

Chair Walter Welch
Vice Chair Jennifer Ringersen
Member Jacob Fletcher
Member Shirley Green Brown
Member Jackson Youmas

Executive Director Rodolfo Valladares
City Attorney Scott Walker

The Community Redevelopment Agency will conduct a
Community Redevelopment Agency Meeting
At 5:00 PM
to address the item(s) below.

Meeting Date: August 10, 2026

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

Community Redevelopment Agency 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. In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Chair, through the City Clerk's office, no later than 5:00 P.M. on the day prior to the meeting.

CALL TO ORDER

APPROVAL OF THE AGENDA

I. OLD BUSINESS

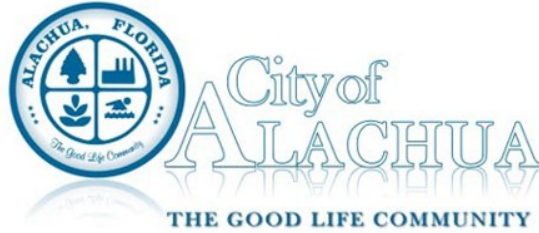
II. NEW BUSINESS

- A) APPROVE MEETING MINUTES- JUNE 8, 2026**
- B) APPOINTMENT TO THE COMMUNITY REDEVELOPMENT ADVISORY AGENCY**
- C) PROPOSED ALACHUA CRA PHOTO CALENDAR CONTEST PROGRAM**
- D) PROPOSED THEATRE PERFORMANCE SERIES AT ALAN HITCHCOCK THEATER PARK**
- E) BROWNFIELD ASSESSMENT GRANT REQUEST**
- F) STAFF REPORT**

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Community Redevelopment Agency Meeting Minutes
June 8, 2026 at 5:00 PM

Chair Walter Welch
Vice Chair Jennifer Ringersen
Member Shirley Green Brown
Member Jacob Fletcher
Member Jackson Youmas

Executive Director Rodolfo
Valladares
City Attorney Scott Walker

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

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CALL TO ORDER

Walter Welch- Chair, 5:04 p.m.

Jacob Fletcher, Member, Absent

APPROVAL OF THE AGENDA

Vice Chair Jennifer Ringersen moved to approve the agenda; seconded by Member Shirley Green Brown.

Motion passed by unanimous consent.

I. OLD BUSINESS

II. NEW BUSINESS

A) APPROVE MEETING MINUTES - APRIL 6, 2026

Member Green Brown moved to approve the minutes from the April 6, 2026 meeting; seconded by Vice Chair Ringersen.

Motion passed by unanimous consent.

B) STAFF UPDATES

Bryan Thomas, Director of Planning and Community Development, 06/08/26, Staff Updates, Filed.

Daniel Blumberg, Community Redevelopment Coordinator, 06/08/26, Staff Updates, Filed.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN

Vice Chair Ringersen moved to adjourn; seconded by Member Jackson Youmas.

Motion passed by unanimous consent.

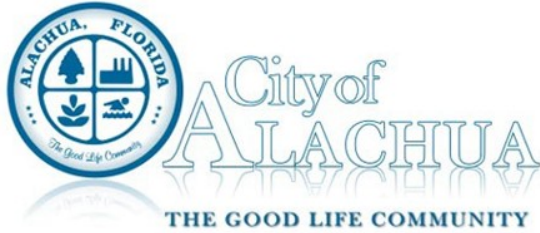
Chair Welch adjourned the meeting. 5:20 p.m.

ATTEST:

**COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF ALACHUA,
FLORIDA:**

Rodolfo Valladares, CRA
Executive Director

Walter Welch, CRA Chair



Board Agenda Item

MEETING DATE: August 10, 2026

SUBJECT: Appointment to the Community Redevelopment Advisory Agency

PREPARED BY: LeAnne Williams

RECOMMENDED ACTION:

Adopt Resolution CRA 26-04.

Motion:

I move to adopt Resolution CRA 26-04.

Summary

The Community Redevelopment Agency Advisory Board's (CRAAB) purpose is to provide recommendations to the Community Redevelopment Agency regarding implementing plans, events, programs, and projects about the Community Redevelopment Area. Resolution CRA 17-04 requires citizens who desire to serve on the Board to live or work in the Community Redevelopment Area.

Resolution CRA 26-04 appoints two (2) members to the CRA Advisory Board and establishes the term of service to begin on June 12, 2026, and end on June 12, 2029.

Member Bryan Boukari was appointed by Resolution CRA 23-02, and Member Leon Barrows, by Resolution CRA 25-08, were appointed to serve three-year terms on the CRA Advisory Board (CRAAB), which ends on June 12, 2026. Applications for this position were available on the City website and at City Hall beginning on July 09, 2026, with a submission deadline of July 23, 2026, at 6:00 p.m. The position was advertised for two weeks in Alachua County Today, and a copy of the public notice is attached to this agenda item.

The CRA received two applications, which are listed in alphabetical order:

Bryan Boukari

Leon Barrows

The candidates have been advised that the CRA will review the applications and make an appointment at the August 10, 2026, CRA meeting. The applications for CRAAB membership are attached to this agenda item.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. APP.BARROWS
2. APP.BOUKARI
3. CRA Resolution 26-04
4. AD.ACT.CRAAB

Application for Community Redevelopment Agency (CRA) Advisory Board Membership Information



PURPOSE

The purpose of the Community Redevelopment Agency (CRA) Advisory Board (CRAAB) is to make recommendations to the CRA Board regarding the Community Redevelopment Area, including any activities or projects in accordance with the CRA planning documents.

DUTIES

The duties of the CRAAB include:

- Providing recommendations regarding the annual CRA budget and expenditures to the CRA Board;
- Reviewing CRA Planning documents from time to time and, when necessary, submit recommendations to the CRA Board for any changes;
- Providing recommendations to the CRA on implementation of the CRA Plans, including setting project priorities;
- Reviewing applications for the CRA Business Façade Grant Program and recommend grant awards to the CRA Board; and
- Holding public meetings as necessary for the purpose of receiving input from consultants and members of the public related to the Community Redevelopment Area and to report such information to the CRA Board.

MEMBERSHIP QUALIFICATIONS

- No voting member shall hold another municipal office.
- Members must live or work within the Community Redevelopment Area. For information regarding boundaries of the Community Redevelopment Area please see the map at the end of this packet.
- Members must be willing to serve for a three-year term.
- Members must be able to attend monthly meetings typically held at 3:00 p.m. on the third Monday of every month.

APPLICATION

Applications for vacant positions will be available on the City website and at City. The positions will be advertised for two weeks in the Alachua County Today. The CRA will review applications and appoint individuals for open positions.

Digital copies of the application may be sent by e-mail prior to any deadlines to: Su_king@cityofalachua.com. Applications may also be hand delivered to Alachua City Hall or mailed to: ATTN: CRA Coordinator, City of Alachua, P.O. Box 9, Alachua, FL 32616.

Questions about the CRA or application process may be directed to Susan King, CRA Coordinator at (386) 418-6134.

**Application for Community Redevelopment Agency
(CRA) Advisory Board Membership**



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Contact Information

Name: **LEON BARROWS**

Residential Address: **14515 MAIN STREET ALACHUA, FL 32615**

Mailing Address (if different than residential): **SAME**

Business Name (if applicable): **MUSIC JUNCTION**

Business Address (if applicable): **14515 MAIN STREET ALACHUA, FL 32615**

Primary Phone Number: **352-213-8900**

Business Phone Number (if applicable): **362 462 1181**

E-Mail Address: **musicjunction@windstream.net**

Special Skills or Qualifications

Do you reside and/or work within the Alachua Community Redevelopment Area as indicated on the attached map?

Briefly state why you are qualified to serve as a CRA Advisory Board Member. Describe any skills or experience you have acquired from employment, volunteer work, or through other activities.

self employed sense 1994- GEN, CONTRACTOR BUILDER, REMODELING 2006

2007-PRESENT MUSIC JUNCTION =LUTHIER REPAIRS AND FULL LINE MUSIC STORE INSTRUMENTS

LESSON'S GUITAR, BANJO, UKELELE, VIOLIN, MANDOLIN, BASS, DOBRO, PIANO

LIC, STATE OF FLORIDA HOME INSPECTION SENSE 2016

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a CRAAB Member, any false statements, omissions, or other misrepresentations made by me on this application may result in my dismissal by the CRA Board.

Signature and Date:

LEON BARROWS LB

JULY 10 2026



*Focused on Excellence
Delivered with Integrity*

LEGAL DESCRIPTION

DATE: September 26, 2012

CLIENT: CITY OF ALACHUA

JOB NO. 12-0333

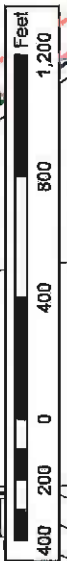
JOB DESCRIPTION: COMMUNITY REDEVELOPMENT AREA

COMMUNITY REDEVELOPMENT AREA: CITY OF ALACHUA

BEGIN AT THE INTERSECTION OF THE SOUTHWESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 441 WITH THE SOUTHEASTERLY RIGHT OF WAY LINE OF NORTHWEST 144TH WAY; THENCE PROCEED NORTHWESTERLY ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE OF US HWY NO. 441 TO THE NORTHWEST CORNER OF TAX PARCEL 03869-011-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 3263, PAGE 1211 OF THE PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA; THENCE SOUTHERLY ALONG THE WEST BOUNDARY LINE OF SAID LANDS TO THE NORTHWEST CORNER OF TAX PARCEL 03869-005-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2849 PAGE 366 OF SAID PUBLIC RECORDS; THENCE CONTINUE SOUTHERLY ALONG THE WEST LINE OF SAID LANDS TO THE NORTHWEST CORNER OF TAX PARCEL 03869-012-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 3022, PAGE 96, OF SAID PUBLIC RECORDS; THENCE CONTINUE SOUTHERLY ALONG THE WEST LINE OF SAID LANDS TO THE NORTH RIGHT OF WAY LINE NW 151 BOULEVARD; THENCE CONTINUE SOUTHERLY TO THE NORTHWEST CORNER OF SANTA FE STATION SUBDIVISION, PHASE I, PER PLAT BOOK 23, PAGE 55, OF SAID PUBLIC RECORDS; THENCE SOUTHERLY ALONG THE WEST LINE OF SAID LANDS TO THE NORTHWEST CORNER OF SANTA FE STATION SUBDIVISION, PHASE II, PER PLAT BOOK 24, PAGE 91, OF SAID PUBLIC RECORDS; THENCE CONTINUE SOUTHERLY ALONG THE WEST LINE OF SAID LANDS TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE EASTERLY ALONG THE SOUTH LINE OF SAID LANDS TO THE SOUTHEAST CORNER OF LOT 29 OF SAID SANTA FE STATION SUBDIVISION, PHASE II, SAID CORNER LYING ON THE WEST LINE OF A DRAINAGE RIGHT OF WAY, AS PER PLAT OF AFOREMENTIONED SANTA FE STATION SUBDIVISION, PHASE I; THENCE SOUTHERLY ALONG THE WEST LINE OF SAID DRAINAGE RIGHT OF WAY, TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE EASTERLY ALONG THE SOUTH LINE OF SAID LANDS TO THE WEST RIGHT OF WAY LINE OF NORTHWEST 145 TERRACE; THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE NORTHWEST 145 TERRACE TO THE INTERSECTION WITH THE WESTERLY PROJECTION OF THE SOUTH RIGHT OF WAY LINE OF NORTHWEST 150 AVENUE; THENCE EASTERLY ALONG SAID SOUTH RIGHT OF WAY LINE, AND ITS PROJECTION THEREOF TO THE NORTHWEST CORNER OF LOT 1 OF BLOCK 1 OF C.A. WILLIAMS ADDITION, PER PLAT BOOK "C", PAGE 79B, OF SAID PUBLIC RECORDS; THENCE SOUTHERLY ALONG THE WEST LINE OF LOT 1 AND 4 OF SAID BLOCK 1, TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 148 PLACE; THENCE CONTINUE SOUTHERLY TO THE NORTHWEST CORNER OF LOT 1 OF BLOCK 4 OF SAID C.A. WILLIAMS ADDITION; THENCE SOUTHERLY ALONG THE WEST LINE OF LOTS 1 AND 4 OF SAID BLOCK 4 TO THE

NORTH RIGHT OF WAY LINE OF NORTHWEST 147 AVENUE; THENCE CONTINUE SOUTHERLY TO THE NORTHWEST CORNER OF LOT 1 OF BLOCK 5 OF SAID C.A. WILLIAMS ADDITION; THENCE SOUTHERLY ALONG THE WEST LINE OF LOTS 1 AND 4 OF SAID BLOCK 5 TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 146 AVENUE; THENCE WESTERLY ALONG SAID NORTH RIGHT OF WAY LINE, TO THE WEST RIGHT OF WAY LINE OF NORTHWEST 145 TERRACE; THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE TO THE NORTHWESTERLY RIGHT OF WAY LINE COUNTY ROAD NO. 2054 (A.K.A. PEGGY ROAD); THENCE NORTHEASTERLY ALONG SAID NORTHWESTERLY RIGHT OF WAY LINE TO THE INTERSECTION WITH THE NORTHWESTERLY PROJECTION OF THE WESTERLY LINE OF TAX PARCEL 03535-001-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1668, PAGE 2301 OF SAID PUBLIC RECORDS; THENCE SOUTHEASTERLY ALONG SAID WESTERLY LINE AND ITS PROJECTION THEREOF TO THE NORTHWESTERLY RIGHT OF WAY LINE OF THE ATLANTIC COASTLINE RAILROAD; THENCE EASTERLY TO THE SOUTH RIGHT OF WAY LINE OF NW 142 AVENUE; THENCE EASTERLY ALONG SAID SOUTH RIGHT OF WAY LINE TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 138 STREET; THENCE NORTHERLY ALONG SAID EAST RIGHT OF WAY LINE TO THE NORTHERLY RIGHT OF WAY LINE OF ATLANTIC COASTLINE RAILROAD; THENCE WESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE, TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 140 STREET; THENCE NORTHERLY ALONG SAID EAST RIGHT OF WAY LINE TO THE SOUTHWEST CORNER OF LOT 3, BLOCK 30 OF CLARK'S ADDITION TO ALACHUA, PER PLAT BOOK "A", PAGE 108 OF SAID PUBLIC RECORDS; THENCE SOUTHEASTERLY ALONG THE SOUTHERLY LINE OF SAID BLOCK 30 TO THE WEST RIGHT OF WAY LINE OF NORTHWEST 138 TERRACE; THENCE CONTINUE SOUTHEASTERLY TO THE SOUTHWEST CORNER OF BLOCK 44 OF TOMPSETT'S SURVEY OF THE CITY OF ALACHUA, PER PLAT BOOK "C", PAGE 79-B OF SAID PUBLIC RECORDS; THENCE CONTINUE SOUTHEASTERLY ALONG THE SOUTH LINE OF SAID BLOCK 44 TO THE WEST LINE OF THE EAST 100 FEET OF SAID BLOCK 44; THENCE NORTHERLY ALONG SAID WEST LINE TO THE SOUTH RIGHT OF WAY LINE OF NW 145 AVENUE; THENCE WESTERLY ALONG SAID SOUTH RIGHT OF WAY LINE TO AN INTERSECTION WITH THE SOUTHERLY PROJECTION OF THE EAST LINE OF THE WEST ONE-HALF OF BLOCK 43 OF SAID TOMPSETT'S SURVEY; THENCE NORTHERLY ALONG SAID EAST LINE, AND ITS PROJECTION THEREOF TO THE SOUTH RIGHT OF WAY LINE OF NW 146 AVENUE; THENCE CONTINUE NORTHERLY TO THE SOUTHWEST CORNER OF LOT 13 OF BLOCK 42 OF CLARK'S FIRST ADDITION, PER PLAT BOOK "A", PAGE 108 OF SAID PUBLIC RECORDS; THENCE NORTHERLY ALONG THE WEST LINE OF LOT 1 AND 4, OF SAID BLOCK 42, TO THE CENTERLINE OF A VACATED STREET (PER ORDER OF TAKING CASE #80-1028) LYING NORTH OF SAID LOT 4; THENCE EASTERLY ALONG SAID CENTERLINE TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 137 TERRACE; THENCE NORTHERLY ALONG SAID EAST RIGHT OF WAY LINE, TO THE NORTHEAST CORNER OF LOT 1, BLOCK 39 OF SAID CLARK'S FIRST ADDITION AND THE SOUTHWESTERLY LINE OF TAX PARCEL 03376-001-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1715, PAGE 41, OF SAID PUBLIC RECORDS; THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY LINE, TO THE SOUTH CORNER OF SAID LANDS; THENCE NORTHEASTERLY ALONG THE SOUTHEASTERLY LINE OF SAID LANDS, TO THE NORTHWEST CORNER OF SAID LANDS; THENCE NORTHWESTERLY ALONG THE NORTHEASTERLY LINE OF SAID LANDS TO THE NORTHERNMOST CORNER OF SAID LANDS; THENCE SOUTHWESTERLY ALONG THE NORTHWESTERLY LINE OF SAID LANDS, TO THE WESTERN MOST CORNER OF SAID LANDS, LYING ON THE NORTHEASTERLY LINE OF LOT 2, BLOCK 39 OF AFOREMENTIONED CLARK'S FIRST ADDITION; THENCE NORTHWESTERLY ALONG SAID NORTHEASTERLY LINE TO

THE NORTHEAST CORNER OF SAID LOT 2; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 2, TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 137 TERRACE; THENCE NORTHERLY ALONG SAID EAST RIGHT OF WAY LINE TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 151 PLACE; THENCE WESTERLY ALONG SAID NORTH RIGHT OF WAY LINE TO THE SOUTHEASTERLY LINE OF TAX PARCEL 03226-001-000, AS DESCRIBED IN OFFICIAL RECORDS BOOK 3555, PAGE 1474 OF SAID PUBLIC RECORDS; THENCE NORTHEASTERLY ALONG SAID SOUTHEASTERLY LINE TO THE NORTHEAST CORNER OF SAID LANDS; THENCE NORTHWESTERLY ALONG THE NORTHEASTERLY LINE OF SAID LANDS TO THE WEST LINE OF LOT 8, BLOCK 3 OF DOWNING SUBDIVISION, PER PLAT BOOK "C", PAGE 79 OF SAID PUBLIC RECORDS; THENCE NORTHERLY ALONG THE WEST LINE OF LOT 8 AND LOT 5 OF SAID BLOCK 3 TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 152 PLACE; THENCE WESTERLY ALONG SAID NORTH RIGHT OF WAY LINE, TO THE EAST RIGHT OF WAY LINE OF COUNTY ROAD NO. 241 (A.K.A. NORTHWEST 140 STREET); THENCE NORTHERLY ALONG SAID EAST RIGHT OF WAY LINE TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 154 AVENUE; THENCE WESTERLY ALONG NORTH RIGHT OF WAY LINE TO THE SOUTHWEST CORNER OF LOT 9 OF BLOCK 7 OF GUINN WILLIAMS AND REEVES SUBDIVISION, PLAT BOOK "C", PAGE 79 OF SAID PUBLIC RECORDS; THENCE NORTHERLY ALONG THE WEST LINE OF LOT 9 AND LOT 4 OF SAID BLOCK 7 TO THE NORTH RIGHT OF WAY LINE OF NORTHWEST 154 PLACE; THENCE WESTERLY ALONG SAID NORTH RIGHT OF WAY LINE TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 144 STREET; THENCE SOUTHERLY ALONG SAID EAST RIGHT OF WAY LINE TO THE NORTHWESTERLY RIGHT OF WAY LINE U.S. HIGHWAY NO. 441; THENCE SOUTHWESTERLY TO THE INTERSECTION OF THE SOUTHWESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 441 WITH THE SOUTHEASTERLY RIGHT OF WAY LINE OF NORTHWEST 144TH WAY AND THE POINT OF BEGINNING.



Application for Community Redevelopment Agency (CRA) Advisory Board Membership



Contact Information

Name: H. Bryan Boukari

Residential Address: 14804 Main Street, Alachua, Fla 32615

Mailing Address (if different than residential): 14804 Main Street, Alachua, Fla 32615

Business Name (if applicable): Alachua Today, Inc./Boukari Law, P.A.

Business Address (if applicable): 14804 Main Street, Alachua, Fla 32615

Primary Phone Number: (386) 462-7529

Business Phone Number (if applicable): (386) 462-7529

E-Mail Address: Bryan@BoukariLaw.com

Special Skills or Qualifications

Do you reside and/or work within the Alachua Community Redevelopment Area as indicated on the attached map? Yes, my office is located within the district

Briefly state why you are qualified to serve as a CRA Advisory Board Member. Describe any skills or experience you have acquired from employment, volunteer work, or through other activities.

I have served on the CRAAB continuously since its inception, and prior to its reorganization as the CRAAB, I also served on the Downtown Redevelopment Trust Board for several years, beginning in the mid-2000s. I am the longest continuously serving member of CRA boards. My offices, Boukari Law, P.A., as well as Alachua Today, Inc., are both located in an office building on Main Street, and I have a great deal of interest in the improvement of both Main Street and the entire redevelopment district. I believe my experience on Main Street, as well as being a resident of Alachua since the early/mid-1980s, gives me unique perspective and insight.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a CRAAB Member, any false statements, omissions, or other misrepresentations made by me on this application may result in my dismissal by the CRA Board.

Signature and Date:

A handwritten signature in blue ink, appearing to read "H. Bryan Boukari", is written over a horizontal line.

July 23, 2024

RESOLUTION 26-04

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA, APPOINTING TWO (2) MEMBERS TO THE COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD; ESTABLISHING THE TERM OF SERVICE; ESTABLISHING BEGINNING AND ENDING DATES FOR THE TERM OF SERVICE; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City Commission Ordinance 17-05, Sec. 2-854, Subpart b., states that “The CRA shall create an advisory board to represent the Community Redevelopment Area...[and] will serve in an informal advisory capacity...”; and

WHEREAS, Resolution CRA 17-03 and Resolution CRA 17-04 establish the powers and duties of the Community Redevelopment Agency Advisory Board; and

WHEREAS, The CRA Advisory Board consists of five (5) voting members; and

WHEREAS, There are two (2) vacancies on the CRA Advisory Board; and

WHEREAS, Advertisements of the vacancies were placed at least two (2) weeks before this appointment in a newspaper of local circulation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:

1. Incorporation. The above recitals are true and correct and are incorporated into this resolution by reference.

2. Appointments. The following member will be appointed for the following term:

1) _____, to fill a three (3) year term commencing on June 12, 2026, and ending on June 12, 2029.

2) _____, to fill a three (3) year term commencing on June 12, 2026, and ending on June 12, 2029.

3. Terms. The term of service for this position shall begin and end as mentioned above.

4. Severability. It is the declared intent of the Community Redevelopment Agency of the City of Alachua that if any section, sentence, clause, phrase, or provision of this Resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Resolution. The remainder of this Resolution after the exclusion of such part or parts shall be deemed valid.

5. Corrections of Scrivener's Errors: The CRA Executive Director or designee is authorized to correct any typographical errors, incidental omissions, or corrections for consistency that do not affect the intent of this resolution. The corrected copy shall be posted in the public record.

6. Repealing Clause. All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.

7. Effective Date. This Resolution is effective upon the passage.

DULY ADOPTED in regular meeting, this 10th day of August 2026.

**COMMUNITY REDEVELOPMENT
AGENCY OF ALACHUA, FLORIDA**

Walter Welch, Mayor

ATTEST:

Rodolfo Valladares, City Manager/Clerk

city vehicle. According to the report, another man extended her hand to prevent Stanze from boarding, but Stanze allegedly slapped her hand and continued toward the boat.

The male victim then stood up, removed a folding knife from his pocket, brandished it and warned Stanze that he would cut him if he continued trying to board the boat, according to the arrest report.

Investigators allege Stanze then instructed one of his children to retrieve the handgun from the utility pole. After the juvenile caught the firearm, Stanze allegedly removed it

heads off" before returning the gun to its holster.

According to the report, the situation briefly escalated. The male victim said he handed the holstered firearm back to Stanze in hopes he would leave the area.

However, when Stanze noticed an adult female victim calling 911, deputies allege he charged toward her. The male victim ran after Stanze, and the two assumed fighting stances before Stanze allegedly attempted to punch him. A witness intervened before the confrontation escalated further.

The witness told deputies he did not observe

Stanze reportedly admitted arguing with the male victim but denied boarding the boat. He told deputies he was not afraid of the victim or the knife and denied touching any of the victims. Stanze reportedly acknowledged picking up the handgun but said he never removed it from its

bond at \$120,000.

The charges are allegations, and Stanze is presumed innocent unless and until proven guilty in a court of law.

#

Email cwalker@alachuatoday.com

Alachua County Today
is your best source for local news
386.462.3355



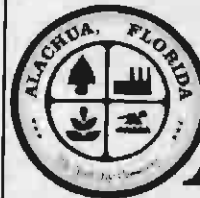
NOTICE OF ELECTION AND QUALIFYING PERIOD CITY OF HIGH SPRINGS

NOTICE IS HEREBY GIVEN THAT THE CITY ELECTION FOR THE CITY OF HIGH SPRINGS, ALACHUA COUNTY, FLORIDA WILL BE HELD ON TUESDAY, NOVEMBER 3, 2026. THE PURPOSE OF THE ELECTION WILL BE TO FILL CITY COMMISSION SEATS #1 AND #2 (CURRENTLY HELD BY COMMISSIONER WAYNE BLOODSWORTH, JR. AND ANDREW MILLER) FOR THREE (3) YEAR TERMS.

CANDIDATES MAY QUALIFY TO RUN FOR ELECTION TO THE SAID CITY COMMISSION BY FILING WITH THE CITY CLERK OF THE CITY OF HIGH SPRINGS DURING REGULAR HOURS, FROM 7:30 A.M., MONDAY, JULY 20, 2026, THROUGH 6:00 P.M., THURSDAY, JULY 23, 2026. COMMISSION QUALIFYING FEE: \$83.43.

FOR FURTHER INFORMATION ON THE ELECTION CALL THE CITY CLERK'S OFFICE AT 386-454-1416 X 6.

(Published: Alachua County Today - June 25, July 02, & July 09, 2026)



City of ALACHUA NOTICE OF BOARD VACANCY

The City of Alachua is currently accepting applications for two appointments to the following Board:

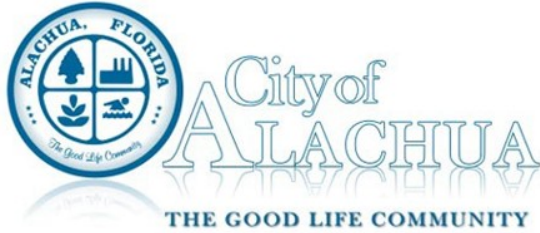
Community Redevelopment Agency (CRA) Advisory Board (CRAAB): The purpose of the CRAAB is to make recommendations to the CRA Board regarding the Community Redevelopment Area, including any activities or projects per the CRA planning documents. Membership qualifications include:

- No voting member shall hold another municipal office;
- Members must live or work within the Community Redevelopment Area. For a map of the Community Redevelopment Area, please visit the CRA's webpage at www.cityofalachua.com;
- Members must be willing to serve for a three-year term; and
- Members must be able to attend monthly meetings, typically held at 3:00 p.m. on the third Monday of every month.

Applications for these positions will be available on the City website, www.cityofalachua.com, and at City Hall beginning on July 09, 2026, with a submission deadline on July 23, 2026, at 6:00 p.m. The CRA plans to review applications and appoint individuals for the positions at its meeting on August 10, 2026, at 5:00 p.m.

Questions about the CRA or application process may be directed to Daniel Blumberg, CRA Coordinator, at (386) 418-6134.

(Published: Alachua County Today - July 09, 2026 and July 16, 2026)



Commission Agenda Item

MEETING DATE: August 10, 2026

SUBJECT: Proposed Alachua CRA Photo Calendar Contest Program

PREPARED BY: Daniel Blumberg

RECOMMENDED ACTION:

1. Approve the Alachua CRA Calendar Photo Contest Program as presented and provided in backup
 2. Adopt Resolution 26-05
-

Summary

Proposed Alachua CRA Calendar Photo Contest

FINANCIAL IMPACT

Not to exceed \$4200.00

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. Proposed Alachua CRA Calendar Photo Contest Program
2. Proposed Alachua CRA Calendar Photo Contest Presentation
3. Resolution CRA 26-05 Alachua CRA Calendar Photo Contest Program Approval



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Alachua CRA Photo Calendar Contest Program

Policies & Procedures

Application Packet 2026-2027

P.O. Box 9
15100 NW 142nd Terrace
Alachua, FL 32616-0009

Dr. Daniel Blumberg, CRA Coordinator

Office: 386-418-6134 X 1605

Cell: 386-853-5294

Direct Email: dblumberg@cityofalachua.org

Program Email: cra_programs@cityofalachua.org

www.cityofalachua.com

#PictureAlachuaCRA on Facebook

Contents

1. Program Overview.....	3
2. Public Purpose and Program Intent	3
3. Legal and Administrative Framework.....	4
4. Eligibility	4
5. Submission Requirements	4
6. People, Likeness, and Release Requirements	6
7. Rights Granted to CRA.....	6
8. Judging Criteria	6
9. Review and Selection Process.....	7
10. Awards and Payment	8
11. Calendar Production and Distribution.....	8
12. Content Restrictions	8
13. Public Records Notice.....	8
14. Fiscal Impact	8
15. Submission Package.....	8
16. Allowable Pre-publication Edits.....	9
Appendix A - City of Alachua CRA Boundary Map.....	10
Appendix B - Draft Photo Contest Entry Form	11
Appendix C - Draft Photographer License and Release	13
Appendix D - Draft Adult Likeness Release	15
Appendix E - Draft Minor Likeness Release.....	17

City of Alachua CRA Calendar Photo Contest Program

Draft program guidelines for a 2028 calendar to be produced and distributed in November/December 2027

Draft date: July 21, 2026 (revised following CRA Advisory Board action on July 20, 2026)

Drafting Note: This is a working draft for staff, CRA Advisory Board, CRA Board, and CRA Attorney review. It assumes that the calendar will be a free public-information and district-promotion piece for the City of Alachua Community Redevelopment Area.

1. Program Overview

The City of Alachua Community Redevelopment Agency (CRA) will conduct a skill-based photo contest to obtain photographs taken within the City of Alachua CRA District for use in a yearly CRA calendar and related CRA marketing, public-information, outreach, and promotional materials. The calendar will be made available to the public for free while supplies last.

Program name	City of Alachua CRA Calendar Photo Contest Program
Calendar year	2028 calendar, to be produced and distributed in November/December 2027
Submission deadline	August 30, 2027, by 5:00 p.m. Eastern Time, unless the CRA publishes a different time in the final rules
Awards	One winning photograph for each calendar month. Each winning photograph receives a \$100 cash award, for a total annual award amount of \$1,200.
Submission limit	Each applicant may submit no more than one photograph for each calendar month category (January through December), for a maximum of 12 total submissions per applicant.
Location requirement	Every submitted photograph must be taken within the City of Alachua CRA District shown on Appendix A.
Selection process	Staff eligibility review; CRA Advisory Board narrows eligible submissions to the top three photographs for each month in September 2027; CRA Board selects the final winning photograph for each month in October 2027.
Calendar distribution	Initial batch of 200 calendars, with a planned free-of-charge distribution in November/December 2027, subject to budget and procurement requirements.

2. Public Purpose and Program Intent

- Disseminate community redevelopment information and promote awareness of the City of Alachua CRA District.
- Showcase the CRA District, including public spaces, businesses, historic and cultural assets, streetscapes, completed improvements, and community events. For event photos, wide shots of the event, stage, street, booths, decorations, signage, or crowd atmosphere are encouraged. Close-up photos of identifiable people, especially children, should be submitted only if the required releases are attached.
- Encourage photographers, residents, business owners, visitors, and event attendees to spend time in the CRA District.
- Build a CRA-licensed marketing library of photographs licensed for CRA use in print, website, social media, presentations, public displays, reports, and other outreach materials. The CRA will provide photographer attribution in the printed calendar for each winning monthly photograph and will attempt to provide attribution for other uses where practical.
- Produce a free calendar that keeps the CRA District visible to residents, businesses, and visitors throughout the year.

- Create a distinctive, cross-platform community storytelling campaign that encourages the public to share qualifying CRA District photographs using an official contest hashtag across City-approved media platforms such as Instagram, Facebook, and TikTok.

3. Legal and Administrative Framework

- At its July 20, 2026 meeting, the CRA Advisory Board recommended that the proposed program be forwarded to the CRA Board for approval, with the addition of a catchy, cross-platform hashtag that may be used by people who wish to share photographs with the City/CRA.
- The CRA Board will be asked at its August 10, 2026, meeting to review the proposed program and adopt a resolution authorizing the program, approving the related funding, and authorizing the Chair, CRA staff, and appropriate City officials to take actions necessary to implement the program consistent with the approved budget, program guidelines, and applicable law.
- The cash awards are to be treated as consideration for selected photograph(s) and the photographer's license required by the contest rules, not as a gratuitous gift.
- The contest is skill-based. Winners will be selected using judging criteria and public board action, not by random drawing or chance.
- Advisory Board and CRA Board meetings used to discuss, rank, recommend, or select photos will be publicly noticed, open to the public, and documented with minutes as required by Florida Sunshine Law.
- CRA Advisory Board and CRA Board members shall not discuss, rank, or deliberate about contest submissions with each other outside a properly noticed public meeting. Staff may assign submission numbers and provide materials in advance for individual review, but recommendations and selections shall occur only during the noticed public meeting.
- Entry forms, photographs, releases, judging records, and related materials may be public records under Chapter 119, Florida Statutes. By entering this contest, the applicant accepts that no confidentiality is provided.
- The final program materials, releases, and procurement steps will be reviewed by the CRA Attorney, City Clerk/public records staff, Finance, and Procurement before launch.

4. Eligibility

- The contest is open to individuals who submit original photographs that they have taken within the City of Alachua CRA District.
- Applicants must be at least 18 years old.
- CRA Board members, CRA Advisory Board members, City employees, or CRA staff involved in administering or judging the contest, contest judges, vendors directly involved in the contest, and immediate family members of those persons are not eligible to enter the contest. For purposes of this program, "immediate family member" means a spouse, domestic partner, parent, child, sibling, grandparent, grandchild, corresponding in-law or step-relative, or any person residing in the same household.
- The CRA may reject entries that present an actual or apparent conflict of interest, violate law, violate these rules, or create risk to the CRA.

5. Submission Requirements

- Each applicant may submit no more than one photograph per calendar month category: January, February, March, April, May, June, July, August, September, October, November, and December.
- Each photograph must be accompanied by a short description from the photographer explaining why the photograph is special and identifying the general location within the CRA District. By submitting an entry, the applicant grants the CRA and City permission to use the submitted description, or a summary of it, for the CRA-related and CRA District-related purposes described in these rules.
- Each photograph must identify the calendar month category for which it is submitted. If there are no eligible photographs for a calendar month, the CRA Board may select an alternate eligible photograph for that calendar page, use a CRA-owned or CRA-licensed photograph, leave that month without a contest award, or direct staff to use another suitable CRA District image. The CRA Board is not required to issue an award for a month with no eligible submission.
- Each photograph must be submitted in digital format, preferably JPEG, PNG, or TIFF, without visible watermarks, signatures, or date stamps. The photograph and application, plus any required releases (see

Section 6), are preferred to be emailed to CRA_Programs@cityofalachua.org or submitted through the CRA's website at <https://www.cityofalachua.com/373/Community-Redevelopment-Agency-CRA-CRA-A> (website to be updated) The email size limit per email is 20 megabytes.

- Applicants must submit a separate entry form for each photo. Applicants submitting multiple photos may submit separate emails for each month category or use the online submission portal. Each email subject line should include the applicant name and month category.
- Photographs should be high-resolution and suitable for print. Horizontal/landscape-orientation photographs are better suited for calendars and will receive additional points under the print-suitability criterion. Recommended minimum size: 3000 pixels on the long edge or higher. The CRA may request a higher-resolution original file before final selection.
- **Photographs are to be named in this manner:** LastName_FirstName_CRA_Calendar_28_Month, for example Doe_John_CRA_Calendar_28_Jan would be an entry by John Doe for the CRA Calendar 2028 contest with an entry photograph for January.
- Applicants can submit no more than one photo for consideration per month, but they are eligible to win no more than two monthly awards if chosen by the CRA Board.
- Official hashtag. The recommended primary program hashtag is **#PictureAlachuaCRA**, subject to a final exact-match search on Instagram, Facebook, TikTok, and the general web immediately before launch and final designation by the CRA Board or by staff if the Board authorizes staff to make the final selection. The official capitalization should be used in City/CRA materials for readability, although hashtags are not case-sensitive and cannot be reserved or exclusively owned.
- Optional social sharing. Applicants and members of the public may post qualifying CRA District photographs publicly using the official hashtag and may tag the City/CRA account. Social sharing is optional and is intended for public engagement, discovery, and promotion of the program.
- A social-media post, hashtag use, direct message, tag, or mention does **NOT** constitute an official contest entry. To be eligible, the photographer must submit the completed entry form, original high-resolution photograph, description, location information, and all required releases through an approved submission method by the deadline. Private, deleted, compressed, undiscovered, or otherwise inaccessible social-media posts will not be treated as entries.
- City/CRA promotional materials and staff responses to hashtagged posts should include a consistent notice substantially similar to: 'Posting with the official hashtag helps us discover and celebrate your photograph, but it does not constitute an official contest entry. Complete the entry form at [official URL] by August 30, 2027.'
- **Two-Award Limit.** No applicant may receive more than two monthly awards in a single calendar contest year. If an applicant's photographs would otherwise be selected for more than two months, the CRA Board shall determine which two photographs by that applicant will receive monthly awards, based on the judging criteria and Board vote. For any additional month affected by the two-award limit, the CRA Board may select the next highest-ranked eligible photograph for that month, request additional alternate recommendations from the Advisory Board if available, use a CRA-owned or CRA-licensed photograph, or leave that month without a contest award.
- Allowed: cropping, brightness, contrast, color correction, sharpening, and basic exposure adjustments. Not allowed: AI-generated images, adding or removing objects or people, sky replacement, composite images, or edits that materially change what was actually photographed.
- No drone shots are allowed. Photographs captured using drones or unmanned aircraft are ineligible.
- Photographs must be taken from a lawful location. Entries may not involve trespass, unsafe behavior, violation of event rules, or violation of any applicable law. If a photograph is taken from or inside private property, the applicant is responsible for obtaining any necessary permission from the property owner, business owner, event organizer, or venue.
- Photographs of events happening within the CRA District are encouraged and will receive special consideration under the judging criteria.
- For the 2028 calendar contest, photographs must have been taken between September 1, 2026, and August 30, 2027. For future program years, the eligible photo period will be identified in the annual published contest rules.
- A photograph may be submitted for the month that best fits the image, event, season, or story. The photograph does not have to be taken during that exact month, but the month/season fit will be part of the judging criteria (see section 8). The CRA may ask an applicant for permission to move a submitted photo to another month

category. By entering, the applicant authorizes the CRA to move a photograph to a different month category if the CRA determines that the photograph better fits another month or improves the final calendar layout.

6. People, Likeness, and Release Requirements

- Any photograph that includes an identifiable person who is featured, posed, named, captioned, or otherwise central to the image must be accompanied by a signed image and likeness release from that person. If the identifiable person is under 18, the release must be signed by the person's parent or legal guardian. Crowd scenes or background/incidental images of persons solely as members of the public may be accepted at the CRA's discretion, but the CRA may require releases as a condition of selection for publication.
- If a photograph requires one or more likeness releases and the required releases are not provided, the photograph is ineligible unless the applicant submits a revised version before the submission deadline that removes or obscures the person requiring the release, or unless the CRA determines that the photograph may lawfully and appropriately be used without the missing release. The CRA may crop, resize, or edit a selected photograph for layout and publication purposes, but the CRA is not required to edit a photograph to make an ineligible submission eligible.
- The CRA may reject a photo if CRA staff determines that:
 - the photo does not meet the people and likeness requirements
 - the photo contains sensitive or inappropriate content
 - use of the photo could create privacy, safety, or reputational concerns
 - Due to the number of submissions, the CRA may not provide individual feedback on all entries. However, staff may contact applicants to correct minor administrative issues before the submission deadline when time allows.

7. Rights Granted to CRA

- By submitting a photograph, the applicant certifies that the applicant is the photographer and grants the City of Alachua Community Redevelopment Agency and the City of Alachua a perpetual, irrevocable, non-exclusive, royalty-free license to reproduce, publish, distribute, display, crop, resize, edit for layout, archive, and otherwise use the submitted photograph and accompanying description in CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, social media, website, calendar, report, presentation, and promotional materials concerning or connected to the City of Alachua CRA District, without additional compensation.
- By entering the Applicant/photographer retains copyright ownership of the submitted photograph, subject to the license granted to the CRA and City.
- The CRA and City may use winning and non-winning submissions in future CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, website, social media, calendar, report, presentation, public display, and promotional materials concerning or connected to the City of Alachua CRA District.
- The CRA will provide photographer attribution in the printed calendar for each winning monthly photograph. For other uses, the CRA will attempt to provide attribution where practical, but it is not guaranteed.
- The \$100 award paid to each selected monthly winner is consideration for selection, calendar publication, and the rights granted under the program rules. No additional royalties or compensation will be paid.
- The City may use submitted photographs through City communication channels, including the City website, social media, newsletters, presentations, and public-information materials, when the use relates to the CRA District, community redevelopment, CRA programs, CRA events, CRA projects, or public promotion of the CRA District.
- Submitted photographs may not be used for unrelated political, campaign, electioneering, commercial endorsement, or general municipal promotional purposes unrelated to the CRA District without separate written permission from the photographer and any required depicted persons.

8. Judging Criteria

Eligible submissions will be reviewed as a skill-based contest. Staff may screen for eligibility before the Advisory Board review. The Advisory Board and CRA Board will consider the following criteria:

Criterion	Suggested Points	Description
Connection to the CRA District	20 – Strong connection 10 – Moderate connection 0 – Minimal connection	All eligible photographs must satisfy the CRA District location requirement. This criterion measures the strength of the photograph's connection to the CRA District, including how clearly it depicts, celebrates, or informs the public about a place, event, business district, streetscape, improvement, asset, or experience within the CRA District.
Visual Impact and Composition	20 – Strongly 10 – Some 0 – None	Strong image quality, framing, lighting, and overall visual appeal.
Print Suitability	15 – Strongly 10 – Some 0 – None	The photo is a landscape, clear, and suitable for calendar production and public use.
Originality and Story	15 – Strongly 10 – Some 0 – None	Presents a distinctive perspective and includes a compelling photographer description explaining why the image is special.
Month/Season Fit	10 – Strongly 5 – Some 0 – None	Appropriate for the submitted calendar month or relevant to a season, holiday, or recurring community moment.
CRA Event Consideration	10 – Yes 0 – No	Special consideration for photographs of events happening within the CRA District.
Community Character	10 – Strongly 5 – Some 0 – None	Helps communicate the identity, vitality, history, culture, or public life of the CRA District.

9. Review and Selection Process

1. Contest launch: Staff publishes final rules, entry forms, release forms, CRA boundary map, submission instructions, official hashtag, short entry-form link, QR code, and initial cross-platform campaign posts.
2. Promotion and monitoring: Staff publishes recurring photo prompts, monitors the official hashtag at least once a week and more frequently near the submission deadline, responds to promising posts with the official-entry link, and maintains a tracking record of relevant posts and staff responses in coordination with the City's public-records requirements.
3. Submission deadline: Applicants must submit all entries by August 30, 2027, by 5:00 p.m. Eastern Time, unless the final published rules state another time.
4. Staff eligibility review: Staff reviews submissions for completeness, location, release forms, image quality, no-drone requirement, and compliance with the rules.
5. Advisory Board review: In September 2027, the CRA Advisory Board reviews eligible submissions at a publicly noticed meeting and recommends the top three photographs for each month. If fewer than three eligible submissions are available for a month, the Advisory Board may forward all eligible submissions for that month.
6. CRA Board final selection: In October 2027, the CRA Board reviews the Advisory Board recommendations at a publicly noticed meeting and selects one winning photograph for each month. In the event of a tied score within a single month, the CRA Board will vote to determine the winner. The CRA Board will continue to vote until the tie is broken.
7. Winner notification and documents: Staff notifies winners and obtains, if necessary, final high-resolution files, any required tax/payment documents. Winners may be required to complete City payment/vendor forms, which may include taxpayer information, before receiving payment. Payment timing will depend on City processing schedules.
8. Calendar production: Staff or a vendor designs, prints, and produces the calendar in October/November 2027.
9. Distribution: The calendar distribution is planned to begin in November/December 2027, while supplies last.

10. Awards and Payment

- Up to twelve monthly awards are intended: one \$100 award for each calendar month, for a maximum annual award amount of \$1,200. The CRA Board is not required to issue an award for a month with no eligible submission or where no submitted photograph is selected for award. A winner must complete the City's documents before payment. They will receive instructions on how to do so and will be provided assistance as needed.
- Awards are not transferable. The CRA may withhold or cancel an award if the entry is later determined to be ineligible or if required documents are not provided.
- Each winner is responsible for any tax consequences of receiving an award.

11. Calendar Production and Distribution

- The calendar is intended to include 12 monthly images. Monthly images may include winning contest photographs and descriptions, and, if needed, alternate CRA-owned, CRA-licensed, or otherwise authorized photographs selected by the CRA Board or staff. The calendar may also include CRA project highlights, public meeting information, a CRA District map, business district or event information, and other community redevelopment information.
- The initial print batch is expected to be 200 calendars. Staff may recommend a reprint if public demand exceeds the first batch and funds are available.
- Calendars may be distributed at City Hall, CRA events, CRA District businesses, public meetings, community events, and other locations approved by staff.
- The calendar will be distributed free of charge and will not be sold.

12. Content Restrictions

- No drone shots or unmanned aircraft images.
- No unsafe, illegal, obscene, defamatory, discriminatory, political campaign, electioneering, or inappropriate content.
- No images that infringe copyright, trademark, privacy, publicity, property, or other rights.
- No photographs taken outside the CRA District.
- Required releases must be submitted for each identifiable person who is featured, posed, named, captioned, or otherwise central to the image.

13. Public Records Notice

All entry materials submitted to the CRA, including photographs, descriptions, names, forms, releases, emails, scoring sheets, relevant social-media posts, comments, City/CRA responses, hashtag-monitoring records, and related records, may be public records subject to inspection and copying under Florida law. Applicants should not submit materials they expect to remain confidential.

14. Fiscal Impact

Estimated awards: \$1,200.

Estimated initial printing of 200 calendars: \$1,500.

Estimated design/layout: \$0 if completed by staff; if outsourced, included within the not-to-exceed amount.

Estimated contingency authority, including reprints, shipping, proofing, design support if outsourced, QR-code signage, entry-form materials, modest social-media promotion, and related production costs: \$1,500.

Total not-to-exceed authorization per authorized program year: \$4,200, subject to approved CRA budget and City procurement requirements.

15. Submission Package

[] Completed photo contest entry form.

[] Photograph file for the selected month category, file name as described in Section 5.

[] Short photographer description explaining why the photo is special.

[] Location description showing the photo was taken within the CRA District.

[] Required adult likeness release, if the photograph includes any identifiable person age 18 or older who is featured, posed, named, captioned, or otherwise central to the image.

[] Required minor likeness release, if the photograph includes any identifiable person under 18 who is featured, posed, named, captioned, or otherwise central to the image. The minor likeness release must be signed by the minor's parent or legal guardian.

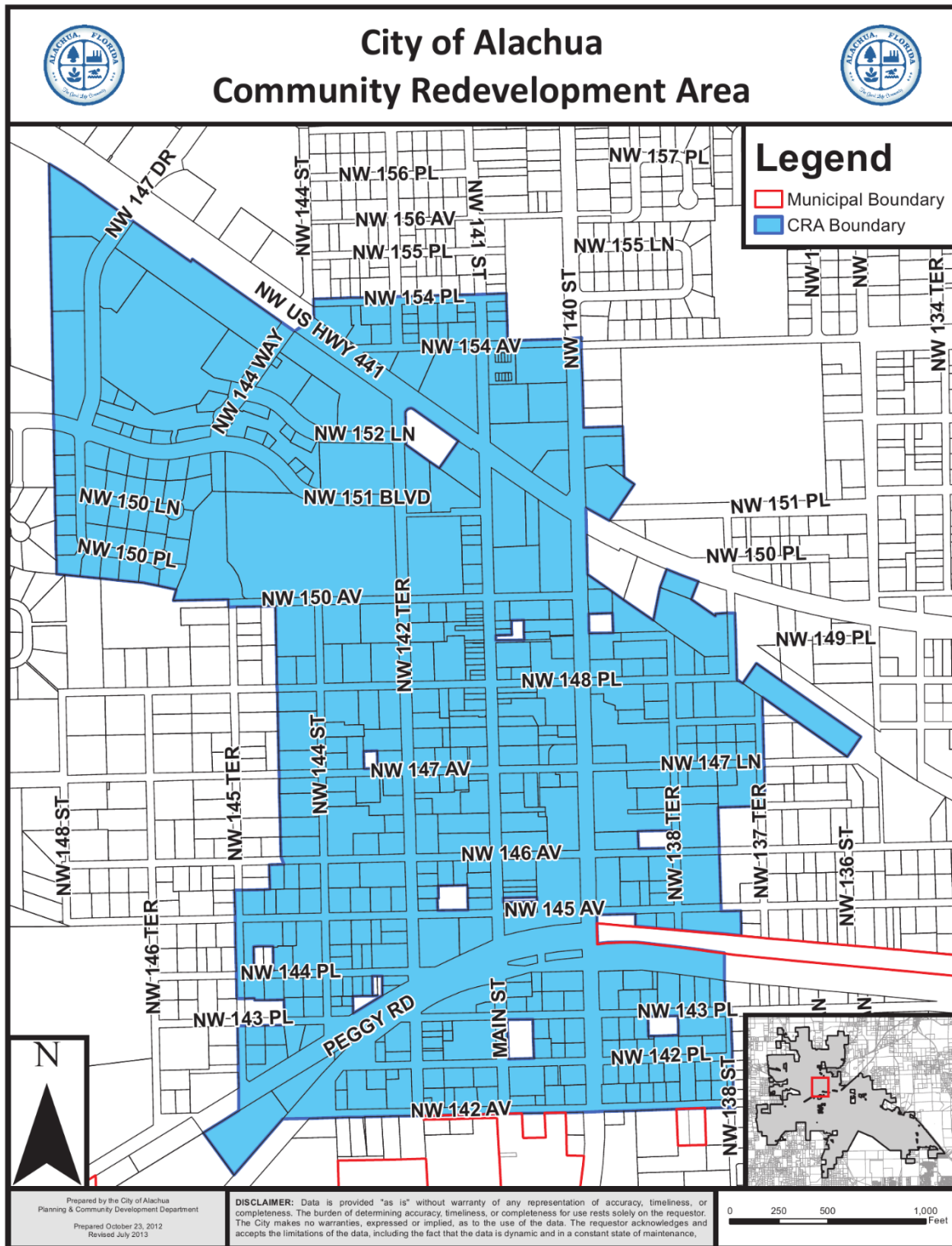
16. Allowable Pre-publication Edits

Staff and the CRA Attorney may make non-substantive formatting, administrative, and legal compliance edits before publication. Any material change to eligibility, awards, judging criteria, or use rights must be approved by the CRA Board or expressly authorized by the CRA Board.

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Appendix A - City of Alachua CRA Boundary Map

Photos submitted to the program must be taken within the City of Alachua Community Redevelopment Area shown on this map. The CRA Boundary is shown in blue and the Municipal Boundary is shown in red.



Source: City of Alachua Community Redevelopment Area map, prepared October 23, 2012; revised July 2013.

Appendix B - Draft Photo Contest Entry Form

Program: City of Alachua CRA Calendar Photo Contest 2028

Public Records Notice: This is a public program. Entry forms, photographs, descriptions, names, emails, release forms, judging records, and related materials submitted to the CRA may be public records under Florida law and may be subject to inspection or copying. Do not submit materials that you expect to remain confidential.

Applicant name	
Mailing address	Will be required from selected winners, but not required to apply
Phone	
Email	
Applicant age certification	☐ I certify that I am at least 18 years old as of the date of submission.
Photo title	
Calendar month category	
Date photo was taken	☐ Jan ☐ Feb ☐ Mar ☐ Apr ☐ May ☐ Jun ☐ Jul ☐ Aug ☐ Sep ☐ Oct ☐ Nov ☐ Dec
Location within CRA District: provide the address or the nearest intersection where the photo was taken	
Event name, if applicable	
Short description: Why is this picture special?	
Does the photo include any identifiable person who is featured, posed, named, captioned, or otherwise central to the image?	☐ No ☐ Yes — required likeness release attached for each such person.
Is any such person under 18 in the photo?	☐ No ☐ Yes — minor likeness release signed by parent or legal guardian attached for each such minor.
Does the photo include only crowd/background/incidental people who are not featured, posed, named, captioned, or otherwise central to the image?	☐ No ☐ Yes — I understand the CRA may still require additional releases before selection, publication, or other use.

Applicant certifications:

- ☐ I certify that I am the photographer and that the photo is my original work.
- ☐ I certify that the photo was taken within the City of Alachua CRA District shown on the CRA boundary map.
- ☐ I certify that the photo was not captured by drone or unmanned aircraft.
- ☐ I certify that I have obtained and attached the required likeness release for each identifiable person who is featured, posed, named, captioned, or otherwise central to the image.
- ☐ If any such person is under 18 years old, I certify that I have obtained and attached a minor likeness release signed by the person's parent or legal guardian.

☐ I understand that all submitted materials may be public records under Florida law.

☐ I understand that crowd scenes or background/incidental appearances of persons solely as members of the public may be accepted at the CRA's discretion, but the CRA may require additional releases before selecting, publishing, or otherwise using the photograph.

☐ I grant the City of Alachua CRA and the City of Alachua the rights described in the program rules, and I understand that submitted photos may be used, whether or not selected for the calendar, for CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, website, social media, calendar, report, presentation, and promotional materials concerning or connected to the City of Alachua CRA District.

☐ I understand that the \$100 monthly award is paid only to selected monthly winners after required documents are completed.

☐ I understand that posting a photograph on social media, using the official hashtag, tagging the City/CRA, or sending a direct message does not constitute an official contest entry; the completed entry form and all required submission materials must be received through an approved submission method by the deadline.

Applicant signature

Date

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Appendix C - Draft Photographer License and Release

For good and valuable consideration, including the opportunity to participate in the City of Alachua CRA Calendar Photo Contest and, for selected monthly winners, the \$100 award, the undersigned photographer grants the City of Alachua Community Redevelopment Agency and the City of Alachua a perpetual, irrevocable, non-exclusive, royalty-free license to reproduce, publish, distribute, display, crop, resize, edit for layout, archive, and otherwise use the submitted photograph(s) and accompanying description(s) in CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, social media, website, calendar, report, presentation, public display, and promotional materials concerning or connected to the City of Alachua CRA District, without additional compensation.

The City of Alachua may use submitted photograph(s) and accompanying description(s) through City communication channels, including the City website, City social media accounts, newsletters, public presentations, public displays, public-information materials, and other City communication platforms, when the use relates to the CRA District, community redevelopment, CRA programs, CRA events, CRA projects, CRA-supported activities, economic vitality within the CRA District, or public promotion of the CRA District.

Submitted photograph(s) and accompanying description(s) may not be used for unrelated political, campaign, electioneering, commercial endorsement, or general municipal promotional purposes unrelated to the CRA District without separate written permission from the photographer and any additional releases required by law.

The photographer understands and agrees as follows:

- The photographer retains copyright ownership of the submitted photograph(s), subject to the license granted in this Photographer License and Release.
- This license is non-exclusive, meaning the photographer may continue to use, display, publish, sell, license, or otherwise distribute the photograph(s), provided that doing so does not limit the rights granted to the CRA and City under this Photographer License and Release.
- The photographer represents that the submitted photograph(s) are original works created by the photographer and do not infringe the copyright, trademark, privacy, publicity, property, or other legal rights of any other person or entity.
- The photographer represents that the submitted photograph(s) must depict a location, event, improvement, business, public space, activity, or other subject within the City of Alachua CRA District.
- The photographer represents that the submitted photograph(s) were not captured by drone or unmanned aircraft.
- The photographer represents that the photograph(s) were taken from a lawful location and did not involve trespass, unsafe behavior, violation of event rules, or violation of applicable law.
- The photographer represents that all required likeness releases have been obtained for any identifiable person who is featured, posed, named, captioned, or otherwise central to the photograph. If any such person is under 18 years old, the photographer represents that a parent or legal guardian release has been obtained and submitted.
- The photographer understands that crowd scenes or background/incidental appearances of persons solely as members of the public may be accepted at the CRA's discretion, but the CRA may require additional releases before selecting, publishing, or otherwise using a photograph.

- The photographer understands that the CRA and City may use winning and non-winning submissions for the CRA-related and CRA District-related purposes described in this Photographer License and Release.
- The photographer understands that the CRA and City may crop, resize, edit for layout, adjust formatting, add captions, add design elements, or otherwise prepare the photograph(s) for print or digital use, provided that such edits do not intentionally misrepresent the photograph or photographer.
- The photographer understands that the CRA and City may decline to use any submitted photograph in their discretion.
- The photographer understands that the CRA will provide photographer attribution in the printed calendar for each winning monthly photograph. For other uses, the CRA and City will attempt to provide photographer attribution where practical, but it is not guaranteed for every use.
- The photographer understands that no additional royalties, license fees, or compensation will be paid beyond the \$100 award paid to a selected monthly winner, if the photograph is selected for a monthly award.
- The photographer understands that submitted materials, including photographs, descriptions, forms, releases, emails, judging records, and related documents, may be public records under Florida law and may be subject to inspection or copying.
- The photographer releases the City of Alachua Community Redevelopment Agency, the City of Alachua, and their officers, officials, employees, agents, representatives, and assigns, to the extent permitted by law, from claims arising from authorized use of the submitted photograph(s) and description(s) under this Photographer License and Release.

Photographer name: _____

Photographer signature: _____

Date: _____

Photo title(s) or description(s): _____

Appendix D - Draft Adult Likeness Release

I authorize the City of Alachua Community Redevelopment Agency and the City of Alachua to use my name, image, portrait, photograph, likeness, appearance, and any approved caption or description associated with me, as depicted in or connected to the submitted photograph, for the City of Alachua CRA Calendar Photo Contest, the yearly CRA calendar, and CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, social media, website, report, presentation, public display, and promotional materials concerning or connected to the City of Alachua CRA District, without compensation.

I understand that the City of Alachua may use the photograph through City communication channels, including the City website, City social media accounts, newsletters, public presentations, public displays, public-information materials, and other City communication platforms, when the use relates to the CRA District, community redevelopment, CRA programs, CRA events, CRA projects, CRA-supported activities, economic vitality within the CRA District, or public promotion of the CRA District.

I do not authorize use of my name, image, portrait, photograph, likeness, or appearance for unrelated political, campaign, electioneering, commercial endorsement, or general municipal promotional purposes unrelated to the CRA District without separate written permission.

I understand and agree as follows:

- The photograph may be used in the City of Alachua CRA Calendar Photo Contest, the yearly CRA calendar, CRA public-information materials, CRA District promotional materials, CRA presentations, CRA reports, CRA social media posts, CRA website materials, City communication channels related to the CRA District, and similar CRA-related or CRA District-related public communications.
- The photograph may be reproduced, published, displayed, distributed, archived, cropped, resized, edited for layout, converted to different formats, and used in print or digital materials.
- The CRA and City may use the photograph with or without my name, unless I specifically request below that my name not be used publicly.
- I understand that I will not receive payment, royalties, or other compensation for the authorized use of my name, image, portrait, photograph, likeness, or appearance.
- I understand that the photograph and related records may be public records under Florida law and may be subject to inspection or copying.
- I release the City of Alachua Community Redevelopment Agency, the City of Alachua, and their officers, officials, employees, agents, representatives, and assigns, to the extent permitted by law, from claims arising from authorized use of my name, image, portrait, photograph, likeness, or appearance under this Adult Likeness Release.

Name of person depicted: _____

Signature: _____

Date: _____

Phone/email for staff follow-up, optional: _____

This contact information may be subject to public records disclosure unless an exemption applies.

Photo title or description:

Name use preference:

☐ My name may be used in connection with the photograph.

☐ Please do not use my name publicly; the CRA/City may still use my image as authorized above.

Appendix E - Draft Minor Likeness Release

I am the parent or legal guardian of the minor identified below. I represent that I have legal authority to sign this release on behalf of the minor.

I authorize the City of Alachua Community Redevelopment Agency and the City of Alachua to use the minor's image, portrait, photograph, likeness, appearance, and any approved caption or description associated with the minor, as depicted in or connected to the submitted photograph, for the City of Alachua CRA Calendar Photo Contest, the yearly CRA calendar, and CRA-related, CRA District-related, community redevelopment, public-information, outreach, educational, social media, website, report, presentation, public display, and promotional materials concerning or connected to the City of Alachua CRA District, without compensation.

I understand that the City of Alachua may use the photograph through City communication channels, including the City website, City social media accounts, newsletters, public presentations, public displays, public-information materials, and other City communication platforms, when the use relates to the CRA District, community redevelopment, CRA programs, CRA events, CRA projects, CRA-supported activities, economic vitality within the CRA District, or public promotion of the CRA District.

I do not authorize use of the minor's image, portrait, photograph, likeness, appearance, or name for unrelated political, campaign, electioneering, commercial endorsement, or general municipal promotional purposes unrelated to the CRA District without separate written permission.

I understand and agree as follows:

- The photograph may be used in the City of Alachua CRA Calendar Photo Contest, the yearly CRA calendar, CRA public-information materials, CRA District promotional materials, CRA presentations, CRA reports, CRA social media posts, CRA website materials, City communication channels related to the CRA District, and similar CRA-related or CRA District-related public communications.
- The photograph may be reproduced, published, displayed, distributed, archived, cropped, resized, edited for layout, converted to different formats, and used in print or digital materials.
- The CRA and City may use the photograph with or without the minor's name, unless I specifically request below that the minor's name not be used publicly.
- I understand that neither I nor the minor will receive payment, royalties, or other compensation for the authorized use of the minor's image, portrait, photograph, likeness, appearance, or approved caption or description.
- I understand that the photograph and related records may be public records under Florida law and may be subject to inspection or copying.
- I release the City of Alachua Community Redevelopment Agency, the City of Alachua, and their officers, officials, employees, agents, representatives, and assigns, to the extent permitted by law, from claims arising from authorized use of the minor's image, portrait, photograph, likeness, appearance, or approved caption or description under this Minor Likeness Release.

Minor name: _____

Parent/legal guardian name: _____

Relationship to minor: _____

Parent/legal guardian signature: _____

Date: _____

Phone/email: _____

Photo title or description: _____

Minor name use preference:

☐ The minor's name may be used in connection with the photograph.

☐ Please do not use the minor's name publicly; the CRA/City may still use the minor's image as authorized above.

If no option is selected, the CRA and City will not use the minor's name publicly, but may still use the minor's image as authorized above.



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Proposed Alachua CRA Calendar Photo Contest Program

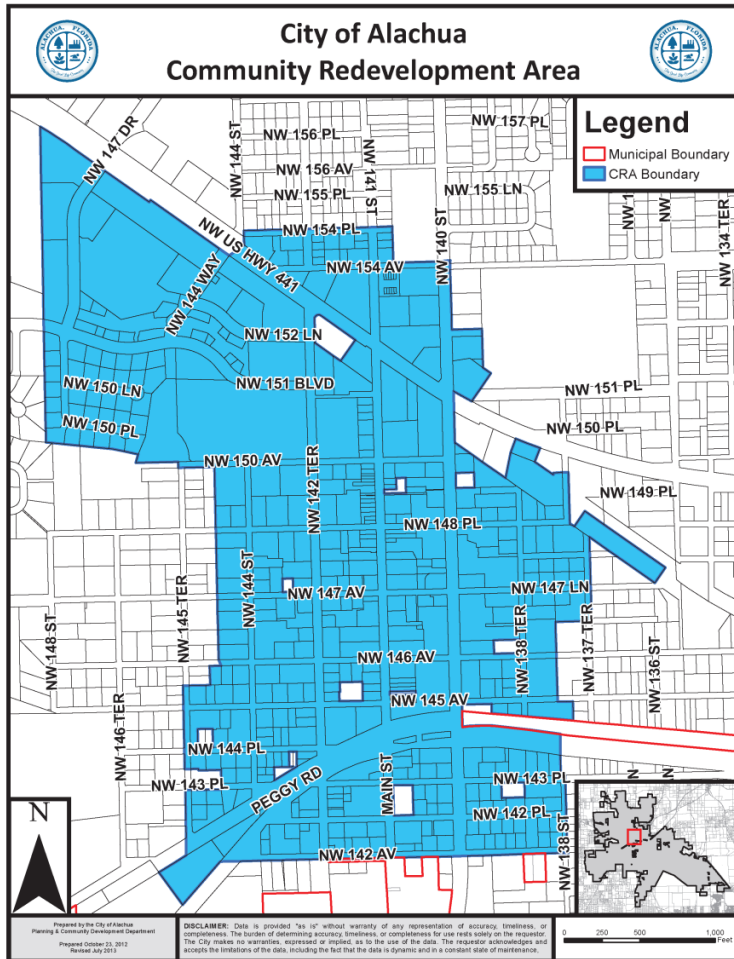
COMMUNITY REDEVELOPMENT
AGENCY BOARD

AUGUST 10, 2026

Meets these CRA Amended Community Redevelopment Plan Goals

- Encourages year-round public participation within the Alachua CRA boundary
- Promotes marketing efforts
- Any component of the Community Redevelopment Plan could be featured in the calendar

Benefits of the Program



CRA District focus: entries must be from within the Community Redevelopment Area.

- Showcases investments the CRA has already made
- Provides a low-cost way to keep CRA projects visible year-round
- Connects event activity with redevelopment storytelling
- Can include CRA Map, projects, events, and meeting information
- Creates shareable images for website, social media, & presentations
- Creates a cross-platform community storytelling campaign

Program Snapshot

12

Calendar month categories

\$100

Award for each selected monthly photo

18+

Applicant eligibility

1

Photo per month per applicant

2

Maximum monthly awards per applicant



A calendar can showcase seasonal and evening activity

What We Want to Capture



- CRA events, street activity, and community gatherings
- Historic, cultural, and small-business character
- Streetscapes, lighting, plantings, and public spaces
- Photos that tell a strong monthly or seasonal story
- Images that are print-ready and suitable for public use

Advisory Board Recommended Hashtag Addition

#Hashtag

A short prompt entered
onto social media
accounts to make a post
easier to find example:
#PictureAlachuaCRA

- Recommended hashtag:
#PictureAlachuaCra alternative
#AlachuaCRAInFocus
- Hashtag posts would NOT constitute
an entry into the contest
- Hashtag posts would be reviewed at
least once a week, posters would be
recommended to submit their
photograph officially via email or
through the CRA's website

How to Participate

- 1 Capture a qualifying photo inside the CRA
- 2 Share using the official hashtag (not required but recommended)
- 3 Submit the original through the official entry form
- 4 Follow the CRA for featured photos and updates
- ! Hashtag use alone is not an official entry



#PictureAlachuaCRA • Share it, then submit it

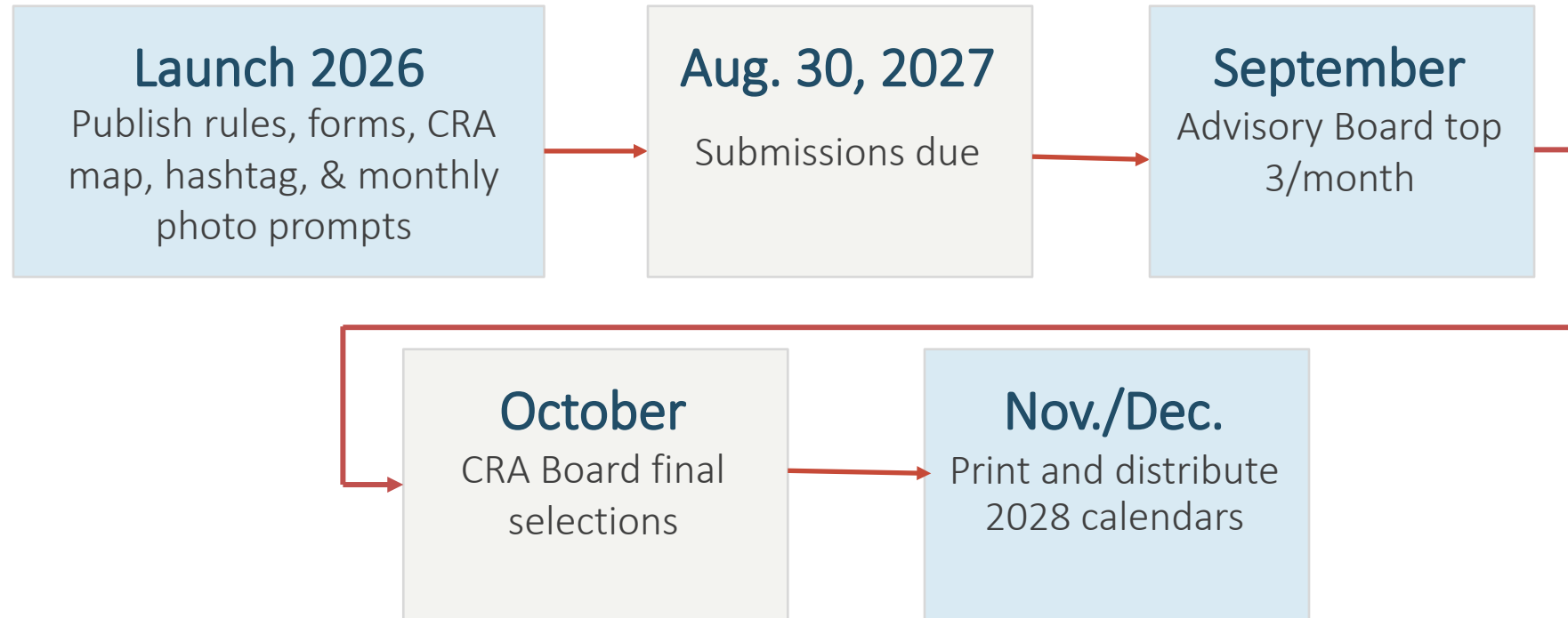
Proposed Advisory Board Role

Advisory Board Focus

Narrow the field so the CRA Board can make final monthly selections efficiently.

- Review eligible submissions at a publicly noticed September 2027 meeting
- Recommend the top 3 photos for each calendar month per program criteria to the CRA Board

Proposed Timeline



Built-in public process: staff eligibility review, Advisory Board recommendations, and CRA Board final action

Costs and Return on Value

Return on Value

- Visits to CRA
- Public Engagement
- CRA-licensed photo library
- Low-cost program with repeatable annual marketing value

- Costs
 - \$1,200 total awarded at \$100 per selected photograph
 - \$1,500 estimate for a 200-calendar print batch
 - \$4,200 Not-to-exceed amount
 - Funding from Contingency or Marketing



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Suggested CRA Board Recommendation

1. Approve the Alachua CRA Calendar Photo Contest Program as presented and provided in backup
2. Adopt Resolution 26-05

RESOLUTION CRA26-05

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF ALACHUA, FLORIDA; APPROVING THE ALACHUA CRA CALENDAR PHOTO CONTEST PROGRAM AND RELATED PROGRAM GUIDELINES; AUTHORIZING USE OF A DISTINCTIVE CROSS-PLATFORM PROGRAM HASHTAG; AUTHORIZING EXPENDITURES NOT TO EXCEED \$4,200; AUTHORIZING IMPLEMENTATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

R E C I T A L S

WHEREAS, the City of Alachua Community Redevelopment Agency is responsible for implementing the City of Alachua Amended Community Redevelopment Plan within the Community Redevelopment Area, including activities that promote the CRA District, encourage public participation, and support economic vitality as guided directly and indirectly by the City of Alachua CRA Amended Community Redevelopment Plan and the CRA Market Study and Economic Development Implementation Plan;

WHEREAS, the proposed Alachua CRA Calendar Photo Contest Program will solicit original photographs taken within the CRA District, highlight CRA investments and the District's businesses, assets, public spaces, and events, select photographs through a skill-based public review process, build a CRA-licensed image library, and produce a 2028 CRA calendar for free public distribution

WHEREAS, the CRA Advisory Board, at its publicly noticed meeting on July 20, 2026, unanimously recommended that the CRA Board approve the Program and further recommended incorporating a creative hashtag capable of use across social media platforms to connect public participation and submitted photographs to the CRA;

WHEREAS the CRA Board finds that the Program serves a valid community redevelopment and public-information purpose and that an expenditure of up to \$4,200 for photo awards, calendar production, printing, distribution, and related costs is reasonable and in the public interest.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA:**

- 1. Recitals:** The above recitals are true and correct and are incorporated into this Resolution.
- 2. Approval:** The CRA Board approves the Alachua CRA Calendar Photo Contest Program and related program guidelines substantially in the form presented to the CRA Board, including the skill-based selection process, up to twelve \$100 monthly photo awards, production of an initial batch of approximately 200 calendars, and free distribution of the 2028 calendar while supplies last.
- 3. Funding:** The CRA authorizes expenditures for the Program in a total amount not to exceed \$4,200 from available and legally appropriate CRA Marketing and/or Contingency funds, subject to the adopted CRA budget, availability of funds, and applicable City and CRA purchasing, payment, and public-records requirements.
- 4. Program Hashtag:** The CRA Executive Director or designee shall establish and consistently use a distinctive cross-platform hashtag for the Program and may include that hashtag in contest materials, outreach, calendars, and CRA social media. Use of the hashtag does not replace the official entry form, required releases, or the submission method stated in the final published program rules.
- 5. Implementation Authority:** The CRA Chair, CRA Executive Director or designee, CRA staff, and appropriate City officials are authorized to take actions and execute procurement, payment, release, license, and administrative documents necessary to implement the Program consistent with this Resolution, the approved budget, applicable law, and City and CRA procedures. Before public launch, the CRA Executive Director or designee, in consultation with the CRA Attorney and appropriate City staff, may make non-substantive, administrative, formatting, and legal-compliance revisions to the program guidelines and forms; however, material changes to eligibility, award amounts, judging criteria, or rights granted to the CRA and City require CRA Board approval.
- 6. Severability:** It is the declared intent of the CRA that if any section, sentence, clause, phrase, or provision of this Resolution for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Resolution, and the remainder of this Resolution after the exclusion of such part or parts shall be deemed to be valid.



- 7. Correction of Scrivener's Errors:** The CRA Executive Director or designee is authorized to correct any typographical errors, incidental omissions, or corrections for consistency which do not affect the intent of this resolution. The corrected copy shall be posted in the public record.
- 8. Effective Date:** That this Resolution shall become effective upon passage.

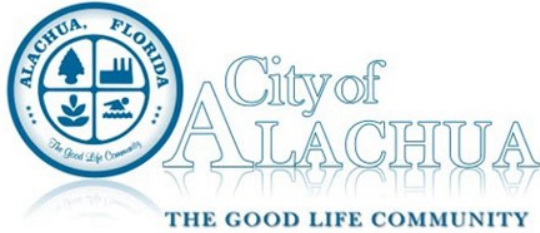
DULY ADOPTED in special session, this 10th day of August, 2026.

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA

Walter Welch, CRA Chair

ATTEST:

Rodolfo Valladares, CRA Executive Director



Commission Agenda Item

MEETING DATE: August 10, 2026

SUBJECT: Proposed Theatre Performance Series at Alan Hitchcock Theater Park

PREPARED BY: Daniel Blumberg

RECOMMENDED ACTION:

The Community Redevelopment Agency Board authorizes staff to finalize and issue a Request for Proposals for an Outdoor Theatre Performance Series at Alan Hitchcock Theatre Park, and return to the CRA Board with responsive proposal(s) and a recommendation for award.

Summary

Proposed Theatre Park Performance Series at Theater Park

FINANCIAL IMPACT

Up to \$10,000, depending on responses to the Request for Proposals

ADDITIONAL FINANCIAL INFORMATION

If the CRA Board approves the proposal, staff will work with Procurement to prepare and issue a Request for Proposals, or another appropriate competitive solicitation. After the proposals are reviewed, the evaluation committee's recommended selection will be presented to the CRA Board for final approval before any CRA funds are spent.

ATTACHMENTS

1. Proposed Theatre Performance Series at Theater Park Presentation
2. DRAFT RFP for the Proposed Theatre Performance Series at Theater Park

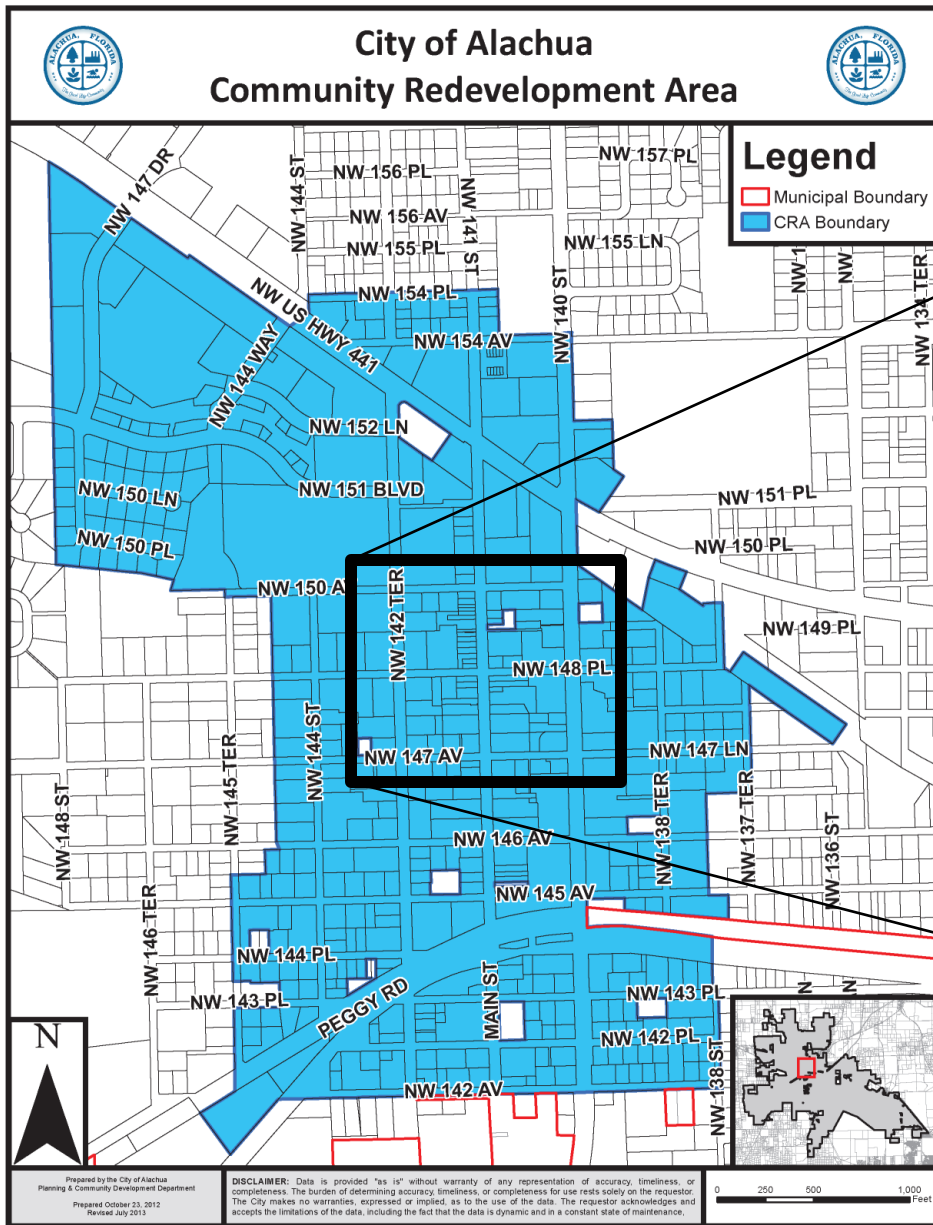


ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

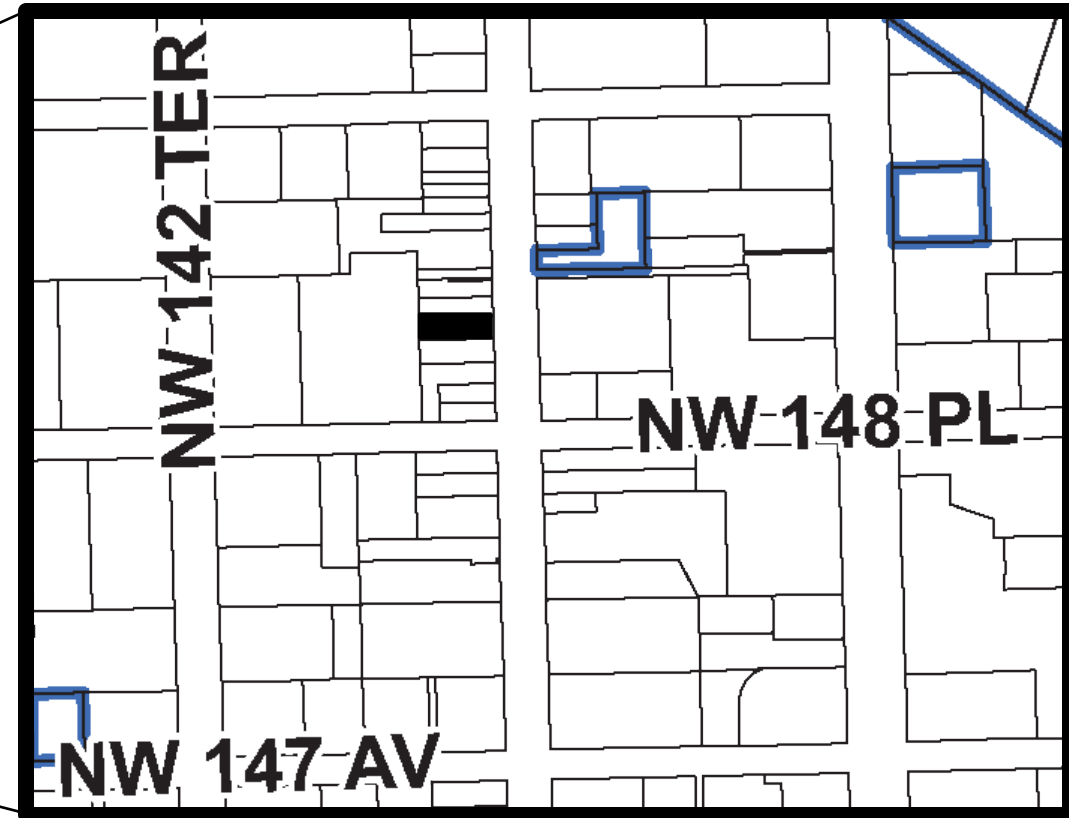
Proposed Theatre Performance Series at Alan Hitchcock Theater Park

COMMUNITY REDEVELOPMENT
AGENCY BOARD

AUGUST 10, 2026



Alan Hitchcock Theater Park



14900 Main Street
Alachua, Florida 32615

Theatre Park Project

Officially Re-Opened February 12, 2026



How the Proposal Evolved Following Advisory Board Review

ADVISORY BOARD UNANIMOUS RECOMMENDATION: The CRA Board review and approve the activation proposal

Broader Programming

The RFP now allows a wider range of live theatrical programming rather than limiting every engagement to Shakespeare.

Food and Beverage

Addressed potential food and drink sales at Theater Park during performances.

Shakespeare Retained

Shakespeare remains encouraged as an anchor of the series. A separate five-point evaluation incentive rewards a clear, feasible Shakespearean component.

Proposed Outdoor Theatre Performance Series

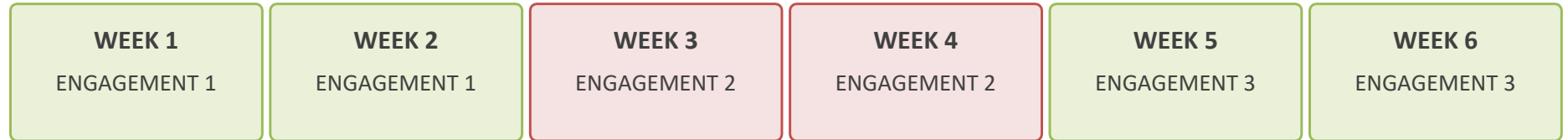


- Live theatrical programming designed specifically for the intimate outdoor setting.
- The City may make one award, multiple awards, or no award.
- A proposer may offer one two-weekend engagement, multiple engagements, or the complete series.
- Unified City branding and scheduling would connect the individual productions into one activation program.

Preferred Series Model

Two possible formats allow the CRA to assemble the strongest program from the proposals received

6-WEEK SERIES



8-WEEK SERIES



40–60 attendees

Anticipated per-performance audience, subject to the final City-approved site and seating plan.

Weekend consistency

At least one Saturday and one Sunday performance each weekend; optional Friday evening may be proposed.

Weather resilience

Two consecutive weekends support marketing continuity and retain a second scheduled weekend if weather affects the first.

Eligible Programming and Shakespeare Incentive

ELIGIBLE THEATRICAL PROGRAMMING

- Shakespeare and other classical works
- Contemporary licensed plays
- Original works and staged readings
- Children's and family theatre
- One-act programs and storytelling
- Appropriately scaled musical theatre
- Improv and other clearly theatrical programs
- Adaptations suited to the outdoor venue

SHAKESPEARE INCENTIVE

5

Evaluation points

A non-Shakespeare proposal remains eligible, but receives zero points in this criterion.

CRA Goals and Anticipated Community Benefits

Economic Development

Repeat Downtown Visits

A consistent weekend schedule encourages repeat attendance, word-of-mouth growth, and recurring activity on Main Street, including shopping and dining.

Parks & Open Spaces

Support Local Business

Audience members may shop and dine downtown, while local businesses can participate through partnerships, promotions, and approved food vending.

Marketing

Participation and Education

Productions may include local performers, youth opportunities, workshops, talkbacks, school engagement, and accessible audience experiences.

Public Participation

Cultural Identity

The series reinforces Downtown Alachua as a place where arts, culture, and public gathering are visible and recurring.

Food, Beverage, and Downtown Partnerships

Food and Nonalcoholic Beverage

May be served or sold without City approval through the special-event process. Proposals must address sanitation, insurance, waste removal, and site operations.

Alcoholic Beverage

May be sold only under an approved City special-event permit, which constitutes City approval of that component. All required licenses, liquor liability coverage, security, and age-verification controls would still be required.

Local Participation and Revenue Plan

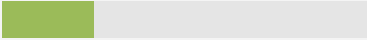
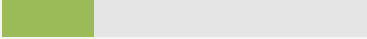
Preference may be given to Downtown businesses or registered City food vendors. Proposers must disclose admission, concession, sponsorship, grant, and in-kind revenue assumptions.

Food and nonalcoholic sales are not subject to City special-event approval; alcohol sales require an approved City special-event permit.

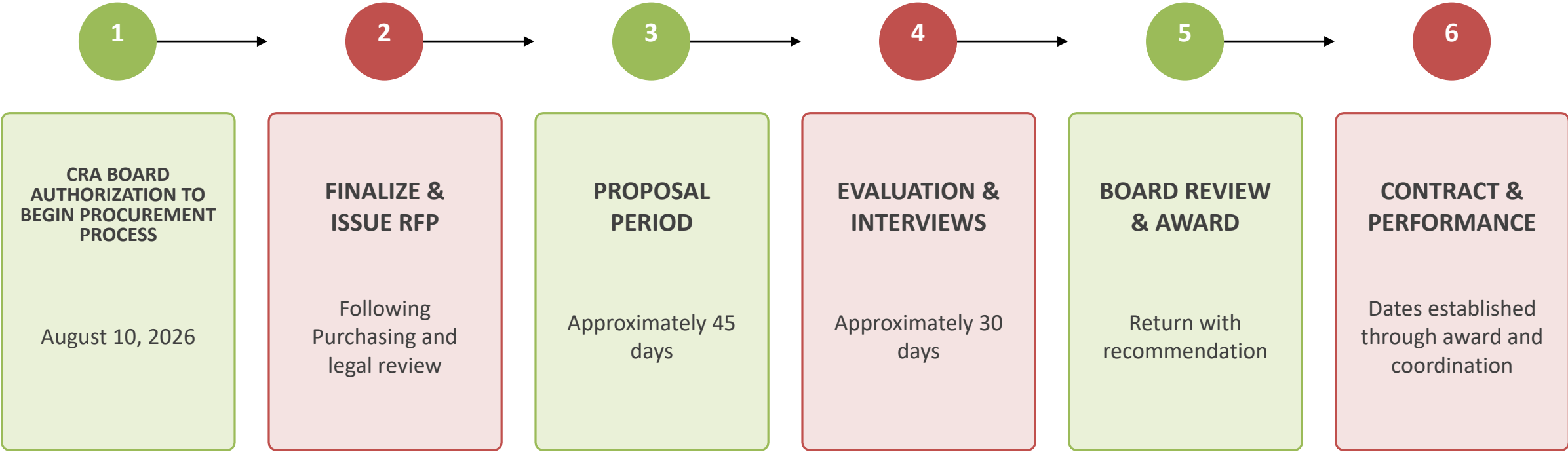
Why an RFP and How Proposals Would Be Evaluated

- Creates a fair and transparent process for theatre companies and production teams
- Allows comparison of artistic quality, feasibility, cost, experience, safety, and public benefit
- Supports modular selection of one or multiple engagements within available funding
- Preserves the City's ability to negotiate, reject all proposals, or make no award

PROPOSED 100-POINT EVALUATION

Artistic Quality & Venue Fit		20
Production / Site / Safety / Weather		20
Series Schedule & Activation		15
Experience & Qualifications		15
Community Benefit & Engagement		10
Cost & Overall Value		10
Shakespeare Commitment		5
References & Contract Readiness		5

Potential Procurement and Implementation Timeline



The final schedule will depend on procurement review, proposal quality, Board action, contracting, seasonal conditions, and performer availability.

Potential Costs and Award Structure

UP TO

\$10,000

preliminary planning amount
for selected contract services

*Subject to appropriation, negotiation,
and final CRA Board approval*

- The planning amount is not a guaranteed expenditure or award
- Modular pricing allows the CRA to select one engagement, multiple engagements, or the complete series
- Total cost will depend on proposals, technical needs, optional Friday performances, workshops, and weather-rescheduling terms
- Recommended funding source either CRA Contingency or Grant funds final award structure remain subject to the CRA Board's review of the evaluation team's recommendation



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Suggested CRA Board Recommendation

The Community Redevelopment Agency Board authorizes staff to finalize and issue a Request for Proposals for an Outdoor Theatre Performance Series at Alan Hitchcock Theatre Park, and return to the CRA Board with responsive proposal(s) and a recommendation for award.

REQUEST FOR PROPOSALS

Theatre Performance Series at Alan Hitchcock Theater Park

City of Alachua, Florida

Community Redevelopment Agency / Recreation & Culture Coordination

Item	Information
RFP No.	[Insert solicitation number]
Release Date	[Insert date]
Questions Due	[Insert date and time]
Proposals Due	[Insert date and time]
Anticipated Performance Window	To be advised by respondents; note major holidays; Theater Park may be unavailable.
Location	Alan Hitchcock Theatre Park, 14900 Main Street, Alachua, FL 32615
City Contact	[Insert Purchasing/Project contact, title, email, and phone]
Submission Method	[Insert electronic portal/email/physical delivery instructions]

Important notice: This is a working draft for City review. Purchasing, Finance, Risk Management, the City Attorney, Recreation & Culture, and CRA/City Manager designees should confirm final procurement language, authority, funding source, evaluation process, insurance, indemnification, and facility-use requirements before release.

1. Solicitation Overview

The City of Alachua is seeking proposals from qualified theatre companies, nonprofit arts organizations, touring performers, or production teams to produce and present live theatrical programming as part of a six-to-eight-week outdoor performance series at Alan Hitchcock Theatre Park on Main Street in Alachua, Florida.

Shakespearean programming is encouraged but is not required.

Each selected proposer will be responsible for delivering a polished, outdoor-appropriate production that is accessible to the public, feasible for Theatre Park, and aligned with the City's goals of activating public space, attracting people to Downtown Alachua, and supporting arts, culture, and community programming.

The City reserves the right to make one award, multiple awards, or no award and may combine selected proposals to establish the final series schedule. A proposer is not required to produce the complete series to be eligible.

2. Background and Venue Context

Alan Hitchcock Theatre Park is an intimate City facility on Main Street with a park setting and stage area. The City intends to use the site as a small-scale cultural venue that supports Main Street activation, public gathering, and arts-based placemaking. Attendance is anticipated to be approximately 50 to 60 people per performance, subject to the final City-approved site and seating plan. Productions must be designed for outdoor presentation, compact staging, limited audience, backstage, technical, and storage areas, and responsible management of audience flow, sound, weather, safety, accessibility, and site protection.

The City's preferred program is three productions or engagements over six consecutive weeks, or four productions or engagements over eight consecutive weeks. Each production should generally be presented over two consecutive weekends, with at least one Saturday and one Sunday performance each weekend. Optional Friday-evening performances may be proposed. Proposers may submit for one two-weekend engagement, multiple engagements, or the complete series.

The repeated two-weekend format is intended to simplify marketing, create recurring activity, build audiences through word of mouth, and provide a second scheduled weekend if weather affects the first weekend. It does not replace the proposer's obligation to provide a specific weather, cancellation, and rescheduling plan.

3. Project Goals

- Activate Theatre Park on consecutive weekends with a professionally managed, six-to-eight-week outdoor theatre series.
- Increase cultural visibility, repeat visitation, and foot traffic along Main Street and within the Community Redevelopment Area.
- Provide approachable public arts experiences appropriate for the proposed audience; clearly identify any content advisories and whether admission is proposed to be free, low-cost, ticketed, or donation-based, subject to City approval.
- Use the intimate park setting creatively through minimal, durable, outdoor-appropriate staging rather than heavy scenery.
- Encourage local participation, youth engagement, talkbacks, workshops, educational opportunities, and partnerships with Downtown businesses where feasible.

- Demonstrate strong production management, consistent weekend scheduling, safety and weather planning, insurance compliance, accessibility planning, marketing coordination, and coordination with City staff.

4. Eligible Programming and Shakespeare Incentive

Eligible programming includes Shakespearean productions or adaptations; other classical or public-domain plays; contemporary plays for which performance rights have been secured; original works; children's or family theatre; appropriately scaled musical or music-integrated theatre; staged readings; one-act programs; theatrical storytelling; improv; and other clearly theatrical programming appropriate for an outdoor public setting. Shakespeare is encouraged as an anchor of the series but is not mandatory. The following Shakespeare titles are examples that may fit Theatre Park's setting:

Play	Fit	Why it Fits Theatre Park	Typical Cast Range
A Midsummer Night's Dream	Excellent	Outdoor park setting, fairies, music, comedy, and strong public appeal.	8-12
Twelfth Night	Excellent	Music, mistaken identity, compact staging, and strong community-friendly comedy.	8-11
As You Like It	Excellent	Forest setting fits an outdoor park; flexible and approachable.	9-12
The Comedy of Errors	Excellent	Short, physical, family-friendly, and easy to perform with minimal scenery.	7-10
Much Ado About Nothing	Very Good	Town-square energy and broad public appeal; works well in a civic outdoor setting.	9-12
The Tempest	Very Good	Compact, magical, and atmospheric; strong if sound/music needs can be met.	8-11
Macbeth	Very Good	Short, dramatic, and effective for evening performances with simple design.	8-11
Romeo and Juliet	Good	Highly recognizable; requires careful fight choreography and crowd management.	10-14

Proposers may propose any eligible theatrical work if the proposal explains why it is appropriate for Theatre Park, identifies the anticipated cast size, running time, intended audience, content advisories, performance rights, and technical requirements, and demonstrates that the production can operate within the park's capacity and site limitations.

5. Scope of Services

- Produce and perform the approved live theatrical production or engagement at Theatre Park on dates approved by the City and participate in the City's unified six-to-eight-week series schedule and branding.
- Provide artistic direction, casting, rehearsal management, stage management, performers, costumes, props, scripts or authorized adaptations, and production supervision unless otherwise agreed in writing.
- Design the production for an audience of approximately 50 to 60 people, outdoor presentation, compact staging, rapid load-in/load-out, limited backstage and storage space, and minimal impact on the park.
- Provide or identify all technical needs, including portable sound, lighting, power distribution, backstage needs, equipment storage, and technical labor.

- Submit a site-use plan showing proposed stage use, a seating approach that does not exceed the City-approved capacity, ADA accommodations, equipment locations, safety zones, food or beverage activity if proposed, and rain, wind, heat, lightning, and other severe-weather contingencies.
- Coordinate with City staff and other selected performers on the consecutive-week series schedule, park access, facility use, security, sanitation, waste removal, crowd flow, signage, unified marketing, public communications, and required City approvals.
- Provide marketing and communications assets by City-established deadlines, including a production description, performance dates and times, intended audience and content advisories, cast/creative credits, high-resolution artwork or photos if available, and suggested website and social-media copy.
- Food and nonalcoholic beverages may be served or sold without approval through the City's special-event permitting process. Proposals that include food or nonalcoholic beverage service or sales must describe the proposed operations and demonstrate compliance with all applicable sanitation and food-safety requirements, vendor requirements, insurance, waste and litter removal, site operations, cleanup, and protection of Theatre Park. Preference for food vendors would be downtown businesses or other registered City of Alachua food vendors. Alcoholic beverage sales may be proposed but require a separate City special-event permit application. If granted, the special-event permit constitutes City approval of the alcohol-sales component. The operator remains responsible for all other applicable state or local licenses, liquor-liability insurance, security, age-verification controls, and regulatory requirements. Inclusion of alcohol sales in a proposal does not constitute authorization.
- Offer at least one optional engagement activity that must take place within the CRA District, such as a pre-show talk, youth workshop, school preview, post-show question-and-answer session, or Downtown business partnership, if included in the selected proposal.
- Comply with applicable insurance, indemnification, public records, nondiscrimination, accessibility, copyright and performance-rights licensing, permitting, food and beverage, alcohol, and contract requirements.

6. Optional Add Alternates

The City may request pricing for one or more alternates to support budget flexibility and phased implementation. Proposers should clearly state whether each alternate is included, optional, or not available.

Alternate	Description
Alternate 1: Optional Friday Performance	Price for each optional Friday-evening performance added to a Saturday/Sunday engagement.
Alternate 2: Additional Performance or Engagement	Price for each additional public performance, second engagement, or additional two-weekend production.
Alternate 3: Workshop / Talkback	Price for a youth workshop, school partnership, pre-show introduction, artist talkback, or post-show discussion.
Alternate 4: Weather Rescheduling	Availability, price, credit, or refund terms for a delayed, canceled, or rescheduled performance beyond the scheduled two-weekend engagement.

7. Minimum Qualifications

- Demonstrated experience producing live theatre, outdoor performance, touring productions, Shakespeare or other classical work, original or contemporary theatre, or comparable public arts programming.

- A production team capable of managing performers, technical equipment, repeated weekend performances, audience-facing activities, weather contingencies, and site safety in an outdoor public venue.
- Ability to provide required insurance and execute the City's contract documents.
- Ability to comply with applicable labor, licensing, accessibility, public records, nondiscrimination, and safety requirements.
- Financial and operational capacity to complete the proposed engagement or series within the proposed consecutive-week schedule and budget.

8. Proposal Requirements

Proposals should be concise but complete. At a minimum, each proposal should include the following:

- **Cover Letter:** Primary contact, legal name of proposer, address, phone, email, and authorized signature.
- **Organization Profile:** Background, mission, key personnel, production history, and experience with outdoor or public-space performance.
- **Artistic Proposal:** Proposed theatrical work(s), concept, approximate running time, intended audience and content advisories, cast size, adaptation or cutting approach, and status of all required performance rights. Clearly identify any Shakespearean production, adaptation, abridged performance, or Shakespeare-centered program offered.
- **Production and Site Plan:** Staffing, rehearsal plan, technical approach, staging and audience-capacity assumptions, load-in/load-out plan, sound/lighting and power needs, backstage/storage needs, accessibility, weather thresholds and contingency procedures, safety approach, and proposed handling of cancellations or rescheduling.
- **Community Benefit and Engagement Plan:** Optional workshops, youth programs, talkbacks, local and Downtown business partnerships, accessibility measures, audience development, and anticipated contribution to Main Street and CRA activation.
- **Schedule and Marketing Support:** Identify whether the proposal covers one two-weekend engagement, multiple engagements, or the full six-to-eight-week series; provide preferred and alternate dates; commit to Saturday and Sunday performances for each proposed weekend or explain any deviation; identify optional Friday-evening performances; and describe materials and promotional assistance the proposer can provide.
- **Budget/Fee Proposal:** Total proposed fee, clear identification of what is included and excluded, proposed payment milestones, and separate pricing for the required two-weekend engagement, each additional performance, optional Friday evenings, multiple engagements, and the complete six-to-eight-week series, as applicable.
- **References:** At least three references for comparable productions or public arts projects.
- **Insurance and Compliance:** Evidence of insurance capacity, licenses, performance rights and permissions, required permits, and any known subcontractors, food vendors, or beverage vendors.
- **Add Alternates and Revenue Plan:** Pricing for optional performances, workshops, rain dates or rescheduled performances, expanded technical services, and food or beverage coordination, if applicable. Identify proposed admission, concession, sponsorship, grant, or in-kind revenue and explain ownership, collection, and application of that revenue, subject to City approval.

9. Proposed Budget Format

The CRA's preliminary planning amount is up to approximately \$10,000 for selected contract services for the series, subject to appropriation, final CRA Board approval, and negotiation. This amount is not a guaranteed expenditure or award. Proposers should use a clear, modular budget format so the City may select one or multiple engagements and assemble the strongest series within available funding. The City may request clarification or a revised cost breakdown during evaluation or negotiation.

Budget Category	Amount	Notes / Assumptions
Artistic / Production Fee	[\$]	Directing, performers, stage management, production management, and the number of included performances.
Technical Equipment / Labor	[\$]	Sound, lighting, power, stage equipment, technical staff.
Costumes / Props / Scenic Elements	[\$]	Outdoor-appropriate design elements.
Travel / Lodging / Meals	[\$]	If applicable.
Marketing Materials	[\$]	Assets, design support, printing, or digital support.
Community Engagement / Partnership	[\$]	Workshops, talkbacks, school engagement, or Downtown business partnership.
Insurance / Rights / Permits / Administration	[\$]	Insurance, performance rights, licenses, permits, and administrative costs.
Total Base Engagement / Series	[\$]	Total price and schedule for one two-weekend engagement, multiple engagements, or the complete series.

10. Evaluation Criteria

The City anticipates evaluating responsive proposals using the 100-point criteria below. Proposals remain eligible without Shakespearean programming but will receive zero points for the Shakespearean Programming Commitment criterion if they do not include a Shakespearean component. The City may adjust weighting before final release consistent with procurement requirements.

Criterion	Points	Considerations
Artistic Quality and Venue Fit	20	Strength of concept, audience suitability, public appeal, outdoor feasibility, and fit with the park's intimate 50-to-60-person scale.
Series Schedule and Activation Plan	15	Commitment to the preferred two-consecutive-weekend Saturday/Sunday format; optional Friday value; ability to support a consistent six-to-eight-week series; schedule clarity; and marketing coordination.
Relevant Experience and Qualifications	15	Demonstrated success with live theatre, outdoor performance, repeated performances, public events, or comparable arts programming.
Production, Site, Safety, and Weather Plan	20	Feasibility of staging and audience plan, technical approach, accessibility, staffing, safety, weather thresholds, cancellation/rescheduling, and load-in/load-out.
Community Benefit and Engagement	10	Educational value, local and Downtown partnerships, accessibility, youth engagement, audience development, and contribution to Main Street/CRA activation.

Cost and Overall Value	10	Reasonableness, completeness, modular pricing, optional alternates, leveraged revenue or in-kind support, and value relative to scope.
Shakespearean Programming Commitment	5	Clear, feasible, priced, and scheduled commitment to at least one Shakespearean production, adaptation, abridged performance, or Shakespeare-centered theatrical program. Proposals without Shakespeare remain eligible and receive zero points here.
References and Contract Readiness	5	References, insurance and rights readiness, responsiveness, and ability to meet City requirements.

10A. Evaluation Team Ranking Guide

The following ranking guide is intended to help the evaluation team score proposals consistently. The City may revise the guide before issuance or before evaluation, provided the final process is consistent with applicable procurement requirements and the published RFP.

Scoring Method

Each evaluator should independently score every responsive proposal using the 100-point scale in Section 10, including the separate five-point Shakespearean Programming Commitment criterion. Evaluators should base scores only on the written proposal, any permitted clarifications, interviews or presentations if conducted, reference checks, and other information allowed under the RFP and City procurement procedures.

Recommended Rating Scale

Rating	Suggested Point Range	General Meaning
Excellent	90-100% of available points	Proposal is highly responsive, detailed, feasible, and offers clear strengths with minimal weaknesses.
Good	75-89% of available points	Proposal is responsive and feasible, with solid strengths and only moderate weaknesses or uncertainties.
Adequate	60-74% of available points	Proposal meets minimum expectations but has notable gaps, limited detail, or implementation concerns.
Weak	40-59% of available points	Proposal only partially addresses the criterion or presents significant concerns.
Unacceptable / Not Demonstrated	0-39% of available points	Proposal fails to address the criterion, is not feasible as proposed, or lacks required information.

Evaluation Steps

1. Confirm responsiveness and minimum qualifications before scoring. Proposals that do not meet mandatory requirements may be deemed non-responsive and may not be scored.
2. Each evaluator completes an individual score sheet and records brief notes supporting each score.
3. The City may compile individual scores into an average score for each proposal, or may use a consensus meeting to develop final scores, as determined by the City.

4. Proposals should be ranked from highest to lowest total score. If interviews or presentations are conducted, the City may either use them for clarification or assign interview scores if the final RFP provides for that process.
5. The evaluation team may recommend award to one proposer, multiple proposers, or a lead proposer and participating companies; may recommend negotiations to assemble the final six-to-eight-week schedule; or may recommend rejection of all proposals if doing so is in the City's best interest. Selection of the highest-scoring proposal does not require the City to purchase every proposed engagement or alternate.

Tie-Breaking Guidance

If two or more proposals receive the same total score, the City may use the following tie-breakers, in order, unless revised by Purchasing or legal review: (1) higher score for Series Schedule and Activation Plan; (2) higher score for Artistic Quality and Venue Fit; (3); higher score for Production, Site, Safety, and Weather Plan; (4) higher score for Cost and Overall Value; (5) consensus determination of best overall public benefit; and (6) any additional tie-breaker required by applicable City policy or law.

Evaluator Notes

Evaluation notes should be factual, professional, and tied to the stated criteria. Evaluators should avoid unsupported personal preferences and should disclose any actual or potential conflict of interest before reviewing proposals. Evaluation records may be subject to Florida public records requirements.

11. Tentative Schedule

Milestone	Target Date
RFP Issued	[Insert date]
Non-Mandatory Site Visit / Pre-Proposal Meeting	[Insert date, if applicable]
Deadline for Written Questions	[Insert date]
City Responses / Addendum Issued	[Insert date]
Proposals Due	[Insert date]
Evaluation / Interviews, if needed	[Insert date range]
CRA Board Review and Approval of Evaluation Team's Recommendation	[Insert date]
Notice of Intended Award	[Insert date]
Contract Approval / Notice to Proceed	[Insert date]
Six-to-Eight-Week Performance Series	[Insert consecutive date range]

12. City Responsibilities

- Provide approved use of Theatre Park for contracted performance dates, subject to availability, the final site and seating plan, applicable capacity limits, and required approvals.
- Coordinate internal City review for site logistics, facility use, promotion, and safety considerations.
- Coordinate unified series branding and support public communication through City-approved channels, as determined by staff.
- Provide City-owned equipment, services, or staff support only if expressly identified in the final contract.

- Identify any requirements related to park closure, audience capacity, security, restroom access, trash service, road or parking impacts, public notices, food and beverage activity, and alcohol-related special-event approvals.

13. Proposer Responsibilities

- Perform all work in a professional, safe, and timely manner.
- Maintain communication with the City's project manager and other selected performers, attend coordination meetings as requested, and meet City-established schedule and marketing deadlines.
- Protect City property and restore the site to its pre-event condition, normal wear excepted. Advise City staff if any damage occurs.
- Comply with approved site and seating plans, capacity limits, weather procedures, safety requirements, setup and teardown times, and any City directions related to public safety.
- Obtain and maintain all permissions, performance licenses, scripts, music rights, permits, and releases required for the proposed production and any food or beverage activity.
- Provide certificates of insurance and any required endorsements before beginning work.
- Ensure staff, performers, volunteers, and subcontractors comply with applicable laws, policies, and contract terms.

14. Insurance, Risk, and Legal Requirements

The final RFP will include, as applicable, City-approved insurance, indemnification, public records, termination, cancellation and weather, nondiscrimination, accessibility, permitting, food and beverage, alcohol, and legal provisions. The following placeholders should be reviewed and replaced with official City language before release:

- Commercial General Liability limits and additional insured endorsement requirements.
- Workers' Compensation and employer's liability requirements, if applicable.
- Automobile liability requirements, if vehicles are used in performance of the work.
- Professional, abuse/molestation, liquor liability, or special-event coverage requirements, if youth programming, alcohol sales, or other risk factors apply.
- Indemnification language approved by the City Attorney.
- Florida public records compliance language.
- Weather cancellation, postponement, rescheduling, credit/refund, force majeure, and payment milestone provisions, including treatment of a canceled first or second weekend.
- Background screening requirements, if the selected proposer will work directly with minors.

15. Submission Instructions

Proposals must be received by the deadline stated on the cover page. Late proposals may be rejected. Proposers are responsible for ensuring timely delivery and compliance with all RFP instructions.

- Submit proposal as directed in the RFP instructions, as directed by Purchasing.
- Clearly label the submission: Outdoor Theatre Performance Series at Alan Hitchcock Theatre Park, RFP No. [insert].
- Questions must be submitted in writing to the City contact by the questions deadline. Oral interpretations are not binding.

- Any changes to the RFP will be issued by written addendum. Proposers are responsible for acknowledging addenda as required.

16. Reservation of Rights

The City reserves the right, to the extent permitted by law and applicable procurement policies, to reject any or all proposals; waive informalities or irregularities; cancel or reissue the solicitation; request clarification; negotiate with one or more proposers; modify the scope; accept the proposal deemed to be in the best interest of the City; and make no award.

Attachment A: Proposal Checklist

Included?	Required Item
☐	Cover letter and authorized signature
☐	Organization profile and key personnel
☐	Proposed theatrical work(s), concept, running time, audience, cast size, rights status, and any Shakespeare commitment
☐	Two-weekend Saturday/Sunday schedule, optional Friday dates, and six-to-eight-week series availability
☐	Production, site-use, audience-capacity, technical, accessibility, safety, and weather/rescheduling plan
☐	Community engagement, local partnership, and accessibility plan
☐	Marketing support and unified-series coordination description
☐	Modular budget/fee proposal, revenue plan, and add alternates
☐	References
☐	Evidence of insurance capacity, performance rights, required permits, and known subcontractors or vendors
☐	Acknowledgment of addenda, if applicable

Attachment B: Reference Form

Reference Information	Response
Organization / Client Name	
Contact Name and Title	
Phone and Email	
Project / Production Name	
Date(s) of Service	
Brief Description of Work	
Relevance to This RFP	

Attachment C: Site and Technical Questions

- Will you use a larger footprint than the available stage? If so, describe how you will do so.
- What sound reinforcement do you require? Will you supply your own audio equipment? If so, describe it.
- Will the production require additional lighting? If yes, describe equipment, power, and setup needs.

- How will the proposed seating plan safely accommodate no more than the City-approved capacity, anticipated to be approximately 50 to 60 attendees?
- If backstage, dressing, storage, or green-room needs are required, how will you accommodate that?
- What is the proposed load-in, sound check, Saturday/Sunday performance, optional Friday performance, and load-out timeline for each of the two consecutive weekends?
- What rain, wind, heat, lightning, or other severe-weather thresholds would trigger delay, relocation, or cancellation, and what rescheduling, credit, or refund approach is proposed?
- What ADA accommodation approach is recommended for audience members and participants?

DRAFT

Attachment D: Evaluation Team Score Sheet and Ranking Form

Evaluator Name: _____ Date: _____

Proposer / Organization: _____

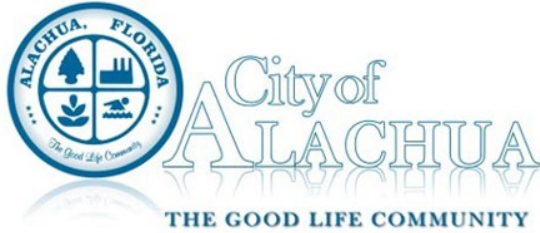
Instructions: Score the proposal against each criterion using the point values below. Provide concise notes that explain strengths, weaknesses, risks, or clarifications needed. Do not score based on information outside the permitted evaluation record.

Criterion	Maximum Points	Evaluator Score	Notes / Basis for Score
Artistic Quality and Venue Fit	20		
Series Schedule and Activation Plan	15		
Relevant Experience and Qualifications	15		
Production, Site, Safety, and Weather Plan	20		
Community Benefit and Engagement	10		
Cost and Overall Value	10		
Shakespearean Programming Commitment	5		
References and Contract Readiness	5		
Total Score	100		

Recommended Ranking: 1st _____ 2nd _____ 3rd _____ Other: _____

Recommended Action: ☐ Recommend award ☐ Recommend interview/clarification ☐ Recommend negotiations ☐ Do not recommend award ☐ Other: _____

Evaluator Signature: _____



Commission Agenda Item

MEETING DATE: August 10, 2026

SUBJECT: Brownfield Assessment Grant Request

PREPARED BY: Daniel Blumberg

RECOMMENDED ACTION:

1) Authorize the CRA Coordinator to work with City staff to review and determine if Gainesville's solicitation process for a Brownfield

Assessment Grant meets City of Alachua procurement requirements.

2) If the process meets City of Alachua requirements, authorize the City Manager to negotiate and enter into a contract with Terracon for Brownfield Grant Assessment proposal writing at no cost to Alachua, with the understanding that if awarded the grant, Terracon would be the contractor to perform grant-related work for Alachua, with payment derived from grant funds.

Summary

Request that the CRA Board allow the pursuit of the EPA Brownfield Assessment grant for \$500,000

FINANCIAL IMPACT

0

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. Brownfield Assessment Grant Request



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Brownfield Assessment Grant Request

REQUEST THE CRA BOARD ALLOW THE
PURSUIT OF THIS EPA GRANT FOR
\$500,000

AUGUST, 10, 2026



What is a Brownfield?

EPA definition in plain English

A property where expansion, redevelopment, or reuse may be complicated by the presence—or potential presence—of hazardous substances, pollutants, contaminants, or petroleum.

Key point

“Brownfield” does not mean a site is proven contaminated.

It means there may be enough concern to make banks, buyers, or developers hesitate.

Assessment grants provide funds to investigate a site before local decisions are made.



Why it Matters for the CRA and the City

Redevelopment often stalls when environmental questions are unanswered.

Our CRA is already focused on:

- Returning underused property to productive use
- Supporting existing businesses and future private investment
- Improving safety, appearance, and public confidence
- Removing barriers that small property owners cannot solve alone

Brownfield assessment is a redevelopment tool: it helps determine what is safe, what needs planning, and what funding can be pursued next.





What an EPA Assessment Grant Can Pay For

Assessment funds prepare sites for informed decisions.

1

Inventory & prioritization

Identify sites with reuse potential and environmental uncertainty.

2

Phase I / Phase II ESAs

Research past uses; sample soil, groundwater, or materials when needed.

3

Community engagement

Public meetings, outreach, and site-selection transparency.

4

Cleanup & reuse planning

Concepts, cost estimates, and future funding strategy.



Assessment ≠ cleanup. Assessment tells us what is there and what the options are.



The Opportunity

EPA has identified FY 2027 Assessment Grants as an upcoming funding opportunity.

\$500,000

maximum Community-wide Assessment
request

Likely grant profile

Up to 4-year project period

No local match requested for assessment grant pursuit

Applications expected roughly 60 days after EPA publishes the solicitation

Grant funds can position sites for future cleanup grants, if needed

Why authorize preparation and application for the grant now?

The application window is short; a strong application needs early site inventory, community story, budget, and consultant support for the best chance of success.



Benefits of Assessment Funding



Residents

Clearer information
about site safety

More tools for
neighborhood
cleanup

Potential new
public/private
amenities

Businesses

Reduced due-
diligence uncertainty

Better access to
incentives

Sites become easier to
finance

Environment

Identify
contamination early

Plan cleanup before
reuse

Protect soil,
groundwater, and
public health

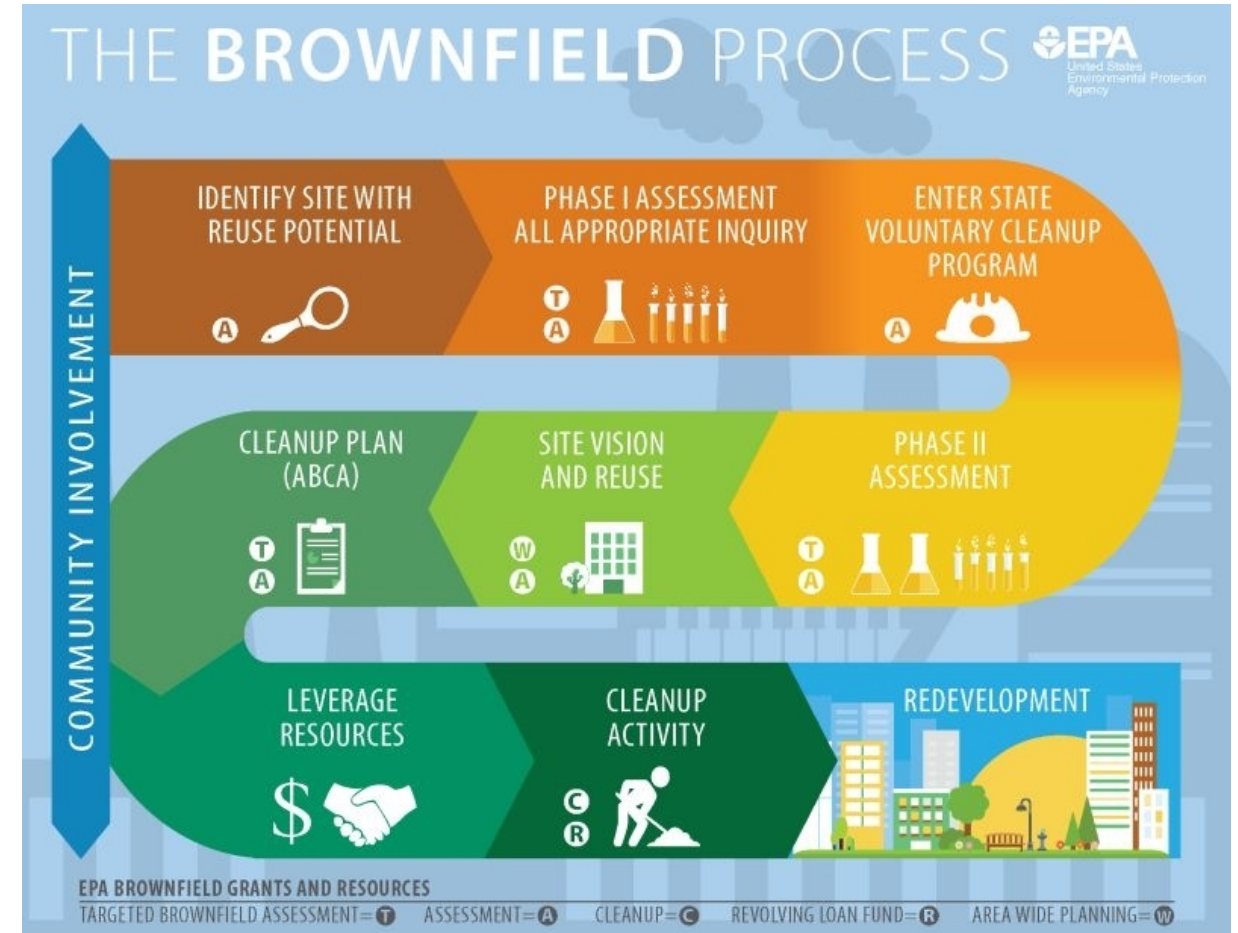
**Bottom line: this is a way to compete for outside
funding before local funds are needed.**



How it Works

A phased approach keeps decisions controlled and data-driven

1. Find Sites (Inventory & property history)
2. Engage Community (Explain goals & priorities – note this step happens throughout the process)
3. Phase I (Research records & past uses)
4. Phase II (Sample only where needed and property owners allow)
5. Plan reuse (Cleanup options and costs)
6. Pursue funds (Cleanup grant/state incentives)





Federal Cleanup Funding Can Follow Assessment Work

Assessment creates the factual record needed to compete for federal cleanup dollars.

1	EPA Brownfields Cleanup Grant	Funds cleanup at one or more eligible brownfield sites after site characterization and cleanup alternatives are complete.	FY2027 anticipated: up to \$500k; 20% match; up to 4 years.
2	EPA Revolving Loan Fund (RLF)	Creates a local or regional loan and subgrant pool for cleanup; repaid loans can be reused for future sites.	FY2027 anticipated: up to \$1M; 20% match; up to 5 years.
3	Multipurpose Grant — when offered	Can combine planning, assessment, community engagement, and cleanup at a brownfield site owned by the recipient.	FY2027: EPA does not anticipate a Multipurpose solicitation; monitor future cycles.
4	Regional RLF Funding	If Alachua does not run its own RLF, a partnership with an existing RLF can provide cleanup loans or subgrants.	EPA may supplement high-performing RLFs with ready cleanup projects.

Bottom line: the assessment grant is a doorway — it documents risk, reduces uncertainty, and positions Alachua to compete for cleanup implementation funds later.

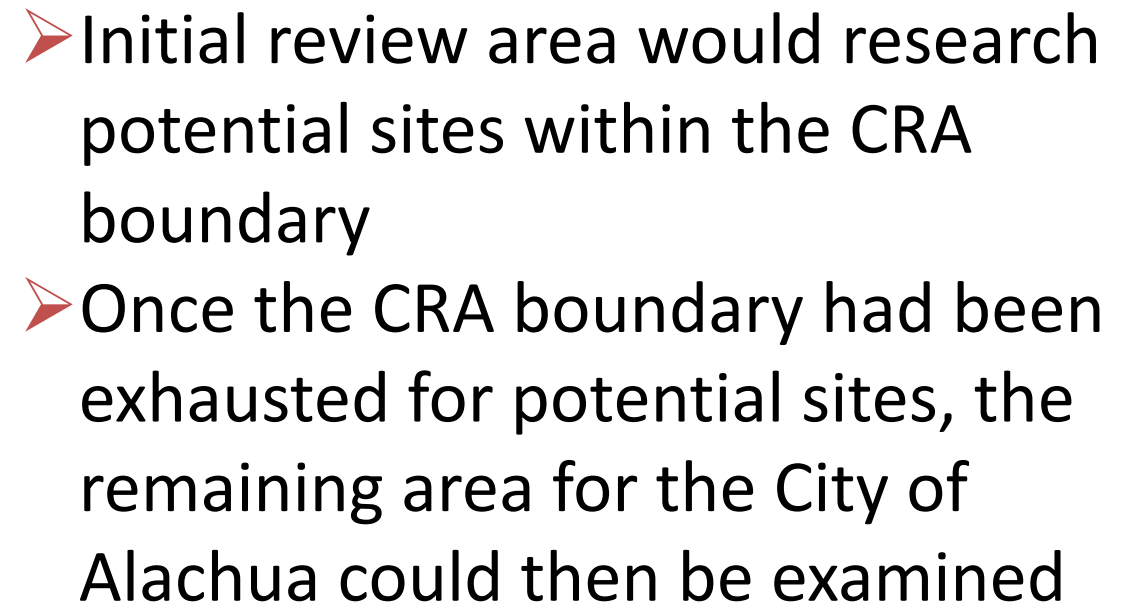


Florida Incentives Can Build on EPA Assessment Work

Assessment creates the factual record needed to pursue later tools.

- | | | |
|---|-------------------------------------|--|
| 1 | Voluntary Cleanup Tax Credit | Can partially offset eligible cleanup/site rehabilitation or solid waste removal costs. |
| 2 | Job Bonus Tax Refund | Up to \$2,500 per new job for eligible businesses on or abutting a BSRA site. |
| 3 | Sales & Use Tax Refund | Available for qualifying building materials in eligible housing/mixed-use projects on or abutting a BSRA site. |
| 4 | Future Cleanup Grants | If contamination is confirmed, assessment can support EPA cleanup grant applications and cleanup planning. |

The grant does not guarantee incentives; it positions the City, property owners, and businesses to pursue them when eligible.

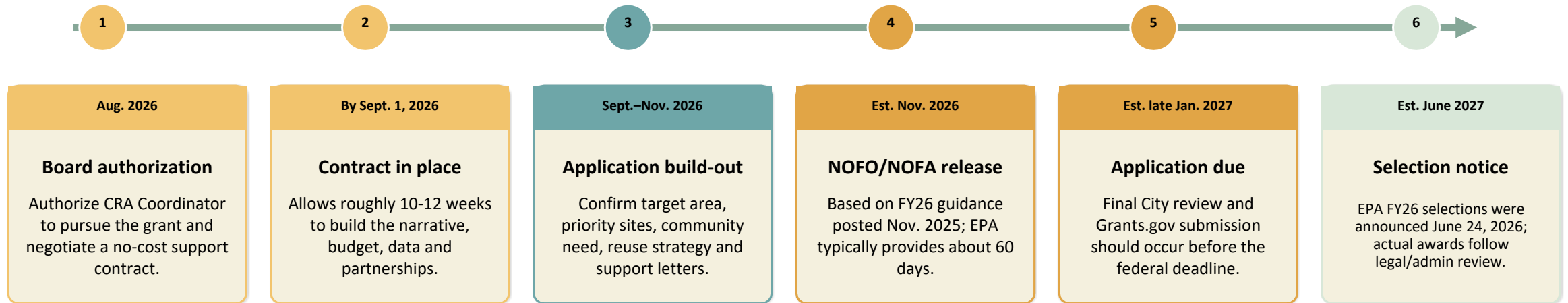




Why now?

Preparation window before EPA NOFO/NOFA release

EPA review window after submission



Why start before the NOFO/NOFA is released?

A competitive application needs local site inventory work, community-need data, redevelopment priorities, partners, letters of support, a scope, budget and federal forms ready to refine quickly once EPA releases the final notice.

Board action needed now

Authorize pursuing the EPA Assessment Grant and contracting Terracon at no cost to the City for application assistance.



How We Can be Successful

- We partner with a contractor that specializes in Brownfield Assessment Grant applications
 - Terracon is such a vendor and was chosen via a competitive bid process by Gainesville (I was on the review team).
 - The cost from Terracon for assisting in the creation of the grant application documents is \$0. If we are successful in winning the grant, Terracon would be our contractor for administration and performing the .
 - Pending Board approval, the City's procurement team and legal can review the original City of Gainesville solicitation and determine if we can piggyback on the contract without having to do our own RFP process.



Success Story in Florida

Florida Example: Old Mercy Hospital → Johnnie Ruth Clarke Health Center

St. Petersburg, FL • Health center reuse



BEFORE

Former Mercy Hospital / underused property

1997, EPA pilot selected

EPA selected St. Petersburg for a \$200,000 Brownfields Assessment Demonstration Pilot.



ASSESSMENT FINDING

Petroleum contamination tied to abandoned USTs

2000, Assessments completed

The pilot reported environmental assessments on 187 properties, helping separate properties that did and did not require cleanup.



AFTER

Johnnie Ruth Clarke Health Center

2003, Construction begins

Redevelopment funding was assembled from federal, state, local and community development sources.

The assessment did not pay for every redevelopment cost; it reduced uncertainty, identified the problem, and helped make later cleanup/redevelopment funding possible.

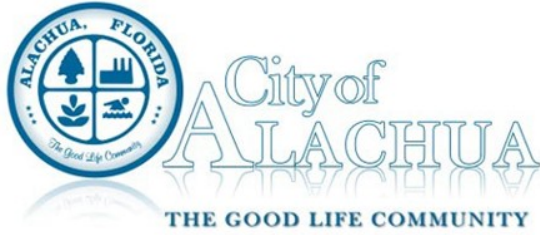


ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Suggested CRA Board Recommendation

- 1) Authorize the CRA Coordinator to work with City staff to review and determine if Gainesville's solicitation process for a Brownfield Assessment Grant meets City of Alachua procurement requirements.
- 2) If the process meets City of Alachua requirements, authorize the City Manager to negotiate and enter into a contract with Terracon for Brownfield Grant Assessment proposal writing at no cost to Alachua, with the understanding that if awarded the grant, Terracon would be the contractor to perform grant-related work for Alachua, with payment derived from grant funds.



Commission Agenda Item

MEETING DATE: August 10, 2026

SUBJECT: Staff Report

PREPARED BY: Daniel Blumberg

RECOMMENDED ACTION:

Informational

Summary

Staff Report

FINANCIAL IMPACT

N/A

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. Staff Report



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

STAFF REPORT for the CRA Board

August 10, 2026

Certificates of Appreciation

At its July 20, 2026, meeting, the CRA Advisory Board recognized Leon Barrows and Bryan Boukari for their service to the community following the expiration of their terms. Each member was presented with a certificate of appreciation.

At this meeting, the CRA Board is scheduled to consider applications for the vacant Advisory Board positions. The applicant pool may include both new candidates and current members seeking reappointment.

Banner Inventory and Rotation Plan

Staff has completed an inventory of more than 1,280 banners and relocated them to a new storage area. The banners are now organized on storage racks rather than in bins, and a new inventory-management system has been established.

Staff is planning five banner rotations each year:

- **Fall rotation:** Installation during the second or third week of September.
- **Winter holiday rotation:** Installation between November 15 and November 20.
- **City branding rotation:** Installation during the second week of January.
- **Spring rotation:** Installation during the first week of March.
- **Independence Day and service-recognition rotation:** Installation during the second or third week of June.

Each rotation will include City branding banners in addition to the applicable seasonal or commemorative banners. This approach is intended to recognize seasons and community events while consistently reinforcing the City of Alachua's identity and brand throughout the year.

Holiday Tree and Downtown Lighting

As part of the broader inventory review, staff evaluated the history, condition, and annual expenses associated with the City's holiday tree, which is more than 20 years old, and the existing holiday garlands.

Two solicitations are expected to be issued before the end of July.

Holiday Tree Rental

The first solicitation will seek proposals for a turnkey rental of a new holiday tree between 25 and 30 feet tall. The selected vendor would provide a fully decorated and illuminated tree and would be responsible for delivery, installation, maintenance, response to lighting or operational issues, removal, and other associated services during the display period.

Staff's preliminary estimate indicates that the existing tree costs approximately \$18,600 annually when labor, storage, installation, maintenance, and repairs are considered.

Based on the information reviewed to date, the cost difference between continuing to maintain the existing tree and renting a new tree may be relatively small. The proposals will allow staff to compare actual pricing, appearance, reliability, and service levels before presenting a recommendation.

Permanent Streetlight-Pole Lighting

The second solicitation will seek proposals for permanent lighting wraps on the streetlight poles along Main Street and the immediately adjacent side streets. The lighting would remain installed throughout the year and would replace the aging holiday garlands that are currently installed and removed each season.

The combined annual cost to the City and CRA for installing, removing, storing, maintaining, and repairing the existing garlands is estimated at approximately \$19,325.

To evaluate a range of alternatives, the solicitation will request pricing for the following options:

1. White lighting on all included streetlight poles.
2. Multicolor lighting on Main Street and white lighting on the adjacent side streets.
3. Multicolor lighting on both Main Street and the adjacent side streets.

Based on preliminary estimates, the all-white option could have a simple payback period of approximately five years. The Main Street multicolor and side-street white option could have a payback period of approximately 11 years, while the all-multicolor option could have a payback period of approximately 15 years.

These figures are preliminary and are provided for planning purposes only. Actual costs and estimated payback periods will be recalculated after proposals are received.

Adopt-A-Median Research

Staff researched the requirements for re-establishing an Adopt-A-Median program along U.S. 441.

The Florida Department of Transportation advised that commercial advertising is prohibited within the State right-of-way. This prohibition includes private business names, logos, and interchangeable recognition plaques, even when a private entity funds median maintenance.

Because these restrictions would prevent the type of sponsor recognition typically associated with an Adopt-A-Median program, staff does not recommend continuing efforts to re-establish the program along State-controlled roadways at this time.

Proposed Additional Planning Workshops

The CRA has completed three workshops as part of the planned “From Ideas to Action” CRA Planning Workshop series.

Staff recommends adding two workshops, bringing the total number of workshops to five.

Fourth Workshop

The fourth workshop would be held at the Swick House and would focus on major policy, financial, and redevelopment issues, including:

- The potential effect on CRA revenues if proposed Florida Constitutional Amendment 3, titled “Save Our Homes from Excessive Property Taxes,” is approved by voters on November 3, 2026.
- A CRA budgeting exercise, including discussion of the potential use of future revenues to support debt financing.
- Review of identified transformational-project opportunities in Downtown Alachua.

As currently proposed, the constitutional amendment would:

- Increase the non-school homestead exemption to \$150,000 beginning in 2027 and \$250,000 beginning in 2028.
- Reduce the annual assessment-increase cap for most non-homestead property from 10 percent to 5 percent.
- Restrict the purposes for which counties and municipalities may use ad valorem tax revenues.
- Take effect January 1, 2027, if approved by voters.

Fifth Workshop

The fifth and final workshop would be held at City Hall. Participants would be invited to review and comment on a summary of the workshop series before the final findings and recommendations are presented to the CRA Board at a future meeting.

Budget Update

As of June 30, 2026, the CRA had slightly more than \$556,000 remaining in the current fiscal-year budget. Of that amount, slightly more than \$328,000 is allocated for capital improvements.

These existing funds, together with anticipated Fiscal Year 2027 revenues, may provide the initial funding necessary to advance a significant transformational project.

Any specific project, financing method, or allocation of funds would be presented to the appropriate boards for review and approval before implementation.