



Community Redevelopment Agency Advisory Board Meeting Minutes
September 16, 2024 at 3:00 PM

Chair Rudy Rothseiden
Vice Chair Kelly Harris
Member Brian Boukari
Member Jovante Hayes
Member Rick Robertson

City Manager Mike DaRoza
City Attorney Marian Rush

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Community Redevelopment Agency Advisory Board Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

Rudy Rothseiden – Chair 3:16 pm

Absent Jovante Hayes - Member
Bryan Boukari - Member

APPROVAL OF THE AGENDA

Vice Chair Kelly Harris moved to approve the agenda with the amendment to move Item C to after Item D for time reasons; seconded by Member Rick Robertson.

Motion passed by unanimous consent.

I. OLD BUSINESS

II. NEW BUSINESS

A) APPROVE MEETING MINUTES

Vice Chair Harris moved to approve the minutes from the August 19, 2024 meeting with the amendment to correct the word brief to grief; seconded by Member Robertson.

Motion passed by unanimous consent.

B) STAFF UPDATES

Susan King, Community Redevelopment Coordinator, presented. She spoke about replacement fall banners for downtown and the Chamber of Commerce 1st Annual Pole Decorating Party.

Vice Chair Harris commented on incorrect and or missing verbiage on the printed banners. She recommended verbiage be put on some of the banners on the next order. She also questioned how the CRA was involved in the Halloween function.

Chair Rothseiden asked for details about the cost of the banners that were ordered. He also suggested adding hanging planters to some of the poles as well.

Ms. King provided details.

C) BUSINESS FACADE GRANT PROGRAM APPLICATION: A REQUEST BY RICK ROBERTSON, APPLICANT, PROPERTY OWNER AND PRINCIPAL OF CONESTOGAS RESTAURANT INC, REQUESTING THE APPROVAL OF A BUSINESS FACADE GRANT APPLICATION FOR PROJECT IMPROVEMENTS TO A BUILDING LOCATED AT 14920 MAIN STREET.

This Item C was moved to D as per the amended agenda voted on at this meeting. Member Jovante Hayes is now present.

Susan King, Community Redevelopment Coordinator, presented.

Chair asked Member Robertson to abstain from voting on this Item because of conflict, but stated he should feel free to add any pertinent comments or information.

Vice Chair Harris based upon the staff's recommendation, this Board finds the Business Façade Grant Program Application submitted by Rick Robertson for improvements to a building located at 14920 Main Street to be consistent with the Business Façade Grant Program Policies and Procedures and transmits the application to the City of Alachua Community Redevelopment Agency with a recommendation to approve; seconded by Member Hayes.

Motion passed by 3-0 roll call vote.

Member Robertson abstained.

D) CRA PROPOSED FISCAL YEAR 2024-2025 BUDGET

This Item D was moved to C as per the amended agenda voted on at this meeting.

Susan King, Community Redevelopment Coordinator, presented the proposed budget for FY25.

Vice Chair Harris asked for FY24 year-end report so they could compare the movement of allotted funds in each category.

Member Robertson questioned where the funds were placed from the large debt payment that was paid off last fiscal year.
He also asked about the funds for the large wayfinding sign still in process.

Ms. King clarified the funding allotments.

Vice Chair Harris moved to approve the preliminary budget to be forwarded to the Community Redevelopment Board with one recommendation. Recommendation: include this year's end budget so the CRA Board can better compare the information; seconded by Member Hayes.

Motion passed by unanimous consent.

III. BOARD COMMENTS/DISCUSSION

Member Hayes departs the meeting. 4:05 pm.

Vice Chair Harris suggested that there is a business on 148th Street that has issues with their awning. She stated that they are aware of the Facade Grant Program but does not know if the owners are aware of the ease of getting approved for one.

Ms. King stated that she had already met with the owners, but they had other repairs in progress.

Member Robertson suggested that year-end expense reports for the past year be presented with the budget.

Chair Rothseiden asked if residential houses that are B&Bs could qualify for the Facade Grant Program.

Ms. King stated that they would have to submit an application and see if they qualify based on the guidelines, but she believes they would as long as they have a business

license.

Chair Rothseiden asked if the Christmas tree row decorating is going on this year as well.

Ms. King stated that she is not involved directly, but the HR manger is spearheading that project. She believes it was decided to have the trees in front of City Hall instead of Main Street.

Chair Rothseiden asked if the Main Street year round tree lights have moved along in the process.

Ms. King stated that she had authoriztion to meet with City Electric workers.

Chair Rothseiden asked about the Theater Park project. He wanted to know about sealing the exterior block and if the water runoff has been considered.

Ms. King stated that there are several different options being considered. The water would be directed behind the buildings underground.

Chair Rothseiden expressed concerns from citizens that have approached him concerning paid parking on Main Street.

Ms. King stated that they are going to enforce overnight parking based on a City Ordinance. Crockett Carson read from the City Ordinances directly concerning overnight parking.

IV. CITIZENS COMMENTS

ADJOURN

Vice Chair Harris moved to adjourn; seconded by Member Robertson.

Chair Rothseiden adjourned the meeting. 4:44 p.m.

ATTEST:

**CITY COMMISSION OF THE CITY OF
ALACHUA, FLORDIA:**


CRA Advisory Board Chair


Staff Liaison

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME ROBERTSON, RICK, L.		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CRAAB	
MAILING ADDRESS PO BOX 117		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY ALACHUA	COUNTY ALACHUA	☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 09/16/2024C		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, RICK ROBERTSON, hereby disclose that on SEPT. 16, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I AM PRESIDENT/OWNER OF CONESTOGAS RESTAURANT INC. THAT IS APPLYING FOR A FACADE GRANT TO REPLACE THE AWNING IN THE FRONT OF CONESTOGAS RESTAURANT

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

9/16/2024

Signature

Rick Robertson

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.