



Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, June 8th, 2015 @ 6:00 p.m.
Council Chamber, City Hall

1. CALL TO ORDER

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

Board members Present: Chairman Jim Farley, Board member Mike Gudis, Board member Paula Wheeler, Board member Ken Brown; Vice Chairman Robert Holmes

Board members Absent: None

Staff Present: David Burnell, CRA Administrator; George Angeliadis, CRA Attorney; Mia Fink, City Clerk; Michelle Russell, Finance Director; Lou Kneip, Public Works Director; Leslie Bollin; Special Events Coordinator

2. ADOPTION OF AGENDA

Motion to adopt the agenda was made by Vice Chairman Holmes; seconded by Board member Gudis. Motion carried unanimously.

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Approve Minutes of CRA Meeting held May 26th, 2015

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

6. PUBLIC INPUT

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. Riverwalk Update

Background: [Agenda sheet] **Requested Motion:** No Motion required, update of Riverwalk Project

Summary: The Ash Group was in Crystal River May 28th to present qualifications of the project team to Crystal River Area Council and what their process is to complete the Conceptual Design and Permit Requirements.

The rest of the day was spent on determining potential options in design of the Riverwalk and start discussions with various landowners involved. In general meetings were positive and remained focused

on determining individual concerns. Crystal River Area Council was helpful and involved in these discussions and clearly a beneficial addition in discussions.

The following is the current timing for critical milestones.

First Draft of Concept Options	Week of July 7 th .
Meetings with Permitting Agencies	Week of July 14 th .
Concept Options for Public Review	Week of July 20 th .
Final Conceptual Plan Presentation and Workshop	Week of August 17 th .
Presentation to CRA	August 24 th .

Staff Recommendation: NA

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item and provided clarification regarding the timeline, issues that could affect it and contingency plans.

B. Motion to authorize the Chairman to execute a Funding Certification in support of the Crystal River, Florida Main Street Program application being submitted and adopt Resolution #15-R-21 appropriating match funds for a thirty-eight (38) month period in the total amount of \$104,212.00

Background: [Agenda sheet Requested Motion: Motion to authorize the Mayor to execute a Funding Certification in support of the Crystal River, Florida Main Street Program application being submitted adopt Resolution #15-R-21 appropriating match funds for a thirty-eight (38) month period in the total amount of \$104,212.00.

Summary: The Florida Main Street is a program administered by the Division of Historical Resources under the Florida Department of State, which currently oversees 45 communities throughout the state.

During the CRA meeting held May 26, 2015 the board adopted Resolution #15-R-18 authorizing participation in the Florida Main Street Program to document local government support required for the application being submitted by Ms. Karen Pieters. Included in the backup was a draft program budget with a funding certification form for consideration of a monetary commitment. Since that time small changes to the budget have been made lowering the first year costs which is attached. This budget is being taken from a similar size city; over 50% of the budget is for projects that have not been identified at this time.

Meet was held June 1, 2015 as to the general public at the Chamber of Commerce Welcome Center to further explain the program and submission requirements in order to seek Florida Main Street approval. EDC, TDC, Chamber of Commerce, Leadership Citrus, City and local businesses were present at the meeting. Additionally these organizations are supporting the application development by taking on different sections of the application which is due July 6, 2015. Efforts are being fast tracked in order to meet the annual submission timeline with approval notification in early August.

City of Crystal River is committing funding for a period of thirty-eight months, but holds the right during the annual City budgeting process to deny continued funding of the Crystal River Main Street Program if City Council deems it is in the best interest of the City. The first two months of funding is for 100% funding of the program, this is to facilitate start-up and other groups funding cycles.

Staff Recommendation: Staff recommends authorization execution of the certification and adoption of Resolution #15-R-21.

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item and clarification was provided regarding other potential funding sources, the distribution schedule, and the program's compatibility with the Riverwalk and other projects within the CRA district.

Motion to authorize the Chairman to execute a Funding Certification in support of the Crystal River, Florida Main Street Program application being submitted and adopt Resolution #15-R-21 appropriating match funds for a thirty-eight (38) month period in the total amount of \$104,212.00 was made by Board member Wheeler; seconded by Board member Brown.

Motion carried unanimously.

C. Mini-Grant Application submitted by Crystal-Tenn, Inc.

Background: [Agenda Sheet] **Requested Motion:** Information Only

Summary: Crystal-Tenn Inc. is the owner of Kings Bay Lodge located at 506 NW 1st Avenue.

Attached for your review is a mini-grant requesting funds for power washing and painting the lodge. Three estimates were received with the lowest estimate coming in at \$5,250 from William McEwen Painting. 50% of this estimate is \$2,625 so the award for this grant will be \$2,500.

The grant application along with color samples are attached for your use.

Staff Recommendation: None

End of Agenda Sheet]

CRA Administrator Burnell provided a brief description of the application and clarification was given regarding the applicant entity and purpose of the program.

Gerry Mulligan of Crystal River Area Council addressed the subject of easement negotiations with the applicant for the Riverwalk project by stating that facilitation of such negotiations could be placed on the C.R.A.C. priority list.

D. Mini-Grant Application submitted by Majestic Manatee

Background: [Agenda Sheet] **Requested Motion:** Information Only

Summary: Majestic Manatee is leasing the building located at 565 NW 1st Avenue from Sylvia Longley (Property Manager is Waybright Real Estate) which has been abandoned for over six (6) years.

Attached for your review is a mini-grant requesting funds for patching and painting. Three estimates were received with the lowest estimate coming in at \$3,595 from Ted's Painting Company. The grant offers a 50% match up to \$2,500; therefore the grant award for this project will be \$1,797.50.

The grant application along with color samples are attached for your use.

Staff Recommendation: None

End of Agenda Sheet]

CRA Administrator Burnell briefly summarized the item and clarification was provided regarding the responsibilities of the property manager and leasee for various improvements.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

- A. *Jim Farley, Chair*
- B. *Mike Gudis*
- C. *Paula Wheeler*
- D. *Ken Brown*
- E. *Robert Holmes, Vice Chair*

11. PUBLIC INPUT

Cajie Peardon- 12048 W Hoop Court- Suggested that CRA Mini-Grant applicants be available for questions in order to save time.

Cindy Guy-Majestic Manatee- 1301 SE 4th Avenue- Thanked the Board and advised that her and her partner have been improving the property on their own dime and have been working seven days a week to do so. She also shared plans for utilizing the property to unburden scallop parking traffic and the Hunter Springs kayak launch area.

Vice Chairman Holmes mentioned Ms. Kitty Ebert's suggestion to include the historic City Hall building on downtown way finding signage.

12. ADJOURNMENT


Chairman Farley adjourned the meeting at 6:58 p.m.

CITY OF CRYSTAL RIVER

ATTEST:



MIA FINK, CITY CLERK



JIM FARLEY, CHAIRMAN