

Community Redevelopment Minutes
April 11, 2022
5:00 p.m.
Council Chambers

1. Call to Order

The Regular Meeting of the Crestview CRA was called to order at 5:00 p.m. by Vice-Chair Margareth Larose. Members present: Doug Capps, Andrew Rencich, Cynthia Brown, Joe Blocker, Shannon Hayes, Margareth Larose, and Linda Parker. Also present were City Manager Tim Bolduc, City Clerk Maryanne Schrader, CRA Director Elizabeth Roy, City Attorney Jon Holloway, and staff members. Chair Nathan Boyles was excused.

2. Pledge of Allegiance

Board Member Shannon Hayes led the Board in the Pledge of Allegiance.

3. Open Policy Making and Legislative Session

4. Approve Agenda

Chair Dr. Larose requested action.

Motion by Board Member Shannon Hayes and seconded by Board Member Joe Blocker to approve the Consent Agenda.

Roll Call: Joe Blocker, Shannon Hayes, Linda Parker, Andrew Rencich, Cynthia Brown, Doug Capps. All ayes. Motion carried.

5. Presentations and Reports

6. Consent Agenda

6.1. Approval of minutes from January 24, 2022

Chair Dr. Larose requested action.

Motion by Board Member Andrew Rencich and seconded by Board Member Doug Capps to approve the minutes of January 24, 2022.

Roll Call: Joe Blocker, Shannon Hayes, Linda Parker, Andrew Rencich, Cynthia Brown, Doug Capps. All ayes. Motion carried.

7. Action Items – Nothing brought forward.

8. CRA Director Report

8.1. Annual Report

CRA Director Elizabeth Roy stated the fiscal year ends on September 30, and the annual report must be filed by March 31st of each year. She stated the report was filed and sent to county officials and posted on the CRA page of the City's website.

CRA Director Elizabeth Roy explained the CRA receives the taxable amount of the millage rate at about \$250,000. She went over the items in the report that was distributed to the members. She mentioned the Strategic Plan is based on the Mobility Study, which is included in the report, as well as the financial report and 2021 accomplishments. She included a slogan that she prepared, The CRA is "A Community Realizing a Dream."

In response to Board member S. Hayes, only two people have asked to see the report in the last five years.

Board member Joe Blocker about the schedule, and CRA Director Elizabeth Roy stated the Matrix is working on the design plan. As soon as the state approves it, we will go out for bid.

City Manager Tim Bolduc added it will go out some time mid-summer, as we are looking at the timing as it relates to the Christmas parade. The work will also depend on events in the October through December time frame. He added the selected construction company will need to give access to the businesses and schedule night work only. CRA Director E. Roy added Matrix is aware of the brick program, as well.

In response to Board member J. Blocker, CRA Director E. Roy replied she is keeping a list of who wants to purchase bricks, adding it is a Main Street program.

City Manager Tim Bolduc said Ms. Roy will be the liaison for the facilitation. Ms. Roy said Public Hearings will be held to inform the public and get their input.

8.2. Downtown Designs

To make the process easier, CRA Director E. Roy has developed presentation boards with brick colors and color swatches from paint vendors in the Crestview area. Those businesses seeking color advice will be able to come to the CRA office to view the boards and obtain information about the color matches, as well as being on the website. She displayed the brick colors and paint swatches.

Board member J. Blocker mentioned the back side of the signs on Main Street, and City Manager Tim Bolduc replied, the options for the signs adding we will have the sign people bring back ideas. He stated it can be added to the budget cycle.

CRA Director E. Roy also mentioned the lighting for the arch in the historic sign.

The Board concurred.

8.3. Asbestos Grant Information

CRA Director E. Roy said we have not received many grant applications this year. However, Ms. Phyllis Enzor has submitted her application. Ms. Roy explained Ms. Enzor is working on redevelopment of property located at 501 South Main Street. She explained that asbestos was discovered in the front wall. The amount of the grant is \$4,567.50.

CRA Director E. Roy added she plans to go door-to-door to introduce herself to the Main Street businesses.

9. City Manager / CRA Administrator Report

City Manager Tim Bolduc said he is getting ready for the July 4th event; however, they are \$5,000 short of full funding. He said the event meets with the CRA mission, so he asked that he be permitted to use CRA money for the event. The Board agreed for the CRA to fund the event.

10. Comments from the Board

11. Comments from the Audience

Bill Parker expressed his appreciation for the Board's work.

12. Adjournment

The meeting was adjourned by Vice-Chair M. Larose at 5:26 p.m.

Minutes approved this 27th day of June 2022.



Dr. Margareth Larose
Vice Chair

Attest:



Maryanne Schrader
City Clerk
Proper notice having been duly given

