



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, January 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.

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

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

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

6. PUBLIC INPUT

There was none

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. *Riverwalk Update*

Background: Agenda Sheet **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 13th, 2016.

The property owners presented 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.

CRA Administrator Burnell provided a brief overview of the item, updating members on overlay district development, and details regarding letters sent to Riverwalk property owners and addressed questions from the Board pertaining to timelines, approval processes, and boat ramp relocation options.

B. Main Street Update

Background: [Agenda Sheet] **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 13th, 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 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

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the Main Street Annual update report and reported on recent activities being carried out, announcing the public meeting scheduled for 6:00 p.m. on Wednesday, January 13, 2016 at the Welcome Center.

City Attorney Angeliadis provided clarification regarding the legalities of Board member attendance related to Sunshine laws.

Board discussion was held regarding the process by which the Main Street Findings and Recommendations would be finalized and disseminated to Council and program benefits.

C. CRA Website Update

Background: Agenda Sheet **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

End of Agenda Sheet]

CRA Administrator Burnell presented a sample from the updated CRA website and invited suggestions from the board and public as to the type of information to be included on the website.

The Board discussed information to be included on the site and requested an email containing a link to the site.

9. COMMUNICATIONS

Chairman Farley commented on message received from a citizen regarding County business.

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

Commented on the benefits of the Main Street program.

B. *Mike Gudis, Vice Chair*

Commented on the timing and approval process related to the Riverwalk project.

C. *Andy Houston*

D. *Ken Brown*

Commented on how busy the CRA bars and restaurants appeared to be over the weekend.

E. *Robert Holmes*

11. PUBLIC INPUT

Gerry Mulligan-Crystal River Area Council- Spoke in favor of the boat ramp relocation related to the Riverwalk project and the benefits of a proposed property swap involving a City-owned right-of-way adjacent to the boat ramp.

Dee Atkins- 3851 N. Nokomis Point- Spoke in favor of the previously discussed boat ramp relocation.

Bob Mercer- 209 SE Paradise Point Road- Spoke in favor of comments made by Mr. Mulligan regarding boat ramp relocation and proposed property swap, and encouraged Board members to attend the upcoming Main Street meeting.

Joe Chrietzburg- 304 NW Crystal Street- Commented on the previously discussed correspondence sent to Riverwalk property owners and the potential benefit to those owners.

12. ADJOURNMENT

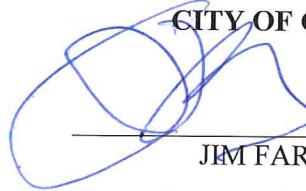
Chairman Farley adjourned the meeting at 6:44 p.m.

ATTEST:



MIA FINK, CITY CLERK

CITY OF CRYSTAL RIVER



JIM FARLEY, CHAIRMAN