



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Agenda

Community Redevelopment Agency

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.)

Monday, November 9, 2020

3:30 PM

Council Chambers, 1st Floor

Immediately following City Council Agenda Conference starting at 3:30 p.m.

The public may attend the meeting in person; there will be limited seating. Consistent w/ CDC guidelines, all are required to sit at least 6 feet apart and to wear face coverings that cover their nose & mouth.

The public may also participate via live stream or phone:
cityofpensacola.com/428/Live-Meeting-Video. *Citizens may submit an online form here: <https://www.cityofpensacola.com/CRAInput>

BEGINNING AT 1 PM

CALL MEETING TO ORDER

Members: Jared Moore, Chairperson, Ann Hill, Vice Chairperson, Jewel Cannada-Wynn, John Jerralds, Sherri Myers, Andy Terhaar, P.C. Wu

BOARD MEMBER DISCLOSURE

Board Members disclose ownership or control of interest directly or indirectly of property in the Community Redevelopment Area

CHAIRMAN'S REPORT

APPROVAL OF MINUTES

1. [20-00722](#) CRA MEETING MINUTES - 9/8/2020, 10/5/2020 & 10/19/2020

Attachments: [09-08-20 CRA Minutes.docx](#)
[10-5-20 CRA Minutes.docx](#)
[10-19-20 CRA Special Mtg Minutes.docx](#)

PRESENTATIONS

ACTION ITEMS

2. [20-00707](#) APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE M. WESTON AUDUBON SOCIETY, THE CITY OF PENSACOLA, AND THE COMMUNITY REDEVELOPMENT AGENCY PERTAINING TO TREE AND VEGETATIVE PLANTINGS AND MAINTENANCE AT BRUCE BEACH.

Recommendation: That the Community Redevelopment Agency (CRA) approve a Memorandum of Understanding with the M. Weston Audubon Society and the City of Pensacola for Tree and Vegetative Plantings and Maintenance at Bruce Beach. Further, that the CRA authorize the CRA Chairperson to take all actions necessary to execute the Memorandum of Understanding.

Attachments: [MOU with Audubon Society](#)

3. [2020 -04 CRA](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2020-04 CRA - FINAL AMENDMENT TO THE FISCAL YEAR 2020 BUDGET

Recommendation: That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2020-04 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

Sponsors: Jared Moore

Attachments: [Supplemental Budget Resolution No. 2020-04 CRA](#)
[Supplemental Budget Explanation No. 2020-04 CRA](#)

4. [2020 -06 CRA](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2020-06 CRA - FY 2021 ENCUMBRANCE CARRYOVER RESOLUTION.

Recommendation: That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2020-06 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021; PROVIDING FOR AN EFFECTIVE DATE.

Sponsors: Jared Moore

Attachments: [Supplemental Budget Resolution No. 2020-06 CRA](#)
[Supplemental Budget Explanation No. 2020-06 CRA](#)

DISCUSSION ITEMS

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 436-5640 (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.

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

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00722

Community Redevelopment Agency

11/9/2020

SUBJECT:

CRA MEETING MINUTES - 9/8/2020, 10/5/2020 & 10/19/2020



City of Pensacola

COMMUNITY REDEVELOPMENT AGENCY

Meeting Minutes

September 8, 2020

5:37 P.M.

Council Chambers

The Community Redevelopment Agency (CRA) Board special meeting was called to order by Chairperson Moore at 5:37 P.M. (immediately following the 3:30 P.M. City Council Agenda Conference).

CALL MEETING TO ORDER

CRA Members Present: Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers (attended by teleconference), P.C. Wu (attended by teleconference)

CRA Members Absent: John Jerralds, Andy Terhaar

To limit the potential spread of COVID-19, some CRA Members attended by telephonic conferencing, and members of the public had the opportunity to attend and participate **only via live stream or phone**. This change in format was consistent with [Executive Order 20-69](#) issued by Gov. Ron DeSantis and had been adopted at the direction of Council President Jewel Cannada-Wynn in consultation with the City Attorney. Public participation was available as follows:

To watch the meeting live visit: cityofpensacola.com/428/Live-Meeting-Video.

To provide input:

- For Open Forum, for items not on the agenda: citizens may submit an online form here www.cityofpensacola.com/CRAInput **beginning at 1:00 P.M. until 3:30 P.M. only** to indicate they wish to speak during Open Forum **and include a phone number. Staff will call the person** at the appropriate time so the citizen can directly address the CRA using a telephone held up to a microphone.
- For agenda items: citizens may submit an online form here www.cityofpensacola.com/CRAInput **beginning at 1:00 P.M. until that agenda item has been voted upon** to indicate they wish to speak to a specific item on the agenda **and include a phone number. Staff will call the person** at the appropriate time so the citizen can directly address the CRA using a telephone held up to a microphone. **Any form received after an agenda item has been voted upon will not be considered.**

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

CRA Member Hill disclosed ownership or control of interest directly or indirectly of property in the Community Redevelopment Area.

CHAIRMAN'S REPORT

Chairperson Moore provided an update on DeVilliers Street and Reus Street streetscape projects; and the high ranking of Legion Field and Global Learning Academy upcoming TPO projects.

APPROVAL OF MINUTES

1. [20-00541 CRA MEETING MINUTES - 08/10/2020](#)

A motion to approve was made by CRA Member Cannada-Wynn and seconded by CRA Member Myers.

The motion carried by the following vote:

Yes: 5	Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers, P.C. Wu
No: 0	None

PRESENTATIONS

None

ACTION ITEMS

2. [20-00484 INTERLOCAL AGREEMENT FOR PARKING MANAGEMENT OF CRA PARKING FACILITIES WITH THE CITY OF PENSACOLA](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve an interlocal agreement with the City of Pensacola for the management of CRA parking facilities under its unified parking management system.

A motion to approve was made by CRA Member Cannada-Wynn and seconded by CRA Member Hill.

CRA Administrator Gibson explained the intent of the interlocal agreement. She responded accordingly to questions regarding funding.

Upon conclusion of discussion the vote was called.

ACTION ITEMS (CONT'D)

The motion (to approve Item 2, 20-00484) carried by the following vote:

Yes: 5 Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers, P.C. Wu
No: 0 None

3. [20-00485 INTERLOCAL AGREEMENT FOR IMPLEMENTATION OF CERTAIN URBAN CORE REDEVELOPMENT PLAN ACTIVITIES BY THE PENSACOLA DOWNTOWN IMPROVEMENT BOARD](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve an interlocal agreement with the Pensacola Downtown Improvement Board (DIB) for the implementation of certain Urban Core Redevelopment Plan activities to be funded through the portion of the Tax Incremental Financing ("TIF") revenues derived from the Pensacola Downtown Improvement Taxing District special assessment levied within the DIB area, less \$100,000 which shall be retained by the CRA for implementation of affordable housing initiatives.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Hill.

The motion carried by the following vote:

Yes: 5 Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers,
 P.C. Wu
No: 0 None

4. [20-00501 INTERLOCAL AGREEMENT WITH THE CITY OF PENSACOLA FOR IMPLEMENTATION OF HOUSING INITIATIVES](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve an Interlocal Agreement with the City of Pensacola for implementation of housing initiatives within the Urban Core, Westside and Eastside community redevelopment areas. Further, that the CRA authorize the Chairperson to take all actions necessary to implement the agreement.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Hill.

CRA Administrator Gibson explained the intent of the interlocal agreement regarding the partnership and cost. She responded accordingly to questions.

Upon conclusion of discussion the vote was called.

ACTION ITEMS (CONT'D)

The motion to approve (Item 4, 20-00501) carried by the following vote:

Yes: 5 Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers,
 P.C. Wu
No: 0 None

5. [20-00495](#) [APPROVAL OF AN INTERLOCAL AGREEMENT WITH ESCAMBIA COUNTY, FLORIDA RELATING TO THE BEAUTIFICATION OF A PORTION OF WEST GOVERNMENT STREET](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve the Interlocal Agreement (IA) with Escambia County, Florida, relating to the beautification of a portion of West Government Street. Further, that the CRA authorize the CRA Chairperson to execute all documents necessary for the execution of the agreement.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Moore.

CRA Administrator Gibson explained the county's role in this interlocal agreement. She responded accordingly to questions.

Upon conclusion of discussion the vote was called.

The motion carried by the following vote:

Yes: 4 Jared Moore, Ann Hill, Jewel Cannada-Wynn, P.C. Wu,
No: 1 Sherri Myers

6. [20-00483](#) [FISCAL YEAR 2021 COMMUNITY POLICING INTERLOCAL AGREEMENT](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve an interlocal agreement with the City of Pensacola for the purpose of providing Community Policing Innovations within the Urban Core Community Redevelopment Area for Fiscal Year 2021 in an amount not to exceed \$100,000.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Hill.

CRA Administrator Gibson explained this interlocal agreement. She responded accordingly to questions.

ACTION ITEMS (CONT'D)**The motion carried by the following vote:**

Yes: 5 Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers,
 P.C Wu
No: 0 None

7. [20-00489 PLAZA DE LUNA CONCESSIONS AGREEMENT RENEWAL](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve a one-year renewal of the Concession Agreement with DeLuna's Chat and Chew LLC for the operation of the Plaza de Luna Concession and Restroom Facilities. Further, that the CRA authorize the Chairperson to take all actions necessary to complete the renewal.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Hill.

CRA Administrator Gibson explained the terms of the agreement. She responded accordingly to questions.

The motion carried by the following vote:

Yes: 5 Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers,
 P.C. Wu
No: 0 None

8. [2020-03 CRA SUPPLEMENTAL BUDGET RESOLUTION NO. 2020-03 CRA - AMENDING THE FISCAL YEAR 2020 BUDGET](#)

Recommendation: That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2020-03 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

A motion to adopt was made by CRA Member Hill, seconded by CRA Member Moore.

The motion carried by the following vote:

Yes: 5	Jared Moore, Ann Hill, Jewel Cannada-Wynn, Sherri Myers, P.C. Wu
No: 0	None

DISCUSSION ITEMS

None

OPEN FORUM

None

ADJOURNMENT

6:20 P.M.



City of Pensacola

COMMUNITY REDEVELOPMENT AGENCY

DRAFT Meeting Minutes

October 5, 2020

5:27 P.M.

Council Chambers 1st Floor

The Community Redevelopment Agency (CRA) Board meeting was called to order by Chairperson Moore at 5:27 P.M. (immediately following the 3:30 P.M. City Council Agenda Conference).

CALL MEETING TO ORDER

CRA MEMBERS PRESENT: Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, Sherri Myers (Left Meeting @ 6:10 P.M.), P.C. Wu

CRA MEMBERS ABSENT : Andy Terhaar

To limit the potential spread of COVID-19, some CRA Members attended by telephonic conferencing. This change in format was consistent with Executive Order 20-69 issued by Gov. Ron DeSantis and had been adopted at the direction of Council President Jewel Cannada-Wynn in consultation with the City Attorney. The public attended the meeting in person with limited seating. Consistent w/ CDC guidelines, all were required to sit at least 6 feet apart & to wear face coverings that covered their nose & mouth. The public also participated via live stream or phone. Public participation was available as follows:

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- For agenda items: citizens may submit an online form here www.cityofpensacola.com/CRAInput **beginning at 1:00 P.M. until that agenda item has been voted upon** to indicate they wish to speak to a specific item on the agenda **and include a phone number. Staff will call the person** at the appropriate time so the citizen can directly address the CRA using a telephone

held up to a microphone. **Any form received after an agenda item has been voted upon will not be considered.**

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

CRA Member Hill disclosed ownership or control of interest directly or indirectly of property in the Community Redevelopment Area.

CHAIRMAN'S REPORT

None

ADD ON AGENDA ITEM PRESENTED

[20-00602 ADD ON: APPROVAL OF RESIDENTIAL RESILIENCY PROGRAM](#)

A motion to approve was made by CRA Member Hill, and seconded by CRA Member Cannada-Wynn.

The motion carried by the following vote:

Yes: 6	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, P.C. Wu, Sherri Myers
No: 0	None

APPROVAL OF MINUTES

1. [20-00493 CRA MEETING MINUTES - 09/08/2020](#)

Approval was postponed until the next regular board meeting.

PRESENTATIONS

None

ACTION ITEMS

2. [20-00523 APPROVAL OF PLAN SUBMISSION - 150 S. BAYLEN STREET](#)

Recommendation: That the Community Redevelopment Agency (CRA) approve the plans submitted for redevelopment of the property at 150 South Baylen Street, by Studer Properties, LLP.

A motion for approval was made by Board Member Cannada-Wynn, and seconded by Board Member Jerralds.

Michael Crawford of Caldwell Associates representing the developer, Studer Properties, LLP, provided an overhead presentation of the proposed project plans.

Following the presentation, discussion took place fielding questions and comments. Mr. Crawford, Andrew Rothfeder of Studer Properties, LLP, and CRA Administrator Helen Gibson responded accordingly.

Upon conclusion of discussion (regarding Item 2, 20-00523), the vote was called.

The motion carried by the following vote:

Yes: 6	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, P.C. Wu, Sherri Myers
No: 0	None

3. [20-00592 AWARD OF CONTRACT FOR RFQ #20-054 DESIGN CONSISTENCY REVIEW SERVICES FOR THE HASHTAG AND BRUCE BEACH WATERFRONT CONNECTIVITY PROJECTS.](#)

Recommendation: That the Community Redevelopment Agency (CRA) award a contract to SCAPE Landscape Architecture DPC for design consistency review services requested through RFQ #20-054. Further, that the CRA authorize the Chairperson to take all actions necessary to negotiate and execute the necessary contract.

A motion to approve was made by CRA Member Jerralds, and seconded by CRA Member Moore.

Discussion took place fielding questions and comments, CRA Administrator Gibson responded accordingly.

There being no further discussion, the vote was called.

The motion carried by the following vote:

Yes: 6	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, P.C. Wu, Sherri Myers
No: 0	None

4. [20-00582 AWARD OF CONTRACT - RFP NO. 20-061 TO PROVIDE STRATEGIC COMMUNICATIONS AND GRANT WRITING SERVICES](#)

Recommendation: That the Community Redevelopment Agency (CRA) award a contract to Ideaworks, Inc. for continuing strategic communications and grant writing services requested through Request for Proposals (RFP) No. 20-061 for an initial term of three (3) years. Further, that the CRA authorize the CRA Chairperson to take all actions necessary to execute the contract.

A motion to approve was made by CRA Member Cannada-Wynn, and seconded by CRA Member Jerralds.

CRA Administrator Gibson and Assistant CRA Administrator D'Angelo responded to CRA Member Hill regarding anticipated grant writing projects.

The motion carried by the following vote (with CRA Member Myers no longer in attendance):

Yes: 5	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, P.C. Wu
No: 0	None

5. 20-00602 ADD ON: APPROVAL OF RESIDENTIAL RESILIENCY PROGRAM

Recommendation: That the Community Redevelopment Agency (CRA) amend the Fiscal Year 2021 CRA Work Plan to include establishment and implementation of a CRA Residential Resiliency Program to provide assistance for damage repair and prevention, in emergency response to Hurricane Sally, to property owners located with the City of Pensacola's adopted Urban Core, Westside and Eastside community redevelopment areas. Further, that the CRA authorize staff to proceed with the development and administration of the program, including implementation of administrative elements by partner agencies, such as BRACE, Red Cross, and United Way, as may be appropriate to maximize program utilization and impact. Finally, that the CRA authorize the CRA Chairperson to negotiate and execute all documents necessary to implement the program, including the incorporation of administrative elements by partner agencies.

A motion to approve was made by CRA Member Hill, seconded by CRA Member Cannada-Wynn.

CRA Administrator Gibson provided an overhead presentation. CRA Administrator Gibson and Assistant CRA Administrator D'Angelo responded accordingly to questions.

The motion carried by the following vote (with CRA Member Myers no longer in attendance):

ACTION ITEMS (CONT'D)

Yes: 5	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, P.C. Wu
No: 0	None

DISCUSSION ITEMS

None

OPEN FORUM

None

ADJOURNMENT

6:15 P.M.

Approved: _____

Prepared by CRA Staff/dm



City of Pensacola

COMMUNITY REDEVELOPMENT AGENCY

DRAFT Special Meeting Minutes

October 19, 2020

6:28 P.M.

Council Chambers 1st Floor

The Community Redevelopment Agency (CRA) Board Special meeting was called to order by Chairperson Moore at 6:28 P.M. (immediately following the 3:30 P.M. City Council Agenda Conference and Workshop).

CALL MEETING TO ORDER

CRA MEMBERS PRESENT: Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, Sherri Myers, Andy Terhaar (Left Meeting @ 6:57 P.M.), P.C. Wu

CRA MEMBERS ABSENT: None.

To limit the potential spread of COVID-19, some CRA Members attended by telephonic conferencing. This change in format was consistent with Executive Order 20-69 issued by Gov. Ron DeSantis and had been adopted at the direction of Council President Jewel Cannada-Wynn in consultation with the City Attorney. The public attended the meeting in person with limited seating. Consistent w/ CDC guidelines, all were required to sit at least 6 feet apart and to wear face coverings that covered their nose & mouth. The public also participated via live stream or phone. Public participation was available as follows:

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To provide input:

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

CRA Member Hill and CRA Member Terhaar disclosed ownership or control of interest directly or indirectly of property in the Community Redevelopment Area.

ACTION ITEMS

1. 2020 -05 CRA RESOLUTION NO. 2020-05 CRA - APPROVING THE EAST GARDEN DISTRICT STREETSCAPE PROJECT MASTER REDEVELOPMENT AGREEMENT AND PRELIMINARY PLANS

Recommendation: That the Community Redevelopment Agency (CRA) adopt Resolution No. 2020-05 CRA approving and authorizing a master redevelopment agreement between the CRA, the City of Pensacola, developers of the East Garden District redevelopment project, 41 N. Jefferson Street, LLC, 2 North Palafox, LLC and 90 E. Garden Street, LLC, to award \$1,375,000 towards the construction of streetscape improvements along Jefferson Street from Garden Street to Chase Street. Further, that the CRA approve the preliminary plans, in substantially the form attached. Finally, that the CRA authorize the CRA Chairperson to take all actions necessary to complete the project.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY RELATING TO COMMUNITY REDEVELOPMENT WITHIN THE URBAN CORE COMMUNITY REDEVELOPMENT AREA; PROVIDING FINDINGS; APPROVING AND AUTHORIZING EXECUTION OF A MASTER REDEVELOPMENT AGREEMENT BETWEEN THE AGENCY, THE CITY OF PENSACOLA, FLORIDA, 41 N. JEFFERSON STREET, LLC, 2 NORTH PALAFOX, LLC, AND 90 E. GARDEN STREET, LLC, PROVIDING FOR THE REDEVELOPMENT OF CERTAIN PROPERTY LOCATED IN THE REDEVELOPMENT AREA CONSISTING OF RIGHT OF WAY, STREETSCAPE AND WALKWAY IMPROVEMENTS; AND PROVIDING AN EFFECTIVE DATE.

A motion to approve was made by CRA Member Terhaar, and seconded by CRA Member Jerralds.

Capital Improvement Project Manager, David Forte provided an overview of the project and introduced Chad Henderson, Alex Stacy, and Tosh Belsinger with the developer group, 41 N. Jefferson Street, LLC, 2 North Palafox, LLC and 90 E. Garden Street, LLC. Chad Henderson of Catalyst HRE representing the developer group provided an overhead presentation.

Following the presentation discussion took place. Discussion ensued fielding questions and comments. CRA Administrator Gibson, Mr. Henderson, and Mr. Belsinger responded accordingly.

ACTION ITEMS (CONT'D)

During discussion, CRA Member Myers mentioned **replacing references to “chairman” within the resolution with a gender-neutral term such as “chair” which was accepted as a friendly amendment.**

Public input was heard from John Lindemann, 2426 North Palafox Street. Further discussion ensued between Mr. Lindemann, CRA Members Myers, and Moore, Capital Improvement Projects Manager Forte, Mr. Henderson, and Mr. Belsinger.

CRA Member Terhaar called the question.

Follow-up remarks were made by CRA Members Jerralds, Moore, Myers and CRA Administrator Gibson and the vote was called.

The motion carried by the following vote:

Yes: 6	Jared Moore, Ann Hill, Jewel Cannada-Wynn, John Jerralds, Sherri Myers, Andy Terhaar, P.C. Wu
No: 0	None

CRA Administrator Gibson advised the CRA Members that since a presentation was given during the CRA meeting, it was not anticipated that the presentation would be made again at the Thursday October 22, 2020 City Council meeting, unless it was so desired by City Council.

DISCUSSION ITEMS**2. 20-00647 COMMUNITY MARITIME PARK DAY DOCK - EMERGENCY WATER TAXI SERVICE**

CRA Administrator Gibson introduced the item. Capital Improvement Project Manager Forte provided an overview.

CRA Member Hill asked if connection points between Gulf Breeze and Pensacola had been determined. Capital Improvement Project Manager Forte responded accordingly.

CRA Member Myers raised concerns regarding ADA accessibility of the gangway ramp shown in the design schematic. Capital Improvement Project Manager Forte and Mike Langston with the project design and engineering firm, Baskerville Donovan Inc. (BDI), responded accordingly.

ADJOURNMENT

7:34 P.M.

Approved: _____

Prepared by CRA Staff/dm

DRAFT



Memorandum

File #: 20-00707

Community Redevelopment Agency

11/9/2020

ACTION ITEM

SPONSOR: Jared Moore, Chairperson

SUBJECT:

APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE M. WESTON AUDUBON SOCIETY, THE CITY OF PENSACOLA, AND THE COMMUNITY REDEVELOPMENT AGENCY PERTAINING TO TREE AND VEGETATIVE PLANTINGS AND MAINTENANCE AT BRUCE BEACH.

RECOMMENDATION:

That the Community Redevelopment Agency (CRA) approve a Memorandum of Understanding with the M. Weston Audubon Society and the City of Pensacola for Tree and Vegetative Plantings and Maintenance at Bruce Beach. Further, that the CRA authorize the CRA Chairperson to take all actions necessary to execute the Memorandum of Understanding.

SUMMARY:

On February 10, 2020, the CRA approved the appropriation of bond proceeds to fund four catalytic capital improvement projects in the Urban Core Community Redevelopment Area from revenue generated by the Urban Core Redevelopment Refunding and Improvements Revenue Bond, Series 2019. Each of the four redevelopment projects was identified in the 2010 Urban Core Community Redevelopment Plan.

Designs for two of the projects, the Bruce Beach waterfront park and the “Hashtag” streetscape project, were elements of the proposed continuous waterfront trail system conceptualized by SCAPE Landscape Architecture in 2019. Each of these projects will have a transformative impact on the City and further implement the Community Redevelopment Plan for the revitalization of the City.

On October 5, 2020, the CRA approved a contract with SCAPE to provide consistency review services on the Bruce Beach and Hashtag projects. This review is intended to help preserve as much of the original Bruce Beach and Hashtag conceptual design features as possible while the projects progress through the design development and construction stages.

The M. Weston Audubon Society, a local volunteer group, has obtained a grant to provide trees and other vegetative plantings at Bruce Beach. Additionally, they have offered to provide maintenance for these plantings. The attached Memorandum of Understanding (MOU) between the Audubon Society, the City of Pensacola and the CRA is being submitted for approval for the proposed planting and maintenance activities. A key provision of the MOU agreement requires that all plantings be

reviewed and approved by SCAPE for consistency with the overall project vision.

PRIOR ACTION:

July 15, 2019 - The CRA adopted Resolution No. 2019-04 CRA and Supplemental Budget Resolution No. 2019-05 CRA authorizing an interlocal agreement and appropriating funding in connection with the respectively.

July 18, 2019 - City Council adopted Resolution No. 2019-31 and Supplemental Budget Resolution No. 2019-32 authorizing an interlocal agreement and appropriating funding in connection with the Urban Core Redevelopment Refunding and Improvements Revenue Bond, Series 2019, respectively

August 5, 2019 - The CRA approved the scheduling of a workshop to discuss the use of the Urban Core Redevelopment Refunding and Improvements Revenue Bond, Series 2019.

December 9, 2019 - The CRA adopted Supplemental Budget Resolution No. 2019-10 CRA carrying forward available balances from the Urban Core Redevelopment Refunding and Improvement Revenue Bonds, Series 2019.

December 12, 2019 - City Council adopted Supplemental Budget Resolution No. 2019-70, carrying forward available balances from the Urban Core Redevelopment Refunding and Improvement Revenue Bonds, Series 2019.

February 3, 2020 - The CRA held a workshop to review recommended projects for funding through the Urban Core Redevelopment Refunding and Improvements Revenue Bond, Series 2019.

February 10, 2020 - CRA approved Bruce Beach as one of the projects funded from the Urban Core Redevelopment Refunding and Improvements Revenue Bond, Series 2019.

FUNDING:

NA

FINANCIAL IMPACT:

None

CITY ATTORNEY REVIEW: Yes

11/2/2020

STAFF CONTACT:

Kerrith Fiddler, Deputy City Administrator - Community Development
M. Helen Gibson, AICP, CRA Administrator
Victoria D'Angelo, Assistant CRA Administrator

ATTACHMENTS:

- 1) MOU with Audubon Society

PRESENTATION: No

**MEMORANDUM OF UNDERSTANDING
BETWEEN FRANCIS M. WESTON AUDUBON SOCIETY, INC.,
THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA
FLORIDA, AND THE CITY OF PENSACOLA, FLORIDA
FOR TREE AND VEGETATION PLANTINGS AND MAINTENANCE
AT BRUCE BEACH**

This Memorandum of Understanding (“MOU”) is made and entered into by and between the Francis M. Weston Audubon Society, Inc. a Florida Not For Profit Corporation (hereinafter referred to as “FMWAS”), the Community Redevelopment Agency, of the City of Pensacola, a political subdivision of the State of Florida (hereinafter referred to as “CRA”), and the City of Pensacola, a municipal corporation created and existing under the laws of the State of Florida (hereinafter referred to as the “City”), for the purpose of installing and maintaining native trees and vegetation at the City-owned property known as Bruce Beach.

1. PURPOSE

The purpose of this MOU is to specify the locations, terms and methods by which the Francis M. Weston Audubon Society may, at its sole cost, plant and maintain certain approved native trees and vegetation at specified locations of the City’s Bruce Beach property as a component of the CRA funded Bruce Beach Redevelopment project. The parties desire to enter into an MOU setting forth the terms, conditions and responsibilities of a coordinated effort to permit FMWAS plantings and planting area maintenance responsibilities.

2. DEFINITIONS

As used herein, the following terms shall have the following meanings:

- A. “Approved native trees and vegetation” means those trees and plant species listed in Appendix A- Approved Plantings, as modified by the recommendations of SCAPE Landscape Architecture DPC (SCAPE) dated October 26, 2020.
- B. “Specified locations” means the typical Northwest Florida Gulf Coastal Lowlands area of the City-owned property known as Bruce Beach bordered by Washer Woman Creek on the east, the Bruce Beach parking lot and trail on the west, and the intersection of Vince Whibbs Drive on the south as shown in Appendix B.
- C. “Bruce Beach Redevelopment Project” means the improvements identified in the Waterfront Framework and Catalytic Projects Plan developed by SCAPE and finalized by HDR, Inc. on behalf of the CRA and City.

3. STATEMENT OF WORK

- A.** FMWAS shall be responsible for planting and maintaining various approved native trees and vegetation, as listed in Appendix A- Approved Plantings, in the locations identified in Appendix B- Approved Locations;
- B.** FMWAS shall purchase and install certified native trees and plants in accordance with the Appendix A at its own expense.
- C.** FMWAS shall be responsible to maintain said plantings for the duration of this MOU, including any renewals thereof, for the planting areas except city-owned ground adjacent to FMWAS plantings (outside approved locations). Maintenance shall include: propagation, cultivation to ensure health and survivability, application water with City assistance and support (described below), applied integrated pest management (IPM) practices to create a largely pesticide-free area in and around the plantings, site-scouting to identify and map all non-native/ invasive trees and plants for removal in the Appendix B Bruce Beach approved planting sites and removal of infringing non-native/ invasive plants or request, where required, City mechanical equipment support. FMWAS will not use toxic chemical herbicides (such as glyphosate) in order to create a largely herbicide-free area in and around the plantings.
- D.** FMWAS shall provide, install and maintain temporary fencing around FMWAS plantings of native trees and plants to provide demarcation of areas of maintenance responsibility until the plantings are clearly established.
- E.** FMWAS shall provide on-site representative presence for de-confliction of City of Pensacola scheduled mowing.
- F.** FMWAS shall re-plant nearly all trees that naturally fail to thrive and after the foot-bridge is installed conduct a continued Live Oak/Sand Oak/Myrtle Oak copse planting on the south-side of the bridge.
- G.** City agrees to allow FMWAS free and mutually scheduled access to and use of fixed and portable City-owned irrigation resources including wells and water bowsers under the conditions set forth in this MOU.
- H.** FMWAS shall comply with all applicable federal, state, and local laws, ordinances, rules, policies and regulations pertaining to the activities undertaken pursuant to this MOU at its sole expense, and shall be responsible for all costs associated with the activities related thereto; further, FMWAS shall indemnify, defend, and hold harmless the City, including its elected officials, agents, and employees, from and against all claims, damages, losses, and expenses, arising out of or resulting from the activities carried out pursuant to this MOU.

- I. The parties acknowledge and agree to fulfill all obligations respecting required contract provisions in any contract entered into or amended after July 1, 2016, in full compliance pursuant to Section 119.0701, *Florida Statutes*, and obligations respecting termination of a contract for failure to provide public access to public records. The parties expressly agree specifically that the contracting parties hereto shall comply with the requirements within Attachment "A" attached hereto and incorporated by reference.

4. AGREEMENT TERM

This MOU shall commence on the date of the last signature by the Parties and shall remain in effect for ten (10) years from this date, unless sooner terminated or cancelled in accordance with Article 6, Termination. Once executed, this MOU supersedes all previous agreements between the Parties regarding the same subject matter. This MOU may be renewed for up to two (2) ten-year terms upon mutual agreement of the Parties.

5. TERMINATION

This MOU may be terminated by either party for cause or for convenience. Either party may exercise its right of termination for convenience by furnishing to the other party written notice of its election to do so. The termination for convenience shall be effective seven (7) days following the date of the receipt of such notice.

6. NOTICES

All notices required or made pursuant to this MOU by either party to the other shall be in writing and delivered by hand or by United States Postal Service, first class mail, postage prepaid, return receipt requested, addressed to the following:

TO THE FRANCIS M. WESTON AUDUBON SOCIETY, INC.:

Michael R. Brower, President
Francis M. Weston Audubon Society, Inc.
Post Office Box 17484
Pensacola FL 32522

TO THE CRA:

City of Pensacola Community
Redevelopment Agency
Attention: CRA Administrator
222 W. Main Street
Pensacola, Florida 32502

TO THE CITY:

City of Pensacola
Attention: City Administrator
222 W. Main Street
Pensacola, Florida 32502

Either party may change its above-noted address by giving written notice to the other party in accordance with the requirements of this section.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: the Francis M. Weston Audubon Society through its Board, signing by and through its duly authorized [President], and the Community Redevelopment Agency of the City of Pensacola, signing by and through its Chairperson, and the City of Pensacola, signing by and through its Mayor.

**FRANCIS M. WESTON AUDUBON
SOCIETY, INC.,
A FLORIDA NOT FOR PROFIT
CORPORATION**

[Seal]

By: _____
Michael R. Brower, President

Date _____

**THE COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF PENSACOLA
A POLITICAL SUBDIVISION OF THE STATE
OF FLORIDA**

By: _____
Jared Moore, Chairperson

Date: _____

Attest:

Ericka Burnett, City Clerk

**THE CITY OF PENSACOLA,
A FLORIDA MUNICIPAL CORPORATION**

By: _____
Grover C. Robinson, IV, Mayor

Date: _____

Attest:

Ericka Burnett, City Clerk

Approved as to form and execution

By: _____
City Attorney

Date: _____

Appendix A-Approved Plant List Proposed for Planting in Phase 1

Keystone trees are botanically recognized species which positively and disproportionately effect an ecosystem's support of a bird, wildlife and insect food-web. Used to be, experts thought, "just plant natives trees and plants" and the Gulf Coastal Lowlands insects and seeds for birds' food-web was ensured. However, peer-reviewed research reports that a keystone tree-less habitat, even when packed with native trees and plants, will support 75% fewer insects like caterpillars and without insects like caterpillars you'll see your birds and butterflies disappear (Tallamy 2019). In the absence of keystone species, a food web almost disappears. Native Trees and Plants for Native and Migratory Birds Live Oaks (*Quercus virginiana*), Sand Live Oaks (*Quercus germinata*), Myrtle Oaks (*Quercus myrtifolia*), Red Mulberry (*Morus rubra*), and Bald Cypress (*Taxodium distichum*) are all Gulf Coastal Lowlands keystone trees. The multi-tier understory of each grove replicates an ideal mix of trees and plants typically found in nature in keystone groves. The adapted understory significantly contribute to the food-web. Planting these trees in groves or clusters will allow the project to demonstrate a grove's hurricane and wind resistance when mature due to the interlaced root structures.

Grove 1 - Live Oak/Sand Oak/Myrtle Oak "Keystone" copse of at least 10 trees expanded by at least three additional Sand Live Oaks and tiered understory plants on the bayside after the pedestrian bridge is constructed. Grove 1 will have at least three Chickasaw Plums and three wax myrtles and more than 50 native shrubs, perennials and self-seeding annuals including, but not limited to rusty lyonia, inkberry, summer sweet, possum haw, saw palmetto, scrub mints, yaupon holly, high-bush and Darrow's Blueberry, winged sumac and passion vine.

Grove 2 - Native Red Mulberry Grove containing at least 12 trees and an understory consisting of 15 or more oak hydrangea shrubs, 10 or more American Beautyberry shrubs, 10 or more sweet shrubs and a meadow of native milkweed.

Grove 3 - Bald Cypress cluster of at least five trees, as well as, three or more each of, Dahoon Holly, Sweet Bay Magnolia, wax myrtle trees and at least ten swamp lilies, five scarlet hibiscus, two swamp milkweeds, and ample seeds for standing cypress and swamp sunflower and at least ten frog fruit plants to start ground cover.

Phase 1 of Native Trees and Plants for Native and Migratory Birds at Bruce Beach FMWAS volunteers shall plant on the western side of the Washerwoman Creek Basin at no-capital cost to the City of Pensacola:

2X3 Gallon Live Oaks (*Quercus virginiana*)

2X7 Gallon Live Oaks (*Quercus virginiana*)

3X7 Gallon Sand Live Oaks (*Querus geminata*)
3X3 Gallon Myrtle Oaks (*Querus myrtifolia*)
6X3 Gallon Female Red Mulberry (*Morus rubra*)
6X3 Gallon Red Mulberry (*Morus rubra*)
2X7 Gallon Bald Cypress (*Taxodium distichum*)
3X3 Gallon Bald Cypress (*Taxodium distichum*)
3X3 Gallon Chickasaw plums (*Prunus angustifolia*)
6X3 Gallon Wax Myrtle (*Morella cerifera*)
15X1Gallon Oak Leaf Hydrangea (*Hydrangea quercifolia*)
10X1 Gallon American Beautyberry (*Callicarpa americana*)
10X1 Gallon Sweet Shrub (*Calycanthus flordia*)
3X3 Gallon Yaupon Holly, (*Ilex vomitoria*)
1X3 Gallon Sweet Bay Magnolia (*Magnolia virginiana*)
3X1 Gallon Sweet Bay Magnolia (*Magnolia virginiana*)
5X1 Gallon Rusty Lyonia (*Lyonia ferruginea*)
5X1 Gallon Saw Palmetto (*Serenoa repens*)
10X1 Gallon False Rosemary Mint (*Conradina canescens*)
5X1 Gallon Highbush Blueberry (*Vaccinium corymbosum*)
5X3 Gallon Darrow Blueberry (*Vaccinium darrowii*)
4X1 Gallon Dahoon Holly (*Ilex cassine*)
3X1 Gallon Passion Vine (*Passiflora eduli*)
7X2.5 Gallon Spider Lily (*Hymenocallis latifolia*)
10X1 Gallon Frogfruit (*Phyla nodiflora*)
3X1 Gallon Winged Zumac (*Rhus copallinum*)

5X1 Gallon Inkberry Holly (*Ilex glabra*)

5X1 Gallon Summer Sweet (*Clethra alnifolia*)

5X2.5"x3.5" Pot Possum Haw (*Ilex decidua*)

5 X1 Gallon Scarlet Hibiscus (*Hibiscus coccineus*)

3X12'-16" Plug Black Willow (*Salix nigra*) (If natives can be sourced)

Seeds

Native Florida Milkweed (*Asclepias humistrata*) Bulk Seeds (Donated by Escambia County Master Gardeners)

Standing Cypress (*Ipomopsis rubra*) Bulk Seeds (To be planted Spring 20210

Swamp Sunflower (*Helianthus angustifolius*)-Bulk Seeds (To be planted Spring 20210

MEMO

Date: October 26, 2020

From: Lee Altman, Michael Spina, at SCAPE

To: Helen Gibson, David Forte, at Pensacola CRA

Re: Bruce Beach Planting – Recommendations for Audubon Society

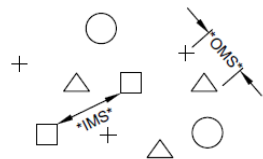
Dear Helen, David,

Below are SCAPE's recommendations to the proposed planting at Bruce Beach:

1. As previously noted by HDR, new planting should avoid the area with the pedestrian bridge across the creek would be landing.
2. Consider planting more species at smaller size within budget to reduce transplant shock.
3. See attached plant list below for suggested plant spacing (apply to both new and existing vegetation).
4. Consider additional low-cost ways to increase habitat value; add snags, logs, brush piles, or other woody debris adjacent to planting areas where there is limited ground cover.
5. Apply shredded hardwood bark mulch to planting areas.
6. Use clean sand only as a soil amendment when needed for backfilling during planting, not topsoil.
7. Consider salt tolerance of proposed species (see suggestions below).

Existing Planting Plan Species Associated with Poor Salt Tolerance	
<i>Asclepias humistrata</i>	sandhill milkweed
<i>Callicarpa americana</i>	beautyberry
<i>Calycanthus florida</i>	sweet shrub
<i>Lyonia ferruginea</i>	rusty lyonia
<i>Morus rubra</i>	red mulberry
<i>Phyla nodiflora</i>	frogfruit
<i>Quercus myrtifolia</i>	myrtle oak
<i>Vaccinium darrowii</i>	darro blueberry

Optional Salt Tolerant Substitutes	
<i>Aronia arbutifolia</i>	red chokeberry
<i>Asclepias tuberosa</i>	butterflyweed
<i>Celtis laevigata</i>	sugarberry
<i>Diospyros virginiana</i>	persimmon
<i>Juniperus virginiana</i>	red cedar
<i>Liatris squarrosa</i>	scaly blazing star
<i>Pinus palustris</i>	longleaf pine
<i>Sambucus nigra ssp. Canadensis</i>	american elder
<i>Solidago sempervirens</i>	seaside goldenrod



OMS- AN OVERALL MINIMUM SPACING DISTANCE *OMS* IS ASSIGNED TO THE PLANTING CONFIGURATION
IMS- AN INDIVIDUAL MINIMUM SPACING DISTANCES *IMS* IS ASSIGNED TO EACH INDIVIDUAL SPECIES

PLANT SPACING - RANDOM
PLAN VIEW

NOTE: EACH SYMBOL INDICATES A DIFFERENT SPECIES
NOT TO SCALE

Best,

Lee Altman, AIA
Senior Associate
SCAPE Landscape Architecture

ATTACHMENT: Plant list with recommended spacing

GROVE 1 - OAKS - RECOMMENDED SPACING

Scientific Name	Common Name	Size	Type	QTY	Individual Min. Spacing (ft)(triangular)	Overall Min. Spacing (OMS)
Perennials						
<i>Hymenocallis latifolia</i>	spider lily	2.5'	GAL	7	1.5'	1.5'
Shrubs						
<i>Clethra alnifolia</i>	summer sweet	1'	GAL	5	3-5'	3'
<i>Conradina canescens</i>	false rosemary mint	1'	GAL	10	1.5'	3'
<i>Ilex decidua</i>	pot possum haw	3.25"	CONT	5	10-15'	3'
<i>Ilex glabra</i>	inkberry	1'	GAL	5	3-5'	3'
<i>Ilex vomitoria</i>	yaupon holly	3'	GAL	5	3-5'	3'
<i>Lyonia ferruginea</i>	rusty lyonia	1'	GAL	5	3-5'	3'
<i>Morella cerifera</i>	wax myrtle	3'	GAL	6	5-10'	3'
<i>Passiflora edulis</i>	passion vine	1'	GAL	3	3-5'	3'
<i>Prunus angustifolia</i>	chickasaw plum	3'	GAL	3	10-15'	3'
<i>Quercus geminata</i>	sand live oak	7'	GAL	3	15-25'	3'
<i>Quercus myrtifolia</i>	myrtle oak	3'	GAL	3	5-10'	3'
<i>Rhus copallinum</i>	winged sumac	1'	GAL	3	5-10'	3'
<i>Serenoa repens</i>	saw palmetto	1'	GAL	5	3-5'	3'
<i>Vaccinium corymbosum</i>	highbush blueberry	1'	GAL	5	3-5'	3'
<i>Vaccinium darrowii</i>	darro blueberry	3'	GAL	5	3-5'	3'
Trees						
<i>Quercus virginiana</i>	live oak	3'	GAL	2	20-30'	15'
<i>Quercus virginiana</i>	live oak	7'	GAL	2	20-30'	15'
<i>Salix nigra</i>	black willow	12-16"	PLUG	3	15-20'	15'

GROVE 2 - Mulberry - RECOMMENDED SPACING

Scientific Name	Common Name	Size	Type	QTY	Individual Min. Spacing (ft)(triangular)	Overall Min. Spacing (OMS)
Perennials						
<i>Asclepias humistrata</i>	sandhill milkweed	LBS P.L.S.	SEED	N/A	N/A	N/A
Shrubs						
<i>Callicarpa americana</i>	beautyberry	1'	GAL	10	3-5'	3'
<i>Calycanthus florida</i>	sweet shrub	1'	GAL	10	3-5'	3'
<i>Hydrangea quercifolia</i>	oakleaf hydrangea	1'	GAL	15	5-10'	3'
Trees						
<i>Morus rubra</i>	female red mulberry	3'	GAL	6	15-20'	15'
<i>Morus rubra</i>	male red mulberry	3'	GAL	6	15-20'	15'

GROVE 3 - Bald Cypress - RECOMMENDED SPACING

Scientific Name	Common Name	Size	Type	QTY	Individual Min. Spacing (IMS)	Overall Min. Spacing (OMS)
Perennials						
<i>Helianthus angustifolius</i>	swamp sunflower	Lbs P.L.S.	SEED	N/A	N/A	N/A
<i>Ipomopsis rubra</i>	standing cypress	Lbs P.L.S.	SEED	N/A	N/A	N/A
<i>Phyla nodiflora</i>	frogfruit	1'	GAL	1	1.5'	1'
Shrubs						
<i>Hibiscus coccineus</i>	scarlet hibiscus	1'	GAL	5	3-5'	3'
<i>Ilex cassine</i>	dahoon holly	1'	GAL	1	5-10'	3'
Trees						
<i>Magnolia virginiana</i>	sweetbay magnolia	3'	GAL	3	10-15'	10'
<i>Magnolia virginiana</i>	sweetbay magnolia	1'	GAL	1	10-15'	10'
<i>Taxodium distichum</i>	bald cypress	7'	GAL	2	20-30'	10'
<i>Taxodium distichum</i>	bald cypress	3'	GAL	3	20-30'	10'



Attachment "A"

PUBLIC RECORDS: Consultant/Contractor/Vendor shall comply with Chapter 119, Florida Statutes. Specifically, Consultant/ Contractor/Vendor shall:

- A.** Keep and maintain public records required by the City to perform the service.
- B.** Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C.** Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following the completion of the Agreement if Consultant/ Contractor/Vendor does not transfer the records to the City.
- D.** Upon completion of the Agreement, transfer, at no cost, to City, all public records in possession of Consultant/Contractor/Vendor or keep and maintain public records required by the City to perform the service. If Consultant/Contractor/Vendor transfers all public records to City upon completion of the Agreement, Consultant/ Contractor/Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant/Contractor/Vendor keeps and maintains public records upon completion of the Agreement, Consultant/Contractor/Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

Failure by Consultant/Contractor/Vendor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Agreement by City.

IF CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE OFFICE OF THE CITY CLERK, (850)435-1715, PUBLICRECORDS@CITYOFPENSACOLA.COM, 222 WEST MAIN STREET, PENSACOLA, FL 32502.



Memorandum

File #: 2020 -04 CRA

Community Redevelopment Agency

11/9/2020

ACTION ITEM

SPONSOR: Jared Moore, Chairperson

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 2020-04 CRA - FINAL AMENDMENT TO THE FISCAL YEAR 2020 BUDGET

RECOMMENDATION:

That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2020-04 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

SUMMARY:

There are three Tax Increment Financing (TIF) Districts contained within the City of Pensacola's Fiscal Year 2020 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.

According to Florida Statute §166.241, the governing body of a municipality may, within up to 60 days following the end of the fiscal year, amend a budget for that year. The attached resolution includes final CRA budget adjustments for Fiscal Year 2020 that require action by the CRA.

Adjustments have been made to various revenue accounts within the three CRA Funds based on the actual amounts received.

Revenues from Interest Income were more than anticipated in the CRA Debt Service Fund. In total additional revenue in the amount of \$86,680 will be placed into Debt Service Reserves (Fund

Balance). Additionally, Principal Reserve will be reduced by \$534,900 and will also be placed into Fund Balance.

Interest Income in the CRA Series 2017 and 2019 Project Funds has been recognized and has been offset with an increase in Capital Outlay.

Interest Income in the LOST Series 2017 Project Fund was greater than anticipated and has been offset with an increase in Reserves for Contingency.

PRIOR ACTION:

August 5, 2019 - The Community Redevelopment Agency Approved the Fiscal Year 2020 Budget on Budget Resolution No. 2019-06 CRA.

November 12, 2019 - The Community Redevelopment Agency approved an Encumbrance Carryover Budget Resolution on Supplemental Budget Resolution No. 2019-08 CRA.

December 9, 2019 - The Community Redevelopment Agency approved a Non-Encumbered Carryover Budget Resolution on Supplemental Budget Resolution No. 2019-10 CRA.

September 8, 2020 - Approval of Supplemental Budget Resolution No. 2020-03 CRA Amending the Fiscal Year 2020 Budget.

FUNDING:

N/A

FINANCIAL IMPACT:

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

CITY ATTORNEY REVIEW: Yes

11/2/2020

STAFF CONTACT:

Kerrith Fiddler, Deputy City Administrator - Community Development
M. Helen Gibson, AICP, CRA Administrator
Amy Lovoy, Finance Director

ATTACHMENTS:

- 1) Supplemental Budget Resolution No. 2020-04 CRA
- 2) Supplemental Budget Explanation No. 2020-04 CRA

PRESENTATION: No

CRA RESOLUTION NO. 2020-04 CRA

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY
APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR
ENDING SEPTEMBER 30, 2020; 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 AGENCY FUND

As Reads:	Berth Harbor Revenue	1,000
Amended		
To Read:	Berth Harbor Revenue	656
As Reads:	Interest Income	50,000
Amended		
To Read:	Interest Income	134,426
As Reads:	Plaza DeLuna Concession	9,000
Amended		
To Read:	Plaza DeLuna Concession	5,664
As Reads:	PSA Reserved Parking	6,000
Amended		
To Read:	PSA Reserved Parking	5,940
As Reads:	Transfer In From Urban Core Redevelopment Trust Fund	3,714,900
Amended		
To Read:	Transfer In From Urban Core Redevelopment Trust Fund	3,627,908
As Reads:	Operating Expenses	5,561,631
Amended		
To Read:	Operating Expenses	5,555,325

B. URBAN CORE REDEVELOPMENT TRUST FUND

As Reads:	Current Ad Valorem Tax - County	3,918,600
Amended		
To Read:	Current Ad Valorem Tax - County	3,917,153
As Reads:	Current Ad Valorem Tax - DIB	380,600
Amended		
To Read:	Current Ad Valorem Tax - DIB	380,551
As Reads:	Transfer In - City	2,540,500
Amended		
To Read:	Transfer In - City	2,539,504

As Reads:	Transfer to CRA Debt Service Fund	3,124,800
Amended		
To Read:	Transfer to CRA Debt Service Fund	3,209,300
As Reads:	Transfer to CRA Fund	3,714,900
Amended		
To Read:	Transfer to CRA Fund	3,627,908

C. EASTSIDE TIF FUND

As Reads:	Current Ad Valorem Tax - County	122,600
Amended		
To Read:	Current Ad Valorem Tax - County	126,188
As Reads:	Interest Income	5,000
Amended		
To Read:	Interest Income	12,045
As Reads:	Transfer In - City	79,500
Amended		
To Read:	Transfer In - City	81,809
As Reads:	Operating Expenses	378,819
Amended		
To Read:	Operating Expenses	394,158
As Reads:	Transfer to CRA Debt Service Fund	89,900
Amended		
To Read:	Transfer to CRA Debt Service Fund	87,503

D. WESTSIDE TIF FUND

To:	Interest Income	10,948
As Reads:	Current Ad Valorem Tax - County	386,200
Amended		
To Read:	Current Ad Valorem Tax - County	386,166
As Reads:	Transfer In - City	250,400
Amended		
To Read:	Transfer In - City	250,353
As Reads:	Operating Expenses	306,609
Amended		
To Read:	Operating Expenses	322,924
As Reads:	Transfer to CRA Debt Service Fund	279,500
Amended		
To Read:	Transfer to CRA Debt Service Fund	274,052

E. CRA DEBT SERVICE FUND

To:	Interest Income	10,025
As Reads:	Transfer In From Eastside TIF Fund	89,900
Amended		
To Read:	Transfer In From Eastside TIF Fund	87,503

As Reads: Amended To Read:	Transfer In From Urban Core TIF Fund	3,124,800
	Transfer In From Urban Core TIF Fund	3,209,300
As Reads: Amended To Read:	Transfer In From Westside TIF Fund	279,500
	Transfer In From Westside TIF Fund	274,052
As Reads: Amended To Read:	Interest Expense	1,844,100
	Interest Expense	1,844,059
As Reads: Amended To Read:	Principal	2,039,900
	Principal	1,505,000

F. CRA SERIES 2017 PROJECT FUND

To:	Interest Income	168,303
As Reads: Amended To Read:	Capital Outlay	11,166,571
	Capital Outlay	11,334,874

G. CRA SERIES 2019 PROJECT FUND

To:	Interest Income	281,749
As Reads: Amended To Read:	Capital Outlay	16,100,000
	Capital Outlay	16,381,749

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
SEPTEMBER 2019 SUPPLEMENTAL BUDGET RESOLUTION EXPLANATION
RESOLUTION NO. 2019-09 CRA**

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
A. COMMUNITY REDEVELOPMENT AGENCY FUND		
Estimated Revenues:		
Berth Harbor Revenue	(344)	Decrease estimated revenue from Berth Harbor Revenue
Interest Income	84,426	Increase estimated revenue from Interest Income
Plaza DeLuna Concession	(3,336)	Decrease estimated revenue from Plaza DeLuna Concession
PSA Reserved Parking	(60)	Decrease estimated revenue from PSA Reserved Parking
Transfer In From Urban Core Redevelopment Trust	(86,992)	Decrease estimated revenue from Transfer In From Urban Core Redevelopment Trust Fund
Total Estimated Revenues	<u>(6,306)</u>	
Appropriations:		
Operating Expenses	<u>(6,306)</u>	Decrease appropriation for Operating Expenses
Total Appropriations	<u>(6,306)</u>	
B. URBAN CORE REDEVELOPMENT TRUST FUND		
Estimated Revenues:		
Current Ad Valorem Tax - County	(1,447)	Decrease Estimated Revenue From County
Current Ad Valorem Tax - DIB	(49)	Decrease Estimated Revenue From DIB
Transfer In - City	<u>(996)</u>	Decrease Interfund Transfer From General Fund
Total Estimated Revenues	<u>(2,492)</u>	
Appropriations:		
Transfer to CRA Debt Service Fund	84,500	Increase appropriation for Transfer to CRA Debt Service Fund
Transfer to CRA Fund	<u>(86,992)</u>	Decrease appropriation for Transfer to CRA Fund
Total Appropriations	<u>(2,492)</u>	
C. EASTSIDE TIF FUND		
Estimated Revenues		
Current Ad Valorem Tax - County	3,588	Increase estimated revenue from Current Ad Valorem Tax - County
Interest Income	7,045	Increase estimated revenue from Interest Income
Transfer In - City	<u>2,309</u>	Increase estimated revenue from Transfer In - City
Total Estimated Revenues	<u>12,942</u>	

**THE CITY OF PENSACOLA
COMMUNITY REDEVELOPMENT AGENCY
SEPTEMBER 2019 SUPPLEMENTAL BUDGET RESOLUTION EXPLANATION
RESOLUTION NO. 2019-09 CRA**

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Appropriations		
Operating Expenses	15,339	Increase appropriation for Operating Expenses
Transfer to CRA Debt Service Fund	<u>(2,397)</u>	Decrease appropriation for Transfer to CRA Debt Service Fund
Total Appropriations	<u>12,942</u>	
D. WESTSIDE TIF FUND		
Estimated Revenues		
Current Ad Valorem Tax - County	(34)	Decrease estimated revenue from Current Ad Valorem Tax - County
Interest Income	10,948	Appropriate estimated revenue from Interest Income
Transfer In - City	<u>(47)</u>	Decrease estimated revenue from Transfer In - City
Total Estimated Revenues	<u>10,867</u>	
Appropriations		
Operating Expenses	16,315	Increase appropriation for Operating Expenses
Transfer to CRA Debt Service Fund	<u>(5,448)</u>	Decrease appropriation for Transfer to CRA Debt Service Fund
Total Appropriations	<u>10,867</u>	
E CRA DEBT SERVICE FUND		
Estimated Revenues		
Interest Income	10,025	Appropriate estimated revenue from Interest Income
Transfer in From Eastside TIF Fund	<u>(2,397)</u>	Decrease estimated revenue from Transfer In From Eastside TIF Fund
Transfer in From Urban Core TIF Fund	84,500	Increase estimated revenue from Transfer In From Urban Core TIF
Transfer in From Westside TIF Fund	<u>(5,448)</u>	Decrease estimated revenue from Transfer In From Westside TIF Fund
Total Estimated Revenues	<u>86,680</u>	
Fund Balance	<u>(621,621)</u>	Decrease appropriated Fund Balance.
Total Estimated Revenues and Fund Balance	<u>(534,941)</u>	
Appropriations		
Interest Expense	(41)	Decrease appropriation for Interest Expense
Principal	<u>(534,900)</u>	Decrease appropriation for Principal
Total Appropriations	<u>(534,941)</u>	

THE CITY OF PENSACOLA
COMMUNITY REDEVELOPMENT AGENCY
SEPTEMBER 2019 SUPPLEMENTAL BUDGET RESOLUTION EXPLANATION
RESOLUTION NO. 2019-09 CRA

FUND	AMOUNT	DESCRIPTION
F. CRA SERIES 2017 PROJECT FUND		
Estimated Revenues		
Interest Income	168,303	Appropriate estimated revenue from Interest Income
Total Estimated Revenues	168,303	
Appropriations		
Capital Outlay	168,303	Increase appropriation for Capital Outlay
Total Appropriations	168,303	
G. CRA SERIES 2019 PROJECT FUND		
Estimated Revenues		
Interest Income	281,749	Appropriate estimated revenue from Interest Income
Total Estimated Revenues	281,749	
Appropriations		
Capital Outlay	281,749	Increase appropriation for Capital Outlay
Total Appropriations	281,749	



Memorandum

File #: 2020 -06 CRA

Community Redevelopment Agency

11/9/2020

ACTION ITEM

SPONSOR: Jared Moore, Chairperson

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 2020-06 CRA - FY 2021 ENCUMBRANCE CARRYOVER RESOLUTION.

RECOMMENDATION:

That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2020-06 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021; PROVIDING FOR AN EFFECTIVE DATE.

SUMMARY:

There are three Tax Increment Financing (TIF) Districts within the City of Pensacola's Fiscal Year 2021 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 2020 encumbered purchase order balances

Appropriations are carried forward to the new fiscal year for purchase orders issued by September 30, 2020, 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 7, 2020 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 2020 funding for not encumbered items will be brought forward for CRA's approval on a separate resolution at the December 7, 2020 meeting. These funds will be appropriated to projects that will be completed within three years or toward the reduction of indebtedness.

PRIOR ACTION:

August 10, 2020 - The CRA approved the FY 2021 Budget on Resolution No. 2020-01 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.

CITY ATTORNEY REVIEW: Yes

10/27/2020

STAFF CONTACT:

Kerrith Fiddler, Deputy City Administrator - Community Development
M. Helen Gibson, AICP, CRA Administrator
Amy Lovoy, Finance Director

ATTACHMENTS:

- 1) Supplemental Budget Resolution No. 2020-06 CRA
- 2) Supplemental Budget Explanation No. 2020-06 CRA

PRESENTATION: No

CRA RESOLUTION NO: 2020-06 CRA

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE GOVERNING BOARD OF THE COMMUNITY REDEVELOPMENT 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	182,566
To:	Purchase Orders Payable	182,566

B. WESTSIDE TIF FUND

	Fund Balance	20,000
To:	Purchase Orders Payable	20,000

C. CRA SERIES 2017 PROJECT FUND

	Fund Balance	3,795,876
To:	Purchase Orders Payable	3,795,876

D. CRA SERIES 2019 PROJECT FUND

	Fund Balance	237,395
To:	Purchase Orders Payable	237,395

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 2020 - ENCUMBRANCE CARRYOVERS NO. 2020-06 CRA**

FUND	AMOUNT	DESCRIPTION
A. COMMUNITY REDEVELOPMENT FUND		
Fund Balance	<u>46,191</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>46,191</u>	Carryover - encumbrances outstanding at 9/30/20
B. WESTSIDE TIF FUND		
Fund Balance	<u>20,000</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>20,000</u>	Carryover - encumbrances outstanding at 9/30/20
C. CRA SERIES 2017 PROJECT FUND		
Fund Balance	<u>3,795,876</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>3,795,876</u>	Carryover - encumbrances outstanding at 9/30/20
D. CRA SERIES 2019 PROJECT FUND		
Fund Balance	<u>237,395</u>	Increase appropriated fund balance.
Appropriations		
Purchase Orders Payable	<u>237,395</u>	Carryover - encumbrances outstanding at 9/30/20