



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Community Redevelopment Agency Advisory Board Meeting Agenda September 19, 2022

Chair Rudy Rothseiden
Vice Chair Kelly Harris
Member Marvin Bingham, Jr.
Member Bryan Boukari
Member Rick Robertson

Executive Director Mike DaRoza

Community Redevelopment Agency Advisory Board Meeting 3:00 PM

Meeting Date: September 19, 2022

Meeting Location: James A. Lewis Commission Chambers

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.

CRA ADVISORY BOARD MEETING

CALL TO ORDER

APPROVAL OF THE AGENDA

I. OLD BUSINESS

II. NEW BUSINESS

- A. Approval of the August 15, 2022 CRAAB Minutes
- B. Staff Updates
- C. Final Budget for Fiscal Year 2022-2023

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Board/Committee Agenda Item

MEETING DATE: 9/19/2022

SUBJECT: Approval of the August 15, 2022 CRAAB Minutes

PREPARED BY: Kenyata Curtis, Planning Technician

RECOMMENDED ACTION:

Approve the August 15, 2022 CRAAB Minutes

Summary

Approval of the August 15, 2022 CRAAB Minutes

ATTACHMENTS:

Description

▢ CRAAB_Minutes_2022_08_15_DRAFT



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Community Redevelopment Agency Advisory Board Meeting Minutes August 15, 2022

Chair Rudy Rothseiden
Vice Chair Kelly Harris
Member Marvin Bingham, Jr.
Member Bryan Boukari
Member Rick Robertson

Executive Director Mike DaRoza

Community Redevelopment Agency Advisory Board Meeting 3:00 PM

Meeting Date: August 15, 2022

Meeting Location: James A. Lewis Commission Chambers

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.

CRA ADVISORY BOARD MEETING

CALL TO ORDER

Chair Rudy Rothseiden called the meeting to order. All Members were present.

APPROVAL OF THE AGENDA

Vice Chair Kelly Harris moved to approved the agenda as amended; seconded by Member Bryan Boukari.

Passed by unanimous consent.

I. OLD BUSINESS

None.

II. NEW BUSINESS

A. Approval of the Minutes of the July 18, 2022 CRAAB Meeting

Member Boukari moved to approve the minutes; seconded by Vice Chair Harris.

Passed by unanimous consent.

B. Staff Updates

CRA Coordinator Lindsay Rizzo presented the Staff Updates.

Chair Rothseiden asked if seismic monitoring is for qualifying for the grant or for the permitting process.

CRA Coordinator Rizzo responded.

Vice Chair Harris asked if were waiting for product to arrive before seismic monitoring could begin.

CRA Coordinator Rizzo responded.

Member Boukari asked if we know the longest lead time for the longest product that's outstanding. He also asked about the timeline.

CRA Coordinator Rizzo responded.

Member Harris asked when decorations will go up for Holiday Nights.

CRA Coordinator Rizzo responded.

Chair Rothseiden asked if Christmas trees will remain in the same location.

CRA Coordinator Rizzo responded.

Member Boukari shared his concern for the parking lot area affecting events on Main Street.

Member Roberston shared information concerning the parking lot and he suggested a plan that would be beneficial to the public during future events.

Member Marvin Bingham, Jr. shared the history of the parking area and the adjacent road.

Chair Rothseiden shared that if the parking area has been used as an easement in the past that there should be a resolution to resolve the use of the parking area.

CRA Coordinator Rizzo responded.

C. CRA Proposed Fiscal Year 2022-2023 Budget

CRA Coordinator Rizzo presented the proposed Fiscal Year 2022-2023 Budget.

Vice Chair Harris asked if the budget increase for Swick House rentals are from monthly rentals or

increased in events.

CRA Coordinator Rizzo responded.

Member Robertson asked the difference between federal grants from last fiscal year and this proposed fiscal year.

CRA Coordinator Rizzo responded.

Member Boukari asked about the hours of operation for the local Alachua County Property Appraisal Office.

CRA Coordinator Rizzo responded.

Member Roberts inquired about the difference between contractual services and professional services.

CRA Coordinator Rizzo responded.

Member Robertson suggested including a budget to actual report.

Discussion about proposed fiscal year budget ensued.

Member Robertson moved to request a balance sheet of each item spent for the fiscal year of 2021-2022; seconded by Bryan Boukari.

Passed by unanimous consent.

Chair Rothseiden asked about the increase in the professional and marketing budget.

CRA Coordinator Rizzo responded.

Vice Chair Harris shared the that the billboard location is optimal. She also inquired about potholes on Main Street.

CRA Coordinator Rizzo responded.

Member Boukari moved to accepted the proposed budget as presented; seconded by Member Bingham.

Motion Passed by unanimous consent.

III. BOARD COMMENTS/DISCUSSION

Member Boukari shared that there is a broken sprinkler head in front of the Boukari's Law Office. He also shared his support for the new landscaping, but asked about help with the pest.

CRA Coordinator Rizzo responded.

Member Robertson asked if the City's water department can help with the lawn maintenance on Main Street.

CRA Coordinator Rizzo responded.

Chair Rothseiden shared his concern for the new landscaping freezing.

CRA Coordinator Rizzo responded.

IV. CITIZENS COMMENTS

None.

ADJOURN

Member Boukari moved to adjourn; seconded by Member Bingham.

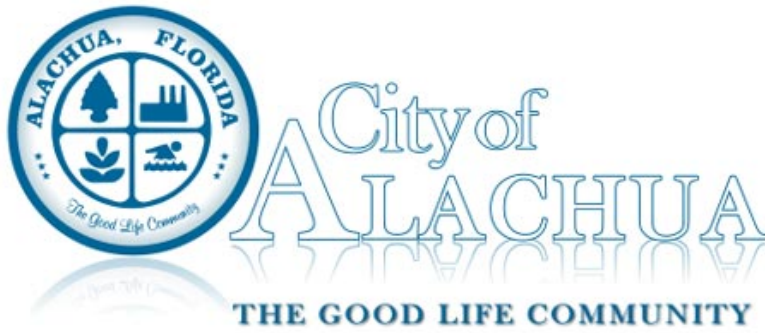
Motion passed by unanimous consent.

ATTEST:

CRA ADVISORY BOARD
OF ALACHUA, FLORIDA

CRA Advisory Board Chair

Staff Liaison



Board/Committee Agenda Item

MEETING DATE: 9/19/2022

SUBJECT: Staff Updates

PREPARED BY: Lindsay Rizzo, Community Redevelopment Agency

RECOMMENDED ACTION:

Receive staff updates.

Summary

Parking Lot

The City of Alachua Community Redevelopment Agency awarded the bid to construct the downtown parking lot with underground utilities and stormwater retention to Andrews Paving. CHW is the engineer of record and is also providing construction administration services through to the completion of the project. The parking lot will begin the initial construction stage on or about September 13.

The CRA will host a ground breaking ceremony on September 26, 2022 at 9:30 a.m. at the project location.

Theater Park

The FY2022-2023 Budget has funds to renovate Theater Park. Staff is working with Landscapes Unlimited Nursery and the Nursery Growers Association to develop a plan to activate the space. The goal is to have the renovations completed in time for Holiday Nights. To further activate the space, staff is reviewing options to host a food truck in front of Theater Park on specific days.

Holiday Nights

Planning for the third year of Holiday Nights is underway. Staff hosted internal meetings as well as follow ups with business owners to discuss changing Holiday Nights from Friday to Saturday. The schedule for this year is as follows:

Friday December 2

Christmas Tree Lighting

Saturday December 3

4-8 Street closed for horse and carriage. Santa's Workshop open till 7.

7-11 Charity Ball of Saint Nicholas

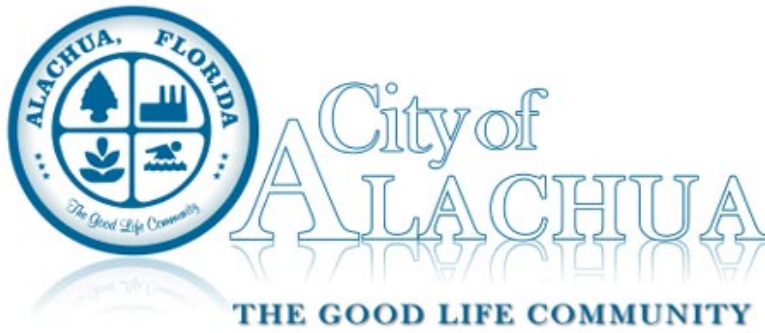
Saturday December 10

2 Christmas Parade

4-8 Street closed for horse and carriage. Santa's Workshop open till 7.

Saturday December 17

4-8 Street closed for horse and carriage. Santa's Workshop open till 7.



Board/Committee Agenda Item

MEETING DATE: 9/19/2022

SUBJECT: Final Budget for Fiscal Year 2022-2023

PREPARED BY: Lindsay Rizzo, Community Redevelopment Coordinator

RECOMMENDED ACTION:

(1) Hear Update

Summary

The proposed Community Redevelopment Agency (CRA) Budget for Fiscal Year (FY) 2022-2023 was presented to the Community Redevelopment Agency Advisory Board (CRAAB) on August 15, 2022. It was then passed by Resolution 22-06 at the CRA on September 12, 2022.

The total amount of the proposed budget for Fiscal Year 2022 - 2023 is \$678,330.

ATTACHMENTS:

Description

▢ Exhibit A to CRA 22-06

**CITY OF ALACHUA
COMMUNITY REDEVELOPMENT AGENCY
FY 2022-2023 FINAL BUDGET**

Projected Revenues:

Alachua BOCC TIF	\$324,236	
Interest Earnings	300	
Rentals	18,000	
City of Alachua TIF	225,031	
Est. FY 22 Beg. Fund Balance	309,102	
Est. FY 22 End. Fund Balance	(198,339)	
TOTAL ESTIMATED FY 22 REVENUE:		<u>\$678,330</u>

PERSONAL SERVICES:

Salaries	\$57,040	
Overtime	34,500	
FICA	7,004	
Retirement	11,021	
Life & Health Insurance	12,942	
Worker's Compensation Insurance	90	
TOTAL PERSONAL SERVICES		<u>\$122,597</u>

OPERATING EXPENDITURES:

Professional Services	\$92,493	
Audit Fees	3,500	
Contractual Services	65,000	
Travel & Per Diem	3,800	
Communications	3,700	
Utilities	40,000	
Rentals & Leases	14,400	
Insurance	3,224	
Repairs & Maintenance	10,000	
Road Repair & Maintenance	5,000	
Marketing/Information Campaign	43,000	
Promotional-Goodwill	500	
Other Current Charges	200	
Advertising	1,000	
Operating Supplies	7,500	
Decorations	28,000	
Publications & Memberships	1,100	
Training & Education	1,000	
TOTAL OPERATING EXPENSES:		<u>\$323,417</u>

CAPITAL OUTLAY:

Machinery & Equipment	\$0	
TOTAL CAPITAL OUTLAY:		<u>\$0</u>

CIP PROJECTS PROGRAMMED FOR FY 2022:

Downtown Parking Lot	\$88,036	
TOTAL RESERVED FOR CIP PROJECTS:		<u>\$88,036</u>

DEBT SERVICE:

Principal	\$97,651	
Interest	1,629	
Other Debt Costs	\$0	
TOTAL DEBT SERVICE:		<u>\$99,280</u>

GRANTS & AIDS:

Grants and Aids	\$25,000	
TOTAL GRANTS & AIDS:		<u>\$25,000</u>

NON-OPERATING:

Contingency	\$20,000	
TOTAL NON OPERATING:		<u>\$20,000</u>

TOTAL EXPENDITURES:		<u>\$678,330</u>
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