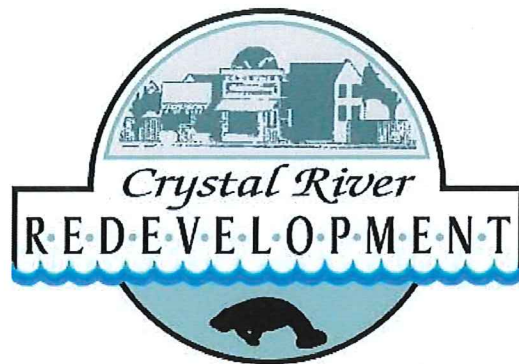


Community Redevelopment Agency



Agenda Packet
for
CRA Meeting
Monday, October 26th, 2015
6:00 p.m.



Agenda
Community Redevelopment Agency
Regular Meeting
Monday, October 26th, 2015 @ 6:00 p.m.
Council Chamber, City Hall

1. **CALL TO ORDER**

2. **ADOPTION OF AGENDA**

3. **PRESENTATIONS**

4. **UNFINISHED BUSINESS**

5. **APPROVAL OF CONSENT AGENDA**

A. *Approve Minutes of CRA Meeting held September 28th, 2015*

6. **PUBLIC INPUT**

7. **CRA ATTORNEY**

8. **CRA ADMINISTRATOR**

A. *Motion to approve application for Coastal Partnership Grant for NE 5th Street Path*

B. *Riverwalk update*

C. *Main Street program update*

D. *Motion to approve a 50% match in the amount of \$500,000.00 for FY 2017 and \$30,000.00 for design in FY 2016 for grant application to SWFWMD for the Cooperative Funding Program to fund stormwater quality Best Management Practices throughout the City*

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**

12. **ADJOURNMENT**

Community Redevelopment Agency



Minutes of
Community Redevelopment Agency
Meeting held
Monday, September 28th, 2015
@ 6:00 p.m.



Agenda
Community Redevelopment Agency
Regular Meeting
Monday, September 28th, 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; Jackie Gorman, Planning and Development Services Director; Lou Kneip, Public Works Director Michelle Russell, Finance Director

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. *Approve Minutes of CRA Meeting held September 14th, 2015*

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

6. PUBLIC INPUT

Joe Chrietzburg- 304 NW Crystal Street- Inquired about item 8A, and the phrase "personalized conceptual design for ten...", which specifies the total number of property owners that may benefit from the project and CRA Administrator Burnell clarified that ten Riverwalk properties were specified because general benefits are approached uniquely but fairly, as each parcel has a unique way in which the project is applied.

Board member Gudis inquired if the ten included only those who are participating and CRA Administrator Burnell confirmed that it did.

Art Jones- 560 NW 14th Place- Reported on a successful clean up at Hunter Springs Park during which over 100 people participated, and advised that the next clean-up project being carried out in conjunction with Sustainability Florida is scheduled for Thursday, October 1st. Mr. Jones provided some background information about the organization, formed under former Governor Lawton Chiles, invited Board members to attend the event, and confirmed that a feasibility study for his proposed aquarium project was underway.

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

CRA Administrator Burnell briefly introduced the new Waterfronts and Community Services Division Manager Ed Call and provided some background regarding his educational and career experience. He advised that Mr. Call will be gradually integrated into areas including waterfronts, code enforcement and parks. Chairman Farley encouraged people to review his qualifications and other Board members welcomed Mr. Call and expressed excitement that he has joined staff. Mr. Call addressed that Board expressing excitement and appreciation of the opportunity.

A. Motion to award Environmental Consultants MGC funding in the sum not to exceed \$52,000.00 for personalized conceptual design for ten property owners along the planned Riverwalk Project

Background: [Agenda Sheet **Requested Motion:** Motion to award Environmental Consultants MGC funding in the sum not to exceed \$52,000.00 for personalized conceptual design for ten property owners along the planned Riverwalk Project.

Summary: Kings Bay Riverwalk conceptual design passes along or through approximately ten privately owned properties, with approximately 1300 feet passing over water and 2200 feet passing over land. The majority of property owners will be affected in or at the water's edge causing potential conflicts to each. In discussions with the consultants and some property owners it seems very important for them to have a clear picture of what they are giving up and what they are receiving in return. Basically requiring 100% agreement from each property owner, this additional step in moving forward cautiously and clearly defining the design challenges to each property owner has become key. This is not a significant amount of additional work, but is unfortunately delaying the over-water part of the project, until there is documented consensus from all property owners.

After discussions with our consultants and internally evaluating the situation, staff has determined that the most likely road to success is to focus on this step and start final design on the over-water section after each owner is completely informed and agrees.

The over land section has much less risk associated with its installation because much of the project is on public land and affects only a few property owners. Design of these areas are much more simple than over-the-water, so moving forward with final design should be just weeks away from a request for funding.

Staff Recommendation: Staff recommends approval

End of Agenda Sheet]

CRA Administrator Burnell provided an overview of the item which addresses ten properties, with each owner having different plans for future use, and concerns that need to be addressed. He advised that the funding request is for design proposals that include more detail, in order to facilitate a final decision from the affected property owners and determine a final price for design. He also advised that the land portion of the project would be addressed first, as this work could begin more quickly, though staff will be coming back for funding approval for each portion.

Board member Gudis inquired about the level of input each homeowner would have and CRA Administrator Burnell clarified that concerns including privacy, dockage and business-related issues varied amongst the individual parties, but further design detail was necessary in order to finalize negotiations.

Board member Brown noted that the Riverwalk concept has morphed into more of a City walk concept and spoke on the need to make it clear to Riverwalk-adjacent property owners that do not wish to be included that if they change their mind later it will not be at the City's expense.

Board member Wheeler inquired about timeframes for financing and CRA Administrator Burnell confirmed that staff is currently working on a package, will work with local banks, and estimated that if everything fell into place it could take 90 days.

Vice Chairman Holmes spoke regarding the potential relocation of the NW 3rd Avenue boat ramp, advising that many constituents do not wish to see it go away unless there is a viable alternative and requesting that it be made the last phase of the project, as he would like to see it stay.

Board member Brown concurred and CRA Administrator Burnell confirmed that staff has begun discussions with FWC to identify alternative locations, and advised that the boat ramp solution needs to be a high priority because it is the most difficult issue to resolve, although staff is understanding of the sentiment.

Chairman Farley advised that he is willing to wait and see what alternatives are presented.

Motion to award Environmental Consultants MGC funding in the sum not to exceed \$52,000.00 for personalized conceptual design for ten property owners along the planned Riverwalk Project was made by Board member Gudis; seconded by Board member Wheeler. Motion carried unanimously.

Board member Wheeler noted that from a motorist stand point, the boat ramp traffic can be hazardous.

Motion to adopt Resolution No. 15-R-36 appropriating funds for the project was made by Board member Holmes; seconded by Board member Wheeler. Motion carried unanimously.

B. CRA Mini-grant for Southern Roots Salon

Background: [Agenda Sheet Requested Motion: Information Only

Summary: Cameron Williams is the owner of *Southern Roots Salon* located at 353 NE 2nd Street. Attached for your review is a mini-grant requesting funds for signage. The signage is in compliance with the CRA Appearance Guidelines and meets required zoning.

Ms. Williams received three estimates as required, the lowest from White Mountain Signs in the amount of \$1,050. The grant allows 50% up to \$2,500; the requested grant amount is \$525. Attached you will find the grant application along with the photo of the proposed signage.

Staff Recommendation: None

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the CRA Mini-Grant Application advising that the building was previously vacant for some time, noting the overall benefits of businesses investing in updated signage.

3. COMMUNICATIONS

4. BOARD MEMBERS COMMENTS

- A. *Jim Farley, Chair* – Advised that he was delighted with the progress and hopes to keep the forward momentum going.
- B. *Mike Gudis*
- C. *Paula Wheeler*
- D. *Ken Brown*- Advised that he was given a tour of the George Washington Carver Community

Center, noticed that there are no sidewalks and requested that sidewalks be installed down 5th Street to connect the community center to the rest of downtown. Consensus was reached by the Board to move forward with the request.

E. Robert Holmes, Vice Chair

5. PUBLIC INPUT

6. ADJOURNMENT

Chairman Farley adjourned the meeting at 6:29 p.m.

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: October 26, 2015

Agenda Item Number: 8A

Requested Motion: Motion to approve a Coastal Partnership Initiative Grant Application for \$30,000 towards funding the construction of a walking trail along NE 5th Street from NE 3rd Avenue to NE 1st Avenue.

Summary: The City of Crystal River CRA Plan Redevelopment Objectives and Initiatives, specifically Section 3.2 Access and Mobility Downtown, encourages pedestrian connections from Citrus to waterfront and the rest of the CRA. The City of Crystal River has an opportunity for partial funding towards a walking trail along NE 5th Street that will extend from NE 3rd Avenue (in front of George Washington Carver Center) to NE 1st Avenue (Vintage on 5th) and will intersect the existing Crosstown Trail. Grant funds will provide \$30,000 for an estimated \$60,000 project.

Included in this project will be approximately 970 LF of concrete 8' in width, native landscaping, lighting and funds for right of way acquisition which may be needed one area of the project. Attached is an aerial view of the proposed project location along with a visual of the completed project for your use.

The Grant application is part of the Coastal Partnership Initiative which will match up to \$30,000 for construction activities related to Waterfront projects. This is a great opportunity to begin connecting our trails to the proposed Riverwalk.

The planning for the trail design consists of having concrete trail connections that extend within a block of the downtown district. In this case the trail will be concrete up to NE 1st Avenue and the next phase extending from NE 1st Avenue to the Riverwalk will utilize the brick pavers for consistency. All amenities, including lighting, landscaping, etc. will remain consistent.

Staff Recommendation: Approval

Funding Information:

Project Cost:

Funding Source:

Amount Available:

Finance Department Approval:

Approvals:


Originating Department


CRA Administrator

CRA Attorney (if applicable)

Attachments: Photo

CRA Board Action:

Approved _____

Denied _____

Deferred _____

Other _____



WATERFRONT PARKS
HUNICE BAY



NE 5TH ST
NE 3RD - 5TH AVE

COMMUNITY REDEVELOPMENT AGENCY

Agenda Item Summary

Meeting Date: October 26, 2015

Agenda Item Number: 8C

Requested Motion: Update on the Main Street Program.

Summary: Staff wishes to provide a status update regarding Crystal River Main Street Program.

Staff Recommendation: NA

Funding Information:

Project Cost: _____

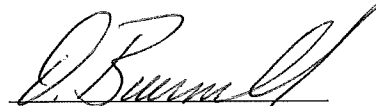
Funding Source: _____

Amount Available: _____

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

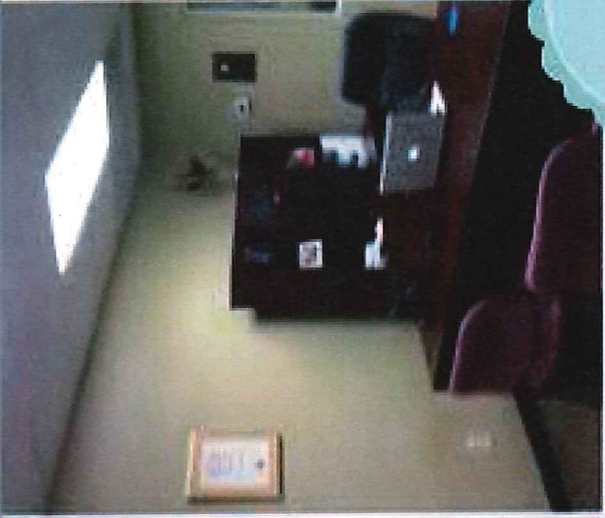
Attachments: NA

Council Action:

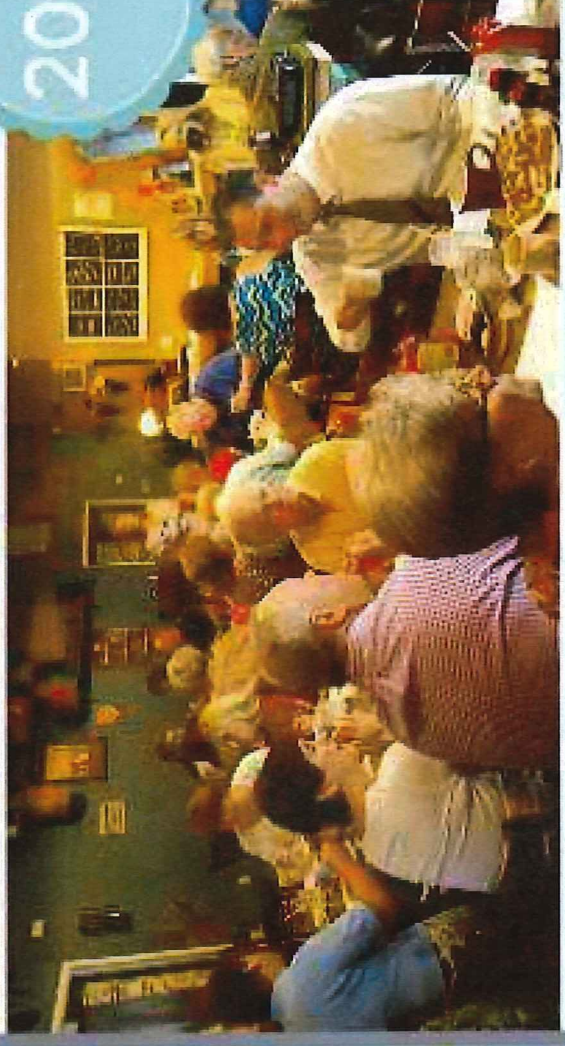
Approved _____ Denied _____ Deferred _____ Other _____

**Crystal River Main Street
CRA Update
10/15/2015**

- 1) The CRMS Board unanimously appointed Karen Pieters as the part-time Executive Director on 8/13/2015. Ms. Pieters immediately departed for the Annual Florida Main Street Conference in St Petersburg on 8/16/2015-8/18/2015. Crystal River officially received designation as a Main Street community at the Secretary Of State Dinner. Three representatives from The Chamber (Rebecca Bays, Josh Wooten, Ardath Prendergast) Leslie Bollin, Jo Anne Coop and Dave Burnell were all present.
- 2) CRMS has established an office at the Welcome Center, 915 N Suncoast Blvd. A website and all office functions are in the process of being set up.
- 3) Ms. Pieters has personally met with over 50 of the business and property owners in the Main Street Program Area to introduce them to the Main Street Program.
- 4) Ronni Wood, Coordinator of the Florida Main Street Program visited Crystal River on September 29. Hometown Values and the River Ranch hosted a breakfast for business and property owners as well as people interested in being involved with Main Street that day. 38 people were in attendance. Ms. Wood toured the program area, met with business owners and spent time training Ms. Pieters.
- 5) Volunteers are being recruited for the Organization, Promotion, Design and Economic Restructuring Committees. The first meeting/training for volunteers will be held on October 27. Currently over 30 people have expressed interested in being involved with the program.
- 6) The multi-day Florida Main Street Resource Team Visit is anticipated in January 2016. The next few months will be spent recruiting and training volunteers and preparing for the Resource Team Visit.



2015



Crystal River Main Street

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: October 26, 2015

Agenda Item Number: 8B

Requested Motion: Information Only, Update on Riverwalk

Summary: Current Status of the following:

Status of items related to property owners affected by the Riverwalk:

Development of design concepts for property owners to be completed by 10/28/2015

Review of design concepts with staff scheduled for 10/29/2015

Meeting with property owners scheduled for 11/1/2015 – 11/13/2015

Results of the vegetation study:

Complete

Update on status of new waterfront development standards

Staff Recommendation: None

Funding Information:

Project Cost: NA

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments:

Council Action:

Approved _____

Denied _____

Deferred _____

Other _____

**Community Redevelopment Agency
Agenda Item Summary**

Meeting Date: October 26, 2015

Agenda Item Number: 8D

Requested Motion: Motion to approve a 50% match in the amount of \$500,000.00 for FY 2017 and \$30,000.00 for design in FY 2016 for grant application to SWFWMD for the Cooperative Funding Program to fund stormwater quality Best Management Practices throughout the City.

Summary: The Southwest Florida Water Management District (SWFWMD) is soliciting projects for the FY2017. The City of Crystal River is requesting cooperative funding for the design and construction of water quality improvements through the implementation of stormwater Best Management Practices (BMP's) within the Kings Bay and Crystal River watershed areas. Staff has not designed any specific locations within the watershed at this point, but they will likely include roadside swales within City right of way, and water quality/ retention basins within City owned property. Staff feels the City has a strong chance of receiving some or all of this grant money due to Kings Bay being an impaired waterway. In addition, there has been positive momentum recently in funding of water quality projects that will help improve the condition of the Bay.

The project cost estimate is very preliminary at this point, but staff anticipates the cost at approximately \$1,000,000.00 for construction and \$60,000.00 for design.

The required deadline for the grant submission was October 2nd, but SWFWMD indicated that Council support can be verified after submission. If the Council does not support the application, staff will withdraw it.

Staff Recommendation: Approve of the suggested \$500,000.00 for matching funds for construction in FY 2017 and \$30,000.00 for design in FY 2016 if the grant is awarded.

Funding Information:

Project Cost:	\$ 60,000.00 in FY2016 (Engineering)
Funding Source:	CRA FDOT/SWFWMD grant funding (FY2016 approved budget)
Amount Available:	\$ 50,000.00 in FY2016
Funding Source:	601-61552-63076 (CRA Stormwater Project –FY2016 approved budget)
Amount Available:	\$100,000 in FY2016
Project Cost:	\$1,000,000.00 in FY2017 & FY2018 (construction)
Funding Source:	CRA FDOT/SWFWMD grant funding (FY2017 projected budget)
Amount Available:	\$ 500,000.00 in FY2017
Funding Source:	601-61552-63076 (CRA Stormwater Project –FY2017 & FY2018 projected budget)
Amount Available:	\$300,000 in FY2017
Amount Available:	\$300,000 in FY2018

Finance Department Approval: _____

Michelle K. Russell

Approvals: _____

Originating Department _____

[Signature]
CRA Administrator

[Signature]
CRA Attorney (if applicable)

Attachments: Grant application cover letter

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____



City of Crystal River

123 Northwest Highway 19
Crystal River, Florida 34428
Telephone: (352) 795-4216
Facsimile: (352) 795-6351

September 30, 2015

Southwest Florida Water Management District
Attn: Cooperative Funding Program Administrator
2379 Broad Street
Brooksville, Florida 34604

Subject: Grant Application for Water Quality Swales

Dear CFI Administrator:

The City of Crystal River has submitted a CFI application for consideration. We have detailed the matching funds as stated below.

Water Quality Swales

FY 2016:	Engineering and Design:	\$30,000.00	SWFWMD
FY 2016:	Engineering and Design:	\$30,000.00	Crystal River
FY 2017:	Construction:	\$500,000.00	SWFWMD
FY 2017:	Construction:	\$500,000.00	Crystal River (pending FY 2017 budget adoption)

Funding for construction of this project has been included in the City's FY 2017 budget. However, this budget will not be adopted until September 2016

If there are any questions or additional information needed, please contact the Cooperator coordinator at (352)795-4216.

Sincerely,

Louis Kneip
Director of Public Works

Cc Dave Burnell, City Manager
Michelle Russell, Finance Director