



**Minutes of the  
Community Redevelopment Agency  
Regular Meeting  
Tuesday, November 13<sup>th</sup>, 2018 @ 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 Farley, Vice Chairman Brown, Board member Gudis, Board member Holmes

**Staff Present:** CRA Administrator Burnell, CRA Attorney Carrie Felice, City Clerk Mia Fink, Assistant City Manager Jack Dumas, Finance Director Michelle Russell, and Three Sisters Springs Center Manager Beth Perez

**2. ADOPTION OF AGENDA**

Motion to adopt the agenda was made by Vice Chairman Brown; 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 October 8<sup>th</sup>, 2018*

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

**6. PUBLIC INPUT**

**7. CRA ATTORNEY**

**8. CRA ADMINISTRATOR**

A. Update regarding Longley Estate

**Background: [Agenda Sheet Requested Motion: Discussion Only- Longley Estate Update**

**Summary:** Discussion Only --- Legal staff has been in discussion with the owners of the Longley estate which has resulted in the Longley representatives agreeing to sell or a land exchange. Staff would like the input from the council as the preferred method of acquirement would be: purchase or land exchange. The next step is an appraisal. Staff is hopeful that the estate owners and the city will agree on the appraiser so there will only one required. Staff expects to have the matter of the appraiser resolved this week.

**Staff Recommendation:** N/A

End of Agenda Sheet]

CRA Administrator Burnell provided a brief update regarding property acquisition from the Longley estate, confirming that staff is moving forward with obtaining an appraisal on the desired parcels. He also provided Board members with clarification regarding the specific portion being acquired.

B. Riverwalk Update

**Background:** [Agenda Sheet] **Requested Motion: Discussion Only- Information Update**

**Summary:** Discussion Only --- Update on Riverwalk.

This is an information update on the progress of the Riverwalk. Staff has updated the purchasing policy and the city grants manual to meet the RESTORE Act requirements. Specifically, 2 CFR 200 Subpart D- Post Federal Award Requirements which addresses Standards for Financial Program Management. The standards address the following areas: §200.300 Statutory and National Policy Requirements, § 200.301 Performance Measurement, § 200.302 Financial Management, § 200.303 Internal Controls, § 200.304 Bonds, § 200.305 Payments, § 200.306 Cost Sharing or Matching, § 200.307 Program Income, § 200.308 Revision of Budget and Program Plans, and § 200.309 Period of Performance.

This update to the Purchasing Policy was brought before Council to ensure adherence to these statutory guidelines and minimize financial audit risk, as required.

There are currently 3 properties still in negotiations related to the Riverwalk. Two of the negotiations are being handled by members of CRAC who have close connections with the property owners and the third property negotiation is being handled by the City Manager, who as of the time writing of this agenda memo will have a meeting with the owners of the Hampton property on November 8<sup>th</sup> in hopes of moving the project forward.

Commissioner Jeff Kinnard continues to support the Riverwalk project and City staff certainly appreciates the support of the Commissioner.

Currently, the re-permitting process is moving forward for approval or ready to be approved properties.

**Staff Recommendation:** N/A

End of Agenda Sheet]

CRA Administrator Burnell discussed plans for the various adjacent properties, status of easement agreements and status of work on dockage and permitting. He also addressed questions regarding funding sources, and alternative boat ramp locations. Further discussion was held regarding zoning, parking and public opinion issues related to ramp relocation.

## **9. COMMUNICATIONS**

Vice Chairman Brown requested a status update on paving in “Michigan Town” and commented on Historic Cemetery wall repair.

Board member Fitzpatrick inquired about Longley property and associated rear access to adjacent buildings, on which CRA Administrator Burnell provided clarification.

## **10. BOARD MEMBERS COMMENTS**

- A. *Jim Farley, Chair* – Spoke in favor of Riverwalk completion.
- B. *Mike Gudis- agree completely* – Spoke in favor of Riverwalk completion
- C. *Ken Brown, Vice Chair*- Commented on Remembering Our Fallen Heroes Memorial experience and volunteer efforts made to provide 24 hour security, including Board member Holmes.
- D. *Pat Fitzpatrick*- Commented on Remembering Our Fallen Heroes Memorial experience.

E. *Robert Holmes* – Commented on Remembering Our Fallen Heroes Memorial, thanking Board member Gudis for the proposal.

**11. PUBLIC INPUT**

**Dee Atkins-3851 N. Nokomis Point-** Commented on the Remembering Our Fallen Heroes monument and experience . She also spoke in favor of 3<sup>rd</sup> Street boat ramp relocation due to safety factors and suggested promoting use of county ramps on Crystal River.

**12. ADJOURNMENT**

**Chairman Farley adjourned the meeting at 6:31 p.m.**

ATTEST:



MIA FINK, CITY CLERK

