

# City of Gainesville

*City Hall  
200 East University Avenue  
Gainesville, Florida 32601*



## **Meeting Agenda - Final**

**February 17, 2014**

**3:00 PM**

**City Hall Auditorium**

## **Community Redevelopment Agency**

*Susan Bottcher (Chair)  
Todd Chase (Member)  
Thomas Hawkins (Member)  
Yvonne Hinson-Rawls (Vice-Chair)  
Ed Braddy (Member)  
Lauren Poe (Member)  
Randy Wells (Member)*

**CALL TO ORDER****ROLL CALL****ADOPTION OF THE CONSENT AGENDA****SECRETARY CONSENT**[130709.](#)**Community Redevelopment Agency Minutes (B)****RECOMMENDATION**

*The Community Redevelopment Agency approve the minutes of December 16, 2013.*

[130709 CRA Minutes\\_20140217.pdf](#)

**EXECUTIVE DIRECTOR CONSENT**[130708.](#)**CRA Project Summary (NB)**

*Explanation: As a regular informational item on CRA agendas, Staff provides a brief update on selected referrals, redevelopment projects and development agreements under review. This monthly update is typically a limited sampling of the CRA's many on-going projects, as opposed to a complete list.*

**CRA Wide**

*Façade Grant - The Façade Grant program is a competitive matching grant program that is designed to encourage reinvestment in building facades, specifically those located on highly visible target corridors within the district. Applicants must commit to expending (at a minimum) a cash match equal to the grant funds sought in the application. Repairs/upgrades to the façade must be visible at all times from the building's exterior, and maintenance items are not eligible for grant funds.*

*CRA Talent - The reorganization of CRA staff was completed in January. The goal of the reorganization was to provide opportunities for growth, better align CRA talent to its community initiatives and reduce the "silo effect" by having all staff manage projects and assist with the business processes at the CRA. Diane Gilreath and Sarah Vidal-Finn were promoted to CRA Manager Positions and existing staff were individually slotted into Project Manager (1-4) positions. All administrative duties have been dispersed amongst staff and the front desk and phones are now being attended each day by a different "Project Manager of the Day." Interviews for the two vacant Project Manager positions are close*

to being concluded.

#### *Eastside Redevelopment Advisory Board (ERAB)*

##### *GTEC Area Master Plan - On Agenda*

*Kennedy Homes Redevelopment- CRA staff hosted a project kick off meeting to mark the start of Master Planning designs for the former Kennedy Homes in December of 2013. On January 29, staff hosted a series of design workshops with community stakeholders and the design team culminating with a large community visioning meeting on that evening. Staff hopes to bring 30% design submittals to the CRA Board for review during the March CRA meeting.*

##### *GTEC Management Transition - On Agenda*

*ERAB Residential Paint Voucher Program - CRA staff and the CRA Attorney are currently developing an ERAB Residential Paint Voucher Program based on the success of the FAPS Residential Paint voucher Program. The Eastside Redevelopment Plan states the CRA will "Support and encourage improved appearance and design of both public and private projects. Strategies may include, but are not limited to, developing design guidelines, providing design assistance, façade grant and/or paint programs, incentives, and partnerships with both the public and private sector." The program will allow eligible applicants to share with the CRA the cost of painting an existing residential property within the Eastside Redevelopment Area. Staff anticipates the program will be on an upcoming CRA agenda for Board approval.*

#### *Downtown Redevelopment Advisory Board (DRAB)*

*SW 5th Avenue - Staff has approved a proposal from Deren Land Surveying for a survey of the SW 5th Avenue corridor from SW 6th Street to S Main Street. The survey is currently underway and existing redevelopment opportunities will be explored following the completion of the survey. There will be a Neighborhood Meeting on February 17, 2014 at Porter's Community Center to discuss the project.*

*Downtown Plaza - Additions to the Plaza survey were completed in January to include the right-of-way along University Avenue to 3rd Street to assist with relocating the bus pull-out further east. CRA staff and the design team are in conversations with RTS and FDOT to confirm final dimensions and location of the bus stop and pull-out. Floor plans for the Green Room addition are close to complete and staff has worked closely with Cultural Affairs and Park Operations to identify their needs for this addition. CRA staff is also working on a business plan for the Plaza that includes tenant recruitment for the café and a pilot program for maintaining its improvements after North Plaza project is completed. A community meeting is being scheduled for late February and 30% design will be presented at the March CRA Board meeting. CRA staff*

*has also reached out to all neighborhood associations throughout the City and will be giving presentations on the Plaza project, as requested, with the hopes of getting the community-at-large involved and vested in the project.*

*Economic Development - Shadow Health, Inc. received its first year payments for the High-Wage Job Creation Incentive Program for creating seven high-wage jobs in the technology sector over the last year. Four jobs were created at over 200% of the average annual wage for the county receiving \$2,500 each and three jobs at over 150% of the average annual wage for Alachua County. This grant is a two year grant and Shadow Health is eligible to receive additional incentive in year two, based upon retaining these jobs and creating additional high-wage jobs.*

*The Top restaurant completed its renovations of the bar area of the restaurant and of its adjoining 4,400 square foot banquet hall known as "The Woolly" adding much-needed versatile event space to the area. Renovations to the restaurant and the banquet hall were financed through the Grow Gainesville Loan.*

#### *College Park University Heights Redevelopment Advisory Board*

*NW 5th Avenue (1300-2000 blk) - On August 16, 2013, NW 5th Avenue was presented to and approved by the CRA board as one of the four major community initiatives in the 2014 Strategic Plan for the College Park/University Heights area. On November 18th, the CRA board approved the proposal submitted by DRMP, Inc. for the design of NW 5th Avenue. Since that time, the CRA has been working with legal to execute a contract amendment allowing the CRA to hire DRMP, Inc. for professional engineering and consulting services based on the existing contract with GRU. The contract amendment was recently approved and executed and the CRA will begin design of the corridor in the upcoming months.*

*The streetscape project presents an opportunity to support and leverage connections to other planned developments occurring in the area. The project scope extends from NW 13th Street to NW 21st Street and includes repairs to the roadway, feasibility study for undergrounding utilities, sidewalks, pedestrian crossings, lighting, improved drainage, parking, and circulation. A kick-off meeting will be held on a date to be determined to notify the public of the developing project.*

*NW 1st Avenue Streetscape: Phase 1 (15% Construction Documents): -NW 1st Avenue streetscape project, between NW 16th Street and NW 20th Street, presents an opportunity to enhance the street's functionality and aesthetics to its various users. In April 2013, an Interim Basis of Design for the corridor was completed by Perkins & Will and Causseaux, Hewett, & Walpole, Inc. (CHW). This document serves as the starting point for the current design phase. The Phase 1 contract includes an aggressive schedule that allows for community and stakeholder engagement throughout the design, and board approvals at the final*

15% construction documents stage. Phase 2 will be contracted separately and be based on the project budget as well as the results and conclusions of Phase 1.

CHW is the Civil Engineer for the project and leads the consultancy team. Sub-consultants to CHW are David Conner and Associates for landscape architecture services and Nix Engineering for electric engineering consulting services. The project's team has been working with stakeholders to identify the existing conditions, challenges and feasibility of future improvements along the corridor. Community outreach included two Neighborhood Workshops and multiple meetings with individual stakeholders. Based on the stakeholders' input and team's research, a Draft 15% Construction Documents was put together and presented to the public in mid-February. Final 15% Construction Documents are scheduled for late March, and Board presentations in April.

#### *Innovation Square Projects -*

*SW 9th St: Construction continues to progress; the bio-swale retaining walls have been formed and poured, concrete curbs have been installed. The roadway concrete started during the last weeks of January and will continue through the month of February. Work within SW 2nd Avenue to install a major stormwater pipe began the week of February 3rd with a full roadway closure, expected to last 6 weeks.*

*SW 3rd Ave: Construction commenced in August 2013 and is scheduled to be complete Spring 2014. All utility installations have been completed and the road is being prepared for new asphalt. Landscaping will be installed shortly after.*

#### *Fifth Avenue Pleasant Street Redevelopment Board*

*A.Q. Jones House Museum -Staff is currently interviewing and receiving proposal from engineering firms for the preparation of the site engineering and permitting for the house museum. Services will include site development plan package, Utility engineering and permitting, photometric plans, geotechnical study, and code compliant landscaping plans. Additionally as presented in staff's first quarter work plan the supplemental structure was deconstruction in November. For more information about the A. Quinn Jones Museum go to [www.aqjmuseum.org](http://www.aqjmuseum.org) <<http://www.aqjmuseum.org>>.*

*Neighborhood Spruce Up Program - The FAPS Residential Paint program is currently open and accepting applications. The program will provide an eligible applicant with a voucher for paint and painting supplies up to \$500 to be used for the exterior painting of their home. The program is available to all residences in the Fifth Avenue Pleasant Street Redevelopment Area.*

*Seminary Lane - Seminary Lane was a multifamily low-income housing*

development located on NW 5th Avenue. The property is approximately 5.9 acres in size; it is owned by the Gainesville Florida Housing Corporation (GFHC) and was managed by the Gainesville Housing Authority (GHA). The property is located midway between Downtown and the University of Florida, in the heart of the Fifth Avenue community. It is cleared/ vacant, and its condition, large size, and central location provide great redevelopment potential. During the August 2013 CRA Board meeting the Board voted to authorize CRA staff to create a memorandum of understanding that outlines the roles and responsibilities of the CRA, GFHC, and GHA subject to approval by the CRA Attorney as to form and legality; and authorize CRA Executive Director to negotiate a real estate option agreement with Gainesville Florida Housing Corporation subject to approval by the CRA Attorney as to form and legality and bring back the completed agreement to the CRA Board for review and approval.

The CRA Attorney created an Option Agreement for The Purchase and Sale of Land, which provides monetary consideration to the Seller (GFHC) and provides the CRA with the ability to perform all necessary due diligence in determining the best use and future development of the parcel. The option also provides the CRA with the "Right of First Refusal" and the "Option to Purchase" the Seminary Lane Parcel. A Memorandum of Option Agreement was also created to be recorded and provide notice that the CRA and GFHC have entered into a written option agreement and agree to the terms of the document. CRA staff met with the GFHC Board in January and February to discuss the agreements and any other considerations that need to be addressed. Both the CRA staff and GFHC continue to negotiate the terms of an agreement that both parties are satisfied with. Additionally there are 4 parcels contiguous to the Seminary lane site that offer a tremendous opportunity for redevelopment, three of which are owned by the City (Parking lot, tot lot, & former Moms Kitchen) and one by the CRA. CRA staff and the CRA Attorney are preparing a City Commission item requesting the City to enter into an option agreement with the CRA, enabling the CRA to begin the process of redeveloping the parcels along with the Seminary Lane development.

*Fiscal Note: None at this time*

**RECOMMENDATION**

CRA Executive Director to CRA: Receive project update from Staff

**END OF THE CONSENT AGENDA**

**ADOPTION OF REGULAR AGENDA**

**SECRETARY**

[130723](#)

**CRA Advisory Board Appointments (NB)**

*Explanation: At its December 16, 2014 meeting the CRA Board approved the transferring of all responsibilities of administration of the CRA Redevelopment Advisory Boards to CRA Staff. The transferring responsibilities include the following:*

} CRA assumes responsibilities for all CRA Board meetings up to and including;

- CRA Agenda development
- Posting all meeting agendas and associated back-up to Legistar
- Transcribing Minutes from CRA Meetings

} CRA assumes responsibilities for all CRA Advisory Boards management up to and including;

- Managing CRA Intranet Site
- Posting Board Vacancies on City & CRA Websites
- Managing the CRA Advisory Board Application process (including internet applications)
- Correspondence for incoming and outgoing members

*All responsibilities have been successfully transferred with the exception of the advisory board application process. CRA Staff have encountered problems as it relates to the posting of vacancies and retrieving applications from the website. At this time, we are still attempting to fully rectify the situation with a projection that we will be able to bring applicants before the CRA at its March 17, 2014.*

*Fiscal Note: None*

**RECOMMENDATION**

CRA Secretary to CRA Board: Hear Update

## EXECUTIVE DIRECTOR

[130704.](#)

### CRA Work Plan - 2nd Quarter Update (B)

*Explanation: During the CRA's FY 2014 Strategic Planning session, held from May - September 2013, the CRA worked to reprioritize and re-focus redevelopment efforts in order to bring forward initiatives that will result in economic development across the four CRA areas. The philosophy behind the focus included creating and strengthening economic nodes and creating strong physical and economic connections between the nodes. The result of these discussions culminated with the adoption of the CRA's new strategic plan and streamlined budget.*

*In October 2013, and also at the beginning of the 2014 fiscal year, the CRA embarked to implement the list of re-prioritized and focused community initiatives, the newly structured community engagement plan, and office reorganization. In an effort to organize and communicate this endeavor, a work plan was created. The work plan includes the major milestones of objectives to accomplish during fiscal year 2014. The work*

*plan is a living document that is to be updated quarterly to track the progress of CRA initiatives and provides a roadmap for the community to follow, engage, and become involved as changes are made to their neighborhoods.*

*At this month's CRA Board meeting an update will be given on the work plan as to what was accomplished during the first quarter for 2014 and to provide additional information on what is to be expected during the second quarter of this year.*

*Fiscal Note: None at this time*

**RECOMMENDATION**

*CRA Executive Director to the CRA Board: Hear presentation from staff.*

[130704\\_PRESENTATION\\_02172014.pdf](#)

**130705.**

FY2014 Amendatory Budget (B)

*Explanation: During the FY2013 Strategic Planning process, the budget process was identified as one of its efficiencies to simplify and think about differently. The adopted budget approved by the CRA Board in September 2013 contained revised budget components that reflected the beginnings of the streamlining of its Community Initiatives.*

*Historically, the adopted budget is completed in September and the amendatory budget in March of each year. Including presenting at the four Advisory Boards and reviews/preparations for the CRA Board, staff dedicates significant time to budgeting for ten out of twelve months of each year. In an effort to streamline this process, staff has discussed several options for simplifying this process with the City's Budget and Finance Department.*

*Current policy allows for a two year adopted budget. The current Workplan outlines the major community initiatives that were approved during the Strategic Planning process in 2013 and focuses staff efforts and budget appropriations to those priority initiatives. CRA staff proposes moving to a two year adopted budget when presenting this May. The proposed budget will reflect the major Community Initiatives and projections for project-related expenditures based on the approved Workplan. The decision to move the adopted budget presentation to May from September was made so the City Budget and Finance Department could include the most current CRA projections into the overall City Budget.*

*The 2014 Amendatory Budget and the amendatory process moving forward will simply highlight actual tax increment revenues received. A summary of the amendatory funding appropriations are included as additional back-up to this agenda item. CRA Administrative Policy and Procedures Financial, Budget and Debt Policies are also included for reference, particularly, Section II., Budget Procedures.*



*Fiscal Note: A Budget Transaction Form will be prepared for execution by the City's Budget and Finance Department.*

**RECOMMENDATION**

*CRA Executive Director to the CRA Board: Adopt Resolution #130705, thus approving the amendatory budget for FY2014 as presented.*

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130705\_AUDIT & POLICIES\_02172014.pdf

130705\_RESOLUTION\_02172014.pdf

[130706.](#)

**GTEC Area Update (B)**

*Explanation: The largest undertaking of the Eastside Redevelopment area is the redevelopment of the 13-acre Gainesville Technology Enterprise Center (GTEC) area and the 15-acre former Kennedy Homes site. The sites are located within a quarter mile of each other, about one mile from downtown Gainesville and two miles from the University of Florida. The subject contract is for the development of a Master Plan for the GTEC area, which will serve as a roadmap for future detailed design of areas within the Master Plan boundaries.*

*The Master Plan area is located between SE Hawthorne Road to the north, SE 8th Ave to the south, SE 20th Street to the west and SE 24th Street to the east. In 2011, CRA staff developed in-house conceptual master plan for the GTEC area. The conceptual master plan creates an expanded business center, aiming to retain GTEC graduate companies in East Gainesville and attract additional economic activity to the area. The plan leverages GTEC's tangible resources and human capital, taking advantage of the site constraints and natural resources. The master plan enhances site connectivity to the existing urban fabric, communities and resources. The plan was presented to the Eastside Redevelopment Area Advisory Board and to the CRA Board in 2011, and was well accepted. This conceptual master plan serves as the starting point for the current Master Plan design.*

*In December 2013, CRA was granted a partial release of two mortgages encumbering unimproved sections of the GTEC parcels, making the land available for future redevelopment. In accordance with the agreement with the EDA, the CRA's intention is to create long-term leases for the site, with potential uses such as businesses and support services. If the CRA would like to sell a portion or the entire property to private entity(ies), then the property(ies) will need to be surplus with additional conditions for use.*

*In December 2013, CRA contracted JBrown Professional Group Inc. for surveying services for the City of Gainesville owned parcels in the GTEC Area (parcels 11339-0-0, 11340-0-0, and 11341-0-0). The survey was completed and submitted to the CRA in January 2014. Also in December 2013, CRA contracted Brown & Cullen Inc. (BCI) for civil engineering*

services for the GTEC Area Master Plan Project. BCI was also contracted to provide landscape architecture, geotechnical engineering and environmental engineering services for the project, via sub-consultants to BCI.

A joint kick-off stakeholder meeting for the GTEC Area Master Plan and the Kennedy Homes projects was held on December 17, 2013. In January 2014, the design team submitted a 30% Conceptual GTEC Area Master Plan to the CRA. This conceptual master plan is being presented to the public in February in the forums of a neighborhood meeting, Eastside Advisory Board and the CRA Board. Feedback received from these meetings will help refine the plan for the 60% Preliminary Master Plan phase, scheduled for March. The 60% Preliminary Master Plan will be presented to the public in April. A 100% Final Master Plan document is scheduled for June.

In addition to the design and community outreach efforts, the CRA has been working with developers and companies to create private sector partnerships for building construction within the expanded GTEC campus.

*Fiscal Note: None at this time*

**RECOMMENDATION**

CRA Executive Director to CRA Board: 1) Approve 30% Conceptual Master Plan as presented; 2) Authorize Phase 1 Development limits and negotiation of construction documents contract; 3) Authorize staff to issue RFP seeking qualified developers interested in constructing buildings to house office, commercial, wet-lab, retail and other complimentary uses on the GTEC Area parcels 11340-0-0 and 11341-0-0; and, 4) Recommend that City Commission authorizes the CRA to act as an Agent to the City to lease the property or portions of it to other entities.

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**CRA ATTORNEY**

**REPORTS FROM ADVISORY BOARDS/COMMITTEES**

**MEMBER COMMENT**

**CITIZEN COMMENT**

**ADJOURNMENT**