

**Schedule of Meetings  
for  
Monday, January 11<sup>th</sup>, 2016**

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**6:00 p.m. COMMUNITY REDEVELOPMENT AGENCY**

**7:00 p.m. REGULAR COUNCIL MEETING**

# Community Redevelopment Agency



Agenda Packet  
for  
CRA Meeting  
Monday, January 11<sup>th</sup>, 2016  
6:00 p.m.



**Agenda**  
**Community Redevelopment Agency**  
**Regular Meeting**  
**Monday, January 11<sup>th</sup>, 2016 @ 6:00 p.m.**  
**Council Chamber, City Hall**

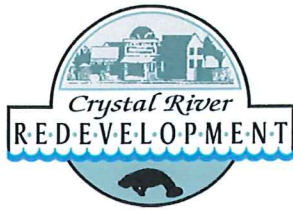
1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **PRESENTATIONS**
4. **UNFINISHED BUSINESS**
5. **APPROVAL OF CONSENT AGENDA**
  - A. *Approve Minutes of CRA Meeting held December 14<sup>th</sup>, 2015*
6. **PUBLIC INPUT**
7. **CRA ATTORNEY**
8. **CRA ADMINISTRATOR**
  - A. *Riverwalk Update*
  - B. *Main Street Update*
  - C. *CRA Website Update*
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**

# Community Redevelopment Agency



Minutes of  
Community Redevelopment Agency  
Meeting held  
Monday, December 14<sup>th</sup>, 2015  
@ 6:00 p.m.





**Minutes**  
**Community Redevelopment Agency**  
**Monday, December 14<sup>th</sup>, 2015 @ 6:00 p.m.**  
**Council Chamber, City Hall**

1. **CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Chairman Farley.
2. **ADOPTION OF AGENDA:**  
Board Member Brown motioned to adopt the agenda and seconded by Vice Chair Holmes.  
Motion carried 5-0.
3. **PRESENTATIONS:** No Presentations.
4. **UNFINISHED BUSINESS:** No unfinished business.
5. **APPROVAL OF CONSENT AGENDA**
  - A. *Approve Minutes of CRA Meeting held November 16<sup>th</sup>, 2015 – Board Member Wheeler moved to approve the minutes from the November 16, 2015 meeting and seconded by Board Member Brown.*  
*Motion carried 5-0.*
6. **PUBLIC INPUT:**  
Mike Mullins, Atlanta Georgia, Kings Bay Lodge made a statement regarding the Riverwalk Plan Routes.  
Board Member Wheeler responded to the statement from Mr. Mullins.
7. **CRA ATTORNEY:** None
8. **CRA ADMINISTRATOR**
  - A. *Riverwalk Update: Mr. Burnell presented information to the Board regarding the Riverwalk. Mr. Burnell recognized the concerns and a meeting with the Kings Bay Lodge. Mr. Burnell presented information related to Mr. Czerwinski's team and the Ash Group. Mr. Burnell asked for approval for the City legal to negotiate the contracts and starting construction in 2016.*  
  
**Background:** [\[Agenda Sheet\]](#)  
**Requested Motion:** No motion requested. Discussion only on Riverwalk Project Development.  
  
**Summary:** The City Manager wishes to give the CRA Agency an update on the Riverwalk progress.  
  
**Staff Recommendation:** Not applicable – discussion only.  
**End of Agenda Sheet**
  - B. *Hunter Springs Update – Public Works Director Lou Kneip presented verbal information related to the Hunter Springs Park update to the Board. Total Construction period of 7 months in which the park would be closed.*  
**Background:** [\[Agenda Sheet\]](#)  
  
**Requested Motion:** None, informational only.

**Summary:** Staff would like to update the Council on the status of the improvements to Hunter Springs Park.

**Staff Recommendation:** Continue preparing to send plans out for public bidding.

End of Agenda Sheet

C. *Proposed CRA Overlay District Update – Mr. Burnell presented information on the Overlay District related to the Riverwalk.*

Background: [\[Agenda Sheet\]](#)

**Requested Motion:** NONE– Information only.

**Summary:** Staff is currently working on the CRA Overlay District for the Downtown Commercial Waterfront (CW) area. The proposed overlay district will establish alternative land development requirements that require special attention to the waterfront and the proposed Riverwalk project.

Attached please find a map that identifies the boundaries of the CRA Overlay District for reference.

**Staff Recommendation:** N/A

End of Agenda Sheet

D. *Update on Mini-grants – Mr. Burnell provided an update to the Board on the Annual CRA mini-grants provided to the CRA District Businesses and Residents.*

Background: [\[Agenda Sheet\]](#)

**Requested Motion:** None.

**Summary:** Attached you will find a total summary of all CRA Mini-grants that been awarded since the program was updated in 2010.

To recap, the total contribution by the CRA to date has been \$70, 755.19. The total value added to the CRA in upgrades amounts to \$171,883.94. In 2015 the CRA contribution to date (façade and sign grants) is \$8,667.50 and the total investment into the CRA is \$17,985.50.

**Staff Recommendation:** None.

End of Agenda Sheet

*Ms. Gorman provided information regarding the CITGO property; which has sold.*

9. **COMMUNICATIONS:** Board Member Gudis provided an update regarding the Pizza Hut entrance on Three Sisters Trail.

10. **BOARD MEMBERS COMMENTS:**

A. *Jim Farley, Chair:* Chairman Farley stated that he was happy with the way things are going in the CRA.

B. *Mike Gudis:* Board Member Gudis reflected Chairman Farley's sentiments about the way things are going in the CRA.

C. *Paula Wheeler:* Board Member Wheeler stated that she was proud to be part of board and what has been accomplished in the CRA.

D. *Ken Brown:* Board Member Brown is pleased that the Board walk is getting closer, and made a statement to the owners of the Kings Bay Lodge. Board member Brown stated that he hopes that Ms. Wheeler stays involved.

E. *Robert Holmes, Vice Chair.* Vice Chair Holmes made a statement related to Riverwalk and Kings Bay Lodge and that he appreciate the time that everyone has put in the CRA

**11. PUBLIC INPUT:**

Clark Stillwell, attorney, retained by the Hampton family, made a statement related to the Riverwalk and riparian rights, mixed use, parking, storm water, and he is involved.

Board Member Gudis responded to Mr. Stillwell's statement.

Board Member Wheeler made a statement related to steps that the City is trying to take.

Mr. Stillwell made a statement related to the Hampton property and highest best use.

Board Member Brown asked about Hampton Family agreement.

Mike Mullins, Kings Bay Lodge, made a statement related to the Riverwalk, and concerns related to notice, and notice not given to Kings Bay Lodge from the City.

City Manager Burnell addressed Mr. Mullins concerns.

Board Member Brown rebutted Mr. Mullins comments.

Board Member Gudis rebutted Mr. Mullins comments.

**12. ADJOURNMENT:** The meeting was adjourned at 6:44 p.m.



**COMMUNITY REDEVELOPMENT AGENCY**  
**Agenda Item Summary**

Meeting Date: January 11, 2016

Agenda Item Number: 8A

**Requested Motion:** Information Only- Riverwalk Update for December

**Summary:** In December the Design Team finalized conceptual options for each property owner along the planned Riverwalk path. Letters with drawing and minutes of each meeting have been sent to each property owner to get confirmation they are in agreement of the design. We expect responses from the property owners by month end.

Kings Bay Lodge, which presented concerns in the December Council Meeting on the present design of the Riverwalk, submitted suggestions in late December. The design group is looking at the practicality of the suggestions and will respond appropriately with all parties concerned.

The property owners as a whole have shown some concern over progress in developing the overlay district. We have met with some of the property owners, as well as representatives for others. Development Services will be working diligently to move this forward. The first meetings on this are tentatively planned for January 13<sup>th</sup>, 2016.

The property owners presented me with a signed request from all but one owner of their desire to remove the boat ramp from its present location. They are in the process in getting the last owner's signature. If this is acceptable to Council there is also an opportunity for a land swap with the City ramp property with the adjacent property owner. By exchanging equal amounts of property the private property owner's land would become contiguous and then allow the City utilize the remaining property for stormwater treatment. Stormwater treatment on the west side of Highway 19 is a critical asset for development along the Riverwalk. Staff acknowledges the need to find additional boat ramp facilities and will pursue finding a solution.

**Staff Recommendation:**

**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 \_\_\_\_\_

# CRYSTAL RIVER CITY COUNCIL

## Agenda Item Summary

Meeting Date: January 11, 2016

Agenda Item Number: 8B

### Requested Motion: Information only- Current Main Street Activities and Annual Update

**Summary:** Main Street Resource Team is planned to be in Crystal River, January 11, 12 & 13 to meet the local Main Street organization and evaluate the City for redevelopment. This will include driving and walking tours to familiarize the Resource Team with Crystal River's overall impression. They will have one-on-one meetings with each Council Member and the City Manager. There will also be meetings with all four Main Street Committees and a series of meetings with stakeholders from within the district area. The last day is a working day for the Resource Team as they will develop a report to be reviewed with our community in a public meeting scheduled for January 13<sup>th</sup>, 6:00 P.M. at the Welcome Center.

### Annual Update Report

- 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, and Ardath Prendergast) Leslie Bollin, Jo Anne Coop and Dave Burnell were present.
- 2) CRMS has established an office at the Welcome Center, 915 N Suncoast Blvd. The website [crystalrivermainstreet.org](http://crystalrivermainstreet.org) has been created.
- 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 have been recruited for the 4 Point Committees: Organization, Promotion, Design and Economic Restructuring Committees. A training session for volunteers was held on October 27. Currently more than 35 volunteers are involved with the program.
- 6) 4 Point Committee Activities:
  - a. The Organization Committee is developing a membership program and brochure for Crystal River Main Street.
  - b. The Design Committee has created a photographic catalog of the good and bad design elements of downtown. They have prioritized 6 locations to work on, 3 are considered large projects and 3 are smaller in scope.
  - c. The Economic Restructuring Committee has conducted a survey of the downtown businesses to gain a better understanding of the businesses and their concerns. The group also distributed flyers with information about the Three Sisters Springs Trolley to the businesses.
  - d. The Promotion Committee has determined that the lack of communication is a significant concern for downtown. They have identified several ways to address this issue. They will also be conducting a survey of attendees at the Manatee Festival to get a better understanding of how people learn about events and what types of events they would like to attend.
- 7) The Florida Main Street Resource Team is coming to Crystal River January 11-13. This multi-disciplinary team of professionals will be meeting with downtown business owners, property owners, stakeholders, city council members, the Crystal River Main Street Committees and Board. On January 13 at 6 pm the team will present its findings and recommendations at a public meeting that will be held at the Welcome Center, 915 N Suncoast Blvd.
- 8) Each committee will develop a formal work plan for the coming year based on the recommendations of the Resource Team.
- 9) Ms. Pieters will be attending the Florida Main Street Quarterly Meeting in January that will focus on "Bricks and Sticks" projects for Main Street programs.

**Staff Recommendation:** Information Only

**Funding Information:**

Project Cost: \_\_\_\_\_

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: January 11, 2016

Agenda Item Number:

**8C**

Requested Motion: NONE- Information only

Summary: Staff has been working on the new CRA Website. The website is now live with information being added and updated. The web address is www.crystalrivercra.org.

Staff Recommendation: N/A

Funding Information:

Project Cost:

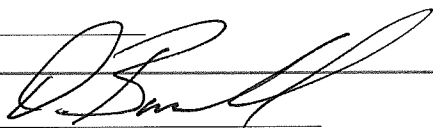
Funding Source:

Amount Available:

Finance Department Approval: \_\_\_\_\_

Approvals: \_\_\_\_\_

Originating Department

  
CRA Administrator

\_\_\_\_\_  
CRA Attorney (if applicable)

Attachments: Screen shot of web page

CRA Board Action:

Approved \_\_\_\_\_

Denied \_\_\_\_\_

Deferred \_\_\_\_\_

Other \_\_\_\_\_

Crystal River - Community x

www.crystalrivercra.org

Apps Yahoo crystalriverfl.gov/offi... City of Crystal River... Three Sisters Spring... Crystal River - Com... City of Crystal River... Transfer Big Files Fr... Other bookmarks

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# Community CRYSTAL RIVER, FLORIDA Redevelopment Agency

Home Purpose Charter Regulations Boundary District Projects Meetings Forms

*How Do I...*

- Get Connected
- Review Our Progress
- Frequently Asked Questions
- Activity Calendar
- Riverwalk



**Community Redevelopment Agency (CRA)**

The Crystal River Community Redevelopment Agency (CRA) was established on December 1, 1988 through City Ordinance # 88-O-19. The agency was created in accordance with the provisions of Florida Statute 163 based upon data compiled by a research team from the University of Florida / College of Architecture. Details regarding the data utilized are located in the City of Crystal River - Community Redevelopment Plan - 1988 (CR-CRP).

The CRA anticipates continuing several of its work on projects such as the Riverwalk around the north end of King's Bay and the development of King's BayPark. In addition the Agency is looking into diversifying its efforts in the area of economic development of the downtown by improving blighted properties and addressing properties with infrastructure problems. The CRA is also looking at new ways to draw people downtown, to potentially include a new downtown marina with continued growth in the restaurant/entertainment sector.

The Redevelopment Area encompasses approximately 606 acres (page 6 of the CR-CRP) which includes much of the downtown area and roughly 7500 lineal feet of waterfront. Funding for the CRA is provided through Tax Increment Financing (TIF).

8:33 AM  
1/7/2016