



**Minutes of the  
Community Redevelopment Agency  
Regular Meeting  
Monday, March 13<sup>th</sup>, 2017 @ 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 Fitzpatrick, Board member Brown, Board member Gudis, Board member Holmes.

**Board members Absent:** None

**2. ADOPTION OF AGENDA**

Motion to adopt the agenda was made by Board member Holmes; 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 February 13<sup>th</sup>, 2017*

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

**6. PUBLIC INPUT**

**7. CRA ATTORNEY**

**8. CRA ADMINISTRATOR**

A. Riverwalk Update

**Background:** [Agenda Sheet] **Requested Motion:** Discussion on the Riverwalk project.

**Summary:** Update on ground breaking  
Update on Funding  
Update on Easements  
Update on waterside design

**Staff Recommendation:** NA

End of Agenda Sheet]

CRA Administrator Burnell provided Council members with a status update on a number of items related to the Riverwalk:

- Groundbreaking ceremony scheduled for 3/24/17, 2:00 p.m. at the property located directly across from City Hall
- The R.E.S.T.O.R.E. Act funding request submitted for Pot 1 (\$2,150,000.00) and Pot 3 (\$500,000.00) funds will be revised to request funds exclusively from Pot 1 for a total amount of \$2,650,000.00

- \$3,500,000.00 has been bonded for the project, though R.E.S.T.O.R.E. Act funds will supplement this bonded amount
- Easement negotiations continue with landward portion easements projected to be executed in time for groundbreaking
- 75% of the Waterward (Phase II) design has been completed and will be made available to the public tomorrow
- Value engineering for the Waterward portion is underway to lower costs

#### B. Discussion regarding Crystal River Main Street Pop-up Gallery

**Background:** [Agenda Sheet **Requested Motions Discussion on the possibility of extending the Crystal River Main Street Pop-up Gallery operation and resources needed to maintain ongoing operations.**

**Summary:** In 2016 the city donated use of the former Chamber of Commerce Building for a Pop-up Gallery by Main Street during the manatee season to promote additional activities downtown. This has been successful and has brought additional attention downtown and its businesses. Since then, both residents and council members have expressed a desire to keep the gallery open beyond the original closing date of March 31, 2017.

In discussions with the Main Street organization about continuing Pop-Gallery operations there are concerns related to extending day to day gallery operations. Presently, operational funding is coming from grant funds and donations from visitors to the gallery. This funding stream will be insufficient for long-term operations. In order for Main Street to consider extending operations they would need to consider modifying the gallery operations and attain additional funding sources.

This could be done by co-locating another operation within a small section of the building and moving Main Street's office from the Citrus County Welcome Center or some other combination of activities that could help offset costs and allow Main Street to focus on other downtown efforts.

Main Street has not formalized their position on the Pop-up Gallery but in order to determine feasibility some feedback from City Council regarding support would greatly assist in their determination on how best to move forward with Main Street efforts.

**Staff Recommendation:** Staff is supportive in City Council's decision. End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item, adding that the Main Street Board will be discussing options for the pop-up gallery during their monthly Board meeting scheduled for Wednesday, March 15th and sought Council input regarding openness to potential options. Council discussion was held regarding resources, the need for additional attractions, possible alternatives to create parking the area, and the pending property transaction for the current museum location and the original intention of creating additional parking.

#### C. Motion to approve the purchase of three (3) totem poles to be placed along the Riverwalk as part of an "Arts and Activities" initiative for downtown for a total sum of 10,001.00

**Background:** [Agenda Sheet **Requested Motion: Motion to approve the purchase of three (3) totem poles to be placed along the Riverwalk as part of an "Arts and Activities" initiative for downtown for a total sum of 10,001.00**

**Summary:** Staff, along with Crystal River Main Street is proposing the purchase of three originally designed totem poles, with an additional one being gifted to the City, for a total of four (4). The

Riverwalk design is almost complete and the addition of interesting items to the walk throughout the final stages of the design process seems appropriate to help engage residents and visitors during the walk. The totem poles will have a theme related to local wildlife reflecting the natural environment of Crystal River and show off local craftsmanship. An estimate of the cost for completion of the totem poles is as follows:

Approximately 64 hours at \$45/hour -	\$2,880.00
Miscellaneous Costs per pole -	\$ 287.00
Total per pole estimated to be	<b>\$3,167.00</b>

**Total for three (3) poles - \$9,501.00**

Public Works will install the four poles utilizing approximately \$500.00 in supplies.

**Overall Total Cost to City for three (3) poles will be \$10,001.00**

**Staff Recommendation:** Approval

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item and addressed Council questions and comments regarding the design concept and Planning and Development Services Director Jackie Gorman provided information regarding the opportunity to introduce an artistic element to the downtown district.

**Motion to approve the purchase of three (3) totem poles to be placed along the Riverwalk as part of an “Arts and Activities” initiative for downtown for a total sum of 10,001.00 was made by Board member Brown; seconded by Board member Gudis. Motion carried unanimously.**

D. Update regarding Hunter Springs Park Expansion and FDEP LWCF grant

**Background: [Agenda sheet Requested Motion: Discussion only. Staff would like to update the CRA on the status of the Hunter Springs Park Expansion project.**

**Summary:** Staff will provide the CRA with an update on the Hunter Springs Park Expansion project.

The City was awarded a matching-funds grant for land acquisition of the parcel immediately north of Hunter Springs Park through the Florida Department of Environment Protection’s Land and Water Conservation Fund Program. The City entered into an agreement with the FDEP on May 19, 2016 which allows the City to be reimbursed for 50% of the purchase cost for \$328,354.30.

The FDEP grant agreement specifies a construction completion date of May 19, 2017 but allows for a time extension provided a request for an extension is made at least sixty days prior to the completion date --- such request will be submitted in advance of the deadline. Justification to support the request for time extension will be provided.

That justification will include permitting, bid-letting, construction, and delays associated with rezoning which is necessary to allow the proposed use of public parking and active park recreational uses. The property is currently zoned “R-2” (Medium Density Residential) with a C.R.A. overlay which allows for passive recreation only. Necessarily, the property should be rezoned to “PI” (Public/Institution) which is consistent with the zoning of the contiguous Hunter Springs Park property to the south. A rezoning application requires an advertised public hearing before City Council which Staff expects to occur in mid-April, 2017.

With reference to the attached, a draft plan has been prepared in consideration of input from the neighbors and City Council. The more intensive uses (teeter-totter, rocking horses, BBQ grills, and picnic tables) have been relocated to the southeast corner of the property.

Recognize that FDEP's decision to award the grant for this project is primarily based upon the proposed recreational component. To accommodate the grant requirements, the plan also reflects an area designated in the northwest quadrant for adult activities such as: painted checkers/chess tabletops, bocce court, dominoes, etc. While Staff is cognizant of the neighbors' concerns and has strived to mitigate any potential adverse impacts, the grant stipulations and the citizen majority's interests are paramount. It is certainly a delicate balance --- weighing a neighborhood's concerns against the best interest of the community as a whole --- but a signature community park warrants a broader light.

The property immediately to the west will be buffered with a 15' landscape strip which is to include a minimum of: four canopy and four understory trees complimented with a continuous double-row staggered hedge and a 4' high decorative split-rail fence sitting atop a berm (which exceeds their request for a 10' buffer). At the request of the neighbor, plantings will include mature redwood, dogwood, and citrus trees.

Concerns have been raised about children's safety at the grass parking proposed off the NW 2<sup>nd</sup> ST right-of-way (which has at times has been errantly to an easement --- there is a significant difference). To alleviate those concerns, Staff has added an adjacent sidewalk that connects to the internal pedestrian network.

Stormwater retention will meet the City's 1-1/2" enhanced criterion. Storage will be provided within the void area of the gravel parking area and in the shallow normally-dry retention area along the west property line; a berm will prevent runoff discharge onto the adjacent property.

Fiscally, the City can reasonably expect to enjoy a \$162,500 grant reimbursement from the FDEP and, through the upcoming purchase of the property north of the water tower, a \$150,000 credit from the County's Parks and Recreation Impact Fee Fund is anticipated.

**Staff Recommendation:** N/A

End of Agenda Sheet]

Board member Gudis spoke in favor of the acquisition and ***Board consensus was reached to move forward with the proposed design.*** CRA Administrator Burnell also discussed an upcoming item related to the rezoning of the parcel and addressed Council questions regarding parking lot materials.

## 9. COMMUNICATIONS

## 10. BOARD MEMBERS COMMENTS

- A. *Jim Farley, Chair* -
- B. *Mike Gudis*- Commented in favor of the direction in which the CRA is heading.
- C. *Ken Brown*- Commented in favor of the Riverwalk and Hunter Springs Park, including the kayak launch re-design.
- D. *Pat Fitzpatrick, Vice Chair*- Concurred with the previous comment regarding the kayak launch.

E. *Robert Holmes* –Concurred with previous comments regarding the direction of CRA, and Hunter Springs Park and offered assistance to County in repairing the Fort Island Gulf Beach boat ramp.

**11. PUBLIC INPUT**

**12. ADJOURNMENT**

Chairman Farley adjourned the meeting at 6:24 p.m.

**CITY OF CRYSTAL RIVER**



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JIM FARLEY, CHAIRMAN

**ATTEST:**



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MIA FINK, CITY CLERK

