

Community Redevelopment Agency



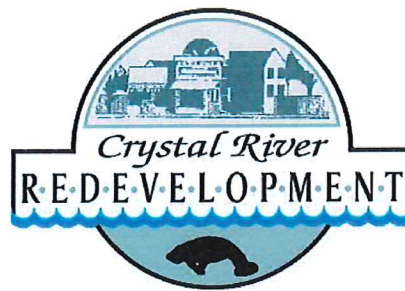
Agenda Packet
for
CRA Meeting
Monday, December 10th, 2018
6:00 p.m.



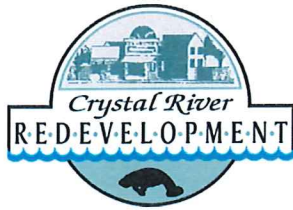
Community Redevelopment Agency
Regular Meeting Agenda
Monday, December 10th, 2018 @ 6:00 p.m.
Council Chamber, City Hall

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 November 13th, 2018*
6. PUBLIC INPUT
7. CRA ATTORNEY
 - A. *City Hall Land Disposition*
8. CRA ADMINISTRATOR
 - A. *Mini-Grant Application for a mural project at 905 U.S. Highway 19*
 - B. *FDEO Competitive Florida Partnership Grant Award Update*
 - C. *Discussion related to the two existing downtown development plans: Bayside Concept Plan and Heritage Side Concept Plan*
9. COMMUNICATIONS
10. BOARD MEMBERS COMMENTS
 - A. *Joe Meek, Chair*
 - B. *Cindi Guy*
 - C. *Ken Brown, Vice Chair*
 - D. *Pat Fitzpatrick*
 - E. *Robert Holmes*
11. PUBLIC INPUT
12. ADJOURNMENT

Community Redevelopment Agency



Minutes of
Community Redevelopment Agency
Meeting held
Tuesday, November 13th, 2018
@ 6:00 p.m.



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Tuesday, November 13th, 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 8th, 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 with have a meeting with the owners of the Hampton property on November 8th 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 3rd 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.

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 8A

Requested Motion: Discussion Only- Mini-Grant Application Murals at 905 US Highway 19

Summary: In November, 2018 the City received a Mural Grant application for a Mural Grant for a proposed mural on three sides of the building located at 905 U.S. Highway 19. The building houses three businesses: All About Nails and Hair, Ed's Watch and Jewelry Repair and State Farm Insurance. The proposal is consistent with the City of Crystal River CRA Mini-Grant Program and will further the goal of establishing the City of Crystal River as a Florida Mural Trail site.

Staff Recommendation: Approved by staff.

Funding Information:

Project Cost: \$ 1,000.00
Funding Source: 601-61552-48005 (CRA – Mini Grants)
Amount Available: \$20,000.00

Finance Department Approval: Michelle K. Russell

Approvals:

Originating Department



CRA Administrator

CRA Attorney (if applicable)

Attachments: Application and Quote

Board Action:

Approved _____ Denied _____ Deferred _____ Other _____



CITY OF CRYSTAL RIVER COMMUNITY REDEVELOPMENT AGENCY (CRA)

MINI-GRANT PROGRAM

Purpose: The purpose of the City of Crystal River Community Redevelopment Agency (CRA) Mini-Grant program is to encourage private investment to improve the appearance and functionality of existing buildings (residential or commercial) within the CRA District (see attached map). The program provides a 50% match to pay for improvements identified by category as follows:

Distressed Property Grant – 50% up to \$10,000. These funds shall be used to perform general repair, demolition, structural or habitable work to meet code to occupy the structure focusing mainly on upgrading abandoned properties that are considered “eye-sores” within the CRA District.

Commercial Site Improvement Grant – 50% up to \$2,500. These funds are to be used for landscaping that meets the requirements of the City’s Land Development Code and must be maintained by trimming, pruning and irrigation systems as needed to maintain a healthy landscape project.

Commercial Sign Improvement Grant – These funds are to be used for the restoration of existing signs or the construction of new signs that adhere to the CRA appearance guidelines.

Commercial Façade Grant – Funds are to be used to bring the structure into harmony with adjacent buildings and comply with the vernacular appearance guidelines for the CRA District. All colors are to be chosen from the CRA approved color chart.

Residential Façade Grant – All residential structures shall be designed, constructed, and maintained to compliment and accept the architectural features of the building. Color schemes shall accent the structure and shall harmonize with adjacent buildings. All colors are to be chosen from the CRA approved color chart.

Mural Grant – Mural Grants shall be consistent with the stated theme of the CRA District and comply with the colors stated in the Appearance Guidelines. Design cannot contain any direct advertisement of the business or businesses adjacent to the primary structure and/or surrounding structures. Attached statement “Required Mural guidelines for Artists, building Owners and the Community” must be signed and notarized and submitted with the application. Murals are approved by the CRA Board only.

Applicants are reminded that grant awards are discretionary and should not be considered an entitlement. CRA reserves the right to deny grants awards if the project does not fulfill the intent of the program or is inconsistent with goals and objectives of the Board.

Eligibility Requirements:

The CRA Mini-Grant Program is available to businesses and/or property owners that are located within the CRA District. Businesses must have a valid and current business license and must propose a permitted/conforming use within the CRA District.

If yes,

Date funding was received _____

Purpose for funding Interior Grand

Amount received \$ _____

Scaled Drawings and or Renderings/Conceptual Drawings (ATTACH)

Before Photos (ATTACH) – At least 4 – 4x6 color photos of the existing building showing all sides of the structure, with emphasis on the area to be improved.

Scope of Work (ATTACH) – Please be specific in describing the nature of the project and address the improvements that will be made.

Timetable for completing the proposed improvements (ATTACH) – A site visit with the applicant may be necessary to understand the scope and nature of the project.

Color Samples – Please refer to the CRA approved color chart.

Have you received CRA Grant funding at other locations? Yes No

If yes,

Date funding was received _____

Purpose for funding _____

Location _____

Do you expect to request further grant funding for this property within the next 3 years?

Yes No

If yes, please explain: _____

Does the property presently comply with land development code/building code? Yes No

If no, does this grant correct to compliance situation? Yes No

If no, please explain situation: _____

Please explain why you believe the City should monetarily support this grant request.

brantify Hwy 19

Is the property occupied at this time? Yes No

If no, explain why: _____

Does the property have any liens and/or foreclosure actions? Yes No

If yes, please explain: _____

Does the contractor selected for the job have any past or present relationship with you, i.e.?

- Business Partner
- Investor with you or said property
- Family Member

Is the contractor local? Yes No

If no, why was a local contractor not selected? _____

Total project cost \$ 2,000 +

What amount of grant funds are you requesting? \$ 1000

Does applicant pay 50% or greater of the total project cost? Yes No

From the time of grant approval, how many weeks will it take to complete the project? complete

Does your project meet CRA appearance guidelines? Yes No

1/30/19

If no, please explain: _____

Have you submitted 3 quotes from licensed contractors for this project? Yes No

If no, please explain: this is art, the artist created the design

Have you chosen to use low bidder on this grant application? Yes No

If no, please explain: N/A see above

CERTIFICATION

Please read the following and sign below. All owners, authorized corporate officers, or partners must sign this application.

I understand that this grant application requires that I comply with the design requirements established by the City of Crystal River Land Development Code 4.02.03, and that the money will be granted on a reimbursable basis. Changes to the scope of work must be approved in advance by the Community Redevelopment Agency. All work must be commenced within 30 days of grant issue.

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided. The Community Redevelopment Agency retains the sole decision as to whether this grant application is approved, disapproved, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project for not less than five years and that these improvements and attachments must remain as part of the real property. I authorize the Community Redevelopment Agency to place a "Redevelopment by Design" sign on the improved property during the improvement phase and for a minimum of 30 days after completion.

The City of Crystal River and the Community Redevelopment Agency reserve the right to reject any and all applications for grant funding for any reason what-so-ever, to waive any informalities or irregularities in the application or approval process, and to award the grants in the best interest of the City of Crystal River. There is no expressed or implied obligation by either the City of Crystal River or the Community Redevelopment Agency to reimburse responding firms or individuals for any expenses incurred in preparing applications for grants.

By the submission of an application for a Community Redevelopment Agency Grant, and in consideration for the review of the application by the Community Redevelopment Agency Board, the applicant hereby automatically agrees to voluntarily relinquish any and all rights to protest or appeal the determination by the Community Redevelopment Agency regarding the grant. No further documentation or agreements need be executed in order to make this relinquishment of rights entirely functional and enforceable by the Community Redevelopment Agency or the City of Crystal River.

DAVID DESO
Name (print)

Name (print)

OWNER
Title

Title

David Deso
Signature

Signature

11-28-18
Date

Date

Applications will not be accepted from property owners (and tenants) who are delinquent on their property taxes. Applications must not have outstanding code violations or code liens and must be in compliance, or submit an application bringing the property into compliance with the CRA Appearance Standards. This does not include existing architectural standards.

Application Process and Deadlines:

Applications are accepted and approved on a monthly basis. It is important that we receive the application early enough to review and place on the CRA Board Agenda prior to approval. Applications are generally approved within 45 days.

NOTE: Incomplete applications will not be accepted! Any work completed prior to approval is not grant eligible. Award of the grant is not guaranteed, and the Applicant assumes all financial liabilities for work initiated prior to the approval of the Grant by the CRA.

GRANT TYPE

- Distress Property Grant
- Commercial Site Improvement
- Commercial Sign Grant
- Residential Façade
- Commercial Façade
- Mural

Owner's/Business Owner's Name Dave DeSo

Owner's/Business Owner's Address 905 US Hwy 19
Crystal River

Phone: 352-634-2528 Fax: _____ E-mail: ddeso@tampabay.com

Grant Site Address 905 US Hwy 19
Crystal River FL

Check when completed:

- Copy of Warranty Deed
- Business Status: ___ Corporation ___ Sole Proprietor ___ Other N/A - Property Owner
- Copy of Business License N/A - Property Owner
- Type of Business: Salon/Jewelry/Insurance
- Conflict of Interest – Business or personal relationship with CRA? ___ Yes No

If "Yes" please explain: _____

Site / Project Information:

Alternate Key Number: 1077206 (Attach property record card)

What is the proposed scope of work/improvement?
mural on 3 sides of building

Have you received CRA Grant funding at this property before? Yes No

REQUIRED MURAL GUIDELINES FOR ARTISTS, BUILDING OWNERS AND THE COMMUNITY

(The Applicant is instructed to initial at the end of each statement below which will indicate that the applicant agrees with the statement.)

A written contract should be signed between all parties involved, i.e., artist, building owner and leaser (attach copy of signed contract) with the following information included:

1. The artist and the building owner agree upon the content of the mural with an estimate of the cost. RR (initial)
2. The contract should designate the lifetime of the mural, the agreed upon number of years that the mural will be undisturbed, after which the mural can be painted over without penalty. RR (initial) 10 years
3. Preparation of the wall surface must be detailed in the quotation so the mural will have a long life. RR (initial)
4. Investigate the different paints available and submit specification to strive for the most durable. RR (initial)
5. Submit who will be responsible to maintain the mural if the work is damaged. It is recommended that a protective anti-graffiti coating be applied to murals to protect them from graffiti and vandalism. RR (initial)
6. Take into account the surrounding businesses and residents when planning the mural. RR (initial)
7. City retains the rights to disapprove CRA funding on any proposal mural deemed inappropriate in design, location or judged to be inconsistent with CRA District initiatives. RR (initial)

State of Florida:
Citrus County Florida:

The foregoing instrument was acknowledged before me this 28 day of November, 2018 by David Descy who is personally known to me or has produced FL DC 2520 as identification and did not (did) take an oath.



Lisa M. Morris
Notary Public, State of Florida (Signature of Notary taking acknowledgement)

Lisa M. Morris
Name of Notary typed, printed or stamped

My Commission Expires: 12-28-18

FF 185377
Commission Number

- Council Review Yes No
- Development Services Review Yes No
- Building Inspector Review Yes No NA
- Code Enforcement Inspected Yes No NA

Approved for \$ 1,000.00

Approved by [Signature]

Date 12/5/18

Rejected by _____

Date _____

Reason for Rejection: _____

AFTER APPROVAL

The City will pay out within 30 days after submittal of final billing by applicant and successful inspection of the improvement(s).

Grant Issue Date: _____ Initials: _____

Inspection Date: _____ Initials: _____

Final Project Total: \$ _____ Initials: _____

CRA Contribution Amount: \$ _____ Initials: _____

CLOSEOUT DATE: _____ Initials: _____

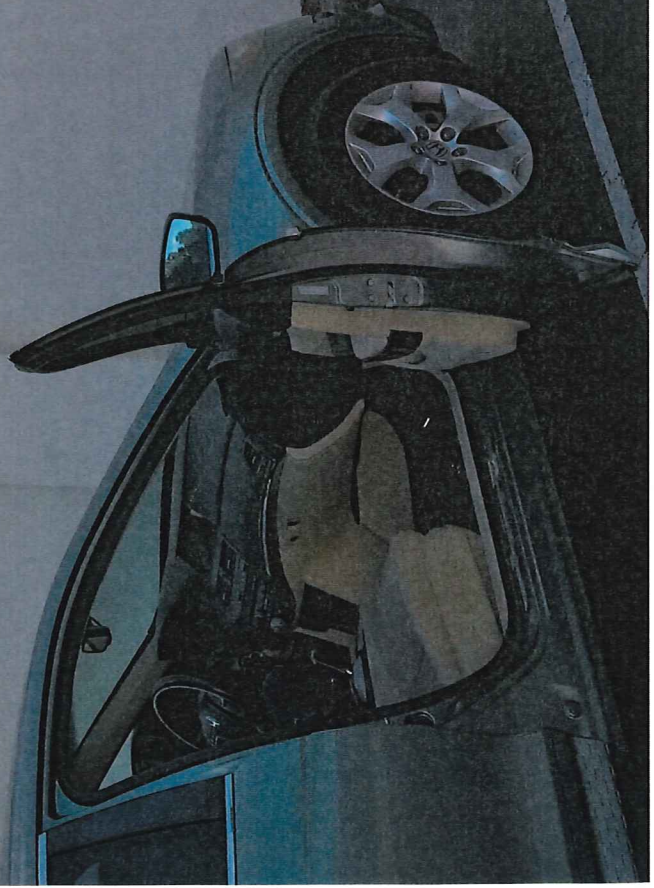
Grant funds will be paid out after:

- Project is completed and inspected
- Project is paid for in full by owner
- Proof of payment via credit card receipt or cancelled check



05/17/2018

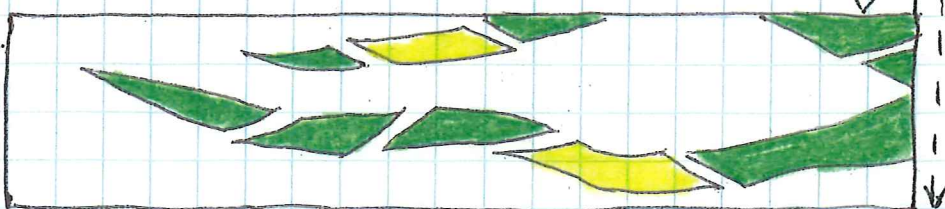
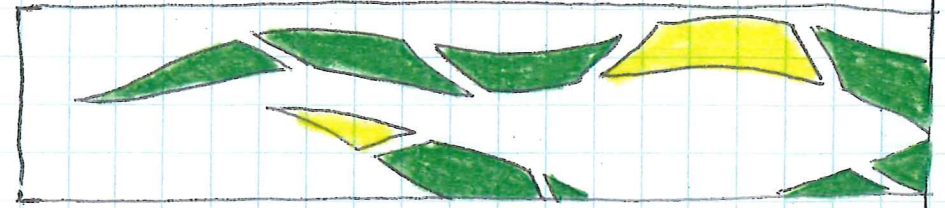
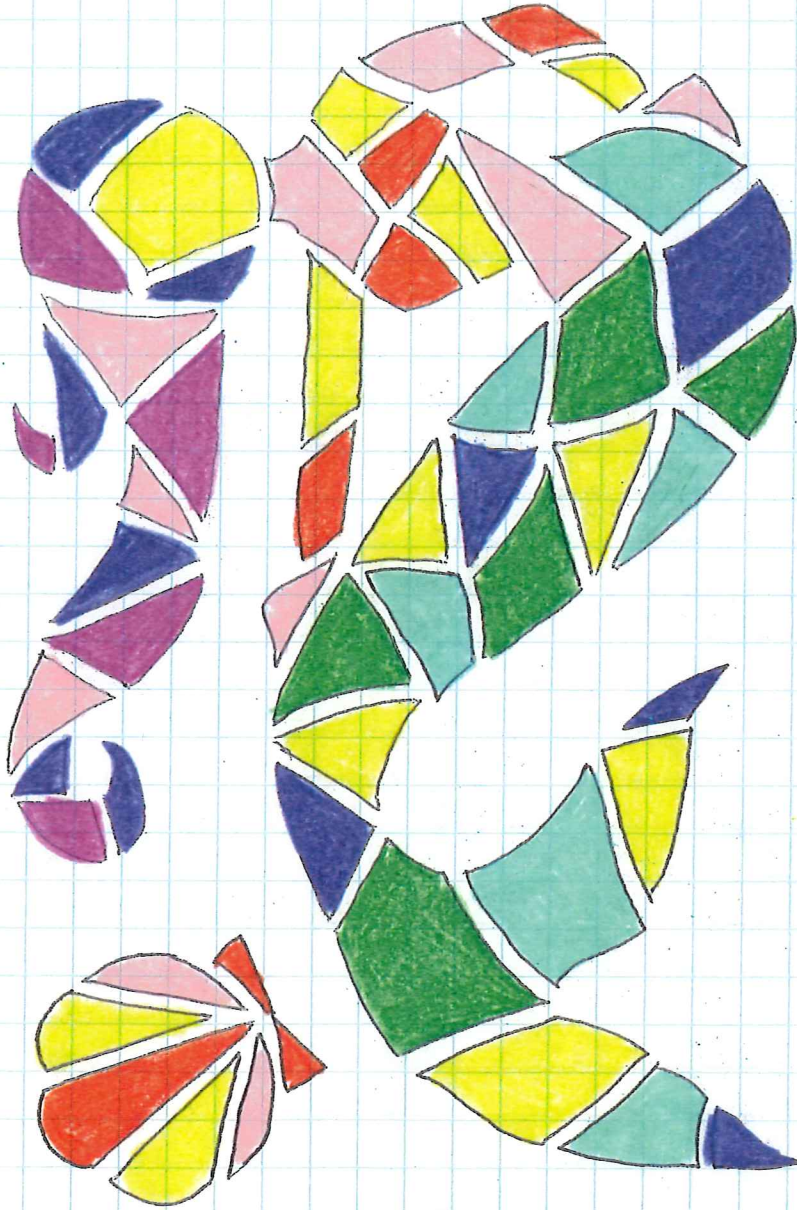
Trotter Realty
352-628-2410
**BUILDING
FOR SALE**
Barbara McKinnell
352-346-0153



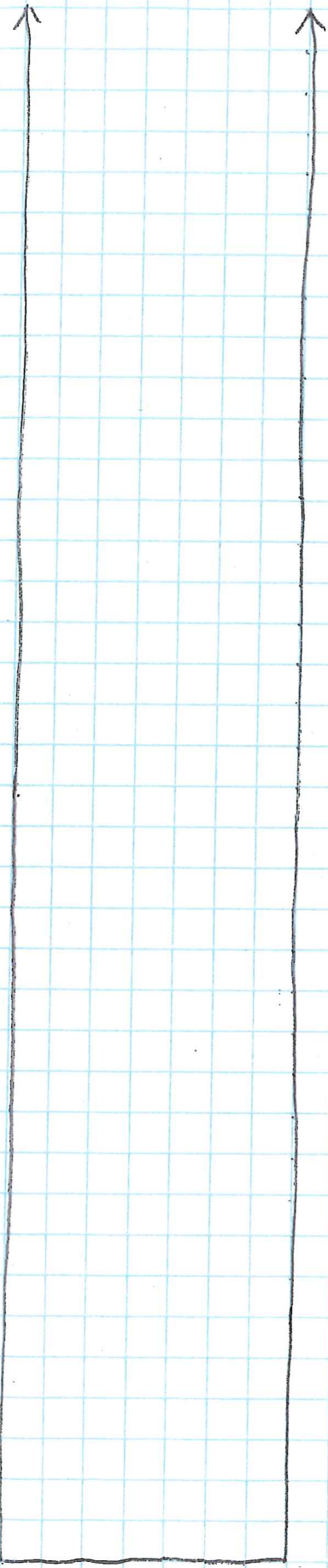
$$\leq 80 \text{ ft}^2$$

$$\square = 6'' \quad \square = 1 \text{ ft}^2$$

12' 2"

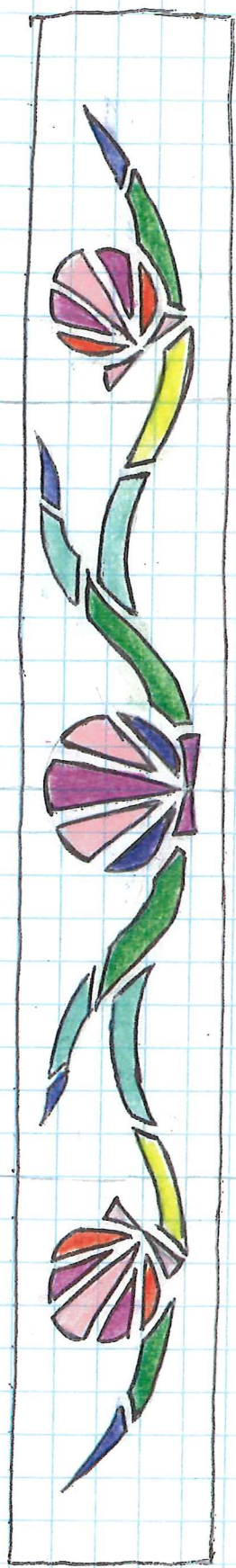


□ = 4"



28" x 2 1/2"

□ = 1"



x3

From: "Rachel A. Ford" <Rachel.Ford@visitcitrus.com>

Date: November 29, 2018 at 12:27:56 PM EST

To: "Karen Pieters (karen@crystalrivermainstreet.org)" <karen@crystalrivermainstreet.org>

Subject: Mural Quote

Hi Karen,

Just wanted to touch base with you on the Mosaic Mermaid Mural planned for Dave's building on Hwy 19.

My price for the entire job (not including the approximate 7 gallons of paint that will be needed) will be \$1,800.

This includes all of my other supplies and labor. Depending on total supply cost to start the job, I may require a small down payment portion towards the totally which can be discussed at a later time.

Please let me know if you have any questions or need any other information to get started.

Thanks so much. I am very excited to be working with you!

Rachel Ford
Visitor Services Representative
Discover Crystal River Welcome Center
Citrus County Visitors & Convention Bureau
915 N. Suncoast Blvd.
Crystal River, FL 34429
(352) 794-5506

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 8B

Requested Motion: Information only- Update regarding Competitive Florida Partnership grant funding through the Florida Department of Economic Opportunity.

Summary: The Florida Department of Economic Opportunity has approved Competitive Florida Partnership grant funding in the amount of \$25,000.00 for a Waterfront Master Plan.

The City requested the grant to assist with developing a long-term strategy to expand access in existing public (or Private) spaces to accommodate commercial activities while preserving the integrity of our waterfront neighborhoods. The city has found that the demand in the selected waterfront area is greater than what can be reasonably accommodated in existing public and private facilities, the master plan will identify potential properties that could be acquitted in the future to accommodate additional waterfront access.

The State is in the process of preparing the FY18/19 Competitive Florida Partnership Grant Agreement for execution.

Staff Recommendation: N/A

Funding Information:

Project Cost: T.B.D.
Funding Source:
Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



CRA Administrator

CRA Attorney (if applicable)

CRA Action:

Approved _____ Denied _____ Deferred _____ Other _____

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 8C

Requested Motion: Information Only- Discussion related to the two existing downtown development plans: Bayside Concept Plan and Heritage Side Concept Plan.

Summary: These two plans, developed over a year ago, include variations of the following:

- 1) Expansion of multi-modal transportation: Golf Cart Parking, Multi-Use Paths
- 2) Construction of New City Hall
- 3) New Creative Playground
- 4) New Splash Park
- 5) New Liner Parks
- 6) Increase in public parking
- 7) New Parking Garage
- 8) New Dockage and Facilities in Kings Bay Park
- 9) Vacant lands in the downtown
- 10) Vacant Buildings

The goal is to develop a integrated, long-range plan, approved by the CRA Board and City Council, that would provide focus a facilitate the future development of the downtown area. Finalization of a single plan will also provide clarity for the business community, residents and future investors on the City's direction.

Staff Recommendation: Staff is supports changes that lead to a final decision.

Funding Information:

Project Cost: NA

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



CRA Administrator

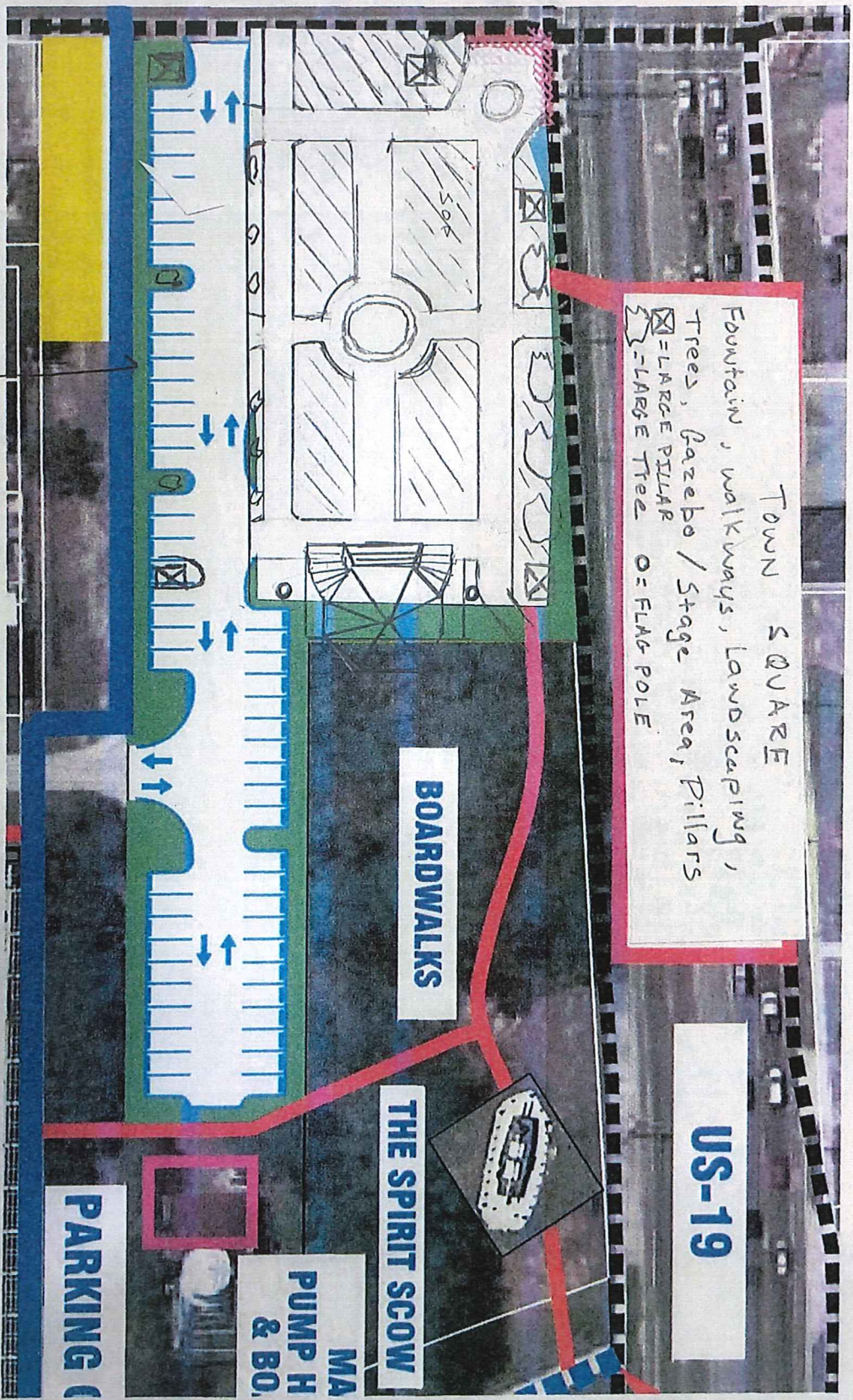
CRA Attorney (if applicable)

Attachments: Bayside Plan & Heritage Plan

Board Action:

Approved _____ Denied _____ Deferred _____ Other _____

SMALLER
MULTI-
TIER
FOUNTAIN
OR
Statue



TOWN SQUARE
Fountain, walkways, Landscaping,
Trees, Gazebo / Stage Area, Pillars
☒ = LARGE PILLAR
☁ = LARGE Tree
○ = FLAG POLE

US-19

BOARDWALKS

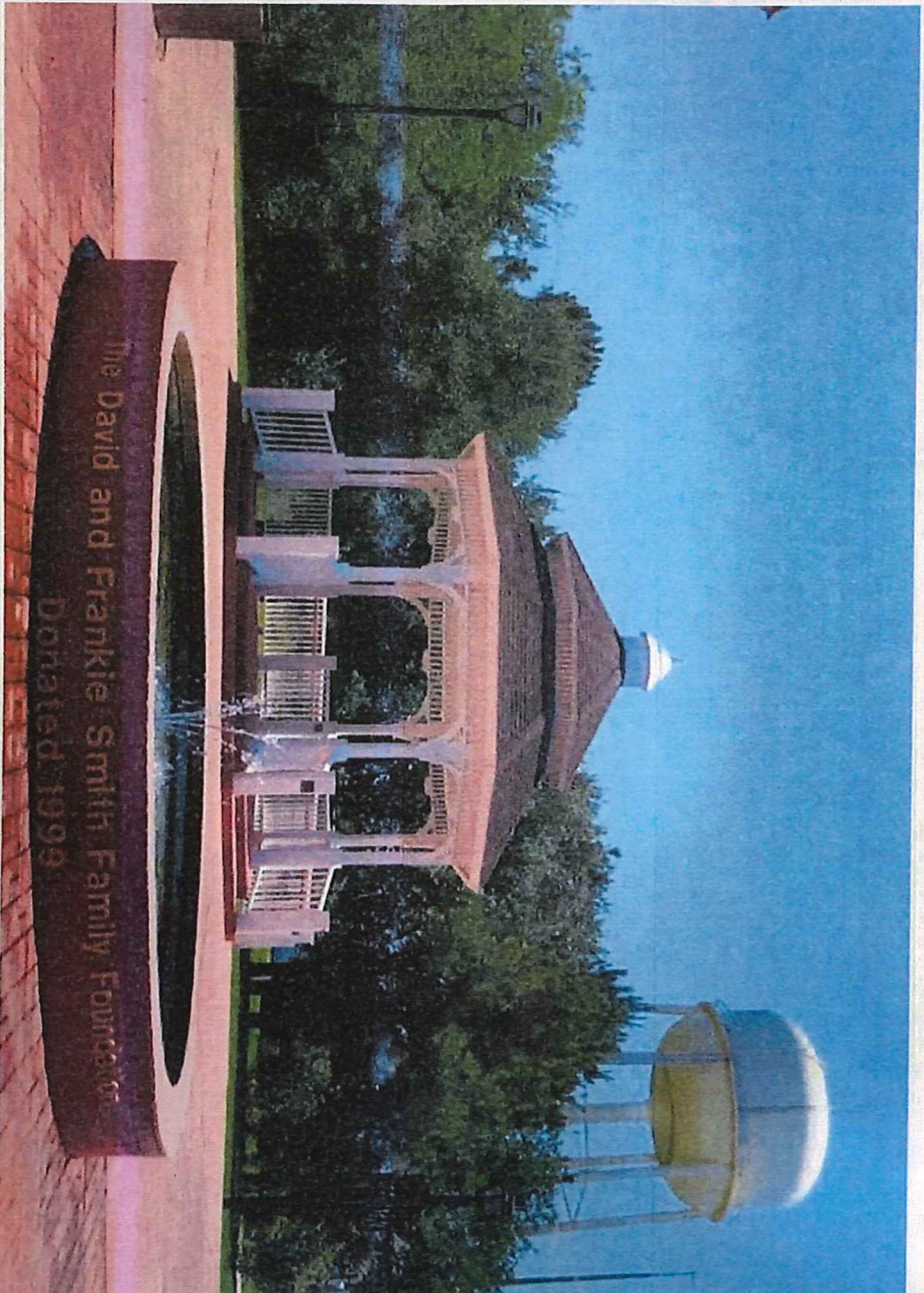
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MA PUMP H & BO

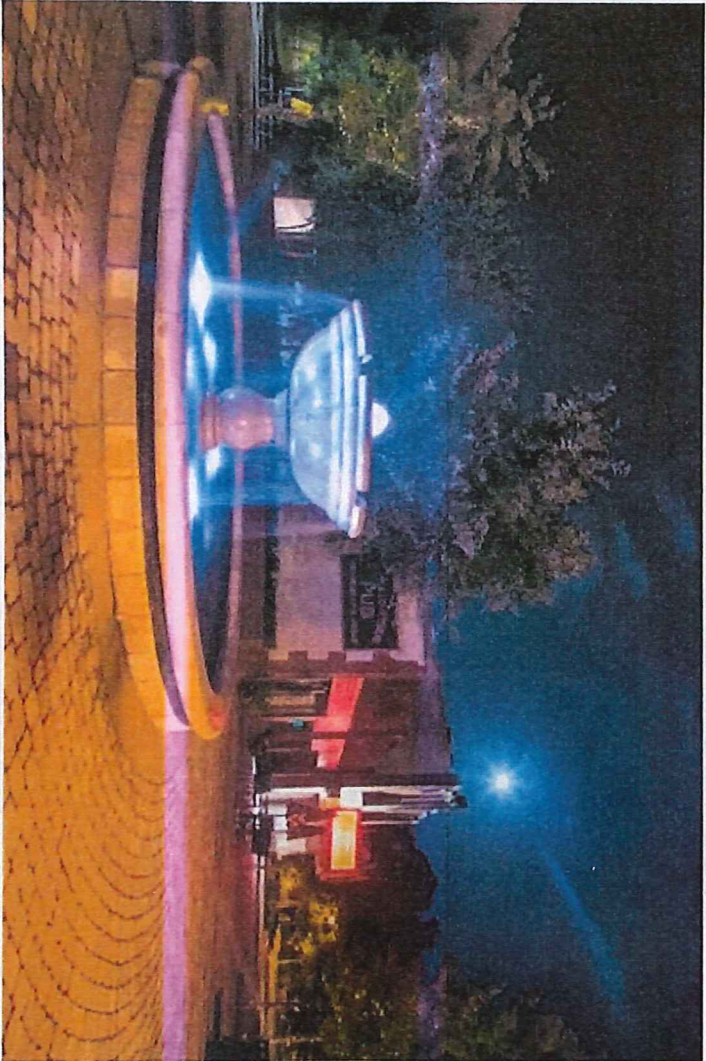
PARKING

FOUNTAIN WITH
MANATEE IN CENTER
OF TOWN SQUARE

Gazebo with fountain and water tower from Pearland TX.
- Design similar layout for Town Square



Inverness Fountain; Design our Town Square Center
Fountain like this, except use Manatee statue in
center of Fountain



Use in center of Town Square Fountain
-this is from Orlando Convention Center

