 1 – Residential Property Improvement Program;**
- Priority # 2 – Redevelopment Plan Update;**
- Priority # 3 – Complete Streets/Sidewalk Repair;**
- Priority # 4 – Hollice T. Williams Greenway Lights; and**
- Priority # 5 – Historical Markers.**

**Motion seconded by Board Member Fred Young.**

Public comments were received from:

- Zac Lane, 420 E Brainerd Street, Pensacola FL

**Motion carried unanimously.**

4. **Information Item: CRA Fiscal Year 2020 Budget Schedule**

Ms. D'Angelo directed the Board members to the Community Redevelopment Agency Fiscal Year 2020 Budget Schedule. She informed the Board that the schedule was preliminary and subject to change.

5. **Adjournment**

With no further discussion, the meeting adjourned at 4:45 p.m.





Memorandum

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**File #:** 19-00214

Eastside Redevelopment Board

5/1/2019

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**ACTION ITEM**

**SPONSOR:** Jeannie Rhoden, Chairperson

**SUBJECT:**

MEMORANDUM OF AGREEMENT FOR CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY  
PARKING

**RECOMMENDATION:**

That the Eastside Redevelopment Board (ERB) recommend approval of a memorandum of agreement for shared parking with Mount Canaan Missionary Baptist Church to utilize the church's overflow parking facility located at 1521 North 6<sup>th</sup> Avenue to provide for overflow parking for the General "Chappie" James Museum and Flight Academy.

**SUMMARY:**

On May 8, 2017, the CRA approved acquisition of the Brownfield property at 1700 Dr. Martin Luther King Jr. Drive. The project anticipated demolition of the former Walker Gas Station at the location and construction of an overflow surface parking lot for overflow use by the General Chappie James Museum and Flight Academy.

Recently, an alternative option for overflow parking has been identified which would maximize available parking space located one block from the Museum and Flight Academy. Mt. Canaan Missionary Baptist Church has agreed to permit utilization of its overflow parking facility to provide for overflow parking generated by visitation of the General "Chappie" James Museum and Flight Academy. To effectuate the agreement, a memorandum of agreement for shared parking is required. A letter of agreement and location map are attached for consideration.

**PRIOR ACTION:**

October 26, 2000 - City Council designated the boundaries of the Urban Infill & Redevelopment Areas.

February 12, 2004 - City Council approved the Eastside Neighborhood Plan for a portion of the Urban Infill & Redevelopment Area.

October 13, 2005 - City Council approved creation of a Tax Increment Financing District (TIF) in the Eastside Neighborhood and provided for the funding of the Eastside Redevelopment Trust Fund.

October 27, 2005 - City Council amended, readopted and reapproved the Urban Infill & Redevelopment Plan incorporating therein the Eastside Neighborhood Plan.

August 28, 2014 - City Council approved Ordinance 30-14 amending and readopting the Eastside Neighborhood Plan element of Urban Infill & Redevelopment Area Plan, adding the Chappie James Project program element.

September 12, 2016 - CRA Board approved a supplemental budget resolution transferring \$440,000 from the CRA's proceeds of the sale of 16 S. Palafox Street to the City's General Fund as outlined in the November 20, 2008 Interlocal Agreement transferring the property to the CRA.

September 15, 2016 - City Council approved a loan from the City's Insurance Retention Fund of up to \$500,000 to the CRA Eastside Tax Increment Financing District subject to CRA award of a contract for the construction of the Chappie James Museum & Flight Academy Project.

January 12, 2017 - City Council approved the transfer of \$440,000 from the City's General Fund to the Community Redevelopment Agency's (CRA's) Eastside Tax Increment Financing District, specifically for the Chappie James Museum & Flight Academy Project.

January 12, 2017 - City Council approved a supplemental budget resolution transferring \$440,000 from the City's General Fund to the CRA for the principal payment on the Chappie James Museum & Flight Academy Project loan.

February 9, 2017 - CRA approved up to \$440,000 from the General Fund transfer for the Chappie James Museum & Flight Academy Project with any remaining balance to be returned to the General fund for affordable housing.

March 9, 2017 - City Council approved a supplemental budget resolution appropriating \$440,000 from principal payment to additional parking for the Chappie James Museum & Flight Academy Project.

May 8, 2018 - CRA approved the purchase of 1700 Dr. Martin Luther King, Jr. Drive.

**FUNDING:**

N/A

**STAFF CONTACT:**

M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) Letter of Agreement - Mt. Canaan Baptist Church
- 2) Location Map

**PRESENTATION:** No

# Mount Canaan Missionary Baptist Church, Inc.

500 East Moreno Street - Pensacola, Florida 32503

Telephone (850) 432-1131

Rev. F. Douglas Young III, Pastor Telephone (850) 417-9451

Email: [MountCanaanMBC@att.net](mailto:MountCanaanMBC@att.net)

Sis. Grace A. Berry-Ross, Church Clerk

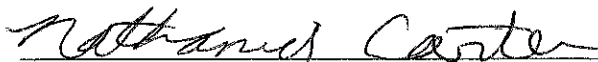
April 24, 2019

To: Eastside Redevelopment Board,

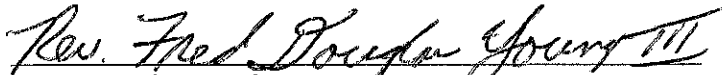
We the Mount Canaan Missionary Baptist Church agree to sharing parking for overflow parking for the **Chappie James Museum and Flight Academy** beginning May 1, 2019.



Sis Grace B. Ross, Church Clerk



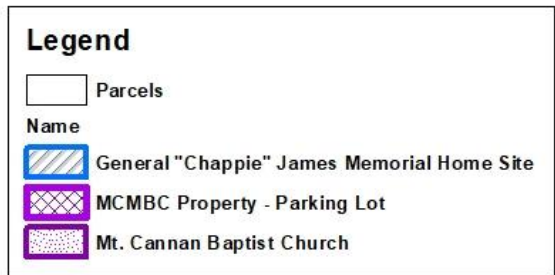
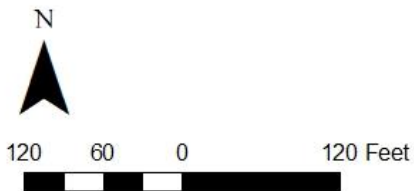
Bro. Nathaniel Carter; Chairman Trustee Ministry



Rev. Fred Douglas Young III, Pastor

# EXHIBIT "A"

PROPERTY LOCATIONS: GENERAL "CHAPPIE" JAMES MEMORIAL HOME SITE & MT. CANAAN MISSIONARY BAPTIST CHURCH PARKING FACILITY





Memorandum

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**File #:** 19-00213

Eastside Redevelopment Board

5/1/2019

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**ACTION ITEM**

**SPONSOR:** Jeannie Rhoden, Chairperson

**SUBJECT:**

FISCAL YEAR 2020 CRA WORK PLAN

**RECOMMENDATION:**

That the Eastside Redevelopment Board (ERB) recommend approval of the CRA Work Plan for the Eastside redevelopment area for Fiscal Year 2020.

**SUMMARY:**

The CRA Work Plan contains proposed Community Redevelopment Agency (CRA) activities, including projects and programs, for implementation within the Eastside redevelopment area during Fiscal Year 2020. The document is attached for consideration.

**PRIOR ACTION:**

February 6, 2019 - The ERB recommended project priorities for Fiscal Year 2020.

**FUNDING:**

N/A

**STAFF CONTACT:**

M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

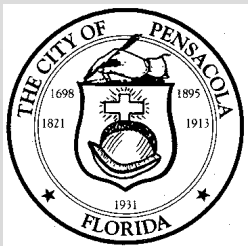
1) FY 2020 CRA Work Plan - Eastside CRA

**PRESENTATION:** No



**Fiscal Year  
2020**

# City of Pensacola Community Redevelopment Agency Eastside CRA Annual Work Plan



**Prepared By:**

M. Helen Gibson, CRA Administrator  
Victoria D'Angelo, Assistant CRA  
Administrator

## TABLE OF CONTENTS

CRA ADMINISTRATION .....	1
EASTSIDE.....	2
<b>EASTSIDE REDEVELOPMENT BOARD</b> .....	2
<b>PROJECTS</b> .....	2
<b>PLANNING &amp; DESIGN</b> .....	3
<b>MAINTENANCE AND REPAIRS</b> .....	4
<b>RESEARCH &amp; REVIEW</b> .....	4



# CRA WORK PLAN: FY2020

## CRA ADMINISTRATION

- Annual Budget and Work Plan Preparation and Management
- Annual Report
- Annual Special District Reporting to the Florida Department of Economic Opportunity (DEO)
- CRA Website Maintenance
- Contributions to Annual Audit Report
- Contributions to Comprehensive Annual Financial Report (CAFR)
- Tracking CRA Progress
  - Statistical Review and Analysis, Documentation of Conditions, and Reporting
- Community Redevelopment Agency (CRA) Board Meeting Coordination and Staffing
  - Preparation of Agenda Items, Memoranda, Ordinances, Resolutions, Legal Agreements, Advertising and Public Notices
  - Community Redevelopment Agency (CRA)
  - Westside Redevelopment Board (WRB)
  - Eastside Redevelopment Board (ERB)
- Contract Development and Oversight
- Accounts Payable - Invoices, Purchase Orders, and Requisitions
- Payroll
- Liaison to General “Chappie” James Museum Board
- Liaison to Community Stakeholders
- Project Development and Administration



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### EASTSIDE REDEVELOPMENT BOARD

**Description:** The CRA provides staff support including preparation of agendas, action and information items, and public notices relative to each Eastside Redevelopment Board (ERB) meeting. Regular meetings are held quarterly during the months of January, April, July and October, with special meetings scheduled based on need.

**Location:** Eastside CRA

**Key Tasks:**

- Staffing of ERB meetings. Agenda and meeting coordination and supporting material development.
- Presentation of Board Identified Project Priorities and Recommendations to CRA Board
- Implementation of CRA Board Approved Priorities

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### PROJECTS

#### COMPLETE STREETS/STREETSCAPE REDEVELOPMENT PROJECTS

**Description:** Streetscape improvements along Eastside corridors including right of way enhancements and landscaping to provide for complete streets.

**Location:** Eastside CRA

**Key Tasks:**

- Concept Development and Cost Estimates
- Tracking and Application Submittals for Outside Funding Opportunities
- Design
- Construction

#### HOLLICE T. WILLIAMS GREENWAY IMPROVEMENTS

**Description:** Greenway improvements to the linear park located beneath the I-10 Interstate, as identified in the Hollice T. Williams Greenway Framework Plan. Improvements to segment north of Cervantes Stret to feature recreational and landscape enhancements, and park amenities.

**Location:** Eastside CRA

### **Key Tasks:**

- Design and Permitting
- Tracking and Application Submittals for Outside Funding Opportunities
- Construction

### **RESIDENTIAL PROPERTY IMPROVEMENT PROGRAM**

**Description:** The goal of this program is to encourage and support revitalization efforts by funding improvements that repair and enhance the visual appearance of residential properties within the redevelopment area.

**Priority Area(s):** Portions of Martin Luther King Jr. Blvd. or as approved by CRA.

**Location:** Eastside CRA

### **Key Tasks:**

- Program Marketing and Outreach
- Coordination with West Florida Regional Planning Council (WFRPC) for Administration – Eligibility Certification, Procurement, Program Funding Agreements, Inspections, Closing
- Processing Lien Forgiveness Documentation following 3-5 Year Term

### **AFFORDABLE HOUSING INFILL PROGRAM**

**Description:** The goal of this program is to encourage construction and purchase of affordable housing for low to moderate income residents. Includes funding of site acquisition, clearance and infrastructure preparation.

**Location:** Eastside CRA

### **Key Tasks:**

- Acquisition
- Clearance and preparation for redevelopment, as needed.
- Marketing and outreach

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## **PLANNING & DESIGN**

### **CRA OVERLAY OF DESIGN STANDARDS – EASTSIDE**

**Description:** Development and adoption of urban design standards for incorporation into the City of Pensacola's Land Development Code (LDC) as an Overlay District, as identified in the Eastside Urban Infill and Redevelopment Plan.

**Location:** Eastside CRA

### **Key Tasks:**

- City Council Adoption Proceedings
- Implementation

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## MAINTENANCE AND REPAIRS

### REGULAR CRA MAINTENANCE

**Description:** Upkeep and maintenance of CRA-constructed improvements that are implemented through an interlocal agreement with the City of Pensacola.

**Maintenance Areas:** General “Chappie” James Museum and Flight Academy (1608-1610 Dr. Martin Luther King Jr. Drive), and 1700 Dr. Martin Luther King Jr. Drive.

**Location:** Eastside CRA

**Key Tasks:**

- Active Oversight and Monitoring
- Preparation of Agreement Amendments, as needed.

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## RESEARCH & REVIEW

### ONGOING REVIEW OF OUTSIDE GRANT OPPORTUNITIES

**Description:** Active review of grant opportunities.

**Key Tasks:**

- Research and development of applications for all appropriate funding opportunities.

### ONGOING REVIEW OF REDEVELOPMENT BEST PRACTICES

**Description:** Active review of state and national models related to community redevelopment.

**Key Tasks:**

- Active review of best practices

### COMMUNITY REDEVELOPMENT AREA DEVELOPMENT TRACKING

**Description:** Active review of new potential and permitted developments. Attendance at weekly Development Review meetings held Wednesdays at 9 a.m., regular review of permitted projects, Architectural Review Board, Gateway Review Board and Planning Board Project considerations.

**Key Tasks:**

- Development Review Meeting Attendance
- Project tracking
- Redevelopment data analysis

**ATTENDANCE AT OTHER MEETINGS**

**Description:** Attendance at other meetings as needed. Examples include community or neighborhood meetings, TPO Technical Coordinating Committee (TCC) meetings, and/or other staff-related meetings.

**INVENTORY & ASSESMENT OF CRA ASSETS**

**Description:** Ongoing inventory, and assessment of improvements including, but not limited to, street lights, sidewalks, trash receptacles, fencing, benches, tree grates, water fountains, and landscape for prioritization of repairs and replacement.

**Location:** Eastside CRA

**Key Tasks:**

- Inventory and track CRA amenities & conditions – ongoing