City of Pensacola

Agenda

Urban Core Redevelopment Board

Tuesday, April 27, 2021   2:30 PM   **Hagler Mason Conference Room, 2nd Floor City Hall**

Members of the public may attend the meeting in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and to wear face coverings that cover their nose and mouth.

Members of the public may also attend and participate via live stream or phone. Live Meeting Video: cityofpensacola.com/428/Live-Meeting-Video. Citizens may submit an online form at: www.cityofpensacola.com/UCRAinput BEGINNING AT 12 P.M.

CALL TO ORDER

DETERMINATION OF QUORUM

APPROVAL OF MINUTES

1.   21-00381   MINUTES OF THE URBAN CORE REDEVELOPMENT BOARD MEETING - 01/26/2021

   Attachments: Draft UCRB Minutes - 01/26/21

OLD BUSINESS

NEW BUSINESS

REPORTS AND ANNOUNCEMENTS

2.   21-00382   PARLIAMENTARY PROCEDURE

   Attachments: Summary of Parliamentary Procedure.pdf

3.   21-00383   PROJECT AND EXPLORATORY ITEM UPDATES

   Attachments: UCRB Project Updates - 04/27/21

BOARD MEMBER COMMENTS

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 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.

City of Pensacola

Memorandum

File #: 21-00381   Urban Core Redevelopment Board   4/27/2021

SUBJECT:

MINUTES OF THE URBAN CORE REDEVELOPMENT BOARD MEETING - 01/26/2021

Approval of the Urban Core Redevelopment Board meeting minutes for January 26, 2021.

City of Pensacola

URBAN CORE REDEVELOPMENT BOARD
DRAFT
Meeting Minutes

January 26, 2021   2:33 P.M. Hagler Mason Conference Rm. 2nd FL

The Urban Core Redevelopment Board (UCRB) meeting was called to order by Chairperson Satterwhite at 2:33 P.M.

CALL TO ORDER

UCRB MEMBERS PRESENT: Christopher Satterwhite, Teniade Broughton, Gregory Dziadon, James Hlubek, Spencer Leeper, Melanie Nichols, Marilynn Wiggins

UCRB MEMBERS ABSENT: Drew Buchanan, Blake Foster, Nester Taylor, Kelly Wieczorek

The public attended the meeting via live stream or phone only. Public participation was available as follows:

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

To provide input:

- For Public Forum, for items not on the agenda: Citizens may submit an online form here: www.cityofpensacola.com/UCRBInput **beginning at 12:00 P.M. until 2:30 P.M. only** to indicate they wish to speak during Public Forum **and include a phone number. Staff will call the person** at the appropriate time so the citizen can directly address the UCRB using a telephone held up to a microphone.

- For agenda items: Citizens may submit an online form here: www.cityofpensacola.com/UCRBInput**, beginning at 12:00 P.M., until that agenda item has been voted upon or public comment has been closed by the Chair** 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 UCRB using a telephone held up to a microphone. **Any form received after an agenda item has been voted upon or public comment has been closed will not be considered.**

DETERMINATION OF QUORUM

A quorum was present.

APPROVAL OF MINUTES

1. 21-00104 MINUTES OF THE URBAN CORE REDEVELOPMENT BOARD MEETINGS - 10/20/2020 & 12/02/2020

    A motion to approve was made by UCRB Member Leeper seconded by UCRB Member Nichols.

    The motion carried by the following vote:

    Yes: 7   Christopher Satterwhite, Teniade Broughton, Gregory Dziadon, James Hlubek, Spencer Leeper, Melanie Nichols, Marilynn Wiggins

    No: 0   None

OLD BUSINESS

None

NEW BUSINESS

None

REPORTS AND ANNOUNCEMENTS

2. 21-00107 FLORIDA SUNSHINE LAW, PUBLIC RECORDS LAW AND ETHICS

    Chairperson Satterwhite introduced the item and turned it over to staff. Assistant CRA Administrator, Victoria D'Angelo introduced Assistant City Attorney, Heather Lindsay to present.

    Discussion ensued fielding questions and comments, Assistant City Attorney Lindsay responded accordingly.

3. 21-00106 COMMUNITY POLICING SERVICES IN THE URBAN CORE REDEVELOPMENT AREA

    Chairperson Satterwhite introduced the item and turned it over to staff. Assistant CRA Administrator D'Angelo introduced Captain Stephen Davis and Officer David Patrick of the Pensacola Police Department (PPD) to present.

    Discussion ensued fielding questions and comments. Captain Davis and

Officer Patrick responded accordingly.

REPORTS AND ANNOUNCEMENTS (CONT'D)

4.   21-00105 PROJECT UPDATES

Chairperson Satterwhite introduced the item and turned it over to staff.
Assistant Administrator D'Angelo gave an overview of the project updates.

Discussion ensued fielding questions and comments. Staff responded
accordingly.

BOARD MEMBER COMMENTS

UCRB Member Nichols inquired about future plans for the Florida Square Unity
Project and informed the Board that the benches have been restored.

UCRB Member Wiggins inquired about the 500 affordable homes initiative and
the responsibilities of the candidate that will be overseeing the initiative.

OPEN FORUM

None

ADJOURNMENT

3:37 P.M.   **Approved:** _____

City of Pensacola

Memorandum

File #: 21-00382 Urban Core Redevelopment Board 4/27/2021

DISCUSSION ITEM

SPONSOR: Christopher Satterwhite, UCRB Chairperson

TITLE:

PARLIAMENTARY PROCEDURE

SUMMARY:

The Board will receive information regarding parliamentary procedure according to Roberts Rules of Order.

STAFF CONTACT:

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

ATTACHMENTS:

None.

PRESENTATION: Yes

SUMMARY OF PARLIAMENTARY PROCEDURE
For advisory board meetings

Link to the video shown in today's meeting

Roberts Rules Basics at SFSS Meetings—SFSS
(https://www.youtube.com/watch?v=aSAN-_OKKNk)

Tips to Remember

- **Use titles:** (Female) "Madam Chair". (Male) "Mister Chair" or "Chairman".

- **Address the Chair (not individuals).** Look at the Chair when speaking.

- **Wait to be recognized before speaking.** Do not speak before the Chair states your name.

- **State your name, and action for the record.** This assures minutes are accurate.

- **Maintain a courteous tone.** Remember you have been appointed to represent your community and the City while speaking.

Standard Meeting Procedures

<u>The Meeting Agenda</u>

The meeting agenda is set and published in accordance with State requirements, and local laws and requirements.

Agenda items may only be <u>added</u> to a meeting agenda if they meet certain requirements. These items are known as "add-on" items. To add an item on, the item must receive a super majority vote (a majority +1).

The Chair may <u>remove</u> (withdraw or pull) items from the agenda, if so desired.

<u>Presenting an Item Recommendation</u>

The Chair will present the recommendation. Prior to accepting a motion, the Chair will read the title and recommendation. **Discussion is not opened until a motion and second have been received.**

Note: The Chair never makes motions unless control of meeting is relinquished and Chair is replaced by an officer/someone else -- only members make motions.

<u>Making a Motion</u>

Board members may not make a motion prior to being recognized by the Chair.

To request recognition:

   a. Look at the Chair and state, "Madam Chair"/ "Mister Chair" / "Chairman" to request recognition.

   b. Wait to be recognized.

   c. When recognized, Chair states, "Board Member, Jon Arbuckle has the floor".

Member makes a motion and states, "I move that (...the Board accept the motion as stated)**."**

Seconding a Motion

When seconding a motion, recognition by the Chair is not required.

To second a motion member states name and then says: "I second the motion". (There is no need to be recognized by the Chair to second a motion.")

Note: Seconding a motion does not mean that the member does, or does not agree with the motion, only that he/she agrees that the motion should be discussed.)

Chair then states "I have a second".

What happens when a second is not received?

If a second is not immediately received, Chair may ask if there is a second twice more.

If none is received, Chair closes the item and states: "Hearing no second, motion dies for lack of a second. Next item of business."

Overview of the Item (Optional)

Prior to opening discussion/debate, Chair will typically acknowledge staff to provide an overview of the item.

Opening Discussion / Debate

Chair re-states the motion - "There is a motion on the floor that…."

Chair asks, "Is there any discussion?"

Note: Maker of the motion speaks first; then opposing member/other Board members.

!!! REMINDER - To Request to Speak:

a. **Wait until recognized by the Chair.** Do not speak until recognized by the Chair.

> **Note:** Everyone is given an opportunity to speak before anyone speaks twice. After a person has spoken twice, they may only speak a third time if permitted by the Chair.

3

b. Member must address Chair.

- Do not address other individuals or board members.
- Remember to be courteous.

When debate wanes, Chair opens the floor for public comment.

Motion Amendments

A motion on the floor may be amended.

Friendly Amendment - When there appears to be **consensus**, the member who made the motion may request a friendly amendment and state for the record the substance of the amendment. If the Board accepts the motion it may be considered for a vote without an additional motion or second.

Amended Motion - When there **does not appear to be consensus**, a member may state that they wish to make an amendment to the motion and state the substance of the amendment. If there is a second, the amended motion is called for a vote. If the amended motion carries, then the original motion is abandoned. If it fails, the original motion has the floor.

Public Comment

Note: In the State of Florida, Boards must accept public comment prior to voting.

Chair asks if any members of the public have asked to speak. If so, staff will introduce the speaker(s).

Chair acknowledges the speaker. Time limit shall be three (3) minutes unless otherwise permitted by the Chair.

Responding to a Speaker

Board members who wish to respond to a speaker shall address the Chair to request to speak.

Note: Chair has authority to moderate discussion, permitting, denying or closing discussion as he/she sees fit.

Public comment closes once all speakers have had the opportunity to speak.

4

Taking the Vote

The Chair will call a vote once he/she has closed public comment and discussion.

Chair restates the motion and calls the vote by roll call (calling each member individually for a verbal vote)

    a. "All in favor say Aye"

    b. "All opposed say no"

The Chair announces the results—"motion passes" or "the motion fails". Staff may also announce the results if requested by the Chair.

What happens is there is a tie?

If there is a tie, then the motion fails (is defeated).

If it seems that an alternative motion may be appropriate, the Chair may re-open the floor for further discussion, and potentially, an alternative motion.

5

City of Pensacola

Memorandum

File #: 21-00383   Urban Core Redevelopment Board   4/27/2021

DISCUSSION ITEM

SPONSOR: Christopher Satterwhite, UCRB Chairperson

TITLE:

PROJECT AND EXPLORATORY ITEM UPDATES

SUMMARY:

The Board will receive updates on projects identified under its' recommended project list and implementation plan, as well as exploratory items raised during its annual projects workshop held in December 2020.

STAFF CONTACT:

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

ATTACHMENTS:

1. Project Updates - 4/27/2021

PRESENTATION: No

URBAN CORE PROJECT LIST IMPLEMENTATION PLAN - PROJECT UPDATES

PROJECT NAME	CRA DISTRICT	DESCRIPTION	EST. IMPLEMENTATION PERIOD	PROJECT STATUS	PROJECT UPDATES	PRIOR REDEVELOPMENT BOARD ACTIONS
Residential Property Improvement Program	Urban Core / Eastside / Westside	Improvements for priority residential properties under CRA Residential Property Improvement Program within target areas of the Urban Core CRA. Urban Core target areas include priority properties within the historic Belmont DeVilliers and Tanyard neighborhoods. Forgivable loan program administered by Emerald Coast Regional Council (ECRC) on behalf of CRA.	Thru FY2026	On-going	-	ERB, UCRB & WRB recommended inclusion in project list.
Residential Resiliency Program	Urban Core / Eastside / Westside	Improvements to residential property under CRA Residential Resiliency Program within the City's designated Urban Core, Westside and Eastside community redevelopment areas to repair storm-damaged structures and secure at-risk property against future hazards caused by natural disasters. Typical improvements include emergency roof repair and replacement, hazardous tree removal and trimming, emergency electrical, plumbing or structural repairs, and mechanical equipment (i.e.) HVAC repairs and, in high flood hazard zones, elevation. Forgivable loan program.	Thru FY2022	Planning	-	ERB, UCRB & WRB recommended inclusion in project list.
Affordable Housing Initiatives	Urban Core/ Westside / Eastside	Affordable housing initiatives within the Urban Core, Westside and Eastside areas as identified in the redevelopment plans and in support of the City's overarching 500 homes in 5 Years Initiative. Projects may include rehabilitation programs and affordable, workforce, mixed use, and mixed income projects and strategies.	Thru FY2026	Planning	The City, in collaboration with the CRA, has hired a project manager to begin implementation of a City-wide affordable housing strategy. Affordable housing iniatiative projects are pending furtherance of the strategy.	ERB, UCRB & WRB recommended inclusion in project list.
CRA Commercial Façade Improvement Program	Urban Core / Westside	Improvements for non-residential properties under CRA Commercial Façade Improvement Program. Available for improvements visible from the right of way and limited roofing, parking and structural. Primary target area historic Belmont DeVilliers Commercial Core, secondary target area (limited to culturally significant and historic properties only) includes priority areas within greater Belmont DeVilliers neighborhood, immediately adjoining commercial core.	Thru FY2026	On-going	-	UCRB & WRB recommended inclusion in project list.

PROJECT NAME	CRA DISTRICT	DESCRIPTION	EST. IMPLEMENTATION PERIOD	PROJECT STATUS	PROJECT UPDATES	PRIOR REDEVELOPMENT BOARD ACTIONS
West Main Street Corridor Management	Urban Core / Westside	Corridor management of West Main Street from Clubbs to Barrancas.	Thru FY2027	Planning/Pre-Design	Did not receive FDOT funding in 5-Yr. Work Program. Hopeful for funding next annual cycle.	UCRB recommended inclusion in project list.
Two Way Conversion MLK/Alcaniz & Davis	Urban Core / Eastside	Two-way conversion of MLK Blvd/Alcaniz St & Davis Hwy from I-110 interstate to Wright St. *Project managed by the Florida Department of Transportation in coordination with the City of Pensacola and Escambia County.*	Thru FY2027	Planning/Pre-Design	Did not receive FDOT funding in 5-Yr. Work Program. Hopeful for funding next annual cycle.	ERB & UCRB recommended inclusion in project list.
Reus Streetscape Revitalization	Urban Core	Streetscape and corridor improvements including sidewalk, decorative elements, ADA, curb-cut, lighting, street trees/landscape, and crosswalk improvements along Reus Street from Cervantes to Main. Phase II to include segment of Reus Street from Garden to Cervantes.	Thru FY2022	Construction (Phase I) / Procurement (Phase II)	Phase I substantially complete. Phase II anticipated to be re-bid Spring/Summer 2021.	UCRB recommended inclusion in project list.
DeVilliers Streetscape Revitalization	Urban Core	Streetscape and corridor improvements including sidewalk, decorative elements, ADA, curb-cut, lighting, street trees/landscape, and crosswalk improvements along DeVilliers Street from Cervantes to Main. Project to be constructed in phases - Phase I to include segment of DeVilliers from Main to Garden. Phase II to include segment of DeVilliers from Garden to Cervantes.	Thru FY2021	Construction (Phase I & II)	Phase I and II construction underway with completion of both Spring 2021.	UCRB recommended inclusion in project list.

URBAN CORE PROJECT LIST IMPLEMENTATION PLAN - PROJECT UPDATES

PROJECT NAME	CRA DISTRICT	DESCRIPTION	EST. IMPLEMENTATION PERIOD	PROJECT STATUS	PROJECT UPDATES	PRIOR REDEVELOPMENT BOARD ACTIONS
"A" Streetscape Revitalization	Urban Core / Westside	Streetscape and corridor improvements including sidewalk, decorative elements, ADA, curb-cut, lighting, street trees/landscape, crosswalk, and bicycle improvements along "A" Street from Cervantes to Main and construction of new sidewalk, street trees and lighting along Main Street from Clubbs and "A". Project to be constructed in phases (segments TBD).	Thru FY2022	Design	Final design underway.	UCRB & WRB recommended inclusion in project list.
Garden Street (Median) Landscape Improvements	Urban Core	Landscape improvements within the Garden Street median from Alcaniz to "A" Street. Improvements supported by FDOT Landscape Beautification Grant.	Thru FY2021	Design	100% design. Pending permitting. Construction expected Summer 2021.	UCRB recommended inclusion in project list.
"Hashtag" Streetscape / Continuous Waterfront Trail System (Phases 1-3)	Urban Core	Streetscape and corridor improvements along Main Street, Cedar Street, Palafox Street and Jefferson Street. Project anticipated to be completed in phases - Main Street from Baylen Street to Alcaniz Street (Phase 1); Cedar Street from Alcaniz Street to Community Maritime Park (Phase 2); and Palafox Street and Jefferson Street from Intendencia Street to waterfront (Phase 3 - subject to additional funding availability).	Thru FY2023	Design	Open house held April 13 and 14th.	UCRB recommended inclusion in project list.
Bruce Beach Park Improvements (Phases 1-4)	Urban Core	Park improvements to Bruce Beach Natural Area guided by the Urban Core Community Redevelopment Plan and the Waterfront Framework Plan developed by SCAPE. Project planned to be completed in phases. TENTATIVE phasing is as follows (subject to change): Beach terraces, pedestrian bridge and kayak launch (Phase 1); Sitting walls, overlook & mound scramble, exercise equipment, parking & marsh trail (Phase 2); Entry plaza, learning garden & water feature, shade structures & cultural exhibits (Phase 3); Additional cultural & educational exhibits, additional site amenities & structural components (Phase 4).	Thru FY2023	Design	Public input anticipated late Spring 2021.	UCRB recommended inclusion in project list.
"East Garden District" Jefferson Street Road Diet/Streetscape	Urban Core	Construction of streetscape and corridor improvements along Jefferson Street, east of Garden Street within the East Garden District.	Thru FY2023	Pre-Construction	Construction to begin April 2021.	UCRB recommended inclusion in project list.

URBAN CORE PROJECT LIST IMPLEMENTATION PLAN - PROJECT UPDATES

PROJECT NAME	CRA DISTRICT	DESCRIPTION	EST. IMPLEMENTATION PERIOD	PROJECT STATUS	PROJECT UPDATES	PRIOR REDEVELOPMENT BOARD ACTIONS
Community Maritime Park Day Marina	Urban Core	Floating day-use marina to be located along southwest segment of Community Maritime Park.	Thru FY2023	Design	Anticipate construction to begin late 2021, pending federal funding request.	UCRB recommended inclusion in project list.
Sidewalk Improvements	Urban Core	Sidewalk improvements including repairs and connectivity guided by the redevelopment plans and the City's recent sidewalk ADA accessibility study.	Thru FY2024	On-going	-	UCRB recommended inclusion in project list.
Hollice T. Williams Urban Greenway & Skate Park	Urban Core / Eastside	Storm water, park (including skate park) and greenway improvements beneath the I-110 interstate overpass along Hayne Street from Wright Street to Jordan Street. *Design and permitted funded by Escambia County RESTORE grant, and managed by Escambia County in coordination with the City of Pensacola. Design to consider the 2010 Hollice T. Williams Urban Greenway Framework Plan concepts* .	Thru FY2025	Design	Public engagement held March 2021.	ERB & UCRB recommended inclusion in project list.
Community Policing	Urban Core	Implementation of community policing strategies within the Urban Core CRA through the City of Pensacola Police Department (PPD).	Thru FY2026	On-going	-	UCRB recommended inclusion in project list.
Downtown Improvement District Initiatives	Urban Core	As provided in DIB Tentative Work Plan.	Thru FY2026	On-going	-	UCRB recommended inclusion in project list.