



CITY OF GAINESVILLE

Clerk of the Commission

070432

MEMORANDUM

To: Honorable Mayor and Members of the City Commission

From: Kurt Lannon, Clerk of the Commission *KL*

Re: City Commission Referral List

Date: September 10, 2007

Attached you will find the list of the outstanding referrals including any back-up/comments submitted by committee staff and charter officer staff. This list represents pending referrals as of September 4, 2007.



City of Gainesville

City Hall
200 East University Avenue
Gainesville, Florida 32601

Text File

Introduced: 9/10/2007

File Number: 070432.

Version: 0

Status: To Be Introduced

..Title

City Commission Referral Lists (B)

..Recommendation

The City Commission review the attached Referral Lists and take appropriate action.



City of Gainesville

Referral Status

City Hall
200 East University
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Gainesville, Florida 32601

File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by:</i> City Commission				
070184.	Election Auditing Referral (B)	Audit, Finance and Legislative Committee	6/18/2007	12/18/2007
060213.	GRU Financial and Debt Service Issues (NB)	Audit, Finance and Legislative Committee	6/26/2006	12/26/2006



City of Gainesville

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File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by:</i> City Commission				
050949	Pedestrian Safety at Butler Plaza Referral (NB)	Bicycle/Pedestrian Advisory Board	2/13/2006	8/13/2006



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File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by:</i> City Commission				
060805.	Mayor Pegeen Hanrahan - Charter Officers Report from Sundance Summit (B)		12/11/2006	2/12/2007



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INTER-OFFICE COMMUNICATION
GENERAL MANAGER

DATE: September 10, 2007 ITEM #070432
TO: Honorable Mayor and Members of the City Commission
FROM: Karen S. Johnson, General Manager 
SUBJECT: Charter Officers Outstanding Referral Status Report

Following is a list of each item and a brief description of the status of the referral to the Charter Officers:

1. **#060805 – Mayor Hanrahan Report from Sundance Summit:**

On December 11, 2006 the City Commission referred the report from Mayor Hanrahan regarding the Sundance Summit on Climate Change and the list of ideas from the meeting to the Charter Officers for review and recommendations for action back to the City Commission by February 12, 2007. Staff is preparing an update on these ideas. This item will be retained on the referral list.

Prepared by Karen S. Johnson, General Manager



City of Gainesville

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File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by: City Commission</i>				
070410.	Hatchett Creek Development Referral to the City Attorney (NB)	City Attorney	8/27/2007	9/24/2007
070230.	ELECTION AND TERMS OF MUNICIPAL OFFICERS (NB)	City Attorney	7/23/2007	1/23/2008
061024.	Ironwood Homeowners Association Report (NB)	City Attorney	2/26/2007	8/26/2007
060810.	Buck Bay Rezoning Issue (NB)	City Attorney	12/11/2006	2/12/2007
060669.	Affordable Housing Resolution (NB)	City Attorney	10/23/2006	4/23/2007
060466.	Mayor Pegeen Hanrahan - Heart of Florida Prosperity Campaign (NB)	City Attorney	9/11/2006	10/9/2006
060441.	Gainesville-Duhok Sister City Program Resolution (B)	City Attorney	8/28/2006	2/28/2007
060210	Reduction of Transition Period Between Election and Swearing-In (NB)	City Attorney	6/26/2006	12/26/2006
060165	Federal Tax Credit Programs (NB)	City Attorney	6/13/2006	9/12/2006

McVay, Toni L.

From: Hatt, Monique
ent: Monday, August 06, 2007 9:21 AM
To: McVay, Toni L.
Subject: Referral List

070230 -	Election and Terms of Municipal Officers	Ongoing
060810	Buck Bay Rezoning Issue - City Atty portion done	remove from list
060669	Affordable Housing Resolution	remove from list
060165	Federal Tax Credit - referred to Audit & Finance	remove from list
061024	Ironwood Homeowners Assoc. Report	remove from list
060210	Reduction of transition period - election	remove from list
060466	Heart of Florida Prosperity	remove from list
040302	Parking lot and Parking meter ordinance	remove from list
060441 -	Duhok Sister City Program Adopted Legistar 060507	remove from list

McVay, Toni L.

From: Lannon, Kurt M.
Sent: Wednesday, August 22, 2007 11:55 AM
To: McVay, Toni L.
Subject: FW: Elections issue

To take off referral list

KL

From: Waratuke, Elizabeth A.
Sent: Tuesday, August 21, 2007 3:03 PM
To: Lannon, Kurt M.
Cc: Hatt, Monique
Subject: Elections issue

Kurt;

As a follow-up, and in response to the City Commission's authorization to change the section of the elections code to "allow the Supervisor of Elections more flexibility in accommodating early voting", I spoke with the Supervisor yesterday to see what her issues were with the City's code. She did not really recall what concerns she had, although she thought it might be that she was required to hold a certain number of hours of early voting each day of a weekend. We looked at the code together and it does not require that she hold early voting a certain number of hours per day on the weekend, only that it be "eight hours in the aggregate each weekend during the applicable period". This is not an issue for her as written. She is going to review the ordinance again and try to remember if there are any other issues. If she discovers any, she will call us.

At this point, the item can be removed from the referral list.

Liz



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Referred by: City Commission				
070398.	Security for the One Stop Center at 3335 N. Main Terrace (NB)	City Manager	8/27/2007	2/27/2008
070361.	Hatchett Creek Development (NB)	City Manager	8/13/2007	2/13/2008
070330.	Options for Buck Bay Residents (NB)	City Manager	8/13/2007	9/13/2007
070261.	Gainesville/Alachua County Regional Airport Noise Contour Issue (NB)	City Manager	7/23/2007	1/23/2008
070256.	General Manager for Utilities Recruitment Timeline (NB)	City Manager	7/23/2007	1/23/2008
070164.	Citizen Comment - Request for Ordinance Amendment for Hot Dog Vendors Downtown to Stay Open Later (NB)	City Manager	6/11/2007	12/11/2007
061023.	Inspection and Permit Fees for Home Occupation Permits (NB)	City Manager	2/26/2007	8/26/2007
060935.	Commissioner Edward Braddy - Sprawl and Smart Growth (NB)	City Manager	2/12/2007	8/12/2007
060947.	Midtown Gainesville - February 12, 2007 (B)	City Manager	2/12/2007	8/12/2007
060911.	Presentation on school readiness and child care programs, including the working poor child care subsidy program (B)	City Manager	2/12/2007	7/12/2007
060549.	Traffic Circle Maintenance (NB)	City Manager	9/25/2006	3/25/2007
060466.	Mayor Pegeen Hanrahan - Heart of Florida Prosperity Campaign (NB)	City Manager	9/11/2006	11/13/2006

File Number	Name	Referred to	Refer Date	Due Date
060331.	Commissioner Rick Bryant - Alachua County Housing Authority's Homeless Housing Assistance Grant Application to the State with the NW 13th St. Site (NB)	City Manager	8/28/2006	2/28/2007
060440.	Oak Hammock Residents - Traffic Light Request (NB)	City Manager	8/28/2006	2/28/2007
060293.	Best Practices of University Communities Conference (NB)	City Manager	7/24/2006	1/24/2007
060242.	Roam Towing Safety Issues (B)	City Manager	7/10/2006	1/10/2007
060207	RTS Transfer Facility Site Plan at Depot Avenue and Main Street (B)	City Manager	6/26/2006	12/26/2006
060206	Porter's Oaks Area Crime (B)	City Manager	6/26/2006	12/26/2006
060205	Monticello Owners Association, Inc. vs. Joyner Construction Company (B)	City Manager	6/26/2006	12/26/2006
060204	FCAT Scores and Graduation Rates in Gainesville (NB)	City Manager	6/26/2006	12/26/2006
060168.	Regional Utilities Committee Outstanding Referral Item (NB)	City Manager	6/13/2006	9/12/2006
060173	Millage Rate Roll Back Possibilities (NB)	City Manager	6/12/2006	7/17/2006
060165	Federal Tax Credit Programs (NB)	City Manager	6/12/2006	9/12/2006
060025	Meters Downtown for Donations to the Homeless (NB)	City Manager	5/8/2006	11/8/2006
051199	Florida League of Cities Bill Re: Boundary Adjustment Act (NB)	City Manager	4/10/2006	10/10/2006
051165	Mayor-Commissioner Pro Tem Chestnut - End of Black Spring Break Event (NB)	City Manager	4/10/2006	10/10/2006
051170	Depot Park Program Review (NB)	City Manager	4/10/2006	10/10/2006

File Number	Name	Referred to	Refer Date	Due Date
051212	Comprehensive Plan Amendment for Inclusion of the Innovation Zone (NB)	City Manager	4/10/2006	10/10/2006
051125	Southeast Gainesville Renaissance Initiative (NB)	City Manager	3/27/2006	9/27/2006
050869	Roam Towing Issues (NB)	City Manager	1/23/2006	7/23/2006
050751	Emergency Shelter Provisions (B)	City Manager	12/12/2005	6/12/2006
050421	Findings of the Countywide Visioning and Planning Committee (B)	City Manager	9/26/2005	3/26/2006
040091	Utility Downtown Operation Center Redevelopment Plan NB)	City Manager	6/15/2004	12/15/2004

Referred by: Community Redevelopment Agency

060659.	Urban Core Redevelopment Area Wastewater Master Plan - Funding Alternatives Referral Item #060659 (B)	City Manager	1/29/2007	6/18/2007
060425.	Request for Proposals for the Redevelopment of Seminary Lane and St. Augustine Catholic Church Parking Lot (NB)	City Manager	8/21/2006	2/21/2007



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060758.	Waldo Road Sign Standards (B)	Community Redevelopment Agency	12/13/2006	6/11/2007
060659.	Urban Core Redevelopment Area Wastewater Master Plan - Funding Alternatives Referral Item #060659 (B)	Community Redevelopment Agency	10/23/2006	4/23/2007



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<i>Referred by:</i> Community Redevelopment Agency				
070250.	Water Play Feature Feasibility (NB)	Staff	7/16/2007	1/16/2008
070183.	6th Street Trail from Depot Avenue North to Northwest 16th Avenue (NB)	Staff	6/18/2007	12/18/2007



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File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by:</i> Community Redevelopment Agency				
070366.	Expansion of Downtown Farmer's Market (NB)	CRA Staff	8/20/2007	2/20/2008
070365.	Seminary Lane Referral (NB)	CRA Staff	8/20/2007	2/20/2008
070073.	Transformational Incentive Program Changes (B)	CRA Staff	5/21/2007	11/21/2007



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Referred by: **Community Redevelopment Agency**

061068.	Arts Zone - A Construction Downtown Site Beautification Program Redevelopment Advisory (NB)	Board	3/19/2007	9/19/2007
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File Number	Name	Referred to	Refer Date	Due Date
Referred by: Community Redevelopment Agency				
061068.	Arts Zone - A Construction Site Beautification Program (NB)	College Park/University Heights Redev Adv Bd	3/19/2007	9/19/2007
031167	Evaluation of the On Street Parking Trial (B)	College Park/University Heights Redev Adv Bd	5/17/2004	11/17/2004



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File Number	Name	Referred to	Refer Date	Due Date
Referred by: City Commission				
060758.	Waldo Road Sign Standards (B)	Eastside Redevelopment Advisory Board	12/13/2006	6/11/2007
Referred by: Community Redevelopment Agency				
061068.	Arts Zone - A Construction Site Beautification Program (NB)	Eastside Redevelopment Advisory Board	3/19/2007	9/19/2007
040239	Kennedy Homes Site and Camps Property Possible Uses (NB)	Eastside Redevelopment Advisory Board	7/21/2004	1/19/2005



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File Number	Name	Referred to	Refer Date	Due Date
<i>Referred by:</i> Community Redevelopment Agency				
061068.	Arts Zone - A Construction Site Beautification Program Street Redev Adv Bd (NB)	Fifth Avenue/Pleasant	3/19/2007	9/19/2007

City Commission Referrals to the City Manager

Referred Date	Referral Number	Referral	Due Date	Status
6/15/04	040091	Utility Downtown Operation Center Redevelopment	12/15/04	At the June 15, 2004 meeting, the Commission referred the issue of developing an exit and redevelopment plan for the Utility Downtown Operation Center to the General Manager and City Manager. General Government and GRU staffs meet periodically to move this project forward. This is an on-going project and will be retained on the City Manager's Referral list.
09/26/05	050421	Findings of the Countywide City Manager Visioning and Planning Committee	3/26/06	Completed – the City and County adopted the Transition of Services Agreement in March 2007. Joint planning initiatives continue. Recommend to remove from Referral List.
12/12/05	050751	Emergency Shelter Provisions	6/12/06	Staff responded to this referral in a memo to the City Commission dated 1/9/06. Staff recommended retaining the 45° F threshold for cold night shelter and eliminating the 14 consecutive day rule for operating a cold night shelter. The latter would require an amendment to the Land Development Code. There doesn't appear to be a need to change the temperature threshold. Recommend to remove from referral list.
1/23/06	050869	Roam Towing Issues	7/23/06	The City Manager referred this item to the Community Development Department regarding fencing requirements for parking lots that might reduce towing. Planning staff is developing this petition.
3/27/06	051125	Southeast Gainesville Renaissance Initiative	9/27/06	A staff team is implementing a multi-pronged effort including master planning, code enforcement, housing redevelopment, and other improvements. The property was acquired in January 2007. Demolition of the property is underway and scheduled to be completed by mid-October 2007. Recommend to remove from referral list.
4/10/06	051212	Comprehensive Plan Amendment for Inclusion of the Innovation Zone	10/10/06	Land use amendment has been transmitted to the State. Second reading/adoption hearing will be scheduled in September 07. Recommend to remove from referral list.
4/10/06	051170	Depot Park Program Review	10/10/06	The Depot Area Master Plan will begin on August 22, 2007. The Plan will include land and reuse strategies for the areas surrounding Depot Park. It is expected to take six months to complete.
4/10/06	051165	Mayor-Com Pro Tem Chestnut – End of Black Spring Break Event	10/10/06	Parks, Recreation and Cultural Affairs staff met with representatives of the End of Black Spring Break Event. Alternative locations were recommended. Carrying capacity for the major parks will be looked into for event scheduling purposes. Recommend remove from Referral List.

City Commission Referrals to the City Manager

Referred Date	Referral Number	Referral	Due Date	Status
4/10/06	051199	Florida League of Cities Bill Re: Boundary Adjustment Act	10/10/06	Staff confirmed that the legislation did not have a negative impact to the Boundary Adjustment Act. Recommend remove from Referral List.
5/8/06	060025	Meters Downtown for Donations to the Homeless	11/8/06	Staff responded to this referral with a plan to initiate a pilot donation meter program, which was approved by the City Commission on March 26, 2007. The program, now called "Give a Better Way", will officially begin on August 9, 2007. Recommend to remove from Referral List.
6/12/06	060165	Federal Tax Credit Programs	9/12/06	Staff researched and made a number of developers aware of the tax credit programs. The City Auditor, in collaboration with the City Attorney and the Director of Finance developed an RFP for marketing brownfield tax credits. The sale of tax credits ultimately exceeded the City's expectations of revenue. Recommend remove from Referral List.
6/12/06	060173	Millage Rate Roll Back Possibilities	7/17/06	Completed – As part of the 2007 budget process, millage was rolled back to 4.8509 in FY 2007. Recommend remove from Referral List.
6/13/06	060168	Regional Utilities Outstanding Referral Item	9/12/06	R19 Insulation factor was added to the Standard Housing Code. Recommend remove from Referral List.
6/26/06	060204	FCAT Scores and Graduation Rates in Gainesville	12/26/06	Prior to the joint meeting of the School Board and City Commission on October 2, 2006, a report was provided by the ACM which included FCAT Scores and Graduation rates for Alachua County schools. This item was discussed at the joint meeting. In addition, on October 11, 2006, the City Commission approved the Partnership for Student Success between the City and School Board. As part of this program, GHS was adopted by the City. Recommend Remove from Referral List.
6/26/06	060205	Monticello Owners Association Inc. vs Joyner Construction Co.	12/26/06	The Assistant City Manager investigated and it was determined that there was no deception/bias by the Building Official. The Attorney's Office advised staff not to have any further involvement as Monticello Owners Association, Inc. has filed a lawsuit against Joyner Construction Co. and this issue will be resolved through the court system. Recommend remove from Referral List.
6/26/06	060206	Porter's Oaks Crime Area	12/26/06	A letter was sent to the City Manager on July 18, 2006 detailing the actions taken regarding the concerns of Janie Williams and Ruby Williams at the June 26, 2006 City Commission Meeting. Recommend remove from Referral List.

City Commission Referrals to the City Manager

Referred Date	Referral Number	Referral	Due Date	Status
6/26/06	060207	RTS Transfer Facility Site Plan at Depot Avenue and Main Street	12/26/06	A neighborhood meeting was held and modifications made to the site plan. Construction is nearing completion. Recommend remove from Referral List.
7/10/06	060242	Roam Towing Safety Issues	1/10/07	The Roam Towing Safety Issues were addressed by the Public Safety Committee and an update on the methods used to get the towing information out to the public was presented to the City Commission on January 12, 2007 and was passed. Recommend remove from Referral List.
7/24/06	060293	Best Practices of University Communities Conference	1/24/07	This year's 2007 Best Practices Conference was held at the University Hilton in Gainesville, Florida, June 7 th - June 10 th . The Conference had 102 attendees representing numerous cities throughout the 23 U.S. states and Canada. The 2008 Conference will be held at Texas A&M, at the Hilton College Station & Conference Center. Their program theme is "From Campus to Council: Blending the Best of Both Worlds." Proposed dates for the 2008 conference are June 16 th - June 19 th 2008. Recommend to remove from referral list.
8/28/06	060440	Oak Hammock Residents – Traffic Light Request	2/28/07	The FDOT conducted a warrant analysis and recommended not to install a signal at this time. Recommend remove from referral list.
8/28/06	060331	Com. Bryant - Alachua County Housing Authority's Homeless Housing Assistance Grant Application to the State with the NW 13 th St. Site	2/28/07	The Alachua County Housing Authority (ACHA) was awarded a \$750,000 Homeless Housing Assistance Grant from the State in September 2006, which will be used to renovate the Sunshine Inn property on N.W. 13 th St. ACHA completed the acquisition of this property in April 2007 and will proceed with renovations this year (2007). Except for issuing building permits, neither phase of this project requires the City's involvement. Recommend to remove from referral list.
9/11/06	060466	Mayor Hanrahan – Heart of Florida Prosperity Campaign	11/13/06	Initial coordination to provide space at City Parks, Rec & Cultural Affairs Centers for the VITA assistance program was conducted by former ACM Barbara Lipscomb and Odetta McLeish-White. Training of VITA assistance volunteers occurred very late in the process and they were never deployed to our recreation centers. Additionally, a request for funding to purchase computers for this program was submitted to the City too late to respond to for the 2006 tax year program. Both Ms. Lipscomb and Ms. McLeish-White are no longer representatives of their respective agencies. ACM Lowery has now assumed responsibility for City participation and Dr. Karen Cole-Smith is the current representative for the Heart of Florida Prosperity Campaign.

City Commission Referrals to the City Manager

Referred Date	Referral Number	Referral	Due Date	Status
9/25/06	060549	Traffic Circle Maintenance	3/25/07	Staff provides periodic inspection of the traffic circle maintenance. For those that are adopted by the neighborhoods for maintenance, staff notifies the appropriate representative when maintenance is needed. Parks staff is responsible for 3 traffic circles (NE 8 th /9 th , NE 3 rd /10 th & NW 19 th /45 th). NE 3 rd and NE 9 th are maintained on a two-week cycle and NW 19 th is on a 30 day cycle. Unless notified about a problem, the inspections occur during maintenance. Recommend remove from referral list.
2/12/07	060911	Presentation on School Readiness and Child Care Programs, Including the Working Poor Child Care Subsidy Program	7/12/07	The Assistant City Manager provided a presentation to the City Commission. The Commission requested additional funding be considered to provide City residents with child care scholarships for working poor families in the 07/08 budget. The Commission has approved new funding of \$48,000, in addition to \$21,000 in CDBG funding. Recommend remove from Referral List.
2/12/07	060947	Midtown Gainesville – Feb 12, 2007	8/12/07	Midtown Business Association Renaissance Jeweler owner Robert Packer accepted the Proclamation on July 23, 2007. Recommend remove from Referral List.
2/12/07	060935	Com. Braddy – Sprawl and Smart Growth	8/12/07	Planning Staff is working on collecting this information but have not been able to complete the project due to limited staff resources, and the volume of petitions to the City Plan Board and Development Review Board. Staff anticipates having a presentation ready for the City Commission in October 2007.
2/26/07	061023	Inspection and Permit Fees for Home Occupation Permits	8/26/07	Home occupation permit fees remain at \$50. Staff is looking into increasing the fees in the coming year, to cover revisits and broken appointments.
6/11/07	070164	Citizen Comment – Request for Ordinance Amendment for Hot Dog Vendors Downtown to Stay Open Later	12/11/07	Chapter 19 of the code does not set a time limit on vendors that are allowed on public property. The site for these vendors is located in areas designated by the City Manager, generally located on the community plaza and other areas in the downtown. Itinerant food vendors are located on private property in more remote locations such as shopping centers, and must close by 11:00 PM. Staff does not know who made this referral, and cannot contact the person that made the request to determine where the vendor is located. Recommend remove from referral list.
7/23/07	070256	General Manager for Utilities Recruitment	1/23/08	Candidates were interviewed in January 2007. Process was continued with target start date of September 30, 2008.

City Commission Referrals to the City Manager

Community Redevelopment Agency Referrals

Referred Date	Referral Number	Referral	Due Date	Status
1/29/07	060659	Urban Core Redevelopment Area Wastewater Master Plan – Funding Alternatives	6/18/07	Staff worked with GRU to look at alternatives. A series of suggestions were brought before the City Commission and approved. The CRA has also changed a number of its incentive programs to allow for tax increment to assist with the cost of the upgrades. Recommend remove from referral list.
8/21/06	060425	RFP for the Redevelopment of Seminary Lane and St. Augustine Catholic Church Parking Lot	2/21/07	St. Augustine has decided to make the request without assistance from the CRA. Staff has met with a Seminary Lane representative and will seek to engage more in the fall. Recommend remove from referral list.

