



City of Gainesville

Office of the City Manager

City Manager Memorandum No. 200051

To: The Honorable Mayor and City Commission

From: Lee R. Feldman, ICMA-CM, City Manager

Date: October 13, 2020

Re: Office of Capital Asset Planning and Economic Resilience (CAPER)

As part of the reorganization of General Government announced in February, 2020 and finalized in May, 2020, the Office of Capital Asset Planning and Resilience (CAPER) was established.

The Office is responsible for citywide economic development including coordination with the GCRAD for projects located within the GCRA geography; management of City owned real estate (inclusive of disposition of surplus land, acquisition of real property and lease management); and, capital improvement planning and coordination among departments.

Staff assigned to this Office are the Economic Development and Innovation Director acting as lead; the Land Rights Coordinator and the City Architect. An FTE will be added that would work specifically on the capital improvement planning and coordination mission of the Office.

The FY21 budget for the Office is \$401,782 with \$374,446 in personnel costs, \$25,500 in operating costs and \$1,836 in capital costs.

Currently, the projects assigned to the Office are as follows:

City Commission Strategic Plan

Opportunity Zone Monitoring
Downtown Strategic Master Plan
City Economic Resiliency Policy/Strategy
Job Training/Career Development Program
City Owned Land Inventory and Disposal

GNV Cares for Business

Work with Management on various administrative duties regarding the program inclusive of applicant case management and grant approval

Management of Contracts

Working on management of real estate consultant and downtown strategic master plan contracts; working with Department of Sustainable Development on Comprehensive Plan Update contract.

Strategic Planning Projects

Team lead on 8th and Waldo Road and other assigned public development projects (Old RTS Site, Tacachale, Public Safety Site/Facility); coordinate with Colliers International and multi-departmental staff on the Power District RFP.

Capital Project Program Planning

Development of an inventory of capital projects including the establishment of a portal for transparent display of project status.

Miscellaneous Projects/Assignments

Manage business relationships with Double Envelope, Phalanx and other City tenants; manage Airport Industrial Park and serve as liaison to GACRAA; work on various assigned City facilities in regards to building improvements and resiliency; Architectural Review with Sustainable Development for private/public projects.

- cc: Charter Officers
Fred Murry, Assistant City Manager
Deborah Bowie, Assistant City Manager
Phil Mann, Interim Assistant City Manager
Erik A. Bredfeldt, Economic Development and Innovation Director