



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

INTER-OFFICE COMMUNICATION

Date: January 25, 2011

To: Traci Cain
City Manger

From: Kathy Winburn, AICP *KW*
Planning and Community Development Department Director

Re: Annual Report- Downtown Redevelopment District

The City of Alachua is required by Florida State Statutes 163.356 (3)(c) to produce an Annual Report that details the program activities and financial statements of its Downtown Redevelopment District for the preceding fiscal year. In this case, it would cover Fiscal Year 2010 (October 1, 2009 – September 30, 2010). Public notice that this Annual Report is available for inspection must also be advertised in a newspaper of general circulation. A notice to that effect will run in the Gainesville Sun and Alachua County Today on February 04, 2011. Copies of the Annual Report are also to be provided to the affected taxing authorities (City of Alachua and Alachua County). To accomplish this task, a copy of the Annual Report is being submitted to these taxing authorities. If you require any further information with regard to this item, kindly advise.

Enclosure – Annual Report with Financial Statements and Boundary Map

cc: Mayor and Members of Alachua City Commission
Chairman and Members of Board of County Commissioners
Randall H. Reid, County Manager
Members of the Alachua Downtown Redevelopment Trust Board
Marcian K. Brown, MBA, City of Alachua Finance Director
Mike New, P. E., City of Alachua Public Services Director



**City of Alachua
Downtown Redevelopment
Trust Board (DRTB)
Annual Report – FY 2010***

**Prepared by: City of Alachua
January 19, 2011**

***Fiscal Year 2010 covers the period October 1, 2009 – September 30, 2010**

Table of Contents

- ❖ **Program
Accomplishments**
- ❖ **Financial Compilations**
- ❖ **District Boundary Map**

**City of Alachua - DRTB
FY 2010
Program Accomplishments**

■ **First Quarter (October 1, 2009 – December 31, 2009)**

Meeting held on November 18, 2009

- ❖ Construction plans for Phase 1 of the NW150th Avenue/142nd Terrace reconstruction project were completed and sent out for bid.
- ❖ Construction plans for Phase 2 and 3 of the NW150th Avenue/142nd Terrace were designed simultaneously.
- ❖ The contract was awarded and work set to begin on the drainage project located in the parking lot on the east side of Main Street nearest to NW 150th Avenue.
- ❖ Concept plans were created for streetscaping the South end of Main Street.
- ❖ The City Commission accepted the parking study as the official parking plan for the City at the Commission meeting held on November 02, 2009.
- ❖ Decorative lighting was extended to include the South end of Main Street.
- ❖ Walking patrols were provided on Main Street during the holiday season.

■ **Second Quarter (January 1, 2010 – March 31, 2010)**

Meetings held January 13, 2010 and February 17, 2010

- ❖ Bids were received for Phase 1 of the NW 150th Avenue/142nd Terrace reconstruction project and easements were secured for sidewalk construction.
- ❖ 60% of the design of Phase 2 and 3 of the NW150th Avenue/142nd Terrace project was completed. Additional input from affected property owners was sought.
- ❖ The engineering proposal for the project on the South end of Main Street was completed.
- ❖ The drainage project to provide infrastructure and minimize flooding in the parking lot located on the East side of Main Street nearest to NW 150th Avenue was completed.

- ❖ Design of the project to resurface 142nd Avenue was completed.
- ❖ Completed the design of 146th Avenue and 147th Avenue sidewalk and utility infrastructure relocation.
- ❖ Staff began working on obtaining information and pursuing purchase of the properties listed for sale on 142nd Terrace that would potentially become part of option C of the adopted parking plan.
- ❖ The parking plan was presented to local business and land owners as land dedication was discussed for implementation of parking study option C.
- ❖ Signage for the Babe Ruth World Series event was placed throughout the district.
- ❖ The Annual Report for FY2009-2010 was prepared.
- ❖ The City Commission reappointed two board members at the Commission meeting held on February 08, 2010.

► **Third Quarter (April 1, 2010 – June 30, 2010)**

Meeting held on April 21, 2010

- ❖ Work began on Phase 1 of NW150th Avenue/ 142nd Terrace roadway improvement project.
- ❖ Staff prepared and submitted to FDOT a request for funding under the safety enhancement program to assist in the realignment of 142nd Terrace at the intersection of US Highway 441.
- ❖ Staff presented the concept plans and the Lions Club voted in favor of the proposed 142nd Terrace roadway improvement project.
- ❖ Signage was placed in the district on sites where construction is being done that say "Project funded by the City of Alachua Downtown Redevelopment Trust Board".
- ❖ The City Commission appointed one new board member at the Commission meeting held on May 10, 2010.

- ❖ The Board issued a letter of support for a Welcome Center to be located on Main Street in the redevelopment district.

► **Fourth Quarter (July 1, 2010 – September 30, 2010)**

Meeting held on July 14, 2010

- ❖ Reviewed and accepted the Proposed Operating Budget for FY 2011.
- ❖ Reviewed the Capital Improvement Projects list.
- ❖ Work began on the 142nd Avenue paving project.
- ❖ Phase 1 of the NW150th Avenue/ 142nd Terrace roadway improvement project was completed.
- ❖ Phase 2 and 3 of the NW150th Avenue/ 142nd Terrace project continued to be designed and requested land rights were under review by the affected property owners
- ❖ Appraisals were ordered for properties located on 142nd Terrace that have been identified as components for implementation of parking study option C.
- ❖ Alachua City Commission adopted the FY 2010 DRTB budget during a public hearing held on September 27, 2010.

**City of Alachua - DRTB
FY 2010
Financial Compilations***

***DRTB is part of the City of Alachua's Annual Audit.**

City of Alachua, Florida
Combining Statement of Revenues, Expenditures
And Changes in Fund Balance
For The Year Ended September 30, 2010 (UNAUDITED)

	<u>Community Redevelopment Agency</u>
Revenues	
Intergovernmental Revenue	282,302.00
Interest	3,886.07
Miscellaneous	<u>0.00</u>
Total revenues	<u>286,188.07</u>
Expenditures	
Current:	
Economic Environment	162,431.33
Debt Service	
Principal	37,525.18
Interest	4,559.26
Capital Outlay	<u>186,529.34</u>
Total expenditures	<u>391,045.11</u>
Excess (deficiency) of revenues over expenditures	<u>(104,857.04)</u>
Other financing sources (uses)	
Transfers In	192,889.00
Transfers Out	<u>(7,850.00)</u>
Total other financing sources	<u>185,039.00</u>
Net change in fund balances	80,181.96
Fund balances-beginning of year	<u>1,223,130.61</u>
Fund balances-end of year	<u><u>1,303,312.57</u></u>

City of Alachua, Florida
Combining Balance Sheet
For Period Ending September 30, 2010 (UNAUDITED)

	Community Redevelopment Agency
ASSETS	
Cash and Cash equivalents	1,347,824.49
Inventory	<u>3,005.00</u>
Total assets	<u><u>1,350,829.49</u></u>
LIABILITIES AND FUND BALANCES	
Liabilities:	
Accounts payable	47,216.92
Accrued expenses	0.00
Due to other funds	<u>300.00</u>
Total liabilities	<u>47,516.92</u>
Fund balances:	
Reserved for encumbrances	57,696.50
Unreserved, undesignated	<u>1,245,616.07</u>
Total fund balances	<u>1,303,312.57</u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>1,350,829.49</u></u>

**City of Alachua – DRTB
District Boundary Map**

