



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, November 14th, 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.

Members present: Chairman Farley, Vice Chairman Gudis, Board member Houston, Board member Brown and Board member Holmes

Staff present: CRA Administrator Burnell, CRA Attorney Jennifer Rey, City Clerk Fink

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

A. Storm Impact on Downtown.....Karen Pieters
Ms. Pieters reported on the status of business closures and listed properties in the CRA area, noting that 30 businesses on the bayside are either vacated or for sale. She also reported on the success of the recent Crystal River Main Street seminar led by John Shallert, noting the availability of a video, and reported on the status of the pop-up gallery located in the old Chamber building. Board discussion was held regarding the importance of downtown revitalization, the possibility of a festival of lights, and the possibility of keeping the pop-up gallery open.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Approve Minutes of CRA Meeting held October 10th, 2016
Motion to approve minutes of the CRA meeting held October 10, 2016 was made by Board member Holmes; seconded by Vice Chairman Gudis. Motion carried unanimously.

6. PUBLIC INPUT

Commissioner Elect Jeff Kinnard, District 1- Introduced himself as new Commissioner representing the City, and expressed his eagerness to work with the city in a productive manner.

Karen Peters-Crystal River Main Street- Recognized Board member Houston, original President of the Main Street Board, during his last meeting on the Crystal River CRA Board.

Joe Chrietzberg-304 NW Crystal Street- Spoke regarding item 8A and inquired about the contract award being contingent upon execution of easement agreements. CRA Administrator Burnell provided clarification and an update regarding the status of those agreements.

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. Motion to approve a contract with Daly and Zilch Inc. in the amount of \$1,598,580.00 for construction of the landward portion of the River Walk project, pursuant to bid # 16-B-09, and a five (5) percent contingency for a

total of \$1,678,509.00, contingent upon adoption of ordinance No. 16-O-05 and acquiring the appropriate easements from effected landowners.

Background: [Agenda Sheet **Requested Motion:** Motion to approve a contract with Daly and Zilch Inc. in the amount of \$1,598,580.00 for construction of the landward portion of the River Walk project, pursuant to bid # 16-B-09, and a \$100,000.00 contingency for a total of \$1,698,580.00, contingent upon adoption of ordinance No. 16-O-05.

Summary: The Council authorized a consulting team working with Michael Czerwinski Environmental (MCE) to design and bid the first phase of the River Walk project, which is the landward portion. Staff opened the bids for this project on November 1st. Below is a summary of the bids:

<u>Bidder</u>	<u>Address</u>	<u>Bid Amount</u>
Daly and Zilch Inc.	Lecanto, Florida	\$1,598,580.00
Florida Safety Contractors Inc.	Tampa, Florida	\$1,743,430.66
Gibbs and Register, Inc.	Winter Garden, Florida	\$1,992,971.50

Upon award of the contract, Staff will begin processing the necessary paperwork and bonds so that a Notice to Proceed can be issued by December 9, 2016, per the contract documents. This will enable the Contractor to break ground on or before December 31, 2016, which is a requirement in order to receive grant funding.

Staff recommends that all property easements be obtained prior to award of the contract, for both the landward and water front portions. Otherwise, the City will be proceeding at risk.

Staff also recommends approving a contingency of \$100,000.00 in case unforeseen circumstances arise during construction.

Staff Recommendation: Award the contract to the low bidder, Daly and Zilch Inc., in the amount of \$1,598,580.00, and approve a \$100,000.00 contingency for a total not to exceed \$1,698,580.00.
End of Agenda Sheet]

CRA Administrator Burnell provided a detailed overview of the item. Chairman Farley and Vice Chairman Gudis commended the efforts of all involved.

Motion to approve a contract with Daly and Zilch Inc. in the amount of \$1,598,580.00 for construction of the landward portion of the River Walk project, pursuant to bid # 16-B-09, and a five (5) percent contingency for a total of \$1,678,509.00, contingent upon adoption of Ordinance No. 16-O-05 and acquiring the appropriate easements from effected landowners was made by Vice Chairman Gudis; seconded by Board member Brown.

Board members Brown and Holmes also commended the efforts of those involved and Board member Houston specifically recognized Gerry Mulligan, Daryl Seton and Dave Burnell.

Motion carried unanimously.

B. CRA Mini-Grant Program update

Background: [Agenda Sheet **Requested Motion:** Information Only

Summary:

Attached you will find a Mini-Grant application received requesting financial assistance for Hurricane Hermine recovery as follows:

Raymond & Nancy Schedivy (Residence) – 754 NE 2nd Avenue – \$8,315.00 ductless HVAC system

The City has partnered with the Economic Development Council to assist with business damages. Total cost to the City for these three mini-grants will amount to \$8,315.00.

Staff Recommendation: Approval

End of Agenda Sheet]

CRA Administrator Burnell provided an update regarding CRA mini-grant applications received since the storm, noting that one of the three submissions has been approved.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

Commended staff on manatee season preparations, inquiring about the number of trolleys planned, as well as potential routes, on which CRA Administrator Burnell provided clarification.

B. *Mike Gudis, Vice Chair*

C. *Andy Houston*

D. *Ken Brown*

Commended staff on their efforts in moving forward with various projects.

E. *Robert Holmes*

Also commended staff on their successful efforts.

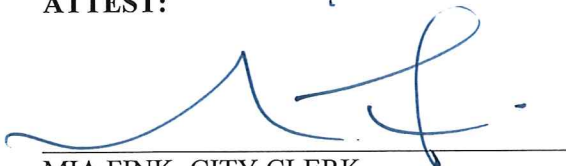
11. PUBLIC INPUT

12. ADJOURNMENT

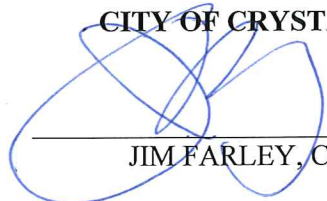
Chairman Farley adjourned the meeting at 6:34 p.m.

CITY OF CRYSTAL RIVER

ATTEST:



MIA FINK, CITY CLERK



JIM FARLEY, CHAIRMAN

