

**CITY OF ALACHUA
DOWNTOWN REDEVELOPMENT TRUST BOARD**

April 17, 2013

MEETING STATISTICS: A meeting of the City of Alachua Downtown Redevelopment Trust Board was held in the James A. Lewis Commission Chambers of the City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida, on Wednesday, January 16, 2013, with Chair Darryl Tompkins presiding.

BOARD MEMBERS PRESENT: Chair Darryl Tompkins, Vice Chair Bryan Boukari, David Flinchum, and Valerie Taylor.

BOARD MEMBERS ABSENT: Mike Del Rosal, Kathi Schibuola

STAFF PRESENT: Traci Cain, City Manager; Adam Boukari, Assistant to the City Manager; Marcian Brown, Finance Director; Kathy Winburn, Planning & Community Development Director; Justin Tabor, City Planner; Brandon Stubbs, City Planner; and Matt Hirsch, Planning Assistant.

OTHERS PRESENT: Gib Coerper, Mayor.

CALL TO ORDER: Chair Darryl Tompkins called the meeting to order at 3:00 pm.

ROLL CALL: Chair Darryl Tompkins did the roll call and there was a quorum.

APPROVAL OF THE AGENDA:

Chair Darryl Tompkins motioned to approve the Agenda as prepared.

Valerie Taylor seconded the motion.

Motion passed 4-0.

APPROVAL OF MINUTES

Valerie Taylor motioned to approve the January 16, 2013 meeting minutes.

Brian Boukari seconded the motion.

Motion passed 4-0

AGENDA ITEMS:

1. Financial Update

Marcian Brown, Finance Director, presented the Staff report to the Board, and availed himself for questioning.

The Board asked for the loan amount for the current large project.

Mr. Brown informed the Board the loan of \$871,000.00 was from BB&T at a rate of 2.22 percent fixed and is not to exceed \$900,000 with an estimated \$15,000 issuance cost.

The Board asked for clarification about the repayment term on the note.

Mr. Brown explained that the term requested was 10 years.

The Board pointed out that the note would be beyond the Board's current expiration date, this would assume the Board receives its extension through the Community Redevelopment Plan Amendment.

Mr. Brown explained the City of Alachua would be responsible for the note regardless. Beyond 2017, tax incremental fund revenues would go towards paying the note back, and the annual debt servicing would be about \$100,000.00.

The Board asked when the loan will go before the Commission for final approval.

Mr. Brown explained that the Finance Department anticipated the end of May's Commission meeting.

The Board discussed contributions to the Swick House.

Mr. Brown explained that the solicitations for the loan were to cover the portion that was outstanding for the drainage, transportation, and parking projects. With those projects being secured it would free up some of the Board's current revenue base for any other outstanding capital projects that the Board would like to do.

The Board requested the total cash balance on hand currently.

Mr. Brown replied that there is \$1.7 million available and the project is estimated at \$2.2 million. Mr. Brown added that the Finance Department estimates as conservatively as possible, allowing the Board the flexibility to accomplish future projects.

The Board thanked Mr. Brown for his hard work and time.

2. Capital Improvement Project Update

Mike New, Public Services Director, presented the Staff report to the Board and availed himself for questioning.

The Board questioned Mr. New about the drainage system under the Skinner Park baseball field.

Mr. New explained that there was a survey bust and that the ground is actually higher than the engineers anticipated. He indicated that there is a 7 inch difference in ground elevation between the 1929 survey and the 1988 survey. Mr. New assured the Board that there is excess dirt than can fill in the field, to ensure that the water drains beautifully.

The Board asked Mr. New for clarification that the proposed funding for the new sidewalks, baseball field improvements (lighting, improved backdrop, and resized field), as well as parking lot improvements was already budgeted for in the \$137,000.00 cost savings.

Mr. New explained that the funding is already budgeted for, and that there is \$65,000.00 identified elsewhere in this year's CIP.

The Board asked Mr. New about the location of the proposed sidewalk and where it relates to the ballpark and parking lot.

Mr. New explained that the sidewalk will start at 150th Avenue and connect to the projects at Skinner Park, running north from the basketball courts between the baseball field's outfield fence to the location that formally was a basin, over by the old library and the proposed parking lot, meeting with the sidewalk that runs east and west through Skinner Park.

The Board questioned Mr. New about the intended use of the land that was formally the basin.

Mr. New explained that there is no intended use planned for that section of land and it is up to the discretion of the City and the Board of how that land would be used.

The Board expressed its concerns about the proposed parking lot behind Dr. Adele's office off 150th and moving forward with the newly proposed parking lot improvements.

Mr. New explained that the proposed parking lot is not a time sensitive issue that the ball field improvements are a time sensitive issue and, the contractor is ready to do the work. The sidewalk is affected by the grading of the ball field area, therefore the sidewalk project should be included as soon as possible.

Bryan Boukari motioned for approval of approximate \$65,000.00 for all of the baseball field improvements including: moving of the lights, replacing the backstop, the sidewalk, and the new sod required for the infield.

Valerie Taylor seconded the motion

Motion passed 4-0

Bryan Boukari motioned for approval that Staff use their best judgment to spend approximately \$50,000.00 (hopefully less) to improve the parking lot outside of the old library building, next to Skinner Park.

Valerie Taylor seconded the motion

Motion passed 4-0

3. Selection of "We've Noticed" sign placement

The Board selected First Baptist Church of Alachua as a location for a "We've Noticed" sign.

OPEN DISCUSSION

Kathy Winburn, Planning & Community Development Director, suggested June 19, 2013 for the next meeting.

The Board suggested that on future Downtown Redevelopment Trust Board meeting agendas, there be a section titled, "Board Member Comments".

The Board suggested that they review a priority list for projects, once or twice a year to reevaluate whether or not the Board is on task with the priorities identified by the Board.

ADJOURNMENT

Darryl Tompkins made a motion to adjourn.

Valerie Taylor seconded the motion.

Motion passed 4-0.

Meeting adjourned at 4:24pm.


DARRYL J. TOMPKINS
CHAIR