

Community Redevelopment Agency



Agenda Packet
for
CRA Meeting
Monday, August 8th, 2016
6:00 p.m.



Agenda
Community Redevelopment Agency
Regular Meeting
Monday, August 8th, 2016 @ 6:00 p.m.
Council Chamber, City Hall

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. PRESENTATIONS

A. *CRA Water Quality Master Plan.....Richard Busche, Kimley-Horne*

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. *Approve Minutes of CRA Meeting held July 11th, 2016*

6. PUBLIC INPUT

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. *Discussion regarding Kings Bay Rotary Club clock donation*

B. *Consideration of a request for reimbursement of landscaping costs for the George Washington Carver Community Center through the CRA Mini-Grant Program in the amount of \$1,609.31*

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

B. *Mike Gudis, Vice Chair*

C. *Andy Houston*

D. *Ken Brown*

E. *Robert Holmes*

11. PUBLIC INPUT

12. ADJOURNMENT

CRA Water Quality Master Plan

CITY OF CRYSTAL RIVER
C.R.A. Water Quality
Master Plan Update
PO# 2016-077

Kimley»Horn



CRA Water Quality Master Plan

Project Goals and Objectives

- The overall objective of the CRA Water Quality Master Plan (the “Project”) is to create a stormwater master plan for the City of Crystal River’s Community Redevelopment Area (CRA) that achieves the following goals:
- Improve water quality in Kings Bay with regards to total nitrogen (TN) and total phosphorus (TP) as identified in the TMDL report published by FDEP.
- Streamline the future development and redevelopment of waterfront community assets within the CRA boundaries.
- Prepare and adopt a tangible stormwater master plan.
- Satisfies the planning design/document requirements for funding alternatives such as SWFWMD grants, SRF loan applications, public private partnerships, etc.



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CRA Water Quality Master Plan

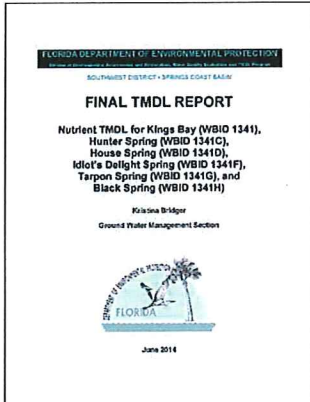
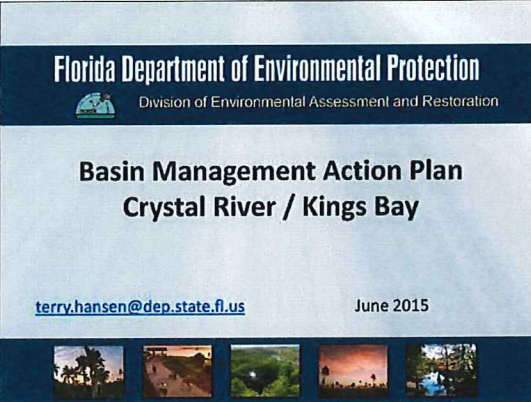
PROJECT SCHEDULE



• Notice to Proceed – 02/19/2016	✓
• Data Collection	✓
• Alternatives Analysis	✓
• Waterfront District Concept	✓
• Master Plan Development	In Process
• SWFWMD Permitting	In Process

CRA Water Quality Master Plan

DATA COLLECTION TASK

<ul style="list-style-type: none"> • TMDL • BMAP • City Records • GIS Data • Field Inspections 	 <p>FINAL TMDL REPORT Nutrient TMDL for Kings Bay (WBID 1341), Hunter Spring (WBID 1341C), House Spring (WBID 1341D), Idiot's Delight Spring (WBID 1341F), Tarpon Spring (WBID 1341G), and Black Spring (WBID 1341H) Kings Bay Ground Water Management Section June 2014</p>	 <p>Florida Department of Environmental Protection Division of Environmental Assessment and Restoration</p> <p>Basin Management Action Plan Crystal River / Kings Bay</p> <p>terry.hansen@dep.state.fl.us June 2015</p>
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CRA Water Quality Master Plan

WATER QUALITY TARGETS

Table 5.6. Highest Annual Average Concentration, Water Quality Target by Impaired Waterbody, and Needed Percent Reduction in Concentration for Nitrogen, 2004-12

- Total Nitrogen (TN)
- Total Phosphorus (TP)
- Others (sediment, oils, greases, fuels)

Waterbody Name (WBID)	Waterbody	Parameter	Highest Annual Average (mg/L)	Nitrogen Target (mg/L)	% Reduction
Kings Bay (WBID 1341)	Ambient bay	TN	0.36	0.28	22%
Hunter Spring (WBID 1341C)	Spring vent	Nitrate	0.64	0.23	64%
House Spring (WBID 1341D)	Spring vent	Nitrate	0.49	0.23	53%
Idiot's Delight Spring (WBID 1341F)	Spring vent	Nitrate	0.31	0.23	26%
Tarpon Spring (WBID 1341G)	Spring vent	Nitrate	0.29	0.23	21%
Black Spring (WBID 1341H)	Spring vent	Nitrate	0.31	0.23	26%

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CRA Water Quality Master Plan

WATERFRONT DISTRICT



- Create a specific plan for waterfront district that enables re-development but does not degrade water quality.
- Establish permit requirements so owners know what to expect.

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CRA Water Quality Master Plan

WATERFRONT DISTRICT REDEVELOPMENT STRATEGY

Florida Statute 62-330.055 Conceptual Permit for Urban Infill or Redevelopment

- Allows us to establish existing pollutant loading and redevelop such that the current conditions are not exceeded.
- Allows for parcels to develop provided they track pollutants.

CITY OF CRYSTAL RIVER NUTRIENT LOAD REDUCTION

BASIN	TN Load Total (kh/yr)	TP Load Total (kh/yr)	TN Load per Area (kh/ac)	TP Load per Area (kh/ac)
EX WF PROPERTIES SITE SPECIFIC	132.260	12.266	6.042	0.560
PROPOSED WF PROP	172.631	16.010	7.886	0.731
	40.371	3.744	1.844	0.171

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CRA Water Quality Master Plan

WATERFRONT DISTRICT REDEVELOPMENT STRATEGY

- Establish permit area
- Establish pollutant loadings
- Establish onsite BMP requirements for development
- Set up tracking mechanism

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CRA Water Quality Master Plan

WATERFRONT DISTRICT REDEVELOPMENT STRATEGY

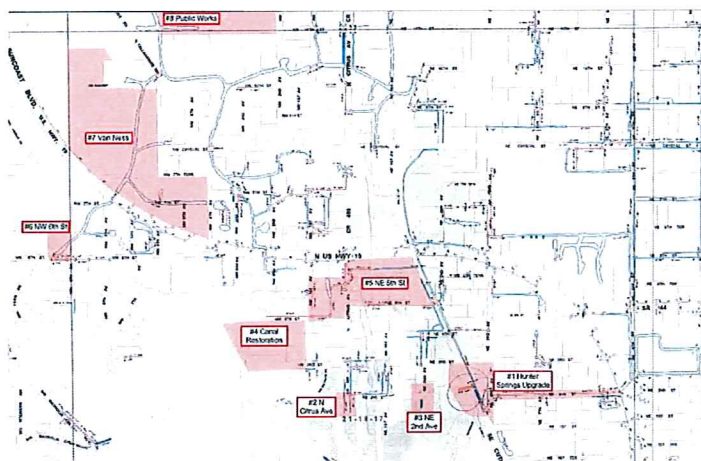
- Applicant designs development or redevelopment plans
- Applicant utilizes BMP's
- Applicant designs for low pollutant runoff
- Applicant gets permit with no additional water quality or quantity drainage retention area

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CRA Water Quality Master Plan

COMPENSATORY WATER QUALITY



- Increase in TN and TP is predicted
- Utilize Compensatory Treatment WQ Project

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CRA Water Quality Master Plan

COMPENSATORY WATER QUALITY



- Second Phase of Hunter Spring Water Quality Project Recommended
- Project is within same basin as Waterfront District
- No new property acquisition is needed.
- No new connections to Kings Bay is needed
- Minimal modification to collection system required.

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CRA Water Quality Master Plan

CITY OF CRYSTAL RIVER
C.R.A. Water Quality
Master Plan Update
PO# 2016-077

Kimley»Horn



Community Redevelopment Agency



Minutes of
Community Redevelopment Agency
Meeting held
Monday, July 11th, 2016
@ 6:00 p.m.



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, July 11th, 2016 @ 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 Gudis, Board member Houston, Board member Brown, Board member Holmes

Board members Absent: None

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

A. Chamber of Commerce Survey Findings.....Chamber of Commerce

Josh Wooten, Executive Director of the Chamber of Commerce, presented results from a survey recently conducted by the Chamber of Commerce to gather information from local business owners related to the trolleys used to transport visitors to Three Sisters Springs refuge during the last manatee season. (ATTACHED). He briefly spoke on coordinated efforts taking place to handle the influx of tourism, contributions from the local Main Street partner, and improvements made during the past season.

SEE ATTACHED presentation regarding survey results-

Gerry Mulligan- Crystal River Area Council- Commended the Board on their leadership related to tourism in Crystal River, spoke in favor of the trolley route used during the past season and encouraged continued efforts to improve.

Karen Pieters- Main Street Director- Spoke in favor of the trolley and the new energy that has been brought to the downtown business community.

Mr. Wooten concluded his presentation, discussing various options of how to move forward in preparing for the upcoming manatee season.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Approve Minutes of CRA Meeting held June 13th, 2016

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

6. PUBLIC INPUT

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. Update on the Riverwalk project

Background: [Agenda Sheet **Requested Motion:** Update on progress related to Riverwalk.

Summary: Verbal Update of progress made in the last month related to the Riverwalk Project.
End of Agenda Sheet]

City Manager Burnell provided a brief status update regarding the Riverwalk project noting that finalization of negotiations with some of the adjacent property owners is currently underway.

B. Motion to allow Crystal River Main Street to utilize the unoccupied "Chamber Building" to create a pop-up gallery for tourists to visit during the 2016-2017 manatee season

Background: [Agenda Sheet **Requested Motion:** **Motion to allow Crystal River Main Street to utilize the unoccupied "Chamber Building" to create a pop-up gallery for tourists to visit during the 2016-2017 manatee season.**

Summary: Citrus County Tourism Development Council studies have repeatedly shown that Crystal River needs to develop as a destination and offer visitors more options for things to do. Crystal River Main Street would like to set up a temporary gallery of interesting and amusing photos and stories of "wild" life in Crystal River to add to our attractions. The vacant Chamber Building would be a perfect location for the gallery. We understand that the building is planned to be demolished and we are not attempting to interfere with those plans.

Allowing us to temporarily use the building would accomplish several things:

- Immediately improve a vacant eyesore that is in a prominent place downtown on Hwy 19
- Create another attraction to draw visitors to downtown
- Create an activity that would unify the community
- Provide a place for the CRBB to give live demonstrations
- Serve as a fundraiser for CR Main Street

Crystal River Main Street is also requesting consideration for the CRA to absorb the cost of the utilities for approximately 8 months. In 2015 utilities averaged \$250.00 per month.

Staff Recommendation: N/A

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item. Karen Pieters, Main Street Director showed a news clip featuring a pop-up gallery and addressed Council questions and comments regarding the proposed project and provided a status update on other Main Street projects currently in the works. Do you think the scow is working- yes- 72% said yes-

Houston- No cost-

Motion to allow Crystal River Main Street to utilize the unoccupied "Chamber Building" to create a pop-up gallery for tourists to visit during the 2016-2017 manatee season was made by Board member Houston; seconded by Board member Holmes. Motion carried unanimously.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

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

11. PUBLIC INPUT



Anne Pope- Hometown Values- Complimented the Board on the momentum they have achieved.

12. ADJOURNMENT

Meeting adjourned at 6:35 p.m.

Trolley Survey Preliminary Results

1 * Did you experience an increase or decrease for Manatee Season over the previous year?

Answer	0%	100%	Number of Responses	Response Ratio
Increase			22	95.6%
Decrease			1	4.3%
No Responses			0	0.0%
Totals			23	100%

Notes:

- About the same

#2) If you had an increase, what was the approximate percentage (%) of the increase?

- 10-20%, There did seem to be more people around
- Approximately 30%
- 10%
- Not sure; just more people and activity downtown
- 10%
- 40%
- Don't know
- N/A - 1st year in business
- 20%
- 40%

#3) If you had a decrease, what was the approximate percentage (%) of the decrease?

- 20%

#4) What do you attribute the increase or decrease to?

- Slightly improving economy, allowing people to travel in and out of the state
- The amount of people that the trolley brought into the area, as well as new products that we brought into the store
 1. More people drawn to Crystal River due to Chamber's efforts through advertising
 2. Trolley made it more convenient for people to get downtown for patronizing shops, restaurants, etc.
- People riding the trolley to 3 Sisters, and downtown being a part of the trip.
- Blocked off parking lot; customers can't get to me
- Our website crashed and was fixed and upgraded
- It brings more tourists
- Manatee season; tour buses in area; snow birds
- We had no historical data from previous years. However, a very large percent of our customers said that they rode the trolley or saw us on the the trolley or Visitor Center.

#8) Please explain your choice for the previous question.

- Yes and no, not sure
- It did seem to bring more people into the downtown area, so in that aspect it was great. As for bringing people into my business, not so much. In general they seemed too rushed to do more than throw open my door and then run out.
- Absolutely, having the trolley take people around town to different destinations was not only a way to get people where they were going, but they were able to explore different areas that they might not have ordinarily have taken the time to stop and explore. The general consensus from the people that came in my store was that they would come again
- Trolley made it more convenient for people to get downtown for patronizing shops, restaurants, etc.
- Because the only way to get in 3 Sisters was by trolley, we had a captive audience to come downtown to eat and shop.
- I did get new customers
- Yes, I believe it brought in more tourists into these local businesses. We have definitely seen a change.

9) * Would you be willing to contribute financially for expanded trolley service?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			3	13.0%
No			7	30.4%
Not certain at this time			13	56.5%
No Responses			0	0.0%
		Totals	23	100%

10) * Would you be interested in advertising on the trolley?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			8	34.7%
No			5	21.7%
Not certain at this time			10	43.4%
No Responses			0	0.0%
		Totals	23	100%

11) * If the trolley was not primarily aimed at visitors to Three Sisters Springs, do you think route from the Welcome Center through downtown would still be effective?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			16	69.5%
No			7	30.4%
No Responses			0	0.0%
		Totals	23	100%

Notes for #11 on next page

13 * Do you think having the Chamber of Commerce, Tourism Development Center, Crystal River Main Street and Three Sister's Springs Visitors Center together in the Welcome Center is beneficial to your business?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			19	82.6%
No			4	17.3%
No Responses			0	0.0%
Totals			23	100%

14 * Are you a Chamber member?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			10	43.4%
No			13	56.5%
No Responses			0	0.0%
Totals			23	100%

15 * Are you active in any Crystal River Main Street programs or committees?

Answer	0%	100%	Number of Responses	Response Ratio
Yes			3	13.0%
No			13	56.5%
No, but I would like to get involved			7	30.4%
No Responses			0	0.0%
Totals			23	100%

#16) Please share any comments or suggestions you have that will help your business and city leaders to plan for the future and help enhance the business climate.

- There is so much potential here for cultural arts and ecotourism, but it needs to be supported and encouraged
- I am happy and thankful for every effort that has already taken place and those to come :)
- As future plans are made to draw more people to Crystal River, it is necessary for the City to create considerably more parking to accommodate the influx.
- Businesses are already stressed for parking when current special events take place, i.e., Manatee Festival, Stone Crab Jam, Scallop Season, etc.
- Don't even give the impression the city is in any way in competition direct or indirect with any business in the city.
- Would like web info for shop owners only to let them know about everything that is going on in town.
- If trolley would come through parking lot here, it would probably help.
- Public murals
- Sidewalk chalk artists
- C.C.A. Pedal Power of Art
- Support & participation of Main Street & new merchants association

COMMUNITY REDEVELOPMENT AGENCY

Agenda Item Summary

Meeting Date: August 8, 2016

Agenda Item Number: 8A

Requested Motion: Motion to consider request for reimbursement of landscaping costs for the George Washington Carver Community Center through the CRA Mini-Grant Program in the amount of \$1,609.31.

Summary: The Community Redevelopment Agency (CRA) Board has received a request to consider a CRA Mini-Grant in the amount of \$1,609.31 for landscaping costs for the George Washington Carver Community Center.

Staff was approached by Project Superintendent Harold Walker regarding submission of a City of Crystal River CRA Mini-Grant application and was provided information regarding the application process and funding requirements. Applicants are typically required to submit an application prior to project completion, as well as three quotes obtained from licensed contractors, however the project has been completed, and many of the landscaping materials were donated by members of the community.

Project expenses totaling \$3,218.62 were incurred prior to submission of an application for CRA funds, however the CRA Board may "waive any informalities or irregularities in the application or approval process" and "award grants in the best interest of the City of Crystal River" (see page 5 of 7 of the application).

Staff Recommendation: Staff does believe funding this is a positive for the overall community. CRA Board clearly has the option to make it as an exception to the normal requirements of mini grants.

Funding Information:

Project Cost: \$ 1,609.31
Funding Source: 601-61574-48005 (CRA Mini Grants)
Amount Available: \$ 15,462.50

Finance Department Approval: Michelle H Russell

Approvals:



Originating Department



CRA Administrator

CRA Attorney (if applicable)

Attachments: Letter of request
Project cost breakdown
Photos
CRA Mini-Grant application form

Board Action:

Approved _____ Denied _____ Deferred _____ Other _____



July 31, 2016

Mayor Jim Farley
City Hall
123 NW Highway 19
Crystal River, FL 34428

Subject: Landscaping Grant for the George Washington Carver Community Center

Dear Mayor Farley,

We recently completed the landscaping of the George Washington Carver Community Center (GWCCC). Enclosed are several pictures of the landscaping and a breakdown of the cost of the materials.

When we met with the city staff to apply for a Community Redevelopment Agency (CRA) grant for the landscaping, we found we were not eligible since the grant should have been requested and approved prior to landscaping the property. One of the grant requirements is to provide a minimum of three bids. Members of the community have donated some of the landscaping materials and due diligence was applied in finding the best price and quality for the materials. As a result, we did not solicit three bids for the materials.

We are respectfully requesting the city council to reconsider and approve reimbursement of funds spent consistent with CRA grant guidelines.

Sincerely,

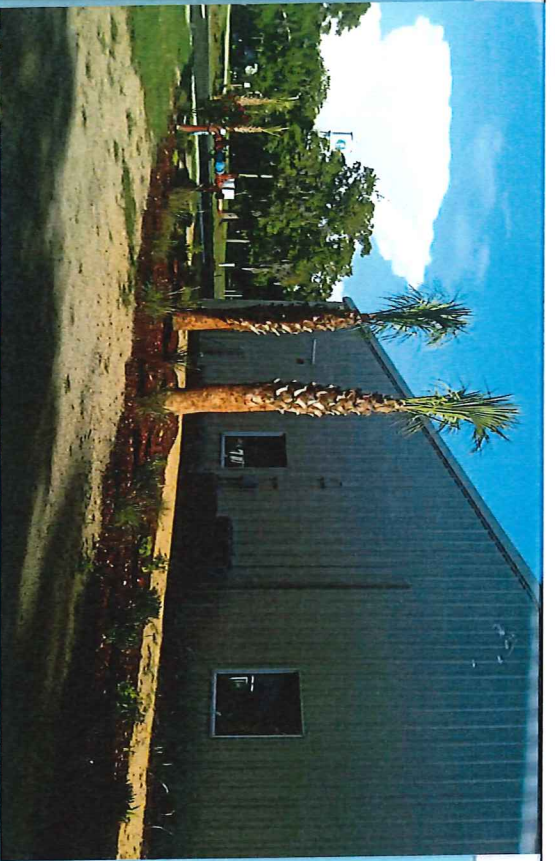
A handwritten signature in blue ink, appearing to read "Harold Walker".

Harold Walker
Project Superintendent

George Washington Carver Community Center
95 Three Sisters Spring Trail
Crystal River, FL 34428

Cost Breakdown of GWCCC Landscaping

Item(s)	Qty	Cost Each	Total
Palm Trees (delivered and planted)	9	\$175.00	\$1,575.00
Coontie Palm	15	\$15.75	\$236.25
Muhly Grass	16	\$2.75	\$44.00
Sod (pallets)	2	\$85.00	\$170.00
Pine Bark (cubic yard)	10	\$24.00	\$240.00
Pine Straw (bales)	26	\$4.22	\$109.72
Dahoon Holly	3	\$60.00	\$180.00
Dwarf Fakahatchee	12	\$6.50	\$78.00
Densa (Walter's) Viburnum	23	\$7.00	\$161.00
Dwarf Schellings Holly	7	\$7.15	\$50.05
Meta Podocarpus	1	\$65.00	\$65.00
Red Chocolate Leropetalum	9	\$8.90	\$80.10
Aztec Grass	10	\$2.75	\$27.50
Miscanthus Adagio	20	\$6.50	\$130.00
Dune Sunflower	24	\$3.00	\$72.00
		Grand Total	\$3,218.62







COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: August 8, 2016

Agenda Item Number: 8B

Requested Motion: Motion to accept the request by Kings Bay Rotary to purchase and install a clock on South Citrus Avenue for the benefit of the City and consideration of the preferred location for installation.

Summary:

The Kings Bay Rotary Club would like to purchase a street clock to be installed on South Citrus Avenue. The clock will be one of distinction and recognized as an asset to the City of Crystal River. It is proposed to be 10-12 feet high with a clock face, being constructed of cast aluminum installed in a high visible area. It will be of such design so as to blend in with the surroundings while being easy to see and read. The clock is consistent with other things happening downtown and CRA guidelines.

Staff Recommendation: To accept the offer of the Kings Bay Rotary to purchase a clock for Citrus Avenue for the benefit of the City.

Funding Information: N/A

Project Cost:

Funding Source:

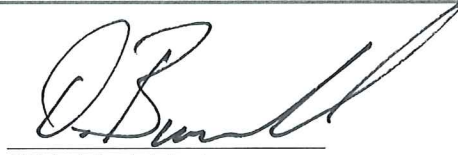
Amount Available:

Finance Department Approval: _____

Approvals:



Originating Department



CRA Administrator

CRA Attorney (if applicable)

Attachments: Photos

Board Action:

Approved _____ Denied _____ Deferred _____ Other _____



