

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## **Meeting Agenda - Final**

**May 17, 2018**

**1:00 PM**

**MODIFIED AGENDA**

**City Hall Auditorium**

## **City Commission**

***Mayor Lauren Poe (At Large)***  
***Commissioner Helen Warren (At Large)***  
***Commissioner Gail Johnson (At Large)***  
***Commissioner Gigi Simmons (District 1)***  
***Commissioner Harvey Ward (District 2)***  
***Commissioner David Arreola (District 3)***  
***Commissioner Adrian Hayes-Santos (District 4)***

***If you have a disability and need an accommodation in order to participate in this meeting, please contact the Office of Equal Opportunity at (352)334-5051 at least two business days in advance. TTY (Text Telephone Telecommunication Device) users please call 711 (Florida Relay Service). For Speech to Speech (STS) relay, please call 1-877-955-5334. For STS Spanish relay, please call 1-877-955-8773. For STS French Creole relay, please call 1-877-955-8707.***

**1:00pm - CALL TO ORDER - Afternoon Session****AGENDA STATEMENT**

*"Citizens are encouraged to participate in City of Gainesville meetings. In general, speakers will be limited to 3 (three) minutes per agenda item. Additional time may be granted by the Mayor or by the City Commission as directed. The City of Gainesville encourages civility in public discourse and requests that speakers limit their comments to specific motions and direct their comments to the Chair. Signs or Props are not permitted in the meeting room. Citizens are encouraged to provide comments in writing to the Clerk of the Commission before meetings and/or during meetings for inclusion into the public record. Citizens may also provide input to individual commissioners via office visits, phone calls, letters and e-Mail, that will become public record. In some instances, i.e., Quasi-Judicial Hearings, these particular contacts may be prohibited."*

**ROLL CALL****INVOCATION****ADOPTION OF CONSENT ITEMS - GRU, General Government, Audit & Finance Committee and General Policy Committee Items**[171074.](#)**City Commission Minutes (B)****RECOMMENDATION**

*The City Commission approve the minutes of April 24, April 30, and May 3, 2018.*

[171074\\_MinutesApril24\\_20180517.pdf](#)

[171074\\_MinutesApril30\\_20180517.pdf](#)

[171074\\_MinutesMay3\\_20180517.pdf](#)

[180002.](#)**Resignation of Jordan Brown from the Historic Preservation Board and Pam Burns from the Pension Review Committee (B)****RECOMMENDATION**

*The City Commission accepts the resignation of Jordan Brown and Pam Burns, effective immediately.*

[170949.](#)**Fiscal year 2018 General Fund Quarterly Monitoring Report - Quarter Ending December 31, 2017 (B)**

*Explanation: The staff is providing the first quarter update for FY2018 for the General Fund.*



RECOMMENDATION

*The City Commission: 1) approve the request for the Department of Parks, Recreation and Cultural Affairs (PRCA) to accept the grants if awarded, from the Florida Department of State, Division of Cultural Affairs, and 2) authorize the City Manager or designee to execute the grant award agreement and other grant related documents, subject to approval by the City Attorney as to form and legality.*

Legislative History

6/1/17            City Commission            Approved as Recommended

[171037.](#)

**Voluntary Annexation Petition for Property Owned By North Florida Regional Medical Center, Inc. (B)**

**This is a voluntary annexation petition request by North Florida Regional Medical Center into the City of Gainesville, Alachua County, Florida.**

*Explanation: North Florida Regional Medical Center, Inc. has submitted a petition to the City of Gainesville for voluntary annexation. The property is tax parcel 06350-048-000, located at 6148 West Newberry Road, also known as 808 NW 61st Terrace. The property is located on the northwest corner of W. Newberry Road and NW 61st Terrace, lying to the east of the duck pond at North Florida Regional Medical Center, and south of the single-family residence at 830 NW 61st Terrace. Staff has determined that the petition bears the signature of the property owner. This annexation will require the adoption of an urban services report by ordinance, and the adoption of an annexation ordinance.*

*Staff has reviewed the requirements of the Municipal Annexation or Contraction Act (Chapter 171, Florida Statutes). This area meets the requirements of the Act and is appropriate for annexation.*

*Fiscal Note: The fiscal impacts of this annexation will be addressed in the urban services report.*

RECOMMENDATION

*The City Commission: 1) receive the petition for annexation; and make findings that it contains the signature of the property owner; 2) direct the City Manager to analyze the area, and produce an Urban Services Report; and 3) authorize the City Attorney to prepare and the Clerk of the Commission to advertise ordinances relating to the adoption of an urban services report and annexation of the area.*

[171037A\\_PetitionVoluntaryAnnxtn-NFLRMC\\_20180517.pdf](#)

[171066.](#)**2020 Florida Department of State Division of Historical Resources  
Bureau of Historic Preservation - Small Matching Grant (B)**

**This agenda item requests authorization from the City Commission for the Department of Doing, Planning Division to apply for and if awarded, accept a grant from the Florida Department of State, Division of Historical Resources Bureau of Historic Preservation to conduct a second survey of the City's post-WWII historic resources and create educational material on city's mid-century architectural resources.**

*Explanation: The City of Gainesville Department of Doing, Planning Division is seeking to submit an application to the Florida Department of State, Division of Historical Resources Bureau of Historic Preservation for a \$50,000 grant to conduct a second survey of the City's post-World War II historic resources.*

*The Planning Division, in a partnership with University of Florida and local non-profit Gainesville Modern, is currently finishing its first grant-funded survey of Gainesville's post-war buildings. The second grant will continue this partnership. Work funded by the second grant will include additional surveys of mid-century neighborhoods and buildings, assessment of National Register eligible neighborhoods, as well as creation of educational tools, such as exhibits, tours and websites to promote Gainesville's mid-century architectural heritage.*

*Fiscal Note: No additional funds will be necessary to facilitate this request. Due to Gainesville's status as a Certified Local Government (CLG), the City is exempt from the matching requirement.*

**RECOMMENDATION**

*The City Commission 1) authorize the Department of Doing, Planning Division to apply for the grant 2) approve the request to accept the grant if awarded, from the Florida Department of State, Division of Historical Resources, Bureau of Historic Preservation, and 3) if the grant is awarded, authorize the City Manager or designee to execute the grant award agreement and other grant related documents, subject to approval by the City Attorney as to form and legality.*

[171066A\\_Staff PPT\\_20180517.pdf](#)

[171081.](#)**Annual Contract for HVAC Services at GRU Facilities (B)**

**\*\*This item was presented to the UAB on May 9, 2018.\*\***

*Explanation: Heating, ventilation and air conditioning (HVAC) preventive maintenance and repair services are required at GRU facilities to ensure continuous operation of HVAC equipment. The facilities house essential utility operations including the GRU Administration Building, Eastside Operations Center, Springhills Service Center, Deerhaven and Kelly Generating Stations, Deerhaven Renewable, Kanapaha and Main Street Water Reclamation Facilities, Murphree Water Treatment Plant, Boulware Springs, electric substations and radio towers. These facilities contain essential electronic systems and equipment which must be continually cooled in order to operate properly. Failure of HVAC units can cause electronic equipment to quickly overheat leading to costly equipment repair or replacement.*

*The contract focuses on preventive maintenance to reduce the potential for unforeseen equipment downtime. However, in the event of an emergency, the contract requires a two hour response time to quickly address the urgent situation and minimize the cost impact to operations. The contract's provisions ensure that requested annual price adjustments will not exceed the Consumer's Price Index (CPI) for each year of the contract.*

*Invitations to Bid were sent to thirteen (13) prospective HVAC companies and the bid was posted on the GRU website. A mandatory pre-bid meeting and walk-through of the facilities was held with eight companies in attendance. Five bids were received, two as no bids. Bids were evaluated based on pricing, bidder certification, qualifications, experience, office location, and local preference. A tabulation of the bids received is attached for your reference.*

*Fiscal Note: The annual contract is proposed to be awarded for \$685,225. Funds are available in GRU's FY 2018 budget and will be requested in subsequent year budgets.*

**RECOMMENDATION**

*Staff recommends that the City Commission: 1) authorize the General Manager, or his designee, to execute a four-year contract with Johnson Controls, Inc., subject to approval by the City Attorney, for HVAC preventative maintenance services and repairs, equipment replacement and installation at GRU facilities; 2) approve the issuance of purchase orders for these services to Johnson Controls, Inc., in amounts not to exceed \$685,225 per year subject to approval by the City Attorney as to form and legality, and the final appropriation of funds for these services in each fiscal year of the agreement.*

*UAB: On May 9, 2018, the Board voted 4-0 (with members Jacobson and Selvester absent) to advise the City Commission to approve the staff*

*recommendation.*

[171081 Bid Evaluation Form 20180509](#)  
[171081 Award Letter 20180509](#)  
[171081 Bid Record 20180509](#)  
[171081 HVAC Bid Doc 20180509](#)  
[171081 HVAC Master Equipment List 20180509](#)  
[171081 HVAC Contract Bid Addendum #1 20180509](#)  
[171081 HVAC Contract Bid Addendum #2 20180509](#)  
[171081 HVAC Bid Updated Master Equipment List 20180509](#)  
[171081 HVAC Vendor List Summary 20180509](#)

[170989.](#)

**Gainesville Regional Utilities Unaudited Internally Prepared Financial Statements for the Period Ended December 31, 2017 (B)**

*Explanation: The following item is presented for review:  
Unaudited Internally Prepared Financial Statements for the Period Ended December 31, 2017, including management's discussion and analysis*

*Fiscal Note: Unaudited Internally Prepared Financial Statements*

**RECOMMENDATION**

*The Audit and Finance Committee has reviewed and recommends the City Commission accept the GRU Unaudited Internally Prepared Financial Statements for the period ended December 31, 2017. The documents are now presented to the UAB for informational purposes.*

**Legislative History**

4/25/18      Audit and Finance      Approved as Recommended  
                         Committee

[170989 Interim Financial Statements - Unaudited - Period Ended 12.31.17 2018](#)

[170990.](#)

**Gainesville Regional Utilities Internally Prepared Actuals to Budget for the Period Ended December 31, 2017 (B)**

*Explanation: The following item is presented for review:  
Actuals to Budget for the period ended December 31, 2017, internally prepared, including management's discussion and analysis*

*Fiscal Note: Internally prepared Actuals to Budget*

**RECOMMENDATION**

*The Audit and Finance Committee has reviewed and recommends the City Commission accept the GRU Internally Prepared Actuals to Budget for the year ended December 31, 2017. The documents*

are now presented to the UAB for informational purposes.

Legislative History

4/25/18      Audit and Finance      Approved as Recommended  
Committee

[170990 GRU Budget to Actual Comparison Period Ended 12.31.17 20180510](#)

[170991.](#)

**Gainesville Regional Utilities Internally Prepared Supplementary Data for the Period Ended December 31, 2017 (B)**

*Explanation: The following item is presented for review:  
Supplementary Data for the period ended December 31, 2017, internally prepared*

*Fiscal Note: Internally prepared Supplementary Data*

RECOMMENDATION

*The Audit and Finance Committee has reviewed and recommends the City Commission accept the GRU Internally Prepared Supplementary Data for the year ended December 31, 2017. The documents are now presented to the UAB for informational purposes.*

Legislative History

4/25/18      Audit and Finance      Approved as Recommended  
Committee

[170991 Supplementary Data Period Ended 12.31.17 20180510](#)

[171009.](#)

**Gainesville Regional Utilities Fiscal Year 2017 Audited Financial Statements, Auditors' Reports, and Auditors' Communication to Those Charged with Governance and Management (B)**

*Explanation: In accordance with the City's contract for external auditing services with Baker Tilly Virchow Krause, LLP, the following reports are presented for review by the Audit and Finance Committee: The Financial Statements, Supplementary Information and Independent Auditors' Report of Gainesville Regional Utilities for the Fiscal Year Ended September 30, 2107;*

*In the opinion of the independent auditors, the financial statements referred to in the item above, present fairly in all material respects, the financial position and changes in financial position of GRU for the year ended September 30, 2017, in accordance with accounting principles generally accepted in the United States of America.*

*As part of the audit process the independent auditors issue a report on internal control over financial reporting and on compliance with certain*



provisions of laws, regulations, contracts and grant agreements. These reports are presented within the item above.

The auditors' communication to those charged with governance and management, and internal control report over financial reporting related to Gainesville Regional Utilities indicate that there were no recommendations in the current year.

In accordance with Section 8(b) or Resolution 151027, City Auditor Responsibilities and Administrative Procedures, the City Auditor has review the attached statements and reports to ensure that contractual terms have been fulfilled and transmits these reports with a recommendation for City Commission acceptance.

**RECOMMENDATION**      *The Audit and Finance Committee recommends that the City Commission accept the subject financial statements, auditors' reports, auditors' communication to those charged with governance and management, and management's representations.*

**Legislative History**

4/25/18      Audit and Finance      Approved as Recommended  
Committee

[171009A Gainesville Regional Util. 2017 Report to Management and Governing](#)

[171009B Gainesville Regional Utilities FS 2017 Final 20180510](#)

[171100.](#)

**GRU Operational Update for April 2018 (B)**

**RECOMMENDATION**      *Accept a report on GRU's operations for the month of April 2018.*

[171100 Ops Update April 2018 - All Depts. 20180509](#)

**ADOPTION OF REGULAR AGENDA**

**GENERAL CITIZEN COMMENT - For items not on the agenda, limited to 3 minutes per citizen and not to exceed 30 minutes total**

**BUSINESS DISCUSSION ITEMS - GRU and General Government items placed on the agenda by the Charter Officers or moved from Consent.**

[170788.](#)

**Interlocal Agreement regarding CPUH Redevelopment Trust Fund and Design Process for Future of the CRA (B)**

*Explanation: At a joint meeting on February 12, 2018, the City Commission and County Commission discussed House Bill 1237, a special act (then*

pending) regarding the Gainesville Community Redevelopment Agency. After much discussion, both Commissions adopted the following motion:

A) Direct staff to negotiate an Interlocal Agreement that equalizes the College Park TIF effective October 1, 2018; B) The County agrees to not seek any change in the CRA governance for one year and to request Representative Clemons withdraw House Bill 1237 from this current session; C) The City and County request our legislative delegation to propose a potential local bill for the County, at its discretion, to have up to equal representation on the CRA Governing Board; and D) nothing presumes that other CRA related issues should be excluded from the Interlocal Agreement.

At a joint meeting on March 12, 2018, the City Commission and County Commission were provided with a memo from the City Manager and County Manager outlining potential CRA discussion points and the Commissions directed that staff come back with recommendations on the different options outlined in the memo.

At a joint meeting on April 30, 2018, the City Commission and County Commission were provided a draft Interlocal Agreement that included two substantive sections: 1) the County and City agree that their respective contributions to the CPUH Redevelopment Trust Fund will each be calculated using the City's millage rate; and 2) the City, County and CRA agree to actively engage in a collaborative process to rethink, envision and design the future of the CRA with a goal to reach consensus and develop a mutually agreeable solution.

The Commissions discussed the Interlocal Agreement and both adopted motions revising the Interlocal Agreement. The final version incorporating the Commission revisions is in the back-up to this agenda item.

**RECOMMENDATION**

*City Commission: (1) approve the Interlocal Agreement and authorize the Mayor to execute and the Clerk to attest same; and (2) direct the Clerk of the Commission to work with the County Clerk to schedule a day-long (if possible) initial joint meeting and subsequent meetings, as necessary, of the City Commission and County Commission to design the future of the CRA pursuant to Section 2 of the Interlocal Agreement.*

**Legislative History**

2/1/18	City Commission	Approved, as shown above
2/8/18	City Commission	Approved, as shown above
2/12/18	City Commission	Approved, as shown above
3/12/18	City Commission	Approved, as shown above
4/30/18	City Commission	Approved, as shown above

[170788 County Motion 20180212.pdf](#)

[170788 CRA Discussion Points for Joint City County Meeting 20180312.pdf](#)

[170788 draft interlocal agreement 20180430.pdf](#)

[170788 Co. Comm Byerly Document 20180430.pdf](#)

[170788 draft interlocal agreement 20180517.pdf](#)

[170926.](#)

### **Status of City Auditor Open Audit Recommendations (B)**

**This item is to present a status report pertaining to the City Auditor's open audit recommendations.**

*Explanation: The City Auditor presented an annual follow-up of open audit recommendations at the November 16, 2017 City Commission meeting. At that meeting, the City Commission requested a status report on the open items from staff. In the interim, GG Finance staff has been holding joint meetings with the various departments and the City Auditor to facilitate the completion of these items. The GG Finance Director will provide a progress update.*

*Fiscal Note: None*

**RECOMMENDATION**            *The City Commission accepts the progress report*

[170926A FY17 Follow-up Status of Audit Recommendations 20180517.pdf](#)

[170926B FY18 Follow-up Status of Audit Recommendations Memo 20180517.](#)

[170451.](#)

### **Update on Engineering Services for the Wastewater Collection System Assessment to Target Inflow & Infiltration (I&I) Reduction Measures (B)**

**\*\*This item was presented to the UAB on May 9, 2018.\*\***

*Explanation: GRU provides wastewater service to approximately 200,000 people. The GRU wastewater collection system includes over 1,100 miles of piping, 15,500 manholes, 170 lift stations, and 64,000 customer connections. The system receives and treats over 6 billion gallons of wastewater per year and beneficially returns clean water back to the environment. GRU uses best utility practices in operating and maintaining its system.*

*Like other utilities, we have challenges with portions of our system that are aging and with sanitary sewer overflows (SSOs). The majority of SSOs are related to customers flushing grease and "non-flushable" toiletries into the sewer system. Other causes include wet weather events, infrastructure failures, and third party damage. GRU has several programs to prevent and respond to SSOs including customer*

education, commercial grease program, construction design standards, system maintenance, and storm response. GRU staff responds to SSOs and other emergencies on a 24/7/365 basis.

Aging infrastructure leads to inflow and infiltration which reduces the capacity of the collection system and treatment plants. GRU has been proactive in addressing aging infrastructure, and has further increased these efforts over the last two years. We have increased our programs for sewer cleaning and inspection, smoke testing, and system monitoring. We have increased our wastewater collection system renewal, replacement, and rehabilitation program to \$7 to \$9 million per year. This program is critical to extending the life of our facilities, recovering system capacity, and reducing the risk of system failures and SSOs. Addressing aging infrastructure requires a substantial sustained long-term investment. GRU recognizes the need for a comprehensive assessment of the collection system in order to ensure that we are spending the right amount of money on the right things at the right time.

At their November 16, 2017 regular meeting, the City Commission received a presentation from staff regarding Engineering Services for the Wastewater Collection System Assessment to Target Inflow & Infiltration (I&I) Reduction Measures project. The Commission approved staff's recommendation to initiate contract negotiations with the top ranked firm in accordance with the Consultants' Competitive Negotiation Act (CCNA). At the time of the presentation, staff estimated that the cost of the project would be \$750,000 over three fiscal years. During the development of the scope, staff continued to expand their knowledge on ways to address aging infrastructure and received valuable input and expertise from the qualified firm. Additionally, needs for the project were identified from the lessons learned after Hurricane Irma and the 2017 wet season. As such, it was determined to modify the scope to include additional services and utilize more of the contractor resources.

Stormwater can have a significant impact on our wastewater collection system as was experienced during Hurricane Irma. Heavy rainfall and unprecedented flooding caused a substantial amount of inflow to enter the collection system which, in return, caused wastewater releases. The project will incorporate surface inflow source analysis that will identify areas that have higher inflow potential. The results of this analysis will be incorporated into the recommendations for prioritizing I&I reduction efforts.

Value was added to the field investigation portion of the project by implementing a find-and-fix program. While contractors are inspecting and locating defects in the wastewater collection system, they will fix the easy-to-fix defects along with way. These fixes include such things like replacing cleanout caps and installing manhole rain pans. This find-and-fix program will expedite the reduction of inflow experienced in the system.

Excessive I&I cause operational challenges and reduce the available

capacity of the wastewater system. The project will determine the GRU collection system's current level-of-service and provide up to three scenarios, including estimated rehabilitation costs, to increase the collection system's level-of-service.

Through the project scope development it was determined that the flow monitoring effort needed to be expanded to acquire additional information in order to make meaningful recommendations for prioritizing I&I reduction efforts. Additionally, GRU personnel will be assisting with components of the project (e.g. hydraulic modeling, field inspections) that is more than what was originally proposed in the initial project cost estimate.

*Fiscal Note:* The original cost of the project was estimated at \$750,000. The updated project cost includes additional staff time and additional items to the scope of work, such as the find-and-fix program, that was not included in the original cost estimate. The updated project cost is \$1,800,000 over FY 2018 through FY 2021, which includes both contractor and internal resources. The updated project cost is included in the proposed Water/Wastewater Capital Improvements budget.

**RECOMMENDATION**

The City Commission authorize the General Manager, or his designee, to execute a contract not to exceed \$1,500,000 with the top ranked firm, Jones Edmunds, for professional engineering services for the Wastewater Collection System Assessment to Target Inflow & Infiltration (I&I) Reduction Measures project, subject to approval of the City Attorney as to form and legality, and final appropriation of funds for each year of the project.

UAB: On May 9, 2018, the board voted 4-0 (with members Selvester and Jacobson absent) to advise the City Commission to approve the staff recommendation.

**Legislative History**

11/16/17 City Commission Approved as Recommended

[170451 WWW Collection System Assessment 20171109.pdf](#)

[170451 Eval Tabulation 20171116](#)

[170451 Update on I-I Reduction Measures Project 20180510](#)

**180004.**

**Letters of Intent - Altavian, Inc. and University of Florida (B)**

**The City Commission review and approve business terms associated with Letters of Intent (LOI) from Altavian, Inc. and the University of Florida for available space at the Catalyst Building.**

**MODIFICATION - CHANGED TEXT FILE LANGUAGE AND ADDITIONAL BACK-UP**

*Explanation: As the City Commission is aware, the Catalyst Building located at 606 SE Depot Avenue has been vacant since the departure earlier this year of Prioria Robotics, Inc.*

*Staff has been working with Front Street to market the space and recently Letters of Intent (LOI) were presented on Altavian Inc.'s and UF's behalf to Management with business terms that can be supported by staff.*

*Altavian, Inc., is a U.S. based Unmanned Aircraft System (UAS) engineering and manufacturing firm and originally spun out of the University of Florida as an officially licensed tech transfer startup company in 2011. The company designs and manufactures high quality drones to carry the best sensors into the toughest environments. The focus of the company is on systems that collect data with the highest integrity and accuracy.*

*Recently, Altavian, Inc. announced the award of a \$250MM Indefinite Delivery, Indefinite Quantity contract with the US Army. Under the Program Executive Office Aviation, Products Office for Tactical Unmanned Aircraft (TUAS), Altavian will be supporting the largest small UAS program in the world.*

*The terms of the submitted Altavian, Inc. LOI are briefly as follows:*

- 1) Three year lease term for approximately 10,000 square feet of 1st Floor Space in Catalyst Building.*
- 2) Rent is \$14 per square foot with an additional \$2 per square foot for proportionate share of Common Area Maintenance (CAM).*
- 3) Altavian will utilize the space for manufacturing of drones and office.*
- 4) Issues such as signage, utilities and parking will be shared and managed with another tenant.*
- 5) A lease will commence upon delivery of the premises estimated to be June 1, 2018*

*The intent of the UF LOI is to establish UF's College of Design, Construction and Planning's (DCP's) FIBER (Florida Institute for the Built Environment Resilience) as well as the collaborative platform by the City and UF on Smart Cities applied research.*

*FIBER will occupy 7,500 square feet of the 2nd floor space with the associated City services occupying the remainder and then approximately 1,500 square feet of 1st floor space will be dedicated to showcase and studio applications of the City of Gainesville's Smart City platform.*

*The terms of the submitted UF LOI are briefly as follows:*

- Three year lease term for approximately 7,500 square feet of 2nd Floor Space and 1,500 square feet of 1st floor space in Catalyst Building and*
- Rent is \$14 per square foot with proportionate share of Common*

*Area Maintenance (CAM)*

- UF will utilize the space for establishment of FIBER and Smart City platform
- Issues such as signage, utilities and parking will be shared and managed with another tenant
- A lease will commence upon delivery of the premises estimated to be August 1st

Currently, staff is still working through issues associated with the unwinding of the Prioria Robotics, Inc. tenancy and there are several logistical issues that need to be dealt with in order to effectuate commencement of the Altavian and UF lease in a timely manner and staff will be working on those diligently in the coming weeks.

*Fiscal Note:* At the proposed lease rate of \$14 per square foot and \$2 per square foot for a proportionate share of CAM the Altavian lease of the three year term should generate approximately \$450,000 in rent in addition to applicable utility payments which would be separate through Gainesville Regional Utilities (GRU).

At the proposed lease rate of \$14 per square foot and proportionate share of CAM the lease of the three year term should generate approximately \$350,000 in rent in addition to applicable utility payments which would be separate through Gainesville Regional Utilities (GRU).

In addition, according to contract terms, Front Street will be compensated at a rate of five percent of gross rent based upon services rendered in the marketing of the Catalyst Building space.

**RECOMMENDATION**

The City Commission: 1) hear a brief presentation from staff; 2) direct staff to prepare the appropriate lease documents incorporating the business terms from the proposed Altavian Inc., and UF Letters of Intent (LOI); and, (3) authorize the City Manager to execute all pertinent lease documents, subject to approval of the City Attorney as to form and legality.

[180004A Altavian, Inc. Letter of Intent 20180517.pdf](#)

[180004B University of Florida Letter of Intent 20180517.pdf](#)

[171101.](#)

**Mayor Lauren Poe - Committee Assignments (B)****RECOMMENDATION**

The City Commission confirm the Mayor's appointments.

[171101 CommitteeAssignments 20180517.pdf](#)

**COMMITTEE DISCUSSION ITEMS - Items placed on the agenda by the Audit & Finance Committee or General Policy Committee or moved from Consent**

[170808.](#)**Subcommittee to Study Utility Advisory Board Code Provisions (B)****MODIFICATION - ADDITIONAL BACK-UP**

*Explanation:* On November 28, 2017, at a joint meeting of the City Commission and the Utility Advisory Board (UAB), both boards expressed interest in creating a subcommittee, consisting of two members from each board, to study the City Code provisions that govern the UAB and determine what Code changes, if any, should be made. When the subcommittee completes its discussions, it will then report its recommendations to the UAB and City Commission. At its meeting on December 14, 2017, the UAB approved creation of the subcommittee and appointed UAB members Michael Selvester and Mary Alford to the subcommittee. At its meeting on January 4, 2018, the City Commission approved creation of the subcommittee and appointed Commissioners Budd and Ward to the subcommittee.

The subcommittee met during the months of January through March and developed recommended revisions to Chapter 2, Article V, Division 7 "Utility Advisory Board" of the City Code of Ordinances. At its meeting on April 12, 2018 the Utility Advisory Board reviewed and recommended the Commission approve the revisions.

**RECOMMENDATION**

The City Commission review the recommended revisions and direct the City Attorney to draft an ordinance.

**Legislative History**

2/13/18	Subcommittee to Study Utility Advisory Board Code Provisions	Discussed
3/5/18	Subcommittee to Study Utility Advisory Board Code Provisions	Discussed



[170808A\\_City Charter Laws\\_20180213.pdf](#)  
[1708081B\\_Code Section Creating Utility Advisory Board\\_20180213.pdf](#)  
[170808C\\_Draft Independent UAB Ordinance prepared by Michael Selvester\\_20](#)  
[170808D\\_Fort Collins Energy Policy and Energy Board model prepared by Nan](#)  
[170808E\\_Austin Community Plan\\_20180213.pdf](#)  
[170808F\\_Austin Texas Planning & Budget\\_20180213.pdf](#)  
[170808G\\_Selvester -Utility Policy Intent statement\\_2080213.pdf](#)  
[170808H\\_Intent&Policy Statement\\_20180305.pdf](#)  
[170808I\\_OrdinanceRedLineCopy0305.pdf](#)  
[170808J\\_OrdinanceCleanCopy\\_20180305.pdf](#)  
[170808K\\_OrdinanceRedLine\\_20180326.pdf](#)  
[170808\\_UAB governance subcommittee - model ordinance 20180308 .pdf](#)  
[170808\\_2nd DRAFT - City Code - UAB 20180308.pdf](#)  
[170808 Draft Ordinance for UAB 20180412.pdf](#)  
[170808C\\_MOD\\_FINAL DRAFT-City Code-Utility Advisory Board\\_20180517.pdf](#)

**OTHER POLICY DISCUSSION ITEMS - If the Commission does not get to these items, they are continued to the next regular Commission meeting or such other regular or special meeting or workshop, as the Commission directs**

**INFORMATIONAL PRESENTATIONS - Items that do not request or require any Commission action. If the Commission does not get to these items, they are continued to the next regular Commission meeting or such other regular or special meeting or workshop, as the Commission directs.**

**4:30 - 5:30pm Dinner Break**

**5:30 - Call to order Evening Session**

**PLEDGE OF ALLEGIANCE**

**PROCLAMATIONS/SPECIAL RECOGNITIONS**

[171094.](#)

**Memorial Day (B)**

RECOMMENDATION

*Mr. Bob Gasche to accept the proclamation.*

[171094 Memorial Day proclamation\\_20180517.pdf](#)

[171095.](#)

**National Bike Month (B)**

**RECOMMENDATION**      *Joseph Floyd with Active Streets Alliance & Ally Gill with Gainesville Cycling Club to accept the proclamation.*

[171095\\_National Bike Month\\_20180517 -- Final.pdf](#)

[171096.](#)

**National Elder Law Month (B)**

**RECOMMENDATION**      *Gainesville Elder Law Attorney Sam Boone to accept the proclamation.*

[171096\\_National Elder Law Month proclamation\\_20180517 -- Final.pdf](#)

[171097.](#)

**National Emergency Medical Services Week (B)**

**RECOMMENDATION**      *Gainesville Fire Rescue Chief Lane, Gainesville Fire Rescue District Chief Shawn Hillhouse, Gainesville Fire Rescue CRP Program Coordinator Ariella Bak, and Operation C.A.R.E. and the "Get 10 More" Initiative Captain Conrade Irving to accept the proclamation*

[171097\\_Emergency Medical Services Week\\_20180517 -- Final.pdf](#)

[171098.](#)

**National Water Safety Month (B)**

**RECOMMENDATION**      *Citizen & Infant Swim Resource Instructors Kreshelle Marquis, Jen Myer and Tabitha McLeavy representing the Community At Large to accept the proclamation.*

[171098\\_National Water Safety Month\\_20180517-- Final.pdf](#)

[171102.](#)

**Special Recognition - Gainesville Robotics Teams (NB)**

**RECOMMENDATION**      *The City Commission recognize the Gainesville Robotics Teams.*

[171102 Letter of Recognition -- Gainesville Robotics Teams\\_20180517.pdf](#)

[180010.](#)

**Special Recognition - Great American Cleanup (NB)**

*MODIFICATION - ADDED ITEM*

**RECOMMENDATION**      *The City Commission hear remarks.*

[180010\\_MOD\\_special\\_recognition\\_20180517.pdf](#)

**GENERAL CITIZEN COMMENT - For items not on the agenda, limited to 3 minutes per citizen and not to exceed 30 minutes total**

**PUBLIC HEARINGS**

**RESOLUTIONS - ROLL CALL REQUIRED**

[170852.](#)

**First Budget Amendment to the FY 2018 General Government Financial and Operating Plan Budget (B)**

Resolution No. 170852

**A Resolution of the City Commission of the City of Gainesville, Florida; Relating to its General Government Budget for the Fiscal Year Beginning October 1, 2017 and Ending September 30, 2018; Amending Resolution No. 170380, Adopted September 21, 2017, by Making Certain Adjustments to the General Government Financial and Operating Plan Budget; and Providing an Immediate Effective Date.**

*Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2018 General Government budget those transactions and activities that were not anticipated during the budget process.*

*Fiscal Note: All of the recommended changes are funded either by increases in revenue budgets, decreases in expenditure budgets, or decreases in appropriate fund balances.*

**RECOMMENDATION**

*The City Commission adopt the proposed resolution.*

**Legislative History**

4/25/18      Audit and Finance      Adopted (Resolution)  
                    Committee

[170852A\\_Resolution\\_FY18\\_1st\\_Qtr\\_Budget\\_Amendment\\_20180517.pdf](#)

[170852B\\_Attachment\\_A\\_with\\_Summary-FY18\\_1st\\_Qtr\\_Amendatory\\_20180517..pdf](#)

[171050.](#)

**Resolution to Amend the Traffic Signal Maintenance and Compensation Agreement with FDOT (B)**

**This item is a request to amend the Florida Department of**

## Transportation's Traffic Signal Maintenance and Compensation Agreement.

*Explanation:* The Florida Department of Transportation (FDOT) currently compensates the City of Gainesville for maintenance of Intelligent Transportation System (ITS) infrastructure along the State Highway System (SHS). This includes traffic signals, school beacons, blank out signs, travel time detector, within city limits. This increase in compensation reflects new state FY18/19 rates.

*Fiscal Note:* The Florida Department of Transportation compensates the City annually for Traffic Signal Maintenance. The amount to be reimbursed for State FY18/19 is \$676,020. Last FY17/18 reimbursement was \$657,470. This is a 2.8% increase versus the previous year due to increase reimbursement rates for Traffic Signals and Intelligent Transportation System devices.

### RECOMMENDATION

The City Commission: 1) adopt the Resolution for an Amendment to the Traffic Signal Maintenance and Compensation Agreement with the Florida Department of Transportation; and 2) authorize the City Manager to execute all necessary documents, subject to approval by the City Attorney as to form and legality.

[171050A Amendment 20180517.pdf](#)

[171050B Resolution 20180517.pdf](#)

[171087.](#)

## Resolution Related to the Issuance of Additional Series C Commercial Paper (B)

**\*\*This item was presented to the UAB on May 9, 2018.\*\***

*Explanation:* During last year's budget process the City Commission approved a Capital Improvement Program (CIP) financing plan which called for issuing commercial paper every year and every third year issuing fixed rate bonds to take out the commercial paper issued in the two preceding years. This financing plan was designed to offer GRU maximum financial flexibility while accessing the capital markets at the lowest effective interest rates.

Consistent with this plan, the proposed resolution amends and supplements the City's Second Supplemental Subordinated Utilities System Revenue bond resolution. This resolution:

- Authorizes issuance of \$40 million in commercial paper to fund capital projects in 2018
- Increases the authorized line of credit under the commercial paper program from \$85 million to \$125 million. This increase in the authorized line will provide capacity for the utility to issue further commercial paper in 2019 in line with the approved CIP financing plan, as well as providing

*additional liquidity to meet reserve requirements*

- *Extends the commercial paper program for an additional 30 years to 2048*

- *Clarifies for future amendments to these amendments that bondholder consent is not required*

*In conjunction with the resolution several other documents are proposed for amendment:*

- *The paying agent agreement with U.S. Bank is amended to provide for the increase in the authorized commercial paper line from \$85 million to \$125 million.*

- *The credit agreement with Bank of America is amended to*
  - o *Extend the current liquidity facility to 2021. In negotiation with Bank of America associated with these proposed changes, Bank of America has agreed to extend the current agreement, which expires in November of 2018, to 2021 with no change in fees*

- o *Provide for the increase in the authorized commercial paper line from \$85 million to \$125 million*

- *The dealer agreement with Goldman Sachs is amended to provide for the increase in the authorized commercial paper line from \$85 million to \$125 million.*

*Fiscal Note: The proposal will allow the utility to implement the CIP financing program approved by the City Commission as part of the 2018 budget process.*

**RECOMMENDATION**

*Staff recommends that the City Commission:*

*1) approve the Fourth Amendment of the Second Supplemental Resolution and Supplemental Resolution authorizing issuance of Additional Series C Commercial Paper and;*

*2) approve the forms of the paying agent agreement with U.S. Bank, credit agreement with Bank of America, and dealer agreement with Goldman Sachs, and authorize the execution and delivery thereof, subject to approval of the City Attorney as to form and legality.*

*UAB: On May 9, 2018, the Board voted 4-0 (with members Selvester and Jacobson absent) to advise the City Commission to approve the staff recommendation.*

[171087 Resolution with Exhibits A through E 20180509](#)

[171089.](#)

**Resolution Authorizing the Issuance of Variable Rate Subordinated Utilities System Revenue Bond, Series 2018A (B)**

**\*\*This item was presented to the UAB on May 9, 2018.\*\***

*Explanation: The Supplemental Subordinated Utilities System Revenue Bond Resolution authorizes the sale of the 2018 Series A Bonds to STI*

*Institutional & Government, Inc. (SunTrust) in the amount of not to be outstanding in excess of \$25 million. The 2018 Series A Bonds represent a revolving line of credit which will provide the utility with a low-cost source of additional liquidity to fund capital projects and assist in financial management in the event of unforeseen events.*

*Fiscal Note: Other than an initial minimal draw to validate the 2018 Series A Bonds as a tax-exempt offering, it is not anticipated that this line of credit will be utilized outside of unexpected financial circumstances. The recurring cost of the unused line of credit is 25 basis points or one-quarter of one percent.*

**RECOMMENDATION**

*Staff recommends that the City Commission approve the Supplemental Subordinated Utilities System Revenue Bond Resolution and thereby approve the issuance and sale of the 2018 Series A Bonds to STI Institutional & Government, Inc., approve the form of the Purchase Contract, and authorize the execution and delivery thereof subject to approval of the City Attorney as to form and legality.*

*UAB: On May 9, 2018, the UAB voted 4-0 (with members Selvester and Jacobson absent) to advise the City Commission to approve the staff recommendation.*

[171089 Resolution with Exhibits A B and C 20180509](#)

[171090.](#)

**Prospective Amendments to the Second Amended and Restated Subordinated Utilities System Revenue Bond Resolution (B)**

**\*\*This item was presented to the UAB on May 9, 2018.\*\***

*Explanation: In conjunction with the issuance of the 2017 Series A, B, and C Bonds in November of 2017, the City adopted springing amendments to the senior Utilities System Revenue Bond Resolution in order to modernize certain provisions of the Resolution and provide the City with greater future financing flexibility. The amendments will become effective upon receiving majority consent of the senior Bondholders and certain other conditions being satisfied.*

*This item proposes amending the Second Amended and Restated Subordinated Utilities System Revenue Bond Resolution in order to make changes to the Subordinated Resolution consistent with those made in November of 2017 to the senior bond resolution, and clarifies certain provisions to allow for greater flexibility in the use of lines of credit. Additionally it authorizes the mandatory tender of the Variable Rate Utilities System Revenue Bonds, 2007 Series A in order to obtain majority consent of the prospective amendments to the senior bond*

resolution and approves the form of the Reoffering Memorandum used in connection with the remarketing of the 2007 Series A Bonds.

*Fiscal Note: Amending the Subordinated Utilities System Revenue Bond Resolution will modernize the Resolution and provide the City with future financing flexibility. The mandatory tender of the 2007 Series A Bonds will allow for majority consent of the springing amendments to the senior bond resolution.*

**RECOMMENDATION**

Staff recommends that City Commission approve the adoption of the Resolution.

UAB: On May 9, 2018, the Board voted 4-0 (with members Selvester and Jacobson absent) to advise the City Commission to approve the staff recommendation.

[171090 Cover Resolution for Second AR Subordinated Resolution with Exhibits](#)

[171099.](#)

**Commissioner Adrian Hayes-Santos - Early Voting on College Campuses (B)**

**RECOMMENDATION**

The City Commission adopt the proposed resolution.

[171099 CITY OF GAINESVILLE RESOLUTION EARLY VOTING 20180517.pc](#)

**TRANSMITTAL READING**

[170749.](#)

**Comprehensive Plan Amendment - Water Supply Planning Per State Law (B)**

Ordinance No. 170749

An ordinance of the City of Gainesville, Florida, amending the Comprehensive Plan of the City of Gainesville to provide for water supply planning by adding Policy 2.3.12 to the Conservation, Open Space and Groundwater Recharge Element; amending Objective 1.1 and its policies of the Potable Water and Wastewater Element; amending Objective 1.5 and its policies of the Potable Water and Wastewater Element; amending Policy 1.6.2 of the Intergovernmental Coordination Element; providing directions to the City Manager; providing a severability clause; providing a repealing clause; and providing an effective date.

*Explanation: STAFF REPORT*

*This ordinance amends the City of Gainesville Comprehensive Plan to provide for water supply planning as required by state law. The St. Johns*

*River Water Management District and the Suwanee River Water Management District, which are the two water management districts with jurisdiction in Alachua County and the City of Gainesville, began water supply planning efforts in 2005 that led to the designation of Water Resource Caution Areas for the region. Water Resource Caution Areas are geographic areas identified as having existing water resource problems or areas in which water resource problems are projected to develop during the next 20 years. As a result, the Water Management Districts prepared the North Florida Regional Water Supply Plan (NFRWSP), which was adopted on January 17, 2017. The NFRWSP is a regional framework for water supply planning based on projected population growth and associated water demand, and also identifies essential water resource, water conservation, and water supply development options that need to be implemented to address future water demand and water supply goals.*

*Within 18 months of the adoption of the NFRWSP, local governments within the Water Management Districts are required to prepare a Water Supply Facilities Work Plan to cover a minimum 10-year planning period, and to amend their comprehensive plans to adopt the Water Supply Facilities Work Plan and to implement the NFRWSP. The City of Gainesville and Alachua County together developed the Joint Alachua County/City of Gainesville Water Supply Facilities Work Plan (2018-2028). The plan will be adopted by both the City and the County together with associated comprehensive plan amendments.*

*The City Plan Board held a public hearing on February 22, 2018, where it voted to recommend approval of this amendment to the Comprehensive Plan.*

#### **CITY ATTORNEY MEMORANDUM**

*Section 163.3184, Florida Statutes, sets forth the procedure for amending the Comprehensive Plan. The first hearing is the transmittal stage and must be advertised at least seven days prior to the hearing. The second hearing is the adoption stage and must be advertised at least five days prior to the hearing. Within ten working days after the first hearing, the City must transmit the amendment to the reviewing agencies and to any other local government or state agency that has filed a written request for same. These agencies have 30 days after receipt of the amendment to forward comments to the City. The City must consider any written comments received during the second hearing. If adopted on second reading, the City will forward the amendment within ten working days to the state land planning agency and any party that submitted written comments.*

*Within 30 days following the City's adoption of this amendment to the Comprehensive Plan, any affected person may file a petition with the State Division of Administrative Hearings to request a hearing to challenge the amendment's compliance with Chapter 163, Florida Statutes. If not timely challenged, this amendment shall become*



effective 31 days after the state land planning agency notifies the City that the amendment package is complete. If timely challenged, this amendment shall become effective when the state land planning agency or the Administration Commission issues a final order determining that this amendment is in compliance with Chapter 163, Florida Statutes. No development orders, development permits, or land uses dependent on this amendment may be issued or commenced before this amendment has become effective.

**RECOMMENDATION**            *The City Commission: 1) approve Petition No. PB-17-145 CPA; and 2) adopt the proposed ordinance.*

[170749 Staff report continued 20180125.pdf](#)

[170749 Staff Report with Appendices A-B 20180222.pdf](#)

[170749A draft ordinance 20180517.pdf](#)

[170749B Staff Report with Appendices A-B 20180517.pdf](#)

[170749C Joint Alachua County-City of Gainesville WSWF 20180517P.pdf](#)

[170749D CPB 180222 minutes 20180517.pdf](#)

[170749E Staff PPT 20180517.pdf](#)

## ORDINANCES, 1ST READING - ROLL CALL REQUIRED

[170829.](#)

### **Quasi-Judicial - Rezoning 0.38 Acres at 3250 NE Waldo Road (B)**

Ordinance No. 170829; Petition No. PB-17-07 ZON

An ordinance of the City of Gainesville, Florida, amending the Zoning Map Atlas by rezoning approximately 0.38 acres of property generally located at 3520 NE Waldo Road, as more specifically described in this ordinance, from General Business (BUS) to Business Industrial (BI); providing directions to the City Manager; providing a severability clause; providing a repealing clause; and providing an effective date.

*Explanation: STAFF REPORT*

*This ordinance, which was requested by the owner(s) of the subject property, will amend the Zoning Map Atlas of the City of Gainesville by rezoning approximately 0.38 acres of property located at 3520 NE Waldo Road from General Business (BUS) to Business Industrial (BI). The site is located on the southwest corner of the intersection of two major State Road arterials: NE 39th Avenue (SR 222) and NE Waldo Road (SR 24). The property owner(s) of the subject property stated that the surrounding property owners are contemplating combining their properties to create a better development opportunity. The site is diagonally across from the BI-zoned area at the northeast quadrant of this intersection that is the current site of the Alachua County Agricultural Extension Office which, along with the Fairgrounds site to its east and undeveloped City of*

*Gainesville/airport property to its north, has substantial redevelopment and economic development potential.*

*The City Plan Board held a public hearing on February 22, 2018, where it voted to recommend approval of this rezoning.*

#### CITY ATTORNEY MEMORANDUM

*This ordinance requires two hearing and shall become effective immediately upon adoption.*

**RECOMMENDATION**      *The City Commission: 1) approve Petition No. PB-17-07 ZON; and 2) adopt the proposed ordinance.*

[170829\\_Staff Report w Appendices A-C\\_20180222.pdf](#)

[170829A\\_draft ordinance\\_20180517.pdf](#)

[170829B\\_Staff Report w Appendices A-C\\_20180517.pdf](#)

[170829C\\_CPB 180222 minutes.pdf](#)

[170829D\\_Staff PPT\\_20180517.pdf](#)

[170996.](#)

#### **Request to Extend Deadline By Which Land Owner/Developer Shall Obtain Planned Development (PD) Zoning That Implements the Plum Creek Planned Use District (PUD) As Provided in Comprehensive Plan (B)**

Ordinance No. 170996

An ordinance of the City of Gainesville, Florida, amending Ordinance No. 070447 (as was subsequently amended by Ordinance Nos. 100189, 110700, and 150540) to extend the deadline for the property owner/developer to have a Planned Development (PD) zoning ordinance adopted that implements the adopted Plum Creek Planned Use District (PUD) land use overlay; providing a severability clause; providing a repealing clause; and providing an immediate effective date.

#### *Explanation: STAFF REPORT*

*This ordinance will extend the deadline for the property owner/developer to have a Planned Development (PD) zoning ordinance adopted that implements the Planned Use District (PUD) land use portion of an approximately 1778-acre development called "Plum Creek" in the City's Comprehensive Plan, which is generally located north of US 441 and along the east and west sides of SR 121 (NW 22nd Street). This is the owner/developer's fourth requested extension of that deadline.*

*On January 26, 2009, the City Commission adopted Ordinance No. 070447 and assigned the following four land use categories to the*

1778-acre Plum Creek: 1) Conservation; 2) Single-Family; 3) Residential Low-Density; and 4) Planned Use District (PUD) overlay with an underlying land use category of Agriculture. Ordinance No. 070447 specified that Planned Development (PD) zoning must implement the Plum Creek areas with a land use designation of Single-Family, Residential Low-Density, and PUD (all of Plum Creek except those areas with a Conservation land use designation). Although Ordinance No. 070447 stated that the rezoning to PD for the portions designated Single-Family and Residential Low-Density could occur incrementally over time upon request of the owner/developer, the ordinance gave a time limit to the owner/developer of 18 months to have a PD rezoning ordinance adopted for the PUD portion of Plum Creek. If this time limit was not met, the consequence was that the PUD land use overlay would be automatically removed and thereby leave that portion of Plum Creek with a land use category of Agriculture.

On October 21, 2010, the City Commission adopted Ordinance No. 100189 and extended the subject PD rezoning deadline until July 26, 2012. On May 3, 2012, the City Commission adopted Ordinance No. 110700 and extended the deadline until July 26, 2016. On March 3, 2016, the City Commission adopted Ordinance No. 150540 and extended the deadline until July 26, 2018.

On June 15, 2017, the owner/developer submitted an application to have a PD rezoning ordinance adopted for the PUD portion of Plum Creek, and on October 26, 2017, the City Plan Board held a hearing on the application. The owner/developer now is asking for a fourth extension of the deadline to adopt a PD rezoning ordinance, to July 26, 2019.

*Fiscal Note: None.*

#### CITY ATTORNEY MEMORANDUM

*This ordinance requires two hearings and will become effective immediately upon adoption.*

**RECOMMENDATION**      *The City Commission adopt the proposed ordinance.*

[170996A draft ordinance 20180517.pdf](#)

[170966B Staff PPT 20180517.pdf](#)

## **ORDINANCES, 2ND READING - ROLL CALL REQUIRED**

## **PLANNING PETITIONS**

**CITIZEN COMMENT - For items not on the agenda, limited to 3 minutes per citizen and not to exceed 30 minutes total**

## **COMMISSION COMMENT**

**10:00pm or earlier - Adjourn - If later than 10:00pm, the Commission may waive the rules to extend the meeting or may schedule a date/time to continue the meeting**