



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, August 8th, 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.

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

A. CRA Water Quality Master Plan.....Richard Busche, Kimley-Horne
Public Works Director Lou Kneip provided a brief overview of the presentation and the purpose of the stormwater master plan.

Richard Busche of Kimley-Horne presented on the CRA Water Quality Master Plan, that is focused in the Waterfront District, and provided an overview of activities completed to date, and requesting Board feedback prior to proceeding with the final third of the project. He also addressed Board questions and comments regarding reduction levels, recognized industry standards, an upcoming DRA transfer and phosphorus levels. He also provided clarification regarding limitations, implementation and maintenance related to the permit.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

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

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

6. PUBLIC INPUT

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. 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

Background: [Agenda Sheet 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.
End of Agenda Sheet]

CRA Administrator Burnell provided an overview of the request and a brief Board discussion was held regarding the project’s consistency with the intent of the landscaping grant, the non-profit status of the facility and the involvement of community volunteers in the project.

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 was made by Board member Houston; seconded by Board member Brown. Motion carried unanimously.

B. Discussion regarding Kings Bay Rotary Club clock donation

Background: [Agenda Sheet 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.
End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item.

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 was made by Board member Brown; seconded by Vice Chairman Gudis.

Jim Jones, Kings Bay Rotary Director, clarified that the request is for approval of the concept, which would be brought back to their Board for further action related to purchase.

Motion was amended by Board member Brown to include the provision that the CRA Board will have final approval authority related to aesthetics prior to installation; seconded by Vice Chairman Gudis. Motion carried unanimously.

9. COMMUNICATIONS

CRA Administrator Burnell spoke about a recent webinar on matters related to Community Redevelopment Agencies, during which discussion was held regarding the recommended frequency of CRA meetings, noting that it was recommended that meetings be held quarterly, at minimum. He requested Board consideration to hold one CRA meeting per month. Consensus was reached to move forward with revision of the CRA meeting schedule, as requested.

10. BOARD MEMBERS COMMENTS

- A. *Jim Farley, Chair*
- B. *Mike Gudis, Vice Chair*
- C. *Andy Houston*
- D. *Ken Brown*
- E. *Robert Holmes* – Expressed concern regarding an alligator in a nearby DRA.

11. PUBLIC INPUT

12. ADJOURNMENT

Chairman Farley adjourned the meeting at 6:33 p.m.

CITY OF CRYSTAL RIVER

ATTEST:

JIM FARLEY, CHAIRMAN

MIA FINK, CITY CLERK