

City of Gainesville

City Hall
200 East University Avenue
Gainesville, Florida 32601



Meeting Agenda - Final

December 7, 2017

1:00 PM

MODIFIED AGENDA

City Hall Auditorium

City Commission

Mayor Lauren Poe (At Large)

Mayor-Commissioner Pro Tem Harvey Budd (At Large)

Commissioner Helen Warren (At Large)

Commissioner Charles Goston (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****PROPHET GEORGE YOUNG****ADOPTION OF CONSENT ITEMS - GRU, General Government, Audit & Finance Committee and General Policy Committee Items**[170597.](#)**City Commission Minutes (B)**

RECOMMENDATION *The City Commission approve the minutes of November 16, 2017.*

[170597 Minutes 20171207.pdf](#)

[170599.](#)**Resignation of Robert Walpole from the Utility Advisory Board and Bryan Williams from the City Plan Board (B)**

RECOMMENDATION *The City Commission accept the resignation of Robert Walpole effective December 22, 2017 and Bryan Williams, effective immediately.*

[170599 ResignationRobertWalpoleBryanWilliams 20171207.pdf](#)

[170600.](#)**Appointments to City Commission Advisory Boards and Committees (NB)**

RECOMMENDATION *The City Commission appoint:
Karen Rerra, Ashley Rella and Chirayu to the City*

*Beautification Board for a term to expire 11/1/19
Ghaith Majeed to the Art in Public Places Trust or
a term to expire 9/30/20
Stephen Kozakoff and William Breeze to the
Regional Transit System for a term to expire
9/30/20
Luke Jolly to the Bicycle and Pedestrian Advisory
Board for a term to expire 12/31/20
Gloria Li to the Student Community Relations
Advisory Board for a term to expire 9/30/19
Lindsey Cazessus to the Citizens Advisory
Committee for Community Development as a
student member for a term to expire 9/30/19
Irfan Kovankaya to the Gainesville/Alachua
Cultural Affairs Board as a student member for a
term to expire 9/30/19
John Petito to the Regional Transit System
Advisory Board as a student member for a term to
expire 9/30/19
John Petito to the Development Review Board as a
student member for a term to expire 9/30/19
Matthew Burnette to the Student Community
Relations Advisory Board as a student member for
a term to expire 9/30/19
Matthew Burnette to the Public Recreation and
Parks Board as a student member for a term to
expire 9/30/19
Maria Aria Sanz to the City Beautification Board as
a student member for a term to expire 9/30/19
Franchesca Carrera to the Tree Advisory Board as
a student member for a term to expire 9/30/19.*

[170567.](#)

Canvassing Board Appointment (NB)

RECOMMENDATION

*The City Commission appoint Commissioner
David Arreola to the 2018 Canvassing Board.*

[170497.](#)

Release of an Easement (B)

This item is a request to approve and authorize a Release of Easement onto Exactech, Inc.

Explanation: On December 3, 1974, Kirm Corp., the owner of Tax Parcel 7879-065-000 at that time (Book 920, page 58), granted the City a Utility Easement over portions of the parcel, a portion of which was for drainage. Exactech, Inc. now owns the parcel and is in the process of redevelopment. To enhance the redevelopment, it is necessary to

relocate a drainage easement to another area of the owner's property. Exactech has requested a Release of Easement in exchange for the granting of a new easement. The advantage of this exchange will update and improve the drainage facility.

Fiscal Note: Funding in the amount of \$100 for recording fees is available in Public Works FY2018 operating budget.

RECOMMENDATION

The City Commission: 1) approve the Release of Easement onto Exactech, Inc.; and 2) authorize the Mayor to execute the Release of Easement onto Exactech, Inc., subject to the approval of the City Attorney as to form and legality.

[170497A Drainage Easement 20171102.pdf](#)

[170497B Release Easement 20171102.pdf](#)

[170497C Easement 20171102.pdf](#)

[170559.](#)

Surplus Property Sale (NB)

This is a request for the City Commission to declare all items located at the Surplus Lot as surplus and dispose of through contract methods.

Explanation: Each year, there are approximately 2,500 surplus property items stored at the City's Surplus Lot located at the Public Works Compound on 39th Avenue. These surplus items consist of scrap materials, office equipment and furniture, construction equipment, vehicles, abandoned and unclaimed property and miscellaneous items. In an attempt to reduce storage costs and increase revenues staff has implemented changes to the auction process. The method of disposing of surplus property is outlined in the City's Financial Services Procedure Manual. Typical disposal methods are: transfer to other City departments; public auction; sealed competitive bids; and donation to another governmental agency. The surplus property auctions are now being held monthly or bi-monthly at the auctioneer's site or through an online auction process. This process has increased the cash flow for the surplus process as well as reduced storage and personnel costs.

Fiscal Note: The City expects to generate revenues in excess of \$250,000 annually as a result of monthly or bi-monthly auctions. At the \$250,000 level the cost to the City would be \$20,000 based on the 8% bid rate.

RECOMMENDATION

The City Commission declare all materials, equipment and vehicles stored at the Surplus Lot as surplus property and authorize the sale of such property for the time period covering FY2018.

[170560.](#)**Contract for City-wide Records Storage Services (B)**

This is a request for the City Commission to authorize a contract for city-wide records storage services to Iron Mountain Information Management, Inc.

Explanation: The City of Gainesville stores approximately 12,483 cubic feet of files. Iron Mountain Information Management, Inc. is the only vendor that meets the records storage criteria outlined in the contract. The contract will be for a period of three years, with the option to extend for an additional two years upon mutual consent. Contract pricing for core services are outlined separately per year, under Schedule A, effective October 1, 2017 through September 30, 2020 for the first three years.

Fiscal Note: Funds for record storage are budgeted and available annually in each individual departmental allocation. The estimated annual expenditure of \$50,000 per year, is based on an average of past years cost for storage activity and miscellaneous services; \$250,000 is the estimated total for the five year term. Sole source was the method of selection used for contract selection.

RECOMMENDATION

The City Commission: 1) authorize the contract to Iron Mountain Information Management, Inc. for city-wide records storage services; and 2) authorize the City Manager to execute the contract and related documents subject to approval of the City Attorney as to form and legality.

[170560A Agreement 20171207.pdf](#)

[170560B Method of Source Selection 20171207.pdf](#)

[170560C Cost Estimates Research 20171207.pdf](#)

[170561.](#)**Contract Award to CoachCrafters, Inc. for Upgrade Wheelchair Restraint Systems (B)**

This item is a request to approve the recommended award and execute a contract with CoachCrafters, Inc. for Upgrade Wheelchair Restraint Systems.

Explanation: On September 18, 2017, the City's Purchasing Division solicited an Invitation to Bid (ITB) to upgrade wheelchair restraint systems on Regional Transit System (RTS) buses. The ITB process was implemented in compliance with, and as required by, the Florida Department of Transportation (FDOT), Florida Statutes and City of Gainesville policies.

Two responses were submitted by the deadline. The lowest responsive,

responsible bid was submitted by CoachCrafters, Inc.

Fiscal Note: Funds from the Florida Department of Transportation (FDOT) in the amount of \$103,200 for this project are available in the RTS budget.

RECOMMENDATION

The City Commission authorize the City Manager or his designee to execute a contract with CoachCrafters, Inc. for Upgrade of Wheelchair Restraint Systems, subject to approval by the City Attorney as to form and legality.

[170561A ITB Wheelchair Restraint Systems 20171207.pdf](#)

[170561B Addendums 1-3 20171207.pdf](#)

[170561C ABC Bus Inc Response 20171207.pdf](#)

[170561D CoachCrafters Response 20171207.pdf](#)

[170561E Bid Record 20171207.pdf](#)

[170561F Bid Tab 20171207.pdf](#)

[170561G Award Public Notice 20171207.pdf](#)

[170568.](#)

RFQ (Request for Qualifications) Award - Continuing Construction Management Professional Services for Minor Projects (B)

Explanation: This task reflects a joint effort between CRA, the City and GRU with review and approval by the Senior Assistant City Attorney, and coordinated by the General Government (GG) Procurement Division. The goal of the RFQ was to attract a pool of qualified Construction Management firms to work under a single contract for Minor Projects (a Minor Project is defined as a project with an estimated construction cost of less than \$2,000,000). The contract will be used by CRA, GG and GRU as projects arise. Historically each entity issued its own solicitation for continuing contracts involving Construction Management for Minor Projects.

On September 18, 2017, the GG Procurement Division solicited responses to a Request for Qualifications (RFQ) for Continuing Construction Management Professional Services for Minor Projects. 613 firms were notified through the City of Gainesville's bid distribution software 'Demandstar.' On October 2, 2017, a non-mandatory pre-bid meeting was held and at the bid close on October 23, 2017, 11 submissions were received (including one from an African American owned firm and one from a Service Disabled Veteran owned small business). After thorough evaluation by a committee made up of representatives from the three interested entities (GG, CRA and GRU) all 11 submissions were deemed qualified to move forward for recommendation. Qualified Companies:

AKEA, Inc.

BBI Construction Management, Inc.

Charles Perry Partners, Inc.

D&M Construction dba Foresight Construction Group, Inc.

D.E. Scorpio Corporation

J. E. Decker Construction Group, LLC

Joyner Construction, Inc.

Oelrich Construction, Inc.

One Day Came, Inc.

Scherer Construction of North Florida, LLC

Wharton-Smith Inc.

The initial contract, which will commence upon final contract execution, will continue for three years, subject to funding in subsequent fiscal years, and may be extended for one (1) additional two-year period. The initial base contract shall set a not-to-exceed percentage fee for overhead and profit. Alternatively, a lump sum amount which can vary according to the type and quantity of services to be rendered may be agreed to prior to commencement of each individual job.

The CRA, GG and GRU will award work to these firms on a project specific basis, based on a firms' understanding of the project scope, specific expertise and ability to complete the project as well as the project completion time and cost. For projects with a cost estimated to exceed two million dollars, or when it is deemed to be in the best interest of the CRA, GG or GRU, a separate Request for Qualifications will be issued requesting project specific submittals from the list of qualified professionals submitted to the City Commission.

Typical projects include, but are not limited to roadway, storm water, streetscapes, lighting, creek and/or wetland restoration, structures, solid waste projects, infrastructure improvements, water, wastewater and reclaimed water underground piping as well as water treatment and water reclamation plant equipment, structure rehabilitation or new construction, remodeling, park improvements, commercial buildings, Model Block homes, Historic rehabilitation and/or adaptive reuse, and more. Engineering Professional Services are performed by OWNER-retained design professionals, or completed in-house.

Fiscal Note: Funding for projects falling within the scope of Construction Management for Minor Projects is budgeted in the Capital Improvements budgets of the CRA, GG and GRU departments requiring this service for FY 2018 and will be budgeted in future years as required.

RECOMMENDATION

The City Commission: 1) approve the listing of Qualified Construction Management Professional Services firms; 2) authorize the CRA Executive Director, City Manager and General Manager or their designees, to initiate contract negotiations with the qualified firms; 3) authorize the CRA Executive Director, City Manager and General Manager or their designees, upon successful negotiations, to execute agreements for Professional Construction Management for Minor Projects for the initial term of 3 years from date of contract; subject to approval of the City Attorney as to form and legality.

Qualified Companies:

AKEA, Inc.

BBI Construction Management, Inc.

Charles Perry Partners, Inc.

D&M Construction dba Foresight Construction Group, Inc.

D.E. Scorpio Corporation

J. E. Decker Construction Group, LLC

Joyner Construction, Inc.

Oelrich Construction, Inc.

One Day Came, Inc.

Scherer Construction of North Florida, LLC

Wharton-Smith Inc.

[170568A_RFQ_180009_CM_for_Minor_Projects_201712007.pdf](#)
[170568B_Addendum_1_20171207.pdf](#)
[170568C_Addendum_2_20171207.pdf](#)
[170568D_Addendum_3_20171207.pdf](#)
[170568E_Akea_Proposal_20171207.pdf](#)
[170568F_BBI_Proposal_20171207.pdf](#)
[170568G_CPPI_Proposal_20171207.pdf](#)
[170568H_Descorpio_Proposal_20171207.pdf](#)
[170568i_D&M_Foresight_Construction_20171207.pdf](#)
[170568j_Joyner_Proposal_20171207.pdf](#)
[170568K_OneDay_Proposal_20171207.pdf](#)
[170568L_Scherer_Proposal_20171207.pdf](#)
[170568M_Wharton_Smith_Proposal_20171207.pdf](#)
[170568N_Award_RFQ_180009_20171207.pdf](#)

[170573.](#)

Infrastructure Funding Outside of Community Redevelopment Agency Areas (B)

This item requests the City Commission to refer the issue of Infrastructure and Redevelopment Funding Outside of Community Redevelopment Agency Areas to the General Policy Committee for Discussion; and to consider the Northwest Urban Core Area as a “Pilot Program” for future infrastructure projects.

Explanation: On August 6, 2015, the City Commission considered creating a new Community Redevelopment Agency (CRA) Area in Northwest Gainesville. At that time, the City Commission voted 7-0 to not create a new CRA Area. On December 17, 2015, the Commission instructed staff to gather additional public input regarding the infrastructure needs of the area.

In addition to reviewing the public comments from several previous infrastructure projects, staff used two information gathering tools-they conducted an Open House in the area and they developed an informational webpage and survey.

The Open House was held on Wednesday, March 15, 2017, from 6:00 p.m. to 9:00 p.m., at Stephen Foster Elementary School. The Open House provided an opportunity for citizens to speak directly with staff from the City’s Departments of Public Works; Doing (Planning); and Parks, Recreation and Cultural Affairs, along with Gainesville Regional Utilities. Each of those departments staffed an informational table that provided relevant maps, plans and contacts. In addition, citizens had the

opportunity to complete the survey, either online on mobile devices provided by the City, or on paper copies provided by the City.

The City used several methods to notify the public about the meeting. Those methods included sending postcards to all property owners within the study area, issuing a media release and sending emails to addresses gathered from several area projects. In all, 93 citizens attended the Open House.

Additionally, a total of 61 surveys were completed by respondents, with 44 identifying as area residents, 27 identifying as landowners and 2 identifying as business owners (some respondents identified in more than one of these categories) . A detailed summary of the survey results is attached for reference.

When asked to list positive characteristics of the area, some of the most mentioned responses were “quiet,” “neighborly” and “walkable.” Many respondents also mentioned that the area’s centralized location provides convenient access to roads and short commutes to destinations.

Respondents’ concerns generally fall into one of three broad categories. Those categories are Public Outreach Issues, Environmental Concerns (mostly related to the Superfund Site), and Infrastructure Issues.

With respect to Public Outreach Issues, respondents noted concerns about information flow and communication. Examples of areas where public outreach can improve include the status to the Superfund Site, Zoning and Land Development Regulations, and the Status of Parks and other City Infrastructure.

Regarding the Superfund Site, respondents are concerned about the lack of reliable, up-to-date information, particularly related to existing and planned remediation.

On the subject of infrastructure, respondents emphasized two types most often. The first is a desire for a variety of well-maintained and conveniently located parks. The second type of infrastructure respondents requested is upgraded bicycle and pedestrian facilities such as rail-trails, bicycle lanes and sidewalks.

To varying extents, the types of infrastructure projects requested in the Northwest Urban Core are desired throughout the City. Although many such projects have been constructed, present funding levels are unable to keep pace with demand, resulting in a backlog. Currently, new projects compete for limited funds through the City’s Capital Improvement Program which can add projects to an existing queue. The costs of those projects are typically several hundred thousand dollars or more.

Within CRA Areas, however, there is a dedicated funding source known as Tax Increment Financing (TIF) that can pay at least part of those

costs. TIF is generated from the appreciation of property within the CRA Area. In other words, the funds are generated by the properties that benefit from the use of the funds.

The City may need to look at alternative ways to fund infrastructure and redevelopment projects. For example, there has been discussion of allocating a consistent amount of money from the general fund each year, even if it may take several years to accumulate enough funds to complete the next project. The Northwest Urban Core Area may be an appropriate "Pilot Program" to test such an infrastructure funding alternative.

Fiscal Note: As part of the City's annual budget discussions, the City Commission can determine if funding should be appropriated for future infrastructure projects located outside Community Redevelopment Agency areas.

RECOMMENDATION

The City Commission: 1) refer the issue of infrastructure funding and redevelopment in areas outside of Community Redevelopment Agency Areas to the General Policy Committee for discussion; and 2) Consider the Northwest Urban Core Area as a "Pilot Program" for future infrastructure projects.

[170573 NW Urban Core Survey Results 20171207.pdf](#)

[170574.](#)

Contract for Inmate Work Crew for the Solid Waste Division (B)

This item is a request for the City Commission to approve a contract renewal between the City of Gainesville (City) and Florida Department of Corrections (FDOC) for Inmate Work Crews for Litter Clean-up for the term of December 16, 2017 through December 15, 2020.

Explanation: The Enterprise Fund budget is developed with consideration for funding a contract inmate work crew with the Florida Department of Corrections (FDOC). The inmate work crews consist of two (2) FDOC supervisors and five (5) inmates per officer from their work camp.

This contract pays for the salary of two FDOC supervisors along with required tools and supplies in the amount of \$122,188 annually. The major work focus of this crew is litter clean-up along city roadways and the cleanup of illegal dumpsites on city property at the direction of Solid Waste and Code Inspectors. The crew will also be used to provide more consistent maintenance of the city's public trash and recycling containers; as well as, provide assistance with material recovery efforts at the Resource Recovery Center which is operated jointly by Surplus and Solid Waste Divisions.

Fiscal Note: Funding in the amount of \$122,188 for the inmate work crew contract is provided in the FY 2018 Solid Waste Enterprise Fund operating budgets.

RECOMMENDATION

The City Commission: 1) authorize the City Manager to execute the contract renewal with the Florida Department of Corrections for two (2) contractual inmate work crews through December 15, 2020, subject to approval of the City Attorney as to form and legality; and 2) authorize the City Manager to execute any and all related documents.

[170574A Amendment 1 Request Letter 20171207.pdf](#)

[170574B Amendment 1 20171207.pdf](#)

[170574C Fully Executed Agreement 20171207.pdf](#)

[170574D Revised Addendum A 20171207.pdf](#)

[170587.](#)

Extension for Group Life Insurance to Symetra Life Insurance Company as proposed by Gallagher Benefits Services (B)

This item involves a request for the City Commission to approve the extension of Symetra Life Insurance Company as the provider for Group Life Insurance Benefit.

Explanation: The City of Gainesville provides employer paid life insurance to all regular employees who work twenty hours or more and all retirees. The benefit varies based on the employee's base salary. Most employees receive two times their annual base salary, up to a maximum benefit of \$50,000. For example, if an employee's base salary is equal to, or greater than \$25,000 per year, they will receive the maximum benefit of \$50,000.

The City issued a Request for Proposal (RFP) for Group Life Benefits in 2014 for a three-year term, but was interested in rate guarantees beyond the initial three-year term, the RFP also allowed for an additional two-year extension based on the City's request. One of the factors associated with the request to extend with the current provider is the City's current loss ratio. The loss ratio compares claims payments to premiums paid. The typical claims loss ratio for group life products would be in the seventy to seventy-five percent range. The City, through August 2017, had a loss ratio of 109% and had two additional \$50,000 claims in September. Based on our current losses, the proposed rate for January 1, 2018, of .262 per \$1000 is reasonable. In addition, Symetra extended the current rate for the October 1, - December 31, 2017 period pushing off the increase until the end of the calendar year. The renewal is good for up to 21 months and allows the City to terminate the policy with notice. If the loss ratio improves so that marketing the program would result in lower overall costs, the City has the option. The renewal is still within the range of prices received during the original RFP. Those price proposals ranged from a low price of .215/1000 to .30/1000.

Fiscal Note: Funds of approximately \$380,000 have been included in the proposed Fiscal Year 2018 Employee Health and Accident Benefits Fund operating budget.

RECOMMENDATION

The City Commission authorize: 1) a two-year extension for Group Life Insurance to Symetra Life Insurance Company as proposed by Gallagher Benefit Services from October 1, 2017 to December 31, 2019; and 2) the issuance of a Purchase Order in an amount sufficient to cover the applicable charges for Group Life Insurance.

[170587A City of Gainesville 2018 Renewal Letter 20171207.pdf](#)

[170587B 2017 Experience Package 20171207.pdf](#)

170589.

Extension to Stop-Loss Agreement With Florida Blue (B)

This item involves a request for the City Commission to approve the rankings and selection of Blue Cross Blue Shield of Florida, Inc. as the provider through their subsidiary, High Mark Insurance, of specific stop-loss insurance for the City's Group Health Plan.

Explanation: The City maintains a self-funded health plan for its employees, retirees and their family members. The health plan utilizes a risk transfer tool to mitigate the impact of large claims. Specific Stop-Loss insurance is the risk transfer tool that the group health plan utilizes to cover the cost of large claims. Under a specific stop-loss policy, the City's group health plan is responsible only for a fixed dollar amount of a covered members annual claims costs, after that specified amount has been paid, all subsequent claims costs are reimbursed to the City.

The three-year initial contract period will end on December 31, 2017. Staff is recommending extending the insurance policy that protects the City's Group Health Plan for Plan Year 2018 as offered by High Mark. In an effort to maintain the current specific deductible and increasing the look back period, staff requested a renewal quote that included the opportunity to share in the risk, thus eliminating the vast majority of the premium increase. The premium increase amounts to approximately one percent and allows for the City to save up to \$100,000 if our experience is better than expected. In addition, even if experience does deteriorate, the Plan would not pay, in aggregate, more than the proposed premium without the risk sharing component. The attachment shows the current premium, the renewal quote, and two additional options. One of the options increases the deductible from \$300,000 to \$325,000 per claim and the second option essentially maintains the premium and offers an aggregating deductible of \$100,000. It is the use of the aggregating deductible that provides for the risk sharing. If less than four claims exceed \$325,000, the Plan will save money off the renewal

premium. In all cases the look back period has been extend to 36 months thus increasing the coverage period. Staff is recommending Option 2 on the attachment.

RECOMMENDATION

The City Commission approve the extension for Stop-Loss insurance to Blue Cross Blue Shield of Florida, Inc. as the provider of the Specific Stop-Loss coverage for three years beginning January 1, 2018 for two years as provided for in the original agenda item and bid documents; and authorize issuance of a purchase order in an amount sufficient to cover applicable charges for the policy.

[170589_Stop Loss Florida Blue_20171207.pdf](#)

[170591.](#)

Consolidated Police Officers and Firefighters Retirement Plan Ordinance Amendments and the Establishment of a Firefighter Share Plan Ordinance (NB)

Explanation: Over the past six months the City and the International Association of Firefighters Local (IAFF) 2157 have been engaged in the collective bargaining process with the objective negotiating changes to the City's Consolidated Police Officers and Firefighters Retirement Plan. The goal of the bargaining process was to establish a share plan as mandated by Florida Statute. The Statutory changes made were effective for collective bargaining agreements enter into after July 1, 2015 and required Chapter 175 retirement plans to include a Defined Contribution component as an extra benefit. The defined contribution component is designed as a Share Plan and has been negotiated with the IAFF and is compliant with the statutory requirements. In order for the IAFF to ratify these changes, the City will need to have the proposed Share Plan prepared in Ordinance form by the City Attorney's Office so that the plan changes can be ratified by the members and approved by the City Commission with an anticipated effective date of March 1, 2018 or earlier if second reading is completed prior to February 1, 2018.

RECOMMENDATION

The City Commission authorize: 1) the City Attorney to prepare ordinance required to effectuate the negotiated changes to the Consolidated Police Officers and Firefighters Retirement Plan and the establishment of Firefighters Share Plan; .and 2) the Clerk of the Commission to advertise the prepared ordinance.

[170594.](#)

Fiscal year 2017 Unaudited General Fund Quarterly Monitoring Report - Quarter Ending September 30, 2017 (B)

Explanation: Staff is providing the unaudited fourth quarter update for FY2017 for the General Fund.

RECOMMENDATION

*Audit and Finance Committee to City Commission:
The City Commission receive the unaudited
General Fund quarterly budget monitoring report
for the quarter ended September 30, 2017.*

[170594_Unaudited 4th Quarter Monitoring_20171207.pdf](#)

[170571.](#)

Request to Schedule a City Commission Special Meeting (NB)

MODIFICATION - CHANGED TEXT FILE

Explanation: At the joint meeting of the City Commission and Utility Advisory Board on November 28, 2017, a timeline was discussed that would facilitate implementation of rate changes resulting from the acquisition of the biomass plant. The new rates would be effective on February 1, 2018. In order to meet this February 1 timeline, a special City Commission meeting requesting approval of the new rate structure would be necessary during the month of December, but after the Utility Advisory Board meeting of December 14th . In addition, there are two plats (one for a private development and one for a city development) that have requested to be placed on this agenda. In addition, Concept Companies, Inc. and CRA staff request that the "Cornerstone Land Condominium and Ground Lease and Development Agreement" be added as an agenda item to the City Commission Special Meeting on December 19th, in order for Concept Companies, Inc. to meet certain deadlines and/or obligations to its proposed tenant, Merieux.

Fiscal Note: None.

RECOMMENDATION

The City Commission direct the Clerk of the Commission to schedule a special City Commission meeting on December 19, 2017 at 6:00 p.m. for: 1) the Conditional Final Plat for Villas at Buckridge; 2) the Final Plat for Heartwood Subdivision; 3) Cornerstone Land Condominium and Ground Lease and Development Agreement; and 4) GRU Electric Rates.

[170571 Post GREC Acquisition Rate Review 20171128](#)

[170499.](#)

Mental Health Team / Co-Responder Program (NB)

Explanation: GPD would like to partner with Meridian Behavioral Healthcare in a Mental Health Collaboration Team, in which police officers will partner with a masters level mental health counselor. The team will use established evidence based practices utilized in other jurisdictions to deploy the team to serve community members suffering from mental health issues.

This one year pilot program will aim to reduce incarcerations and emergency hospitalizations of Gainesville citizens with mental health issues.

The Gainesville Police Department and Meridian Behavioral Health Care have a well-established working relationship with both formalized and informal processes in place to better serve our community with mental health care concerns.

Fiscal Note: \$100,000 is budgeted in FY 18 as a grant match with Meridian for a state grant that is no longer offered.

Recommendation

The City Commission authorize use of grant match funds budgeted for FY 18 for the Mental Health Team/Co-Responder Program.

[170635.](#)

**Referral from Broadband Connectivity Sub-Committee -
Expanding Affordable Internet in Gainesville (NB)**

MODIFICATION - CHANGED TEXT FILE LANGUAGE

RECOMMENDATION

The City Commission place "Expanding Affordable Internet in Gainesville" on the agenda for the December 14, 2017 General Policy Committee.

[170628.](#)

Prioria Robotics, Inc. - Termination of Amended and Restated Lease Agreement (B)

This is an informational item to the City Commission indicating that the existing Amended and Restated Lease Agreement between the City of Gainesville and Prioria, Robotics, Inc. is being terminated due to Tenant Default.

MODIFICATION - ADDED ITEM

Explanation: On September 27, 2017, the City Commission was informed by memo (see back-up) that notice of default had been provided to Prioria Robotics, Inc. due to non-payment of rent and tenant debt as stipulated in the Amended and Restated Lease Agreement executed by the parties in March, 2016.

A cure period was established and extended once to December 1, 2017 due the company's indication that a resolution to the default via pending federal grant opportunities and an injection of private investment would be forthcoming. A monthly rent payment was made by the company in October; however, the full outstanding amounts were not satisfied and a further extension to December 31, 2017 to provide a plan for satisfaction was requested by the company on November 21, 2017.

At this point, staff recommends to not extend the cure period and a notice of termination was forwarded to Prioria Robotics, Inc. on December 1, 2017 requesting vacation and surrender of the premises as of January 1, 2018.

It has been indicated to the company that the City will pursue remedies consistent with Section 12 of the Amended and Restated Lease Agreement.

Fiscal Note: As of the original September 27, 2017, Notice of Default, Prioria Robotics, Inc. were past due approximately \$55,000 in monthly rent and \$48,000 in tenant debt (back rent). The Amended and Restated Lease Agreement does contain provisions for recovery of unpaid rent and tenant debt.

RECOMMENDATION

The City Commission direct staff to continue with termination procedures as outlined in the Amended and Restated Lease Agreement.

[170628A Memo to City Commission 20171207.pdf](#)

[170628B 092717-Letter to Prioria 20171207.pdf](#)

[170628C 103017-Letter to Prioria 20171207.pdf](#)

[170628D 120117-Letter to Prioria 20171207.pdf](#)

[170628E 101817-Letter from Prioria 20171207.pdf](#)

[170628F 112117-Letter from Prioria 20171207.pdf](#)

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.

[170476.](#)

Selection of Clerk of the Commission (B)

Explanation: The City Commission appointed Sharon Williams as the Interim Clerk of the Commission during the November 2, 2017 City Commission meeting. In order to hire a new Clerk of the Commission, the City Commission authorized the Human Resources Department to engage the services of an Executive Search Firm to initiate a search to fill the vacant position. Springsted Waters conducted a search and presented candidates for consideration. The City Commission selected their top five candidates, in no particular order, during the November 16, 2017 City Commission meeting. They are Omichele Gainey, Lori McWilliams, Stephanie Seawright, Virginia Smith, and Robert Woods. Candidate interviews were conducted by the City Commission on December 5th

and 6th.

Fiscal Note: Salary is approved in the FY'18 budget.

RECOMMENDATION

The City Commission select a Clerk of the Commission and authorize the Mayor to negotiate a contract with the selected candidate.

Legislative History

11/2/17	City Commission	Continued
11/16/17	City Commission	Approved, as shown above
12/5/17	City Commission	Discussed

[Contract for Executive Search Firm Services for Clerk of the Commission Position](#)

[Clerk of the Commission Job Description.pdf](#)

[Clerk of the Commission Semi-Finalist Report and Candidate Resumes.pdf](#)

[CLERK OF THE COMMISSION TIMELINE.pdf](#)

[170476_Clerk of the Commission Interview and Events Schedule_20171205.pdf](#)

[170476_Internet/Nexis Search Report_20171205.pdf](#)

[170476_candidate proposal_20171205.pdf](#)

[170601.](#)

Appointments to the Student Community Relations Advisory Board and Bicycle Pedestrian Advisory Board (B)

RECOMMENDATION

The City Commission appoint to the Student Community Relations Advisory Board one member either Oliver Telusma or Alexander Basta (each received 4 votes) and Bicycle Pedestrian Advisory Board one member either Maxine Stallings (3 votes), Arnoldo Valle (2 votes), Megan Walker-Radtke (2 votes) or Nickolas Ptschelinzew (1 vote).

[170601a_AppointmentstoSCRAB_20171207.pdf](#)

[170601b_AppointmentstoBPAB_20171207.pdf](#)

[170528.](#)

Contract Award to Transdev Services, Inc. for Gainesville Autonomous Transit Shuttle (GAToRS) (B)

This item is a request to approve the recommended award and execute a contract with Transdev Services, Inc. for Gainesville Autonomous Transit Shuttle (GAToRS).

Explanation: On August 28, 2017, the City's Purchasing Division solicited a Request for Proposal (RFP) for an autonomous transit shuttle. The RFP process

was implemented in compliance with, and as required by, the Florida Department of Transportation (FDOT), Florida Statutes and City of Gainesville policies.

Transdev Services, Inc. was the only response submitted by the deadline. Their submission contained both a technical proposal and a price proposal which was evaluated and found to be acceptable after negotiations with the vendor were completed.

RTS desires to enter into a contract with Transdev Services, Inc. for a 42 month period (includes six month startup period followed by 36-month service period), which may be extended one year at a time if dedicated funding is identified for continuation of the project, not to exceed \$2,689,591.

Fiscal Note: Funds from the Florida Department of Transportation (FDOT) in the amount of \$2,689,591 for this project are available in the RTS budget.

RECOMMENDATION

The City Commission: receive a brief presentation; and 2) authorize the City Manager or his designee to execute a contract with Transdev Services, Inc. for Gainesville Autonomous Transit Shuttle (GAToRS), subject to approval by the City Attorney as to form and legality.

[170528A_GAToRS RFP 20171207.pdf](#)

[170528B_Addendums 1-3 20171207.pdf](#)

[170528C_Transdev Services Response 20171207.pdf](#)

[170528D_Bid Record 20171207.pdf](#)

[170528E_Bid Tab - RFP 20171207.pdf](#)

[170528F_Award Recommendation from Dept 20171207.pdf](#)

[170528G_Award Public Notice 20171207.pdf](#)

[170528H_Transdev Services Letter 20171207.pdf](#)

[170528I_GAToRS Project Presentation 20171207.pdf](#)

[160396.](#)

Reform of Enterprise Zone Program (B)

The City Commission to provide feedback on changes to the existing Enterprise Zone Program.

Explanation: Over the past several months, the City Commission, within the General Policy Committee (GPC), has reviewed the status of the Enterprise Zone program and various proposals to reform it in such a way that it is more robust in promoting economic development.

At the September 28th GPC meeting the Committee endorsed the following components of the EZ program:

- Retain the existing 50% EZ development fee reduction;
- Modify EZ geography to properties east of 6th Street as indicated (add in SW 13th Street commercial corridor south of SW 16th Avenue);
- Fold program into the "Gainesville East" CRA campaign;
- Generally, replicate CRA incentives in EZ geography emphasizing assistance to existing retained/expanded businesses and include additional assistance for soft costs associated for retained/expanded business;
- Direct appropriate staff to review broad infrastructure needs in various areas of the modified EZ geography and report back to the Commission on identified needs;
- Implement a limited approach to commercial utility rate assistance;
- Provide initial funding depending on the scope of proposed incentives, to be made effective mid-year; and,
- Direct staff to bring the modified EZ map and program back to the City Commission for final approval.

This direction was partly based upon staff's work with a focus group of business owners and development representatives in two sessions during the months of May/June, 2017 and is designed to make the CRA and Enterprise Zone programs more seamless and thus, citizen centric.

In addition, due to the fact that potential participation in the above program components is unknown, staff is recommending that the program be piloted in order to determine interest and the necessary administrative resources to cover it over time.

In terms of gauging potential performance of the program, the existing 50% reduction in development fees provided in the current EZ geography discounted approximately \$204,000 from FY 11-FY 16; the average commercial façade grant provided in the DRAB, ERAB and FAPS CRA districts in 2017 was approximately \$10,000 with twenty five (25) projects completed totaling approximately \$250,000.

Fiscal Note: At this time, staff would recommend funding at \$75,000 as a pilot program in order to measure utilization during the currently budgeted period and then report out results for City Commission consideration during the next two year budget cycle.

Currently, there is no funding for this program in the FY 18 budget and therefore the Commission could consider the following funding options:

- FY '17 Fund Balance, if available
- Reallocation of FY '18 ED programs
- Delay implementation until consideration of FY 19 budget

RECOMMENDATION

The City Commission: 1) hear a brief presentation from staff; and 2) direct the City Manager to allocate \$75,000 towards implementation of the pilot program with funding source to be determined

by the City Commission.

Legislative History

9/15/16	City Commission	Referred to the General Policy Committee
1/26/17	General Policy Committee	Heard
8/24/17	General Policy Committee	Approved, as shown above
9/28/17	General Policy Committee	Approved, as shown above
11/2/17	City Commission	Approved, as shown above

[160396A Staff Analysis 20170126.pdf](#)
[160396B EZ Dev Fee Discounts 2011-2016 20170126.pdf](#)
[160396C EZ Fees-Credits 20170126.pdf](#)
[160396A Staff Analysis-EZ Program 20170622.pdf](#)
[160396B Presentation-EZ Program 20170622.pdf](#)
[160396C-NLC Paper 20170622.pdf](#)
[160396D Memo 20170622.pdf](#)
[160396E EZ Focus Group Comments 20170622.pdf](#)
[160396F Maps 20170622.pdf](#)
[160396G Fee Reduction Table 20170622.pdf](#)
[160396H Promissory Note 20170622.pdf](#)
[160396I Interested Parties Communication 20170622.pdf](#)
[160396J Communications Incentives 20170622.pdf](#)
[160396A Staff Analysis 20170824.pdf](#)
[160396B Double Envelope Letter 20170824.pdf](#)
[160396C GPC Motion 20170824.pdf](#)
[160396D Double Envelope Parcel 20170824.pdf](#)
[160396E REAL Rate Code of Ordinance Provisions 20170824.pdf](#)
[160396F Florida Statutes 20170824.pdf](#)
[160396G GRU Memo 20170824.pdf](#)
[160396A Staff Analysis Form 20170928.pdf](#)
[160396B Map 20170928.pdf](#)
[160396C Draft GPC Minutes 20170928.pdf](#)
[160396D Facade Grants Numbers 20170928.pdf](#)
[160396E EZ Existing Business Energy Retention Program 20170928.pdf](#)
[160396A Business Energy Retention Program-Markup 20171102.pdf](#)
[160396B Business Energy Retention Program-Clean Copy 20171102.pdf](#)
[160396C DEAnalysis Staff-DEOrdinance ProposalWJS 20171102.pdf](#)
[160396D ENTERPRISE ZONE 2017 ALT-Model 20171102.pdf](#)
[160396A Presentation 20171207.pdf](#)
[160396B Map 20171207.pdf](#)

170500.

Undergrounding Analysis - SE 4th Street Reconstruction (Williston Road to Depot Avenue) (B)

This item is a request for the City Commission to hear a presentation from staff regarding converting the overhead utilities to underground for the SE 4th Street Reconstruction (Williston Road to Depot Avenue)

Project.

Explanation: On November 16, 2017 staff presented the bid results for the SE 4th Street Reconstruction project to the City Commission for approval. The City Commission requested that staff return with a financial analysis of the cost to convert the overhead utilities to underground within the project limits and to identify potential funding sources.

Fiscal Note: Construction of this project is being funded through \$3,810,328.88 from 356-M170 Local Option Gas Tax fund and \$1,300,000 from the Stormwater Management Utility for a total of \$5,110,328.88.

RECOMMENDATION

The City Commission: 1) hear the presentation from staff regarding the cost to underground the utilities within limits of the SE 4th Street Reconstruction project (Williston Road to Depot Avenue); and 2) direct staff how to proceed on this subject.

Legislative History

11/16/17 City Commission Approved as Recommended

[170500A Bid Award Check of Minimum Requirements 20171102.pdf](#)

[170500B Bid Award Recommendation 20171102.pdf](#)

[170500C Bid Tab 20171102.pdf](#)

170603.**Utility Advisory Board Terms and Customer Class Represented (B)**

Explanation: At their November 16, 2017 regular meeting, the Commission requested that staff bring a list of the terms of each Utility Advisory Board member and which customer class each member represents so that they may discuss the openings that will be on the Board early in calendar year 2018.

RECOMMENDATION

Discuss.

[170603 UAB Terms - Customer Class Represented 20171207](#)

170610.**Commissioner Adrian Hayes-Santos - Fuel Sourcing for Deerhaven Renewable (DHR) (NB)****RECOMMENDATION**

The City Commission hear an update on fuel sourcing for Deerhaven Renewable and take action deemed appropriate.

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

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

[170596.](#)

Arbor Day - January 19, 2018 (B)

RECOMMENDATION

Department of Doing Urban Forestry Inspector Earline Luhrman, City Beautification Board Chair Lissa Campbell and Department of Parks, Recreation and Cultural Affairs Nature Operations Manager Linda Demetropoulos to accept the proclamation.

[170596_2018ArborDay_20171207.pdf](#)

[170604.](#)

Martin Luther King, Jr. Hall of Fame Day - January 7, 2018 (B)

RECOMMENDATION

Honorable Rodney Long and Diyonne McGraw to accept the proclamation.

[170604_MLKHallofFameDay_20171207.pdf](#)

[170606.](#)

King Celebration 2018 - January 7-15, 2018 (B)

RECOMMENDATION

Honorable Rodney Long and Diyonne McGraw to accept the proclamation.

[170606_KingCelebration2018_20171207.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

[170588.](#)

Approval and Adoption of the Assessment of Fair Housing (B)

This item requests the City Commission to conduct a public hearing to approve and adopt the Assessment of Fair Housing.

MODIFICATION - REVISED BACK-UP

Explanation: The United States Department of Housing and Urban Development (HUD) operates several federally funded programs that benefit qualifying Cities and other entities. Programs funded by HUD include the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). As an entitlement jurisdiction, the City annually receives funds from those programs. In FY2017, the City is slated to receive a combined total of approximately \$1.68 million from those programs. The City uses CDBG and HOME funds for many types of services, including Homeowner Rehabilitation, Down Payment Assistance, Homeless Services, Code Enforcement and other services.

In accordance with HUD's regulations, grantees of certain HUD programs, including CDBG and HOME, are required to Affirmatively Further Fair Housing (AFFH) in their housing and community development activities. Under the new AFFH Final Rule, issued by HUD in July 2015, HUD grantees are required to prepare an Assessment of Fair Housing (AFH) for their jurisdictions. The AFH, which replaces the Analysis of Impediments to Fair Housing Choice required under the previous AFFH rule, is designed to allow grantees to more effectively and efficiently plan for meeting their fair housing obligations. Affirmatively Furthering Fair Housing is a legal requirement that federal agencies and federal grantees further the purposes of the Fair Housing Act. This obligation to affirmatively further fair housing has been in the Fair Housing Act since 1968. HUD's AFFH rule provides an effective planning approach to aid program participants in taking meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination.

In order to promote better coordination and to save resources, HUD encourages grantees to work together to develop Joint AFH's. As such the City, Alachua County, the Gainesville Housing Authority and the Alachua County Housing Authority (Partnership) have entered into a formal agreement to produce a Joint AFH. That Partnership, with the City as the lead agency, has been approved by HUD.

After a competitive bid process, the Partnership retained the services of the Florida Housing Coalition (FHC), a Florida nonprofit organization, to

assist in the development of the Joint AFH. The Partnership will share the cost of the services equally. Over the last several months, the Partnership and FHC have conducted extensive research, data gathering and analysis. In addition, they collaborated to conduct a comprehensive community participation campaign. That process engaged residents and stakeholders throughout the City and County. The public outreach specifically targeted residents, realtors, lenders, landlords, housing providers and social service agencies. The public participation techniques included interviews and consultations, an online survey and five (5) public workshops conducted at various locations across the City and County.

On October 16, 2017, a Draft Joint AFH was made available for a 45-Day Public Comment Period that ended on November 30, 2017. The City advertised the Public Comment Period in the Gainesville Sun and the Gainesville Guardian. During that time period, paper and electronic copies of the Draft CPP have been available for public review and comment. The paper copies have been available at the City's Housing and Community Development Division Office in the Thomas Center, the City Clerk's Office in City Hall, the Alachua County Public Library Headquarters Branch (Downtown), the Cone Park Library Branch, the Library Partnership Branch, the Millhopper Library Branch, the Alachua County Community Support Services Office, the Gainesville Housing Authority Office and the Alachua County Housing Authority Office. The Draft Joint AFH also has been available online at the website of each of the Partners.

At the December 7, 2017 City Commission meeting, staff and FHC will present the findings and recommendations of the Assessment, as well as any additional comments received during the Public Comment period. HUD rules require the City to submit the Joint AFH to HUD by January 4, 2018.

Fiscal Note: HUD rules require Entitlement Jurisdictions, such as Gainesville, to adopt an AFH in order to continue to receive CDBG and HOME funds. In FY2017, the City is programmed to receive a combined total of approximately \$1.68 million from those programs.

RECOMMENDATION

The City Commission: 1) hear a AFH presentation from the Florida Housing Coalition; 2) conduct a Public Hearing to gather additional public comments about the Joint Assessment of Fair Housing; 3) adopt the Joint Assessment of Fair Housing; 4) authorize the City Manager or designee to submit an AFH, including all understandings and assurances contained therein, to the U.S. Department of Housing and Urban Development (HUD); and to act on behalf of the City of Gainesville in all matters pertaining to the AFH; and 5) authorize the City Manager or designee to execute any AFH certifications and other related documentation to receive HUD

approval of the AFH, subject to approval by the City Attorney.

[170588A_DRAFT Joint AFH 20171207.pdf](#)

[170588B_Public Hearing Adoption 20171207.pdf](#)

[MOD_170588_Final Joint AFH for Adoption 20171207.pdf](#)

RESOLUTIONS - ROLL CALL REQUIRED

[170485.](#)

Resolution for 5310 Grant Application (B)

This item is a request for the City Commission to pass a Resolution to allow the Regional Transit System (RTS) to apply for a 5310 Grant to purchase paratransit trips, a paratransit van and wheelchair securement straps for the fixed route to provide access to transportation for persons with disabilities and ADA service to the disabled citizens of Gainesville.

Explanation: Federal funds are available through the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT) to purchase paratransit trips, a paratransit van and wheelchair restraints.

FDOT has stated the Resolution must have specific verbiage, in the format approved by their attorney, and be adopted within 30 days of the application due date which is December 18, 2017. RTS is requesting that the City Commission adopt the Resolution allowing the application to go forward to apply for much needed paratransit trips, paratransit van, and wheelchair restraints to ensure safe transport to City of Gainesville citizens riding the fixed route trip.

Fiscal Note: The 5310 grant program is administered by FDOT through a competitive process. Funds are allocated in the RTS FY18 budget to provide the required matches. RTS anticipates requesting approximately \$120,000 for the capital component of the 5310 grant application, and will use its capital replacement funds received from the RTS Paratransit Contract for the required 20% match. For the Demand Response trip service component of the 5310 grant application, RTS will request \$50,000, and is required to provide a 50% match for the grant.

RECOMMENDATION

The City Commission: 1) adopt the Resolution; and 2) authorize the City Manager or his designee to execute related Joint Participation Agreement(s) with the Department of Transportation, subject to approval by the City Attorney as to form and legality.

[170485_Draft Resolution 20171207.pdf](#)

[170488.](#)**Resolution for 5311 Grant Application (B)**

This item is a request for the City Commission to adopt a Resolution to allow the Regional Transit System (RTS) to apply for a 5311 Grant to purchase Demand Response trips.

Explanation: Federal funds are available through the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT) to purchase rural area demand response trips. The funding is set up on a 5-year cycle and is issued either yearly or every 3 years.

The current funding cycle has begun and will run for the next two (2) years through FY19. RTS will use the funds to purchase demand response trips that provide transportation between significant service points in Gainesville and rural Alachua County. Services for the transportation disadvantaged are considered to be a significant component of this program.

FDOT requires that resolutions submitted with Federal grant packages have specific verbiage in the format approved by their attorney and be adopted within 30 days of the application due date which is December 18, 2017. RTS is requesting that the City Commission pass the Resolution allowing the application to move forward to apply for much needed transportation services.

Fiscal Note: The 5311 grant program is administered by FDOT through a competitive process. Funds are allocated in the RTS FY18 budget to provide the required match. RTS anticipates submitting a grant application in the amount of \$50,000 for Demand Response trip service, and is required to provide a 50/50 match for the grant.

RECOMMENDATION

The City Commission: 1) adopt the Resolution to allow the Regional Transit System (RTS) to apply for a 5311 Grant to purchase Demand Response trips; 2) allow RTS to continue to provide rural transportation services; and 3) authorize the City Manager to execute related Joint Participation Agreement(s) with the Department of Transportation, subject to approval by the City Attorney as to form and legality.

[170488 Draft Resolution 20171207.pdf](#)

[170498.](#)**A Resolution to Transfer Local Funds for the SW 62nd Blvd Project (B)**

Explanation: The Florida Department of Transportation has funds in the amount of

\$443,700.27 remaining from the Right of Way Acquisition phase of the Depot Avenue project. These funds were pledged by the City as the 50% County Incentive Grant Program (CIGP) match and must be used on an FDOT Project. These funds can be reallocated to the Right of Way Acquisition phase of the SW 62nd Blvd project.

Fiscal Note: The construction phase of this project is currently unfunded. However, the recommended re-allocation of the CIGP funds combined with the FDOT Amendment Request for the October 3, 2017 Metropolitan Transportation Planning Organization (MTPO) meeting is sufficient for the estimated cost of land rights required for this phase of the SW 62nd Blvd project between SW 43rd Street to SW 52nd Street.

RECOMMENDATION

The City Commission: 1) approve the resolution authorizing reallocation of local funds as described; and 2) authorize the City Manager or his designee to execute any applications, agreements, or any other related documents and take any other actions necessary to complete the funding reallocation process, subject to the approval of the City Attorney as to form and legality.

[170498A Financial Forecast 20171102.pdf](#)

[170498B TIP Amendment Request SW 62nd 20171102.pdf](#)

[170498C Transfer Local funds Letter 20171102.pdf](#)

[170536.](#)

Request to Declare as Surplus and Dispose of City Owned Property (B)

This item is a request to the City Commission for a Resolution declaring 0.5 acres of city-owned property as surplus, waiving the City's requirement to competitively dispose of the subject property, and authorizing disposition.

Explanation: In August 2002, the City acquired from CSX Transportation, Inc., by Special Warranty Deed (OR Book 2526, Page 560) the vacant property known as Tax Parcel 08198-000-000, which includes Tax Parcel 08198-007-000, located at 2001 NE 39th Avenue. CSX granted the parcel to the City at a cost of \$201,000 for a multi-parcel acquisition of 77.05 acres. No grant money was used for the acquisition. The City maintains the property as a nature park. The City has received a request from an abutting property owner to declare as surplus and to purchase an approximately 0.5-acre portion of Tax Parcel 08198-000-000. Negotiations have settled on a total sum of \$10,000 for the portion of the property requested.

The property alone is not conducive to development due to its size, shape, and location. Disposition would resolve a long-standing

encroachment. Staff believes that it would be in the City's best interest to declare the approximately 0.5 acre portion of this property as surplus and return this property to the tax roll by selling the property to the abutting property owner. A utility and drainage easement will be retained over the southern and eastern portion of the surplus parcel.

Fiscal Note: Sale proceeds of \$10,000 and funding in the amount of \$100 for administrative costs are available in the Greenspace Acquisition and Community Improvement Fund.

RECOMMENDATION

The City Commission: 1) adopt the Resolution declaring the subject property as surplus and waiving the City's requirement to competitively dispose of the subject property; 2) authorize the City Manager to execute a Purchase and Sale Agreement to sell the subject property to the abutting property owner; subject to approval by the City Attorney as to form and legality; 3) authorize the City Manager to prepare a Special Warranty Deed, retaining a utility and drainage easement over the southern and eastern portion of the subject property, subject to approval by the City Attorney as to form and legality; and 4) authorize the Mayor to execute, and the Clerk to attest, the Special Warranty Deed conveying the subject property, subject to approval by the City Attorney as to form and legality.

[170536A Flatwood Surplus Legal Description 20171207.pdf](#)

[170536B Flatwoods Surplus Warranty Deed 20171207.pdf](#)

[170536C Flatwood Surplus Resolution 20171207.pdf](#)

[170507.](#)

Fourth Budget Amendment to the FY 2016-2017 General Government Financial and Operating Plan (B)

Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2016-2017 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

Audit and Finance Committee to City Commission:
The City Commission adopt the proposed resolution.

[170507A Resolution - FY17 4th Qtr Bdgt Amendment 20171207.pdf](#)

[170507B Attachment A - FY17 4th Qtr Amendatory 20171207.pdf](#)

ORDINANCES, 1ST READING - ROLL CALL REQUIRED[160876.](#)**CHARTER LAW AMENDMENTS TO MOVE CITY ELECTIONS TO THE FALL OF EVEN-NUMBERED YEARS COINCIDING WITH STATEWIDE ELECTIONS, AND TO TRANSITION TO 4-YEAR CITY COMMISSION TERMS (B)**

Ordinance No. 160876

An ordinance of the City of Gainesville, Florida; proposing an amendment to the Charter Laws of the City of Gainesville; amending Article II of the Charter Laws, entitled "City Commission", by requiring regular municipal elections to be held every other year in even-numbered years coinciding with statewide elections rather than every year, by changing the terms of office of the Mayor and City Commissioners from 3-year terms to 4-year terms, by providing transitional terms of office at specified lengths to achieve the changes; by specifying the commencement date of terms of office; providing for submission of the charter amendment to the voters for approval or disapproval at the November 6, 2018 election; approving the question to be placed on the ballot; providing that this charter amendment shall become effective if approved by the voters; providing directions to the codifier; providing directions to the clerk of the commission; providing a severability clause; providing a repealing clause; and providing an immediate effective date.

Explanation: At the regular City Commission meeting of July 20, 2017 the Commission asked the City Attorney to prepare for further discussion a proposed charter amendment that would include 1) moving City elections to the fall of even-numbered years with the City's regular election being held at the time of the statewide primary election and a run-off to be held, if necessary, at the time of the statewide general election in November; 2) changing the terms from 3 years to 4 years and maintaining a two consecutive term limit; and 3) developing a transition plan for the terms if the charter amendment were to pass. On August 17, 2017, the City Attorney's Office provided a presentation regarding the potential elections-related changes, various transition schedules, and analyses of similar proposals made at the statewide level. On October 5, 2017, the City Commission provided further policy direction concerning the proposed charter amendments, specifically the plan to transition the terms of office for the Mayor and City Commissioner seats and establishing that the 4-year terms of office would commence with the first regular City Commission meeting of the calendar year following each election. These amendments are proposed with the intent of encouraging greater voter participation, and effecting cost savings for the City by coinciding City elections with statewide elections, thus eliminating stand-alone regular and run-off City elections and reducing the number of regular and run-off City elections by one-half.

Per Section 5.01 of the City Charter, a charter amendment may be proposed by an ordinance adopted by a four-fifths vote of the City Commission (i.e., approved by 6 of the 7 Commissioners).

If this ordinance is so approved by the City Commission, the proposed charter amendment will be placed on the ballot of the November 6, 2018 statewide general election. Pursuant to State law, the amendment must be clearly stated in a ballot question. By law, the number of words for the ballot question cannot exceed 75. The ballot question is stated in Section 2 of this ordinance. The Charter Amendment will not be effective unless approved by affirmative vote of a majority of the votes cast by the electors of the City of Gainesville at the November 6, 2018 election.

This ordinance requires two readings.

RECOMMENDATION *The City Commission adopt the proposed ordinance.*

Legislative History

3/16/17	City Commission	Referred to the General Policy Committee
6/8/17	General Policy Committee	Approved, as shown above
7/20/17	City Commission	Approved, as shown above
8/17/17	City Commission	Approved, as shown above
10/5/17	City Commission	Approved, as shown above

[160876 Memo to CCOM re Elector Qualifications_20170608.pdf](#)

[160876_Election Date Changes Proposal_20170720.pdf](#)

[160876 - Proposed Charter Amendments.pdf](#)

[160876 - Proposed Charter Amendments Draft Ordinance.pdf](#)

[170580.](#)

An ordinance related to economic development that repeals the existing Gainesville Enterprise Zone Development Agency and repeals the Retained, Expanded, or Attracted Load Service Rider and creates a new Gainesville Enterprise Zone Area and Enterprise Zone Program (B)

Ordinance No. 170580

An Ordinance of the City of Gainesville, Florida, related to Economic Development; repealing the existing Chapter 2, Article V, Division 4 titled "Gainesville Enterprise Zone Development Agency"; amending Section 27-21 by repealing the definition of "Retained, expanded or attracted load service rider"; amending Appendix A - Schedule of Fees, Rates and Charges by repealing UTILITIES, (1) Electricity, subsection k. titled "Retained, Expanded or Attracted Load Service Rider"; by creating a new Chapter 3 titled

"Economic Development" to include a new Article I. Enterprise Zone with new Sec. 3-1. Gainesville Enterprise Zone Area and Sec. 3-2. Enterprise Zone Programs, including the Manufacturing Retention/Expansion Incentive Program for Electric Service; providing directions to the codifier, providing a severability clause, providing a repealing clause, and providing an immediate effective date.

Explanation: The City was approached by Double Envelope about their existing commercial utility rates with Gainesville Regional Utilities (GRU). Double Envelope has stated that the high utility rates are forcing them to consider relocating their manufacturing plant located on 39th Avenue to outside of the GRU service territory.

At its meeting on June 22, 2017, the General Policy Committee discussed the issues raised by Double Envelope and directed staff to put together a potential "toolkit" that might assist Double Envelope.

Staff presented alternatives to the General Policy Committee, at its meetings on August 24, 2017 and September 28, 2017, including proposed changes to the existing Retained Expanded or Attracted Load Service rate program currently in the Code of Ordinances. At its meeting on November 2, 2017, the City Commission directed the City Attorney's office to draft an ordinance creating a new economic development incentive program for manufacturing businesses within the new Enterprise Zone Area.

Fiscal Note: The fiscal impact of the proposed incentive program is estimated to be \$180,000 - \$250,000 annually, depending on how many eligible businesses apply. There is no funding source for the program in the City's current budget. The City Commission will need to determine whether it desires to fund the program immediately from FY '17 Fund Balance or reallocation of other Economic Development project funds, or whether it desires to delay implementation until consideration of the FY '19 budget.

RECOMMENDATION

The City Commission: 1) determine whether to fund the program immediately from FY '17 Fund Balance or reallocation of other Economic Development project funds, or whether to delay implementation of the program until consideration of the FY '19 budget; and 2) if a decision is made to fund the program immediately, adopt the proposed ordinance.

[170580 draft ordinance 20171116.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