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**AGENDA**  
**Fifth Avenue Pleasant Street Redevelopment Advisory Board**  
**Tuesday, January 27, 2009**  
**5:30 pm**  
**Santa Fe Community College, Board Room**  
**Northwest 6<sup>th</sup> Street**

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**A. ROLL CALL**

**B. ADOPTION OF THE AGENDA**

**C. APPROVAL OF THE MINUTES** – Minutes from the November 25, 2008 meeting.

**D. REQUEST TO ADDRESS THE BOARD**

**E. COMMUNICATIONS**

**1. Chair's Report**

**2. Staff Report**

Streetscape Standards – This project is currently on-hold

A Quinn Jones House - This house is located at 1013 NW 7<sup>th</sup> Avenue. Staff at the Department of Parks, Recreation, and Cultural Affairs is in the process of obtaining bids to replace a portion of the roof and the deconstruction of the carport that is causing water damage. The furniture and household items will be removed from the house by staff from the Department of Parks, Recreation, and Cultural Affairs, placed in storage and itemized. The historic marker application was submitted in November 08. Erin Friedberg Visual Arts Coordinator is inquiring on the status of the application and an update will be provided to the FAPS Board when the state has come to a decision regarding the historic marker for the A. Quinn Jones house.

CRA Office Building – DAG Architects have been selected to work on the CRA Office project. An internal project team kick-off is scheduled the week of January 26, 2009. A neighborhood public meeting is tentatively planned for Tuesday, March 3, 2009 to discuss preliminary design concepts and gather feedback. Groundbreaking is anticipated to be summer 2009.

Model Block Program Revisions – Staff is in the process of revising the overall Model Block Program and will present findings and recommendations at a future FAPS meeting.

Mom's Kitchen –A motion was made by the CRA board on December 15 2008 that the item be referred to the City Commission for consideration. Sam Bridges, Land Rights Coordinator will provide further analysis of the Mom's Kitchen site, and provide a presentation to the City Commission at their February 5, 2009 meeting.

NW 6<sup>th</sup> Street Rail Trail – Public Works and CRA staff are collaborating on this project, which involves the design and construction of the 6<sup>th</sup> Street rail trail from South Main Street to approximately NW 14<sup>th</sup> Avenue. CRA will participate mainly on the design of the project. The trail project spans the Downtown, CPUH, and FAPS redevelopment districts.

Street Resurfacing - Public Works has contracted with Florida Highway Products to resurface certain streets. Portions of the Pleasant Street Area have been selected to receive a microsurface application. Resurfacing activity will commence on the week on January 19 2009 and end 3 weeks from that date. A map is provided on the streets that will be resurfacing.

**G. OLD BUSINESS**

**1. FY2009 Amendatory Budget – FAPS (B)**

..Explanation

On September 15, 2008, the CRA adopted the budget for FY2009. The FAPS budget was adopted with total revenues of \$510,760, which included projected Tax Increment revenues of \$425,687 and an additional

\$85,073 as an un-appropriated trust fund balance as of June 30, 2008, the latest information available at that time.

In December 2008, the actual TIF receipt totals for FY2009 were determined to be \$422,917, a decrease of 0.7%. The un-appropriated fund balance as of 9.30.08 was 126,851, an increase of 49.1%, bringing the actual FAP FY09 revenues to 549,768, a total increase of \$39,008 or 7.6%. This amount to be appropriated to projects or operating expenses.

Below are highlights of the changes in the FAPS FY2009 Amendatory Budget vs. the FY2009 Budget adopted on September 15, 2008:

Payroll and Operating Expenses  
Changes in Debt Service / Tax Increment Recapture  
Appropriation of unexpended TIF revenue based on FY2008 receipts

Payroll and Operating Expenses

During the original budgeting process, the City assumed that managers would receive one-time lump sum bonuses in lieu of annual pay increases. The adopted budget reflected this assumption. However, the City Commission later decided that managers would receive annual pay increases. Those increases are reflected in the Amendatory budget.

The City Attorney's office has requested an additional \$20,000 in funding for dedicated time to support CRA activities. The FAPS portion of this \$20,000 is \$1,600. Additionally, the budget for contract services increased \$5,200 to cover temporary contractor help with file clean-up and organization. The FAPS portion of the increase is \$416.

These three increases are offset by staffing vacancies. The adopted budget assumed one new employee (CRA Finance Manager) would be onboard as of October 1, 2008. As of January 22, 2009, this position is still vacant.

Overall, the net of the proposed changes to the FAPS payroll and operating budget result is an increase of only \$148.

The operating & payroll expense to tax increment ratio is 24.51%, below the self-imposed limit of 25%.

Changes to Debt Services/Tax Increment Recapture Payments

Debt Service remained unchanged.

The Tax Increment Recapture payment for University House increased by \$3,684. The recapture payment was estimated at \$30,000 and actual payment will be \$33,684 based on the final 2008 tax values.

Appropriation of unexpended TIF revenue based on final FY2008 receipts

An additional \$35,176 remains available to appropriate to FAPS projects. See back-up for proposed appropriations.

..Fiscal Note

CRA staff will prepare a Budget Transaction Form to be executed by the City's Budget and Finance Department.

..Recommendation

CRA Staff to Fifth Avenue Pleasant Street Redevelopment Advisory Board: Approve FY09 Amendatory budget as described above.

**2. FAPS Strategic Planning (B)**

..Explanation

In November, FAPS began a strategic planning process for the Redevelopment Area. Strategic planning is an important exercise which allows CRA board members and Staff to fully understand previous, current, and

planned redevelopment initiatives, and how these projects relate to the goals outlined in the Area's Redevelopment Plan. This analysis will also serve as an essential tool to ensure the CRA pursues an array of projects throughout FAPS which cover the breadth of the goals described in the Redevelopment Plan. Additionally, strategic planning provides an important mechanism that helps the CRA establish a system for understanding, comparing, and prioritizing projects for implementation.

At the November meeting, the FAPS advisory board worked with Staff to formulate and finalize a list of potential projects for the Redevelopment Area. Since that time, Staff has taken the list, compiled additional projects suggested at the last FAPS meeting, and aligned each project to Redevelopment Plan objectives in order to formulate a ranking system. (Staff will explain this ranking system/process at the advisory board meeting.) This ranking system was used to create a draft 3-year working plan/project schedule which will allow FAPS to allocate time, budget, and other resources in an efficient manner necessary to achieve the implementation of quality redevelopment projects. At the meeting Staff will present this information to the advisory board and will take feedback comments needed to finalize the document.

..Fiscal Note

None at this time.

..Recommendation

CRA Staff to Fifth Avenue Pleasant Street Redevelopment Advisory Board: 1) Hear presentation from Staff; and 2) Provide input as necessary.

#### **H. NEW BUSINESS**

##### **1. Sponsorship of the Fifth Avenue Arts Festival (NB)**

..Explanation

The Cultural Arts Coalition is seeking sponsorship for the 30th Annual Fifth Avenue Arts Festival to be held April 18-19, 2009. This year will commemorate 30 years of the arts festival, which is attended by over 20,000 people annually. The sponsorship package will include a banner displayed on the stage, display space at the festival, advertisement in the festival brochure, Community Redevelopment Agency (CRA) logo on the festival t-shirt and hourly announcements of the sponsorship from the media.

The sponsorship of the Fifth Avenue Arts festival will educate and promote awareness of the redevelopment initiatives within the area as well as the role of the Community Redevelopment Agency, the Fifth Avenue Pleasant Street Advisory Board, and the Fifth Avenue Pleasant Street Redevelopment Plan.

..Fiscal Note

There is \$2,000 currently budgeted in account number 9999-613-790-W02-W523-8200-5520.

..Recommendation

CRA Staff to the Fifth Avenue Pleasant Street Redevelopment Advisory Board: 1) Hear presentation from staff and Cultural Arts Coalition Director Nkwanda Jah; and 2) Approve \$2,000 to sponsor the 30th Annual Fifth Avenue Arts Festival.

#### **I. REPORT OF OFFICERS AND COMMITTEES**

#### **J. BOARD MEMBER COMMENT**

#### **K. PUBLIC COMMENT**

#### **L. ADJOURNMENT**