



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, November 17th, 2014 @ 6:00 p.m.
Council Chamber, City Hall**

1. CALL TO ORDER

Chairman Farley called the meeting to order at 6:00 p.m.

Boardmembers Present: Chairman Jim Farley, Boardmember Mike Gudis, Boardmember Paula Wheeler, Vice Chairman Ken Brown, Boardmember Robert Holmes

Boardmembers Absent: None

Staff Present: David Burnell, CRA Administrator; George Angeliadis, CRA Attorney; Mia Fink, City Clerk; Michelle Russell, Finance Director; Jackie Gorman, Planning Director; Lou Kneip; Public Works Director

2. ADOPTION OF AGENDA

Motion to adopt the agenda was made by Boardmember Wheeler; seconded by Boardmember Brown. Motion carried unanimously.

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Approve Minutes of CRA Meeting held October 27, 2014

Motion to approve the consent agenda was made by Boardmember Gudis; seconded by Boardmember Wheeler. Motion carried unanimously.

6. PUBLIC INPUT

None

7. CRA ATTORNEY

None

8. CRA ADMINISTRATOR

A. Discussion on Expansion of CRA District

Background: Agenda sheet **Requested Motion:** Discussion on options to expand CRA District.

Summary: City of Crystal River CRA District was established in 1988, which has not been expanded since its origination. Now that City Council has extended the CRA for an additional twenty-five years and

approved going forward with a new CRA plan. It is an appropriate time to consider potential expansion of the district to incorporate more of the City. This agenda item outlines options given by GAI Consultants.

Option #1 Updating 1988 CRA Redevelopment Plan **(Present Plan)**

Advantages

Straightforward exercise up dating plan within existing adopted boundaries

Build off of 2008 Visioning Plan

Can begin immediately

Plan can be completed within 90-120 day depending on public input process

Process for adoption is less time consuming

Disadvantages

Only disadvantage is if you want to expand the current boundaries

Trust Fund resources pegged to current area

Option #2 Update the 1988 CRA Plan and expand the current boundaries

Advantages

Create a separate area and plan to address specific conditions outside of current area

Keeps the integrity of the original Trust Fund for project within current boundaries

Addresses issues that have become more important to City's welfare since the 1988 Plan

City can take a more comprehensive approach to economic and capital improvements

Disadvantages

City will have to complete a Finding of Necessity Study (FON) to be able to proceed with expansion of boundaries

Adoption process can take longer

New Trust Fund will have few increment resources for the implementation of projects

Could create some public confusion having two Trust funds

Expectation for improvement in new area could be too high for the initial years until increment builds up in fund

Option #3 Update the 1988 CRA Plan, Expand the area but keep on Trust Fund

Advantages

Expand the area with the prospect of generating addition increment for the Trust Fund

Addresses issues that have become more important to City's welfare since the 1988 Plan

City can take a more comprehensive approach to economic and capital improvements.

Funding to address projects in expanded area can be addressed as soon as plan is adopted.

Disadvantages

Will require a FON Study to be completed prior to completing the CRA Plan

Expand area's needs may become higher priority in resource allocation

Availability of Trust Fund resources may compete with previous projects for those in the expanded area immediately.

Adoption process can be more lengthy, depending on public input process

Attached is a Proposed Schedule of events Inverness used last year to expand their CRA District. An important note is to make the next tax year, adoption of the plan must be complete by July 1, 2015.

Staff Recommendation: Staff supports expanding the CRA to gain tax benefits from Citrus County for redevelopment of the business corridor. End of Agenda Sheet]

Council Discussion:

CRA Administrator Burnell provided a brief explanation of the item, and each of the options presented.

Boardmember Gudis stated that it seems like expanding the CRA would slow current efforts and feels that Council should stick with current plan and move ahead.

Vice Chairman Brown concurs, stating that he prefers option number one for the same reason Boardmember Gudis described. The negative is missing an opportunity to expand the CRA and improve the areas of Crystal outside of the CRA district, as parts of 19 and 44 may be unappealing to potential businesses coming into the area. Option 3 is better for long term expansion.

Boardmember Holmes stated he would like to see the redevelopment plan moving forward. With the July 1st deadline for plan adoption would put us under the gun, as we would not want to do anything hastily. In the long term, he would not mind seeing expansion, however, but asked what mechanisms would affect the drawing of the boundaries.

Boardmember Wheeler stated that it is not a bad idea, but has requested both CRA boards to increase the amounts of the mini-grants, as she does not feel like \$2500 is going to impact the blighted businesses along Highway 19. She stated that the City should first prove the effectiveness of efforts with in the current CRA district prior to expanding the boundaries, as the CRA area is virtually unchanged, excluding Citrus Avenue. She suggested committing at least \$250,000 to the address the blight issues, as the only way to increase revenues at this point is to expand the commercial tax base.

Chairman Farley stated he feels Option 1 is the clear choice, as time and energy should be spent on the current projects the City have taken on. He advised that focus should remain on priority items, such as Riverwalk at this point. He stated that it seems that there is a consensus for Option 1.

Vice Chairman Brown concurred with Boardmember Wheeler in that Citrus Avenue is the only part of the CRA district that has been impacted, which goes virtually unnoticed by those travelling on Highway 19.

Boardmember Gudis stated that he is all for expansion, however his main concern is completing work that has already been started, and moving full steam ahead. He is convinced that when ever a dollar amount is determined for current projects, there will be ample revenues to fund those projects.

B. Discussion on Beautification and Improvements to Public Parking Areas

Background: Agenda Sheet **Requested Motion:** No motion, discussion purposes only for beautification improvements to City parking lots within the CRA

Summary: The Council requested that staff add this item to the CRA agenda for discussion of potential improvements to beautify City owned parking lots within the CRA, such as landscaping.

Staff is looking for direction on which parking lots and the order of magnitude of improvements requested. The City has the following parking areas within the CRA District.

Kings Bay Park
NW 1st Street.
Crystal Street
Railroad Depot
3rd Street
5th Street
South Citrus Street

Staff Recommendation: Limit improvements until CRA Plan includes or excludes parking lots in the scope of CRA Plan. End of Agenda Sheet]

Council Discussion:

CRA Administrator Burnell provided a brief overview of the item.

Chairman Farley stated that he is all for beautification, however irrigation efforts must be considered.

Boardmember Wheeler stated that there should be a mini-theme to ensure consistency in the landscaping and asked CRA Administrator Burnell which lots were the priority.

CRA Administrator Burnell advised that 5th street would be ideal.

Chairman Farley stated that his priority would be the Railroad Depot, as it is a beautiful historic building and feels the state of the parking lot is a black eye on the City.

Vice Chairman Brown provided a brief overview of Council discussions leading up to this item and feels that the gravel should be removed and replaced with hollow paver bricks at both the 3rd Street and 5th Street parking lots, the most visible, although he does agree that the Train Depot parking lot should also be addressed.

Boardmember Wheeler pointed out that the City should ensure adherence to its own standards.

Chairman Farley asked for concurrence to move forward with identifying costs to address both 5th Street and the Train Depot parking lot.

Boardmember Gudis advised that 3rd Street is not being used as frequently but hopefully will in the future, however both 3rd and 5th Street should receive attention.

Consensus was reached for staff to obtain quotes for the 5th Street and Train Depot parking lots and for staff to contact Cemex, as they own a portion of the Train Depot parking lot.

C. Motion to Approve Moving Forward in Development of a Steering Committee for the Purpose of Updating the CRA Plan

Background: Agenda Sheet **Requested Motion:** Motion to allow CRA Administrator to move forward with efforts for development of a CRA Steering Committee for the purposes of updating the existing CRA Plan. Administrator will present the Steering Committee scope and make-up for approval by CRA Board.

Summary: In the development of the revised CRA Plan, a committee is required to focus on its development and public input. There are two main options: Utilize the existing CRA Board.
Develop a Steering Committee specifically for revising the CRA Plan.

In discussions with GAI our consultant both meet the criteria requirements for the revision of the Plan. Presently City Council fills the role as the CRA Board, again meets the statutory requirements to move forward. However, in the spirit of public involvement a separate Steering Committee with Board representation may bring greater input.

Normal Steering Committee size is approximately 5 to 7 people. The make-up is up in the air for discussion but a possible mix could look like this: One person from CRA Board
One person from Crystal River Area Council
One person from South Citrus
One person from North Citrus
One person from Riverwalk Landowner
One resident from CRA Area
One resident from outside CRA Area

If possible in committee development finding people with a variety of distinctive needs for example; hotel, retail sales, and restaurants. This exact mix will be based on the availability of volunteers for this committee.

Staff Recommendation: Recommends a Steering Committee with a primarily mix of involved citizens that primarily own, work or live within the CRA District. End of Agenda Sheet]

CRA Administrator Burnell provided a brief explanation of the item.

Council Discussion:

Boardmember Gudis stated that he liked the idea and getting multiple parties involved, however feels that there should be timeframes established for recommendations 45-60 days.

Boardmember Wheeler agrees that it is a great idea, would like to stick with seven, but questions the need for a member outside of the CRA district, or a CRA Board member. Stated that she would like a City Staff member to be a liaison to the Steering Committee to ensure that the committee does not go outside of their realm and ensure the plan is in line with the current vision.

Vice Chairman Brown concurs, but has Sunshine Law-related questions about a staff person being a member of the committee.

Chairman Farley agrees that there should not be a member outside of the CRA district and does not agree with a staff or CRA board member being a member, but should be a liaison.

Wheeler asked for clarification regarding sunshine laws and functionality in the different ways they are applied to a liaison and a board member.

CRA Attorney Angeliadis advised that there is a distinction between members of committees that are fact-funding versus decision-making, and that a liaison is not a voting member but may still express thoughts and feelings.

Boardmember Holmes asked if they would have to fill out the same forms as other voluntary board members and have to meet in the sunshine. CRA Attorney Angeliadis stated yes.

Chairman Farley suggested staff eliminate the resident from outside the CRA area, and CRA Board member and to add a Council Liaison.

Motion to approve was made by Boardmember Wheeler; seconded by Boardmember Gudis. Motion carries unanimously.

D. Motion to Approve a Contract with GPI Inc. for Professional Surveying Services for the Riverwalk Project in the amount of \$9167.50

Background: **[Agenda Sheet Requested Motion:** Approve a contract with GPI Inc. in the amount of \$9,167.50 for Professional Surveying services for the River Walk project.

Summary: In an effort to expedite work on the River Walk project, staff has solicited a proposal from GPI Inc. to survey a 50 ft. wide path along the anticipated alignment of the River Walk project. This will include surveying all existing conditions for 30 ft. inland and 20 ft. into the water, preparing a base map that will be used for the future design, setting bench marks, establish the mean high water line and obtaining topographic elevations. As the design progresses and the alignment is finalized, additional Surveying will be required to prepare the parcel maps and easement descriptions. The future additional work will be derived from this survey.

Staff Recommendation: Approve of the contract for surveying services End of Agenda Sheet]

Motion to approve the contract was made by Boardmember Holmes; seconded by Boardmember Wheeler.

Motion to approve Resolution #14-R-39 was made by Boardmember Wheeler; seconded by Boardmember Holmes. Motion carries unanimously.

Council Discussion:

Boardmember Gudis thanked CRA Administrator Burnell for proposing this item as it will help to move things forward.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

Stated that he feels the City has taken many steps in the right direction.

B. *Mike Gudis*

C. *Paula Wheeler*

D. Ken Brown, Vice Chair

E. Robert Holmes

11. PUBLIC INPUT

Phillis Rosetti- 208 SE Paradis Point Road- Stated she is glad they are moving forward with CRA efforts, however hopes that they do not completely disregard the expansion of the CRA district.

Phil Jannarone- 1405 SE 5th Ave.- Stated that the separation of CRA and City expenses should be kept in mind, noting that the CRA is in better financial shape than City with more access to funding sources, including grants. He also pointed out that CRA expansion could detract from the City budget.

Boardmember Gudis advised that he has requested CRA Administrator Burnell to take this into consideration throughout the FY 16 budget process.

12. ADJOURNMENT

Chairman Farley adjourned the meeting at 6:57 p.m.

CITY OF CRYSTAL RIVER

ATTEST:



MIA FINK, CITY CLERK

JIM FARLEY, CHAIRMAN

