



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, October 27, 2014 @ 6:30 p.m.
Council Chamber, City Hall**

1. CALL TO ORDER

Vice Chairman Brown called the meeting to order at 6:30 p.m.

Council Present: Boardmember Mike Gudis, Boardmember Paula Wheeler, Vice Chairman Ken Brown, Boardmember Robert Holmes

Council Absent: Chairman Jim Farley

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

A motion to adopt the agenda was made by Boardmember Gudis; seconded by Boardmember Wheeler. Motion carried 4/0.

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Approve Minutes of CRA Meeting held October 13, 2014

Motion to approve was made by Boardmember Holmes; seconded by Boardmember Gudis. Motion carried 4/0.

6. PUBLIC INPUT

Gene McGee, Citrus County Tourist Development Council- Stated that he was in favor of the Tourist Development Council.

7. CRA ATTORNEY

CRA Attorney Angeliadis advised that he will be coordinating a meeting with each CRA Boardmembers regarding the signage issue that arose during the previous meeting.

8. CRA ADMINISTRATOR

A. Consideration to Award Engineering Services Contract to GAI Consultants, Inc. for CRA Plan update for a sum of \$34,230.

Background: [Agenda Sheet **Requested Motion:** Motion to award a contract to GAI Consultants, Inc. to update Crystal River's Community Redevelopment Agency (CRA) Plan for a sum of \$34,230.00.

Summary: City of Crystal River CRA Plan (PLAN) was established in 1988 and has not been formerly updated since that time. Now with the CRA being extended an additional twenty-five years and with the information from the Economic Study by GAI it is appropriate to update the (PLAN).

Scope of the work:

Review of the current 1988 CRA Redevelopment Plan and related documents and materials.

Oversight for the preparation and drafting of the update to the 1988 CRA Redevelopment Plan in compliance with and as defined in Florida Statutes Chapter 163 (III).

Preparation of planning document and scheduling of adoption process drafting of any inter-local agreements, preparation of initial budgets for program implementation.

Incorporation of the Water front District Concept Plan & Strategies and Incentive Program recommendation in the revised plan.

Preparation of tax increment projections for the next 25 years.

Preparation of a list of potential capital improvements that address the “slum and blight” criteria identified in the original Finding of Necessity upon which the 1988 CRA Redevelopment Plan was based.

Site analysis for key development initiatives within the CRA.

Coordinating the scheduling and participating in two public workshops to take input and answer question regarding the updated information, plan recommendations, and adoption process.

Drafting the appropriate documents for the City as they relate to legal advertisement, resolution language, and formal codification language for the adoption process.

Attendance at the City Council public hearing meetings for the formal adoption of the revised/updated plan.

GAI Consultants estimated time for plan preparation can be completed within a ninety days from authorization and be ready for the legal process for adoption.

If City Council chooses to expand the current CRA district a Finding of Necessity will be required. This can be completed for approximately \$18,000 and will add at a minimum 60 days to the (PLAN). Upon completion and adoption of the resolution to accept the Finding of Necessity, the planning process would commence on Community Redevelopment Agency Plan (PLAN).

Staff Recommendation: Staff recommends moving forward with the CRA Plan revisions. Motion to award a contract to GAI Consultants, Inc. to update Crystal River’s Community Redevelopment Agency (CRA) Plan for a sum of \$34,230.00. End of Agenda Sheet]

Motion to approve was made by Boardmember Gudis; seconded by Boardmember Wheeler. Motion carried 4/0.

GAI representative Tom Koehler provided a brief explanation of the need for a CRA plan update and reviewed the individual items referenced in the scope of work. He then opened up the item for discussion and offered to answer any questions.

Boardmember Gudis noted that approval seemed necessary to move forward.

Boardmember Wheeler asked for clarification regarding the update, which City Manager Burnell provided, advising that the update will lay a foundation and scope for CRA projects moving forward, limit what can be considered and address items such as stormwater impact, noting that this request is exclusive of item 9B, which addresses CRA expansion.

Boardmember Holmes asked how detailed this plan would be regarding ordinances and land use changes. City Manager Burnell advised that this update will outline City goals pertaining to CRA development.

Mr. Kohler advised that the CRA plan will say “this is what you envision... this is what you want to do”, noting that most cities update their CRA plan every 5 years, as economics, urban design, and other trends have changed since 1988. He then reminded Boardmembers of the recent success in getting the extension, and the strategic overview in which impediments were identified, including private investment into the community and code issues.

Councilmember Gudis stated that he envisioned the CRA Plan as a master plan.

Vice Chairman Brown asked for assurance that updating the plan would not involve making wholesale changes. Mr. Kohler confirmed that this was correct, advising that the process would involve making suggestions as to how to improve the existing plan, while also suggesting which items are no longer relevant.

Boardmember Wheeler inquired about work done by previous CRA staff to update the plan, and Mr. Kohler advised that those updates had not been formally adopted, ensuring that the previous work would not be thrown away.

Boardmember Gudis suggested the establishment of a timeline and a steering committee, perhaps within 90-120 days.

B. Consideration to Award a Contract to GAI Consultants, Inc. to complete a Finding of Necessity for expansion of the CRA District for the amount of \$17,325

Background: Agenda Sheet Requested Motion: Motion to award a contract to GAI Consultants, Inc. to complete a Finding of Necessity for expansion of the CRA District for the amount of \$17,325.00.

Summary: City of Crystal River CRA District was established in 1988 has not been expanded since that time. Now as we have extended the CRA for an additional twenty-five years and consider development of a new CRA plan. It is also time to consider expansion of the district to incorporate more of Crystal River. This agenda item outlines the basic steps, time and costs.

Completing the “Finding of Necessity” (FON) documentation as defined in F.S. Chapter 163 (III) for the purposes of expanding the Community Redevelopment Area (CRA) boundaries.

Verifying and or adjusting boundaries of proposed expansion area.

Draft the appropriate documents for the City as they relate to legal advertisement and resolution language.

Presentation of the FON to the City Council for formal adoption by resolution.

The FON can be completed within 45-60 days of authorization to proceed. Upon completion and adoption of the resolution to accept the finding, the planning process would commence. The plan preparation can be completed within ninety days from authorization and be ready for the legal process for adoption.

Staff Recommendation: Staff supports this motion with the understanding that this will extend the overall timeline for redevelopment plans for Riverwalk. End of Agenda Sheet]

City Manager Burnell provided a brief explanation of the item and the options available regarding CRA expansion.

Motion to table for at least 30 days was made by Boardmember Wheeler; seconded by Boardmember Holmes. Motion carried 4/0.

Boardmember Gudis stated that he would like to move forward updating CRA plan, and Mr. Kohler advised that if the CRA Board wishes to expand the CRA, the finding of necessity would need to be done prior to the plan update.

Boardmember Wheeler expressed the need for additional time to consider CRA expansion.

Vice Chairman Brown and Boardmember Holmes concurred that they were not ready to make a decision at this time.

C. 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 Recommendation: Not applicable, discussion only at this time. End of Agenda Sheet]

Motion to table was made by Boardmember Wheeler; seconded by Boardmember Gudis. Motion carried 4/0.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

B. *Mike Gudis*

C. *Paula Wheeler*

D. *Ken Brown, Vice Chair*

E. *Robert Holmes*

11. PUBLIC INPUT

Dee Atkins- 3851 N. Nokomis Pt., Crystal River- Stated that four years ago former staff worked on an update to the CRA plan and asked why in the last four years was the CRA plan not updated by CRA board and why funds are being spent on such an update.

Boardmember Wheeler reiterated Mr. Kohler's statement regarding compliance issues related to the CRA updates in question.

12. ADJOURNMENT


Vice Chairman Brown adjourned the meeting at 7:01 p.m.

CITY OF CRYSTAL RIVER



KEN BROWN, VICE CHAIRMAN

ATTEST:



MIA FINK, CITY CLERK

