



**Minutes of the
Crystal River City Council
Regular Council Meeting
Monday, May 14th, 2018 @ 7:00 p.m.
Council Chamber, City Hall**

1. CALL TO ORDER

Mayor Farley called the meeting to order at 7:00 p.m.

Council Present: Mayor Farley, Vice Mayor Brown, Council member Fitzpatrick, Council member Gudis, Council member Holmes

Council Absent:

Staff Present: Finance Director Michelle Russell, City Attorney Jennifer Rey, City Clerk Fink, Public Works Director Beau Keene, Special Events Coordinator Leslie Bollin and Planning and Development Services Director Jackie Gorman.

Mayor Farley led in the Pledge of Allegiance and Council member Gudis led the invocation. Mayor Farley recognized County Commissioners Jeff Kinnard and Brian Coleman; and Sheriff Prendergast.

2. ADOPTION OF AGENDA

Mayor Farley requested that the agenda be amended to place item 3C before 3A.

Motion to adopt the agenda as amended was made by Vice Mayor Brown; seconded by Council member Gudis. Motion carried unanimously.

3. PRESENTATIONS

A. Bikeways and Trails Master plan.....Dennis Dix, Hernando Citrus MPO
Dennis Dix, MPO Director discussed the Bikeways and Trails Master plan to facilitate connectivity among trails throughout the MPO area, pedestrian safety and traffic calming measures. He also addressed questions regarding pedestrian right of way at crosswalks, and announced his retirement.

B. Better Speech and Hearing Month ProclamationCitrus Sertoma Club
Mayor Farley presented the proclamation to Sertoma Club members who thanked Council.

C. Police Week Proclamation.....Sheriff Mike Prendergast
Mayor Farley presented the proclamation to Sherriff Mike Prendergast who discussed officers lost in the line of duty since January and CCSO Officers that lost their lives in the field.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes from the Budget Workshop held March 29, 2018 and Regular City Council meeting held April 23, 2018

B. Motion to approve waiver of open container for the Music under the Stars Event scheduled for June 23, 2018

Background: [Agenda Sheet Requested Motion: Motion to approve the waiver of open container request for the music under the stars event on June 23, 2018.

Summary: The City Special Event Department is hosting an upcoming Music under the Stars events in Kings Bay Park on Saturday, June 23, 2018. They are asking for waiver of the City's open container policy for the duration of the event, 6:30-8:30 pm. This will allow attendees to bring in their beverage of choice along with their food. A CCSO Deputy will on site for the event.

Staff Recommendation: Staff recommends approval.

End of Agenda Sheet]

C. Motion to approve waiver of open container and road closure request for the City's Old Fashioned 4th of July
Background: Agenda sheet **Requested Motion: Motion to approve waiver of open container and road closure for the Old-Fashioned 4th of July event.**

Summary: The City special events department will once again be hosting the Old-Fashioned 4th of July event at Kings Bay Park on Wednesday, July 4th. The event will include: live music, food vendors, games, contests, and beer and wine sold by a local non-profit. They are requesting closure of NW 3rd Street from Bay Path Drive from Tuesday, July 3rd at 9:00pm to Tuesday, July 4th at 11:30pm. They are also requesting a waiver of open container restrictions for the event area.

Staff Recommendation: Staff recommends approval

End of Agenda Sheet]

Motion to approve the consent agenda was made by Council member Fitzpatrick; seconded by Vice Mayor Brown. Motion carried unanimously.

6. PUBLIC INPUT

(Time Limit of Three Minutes)

Barry Bowman- 1711 NW 20th Ave-Discussed a gasoline sheen appearing in a canal between 18th and 20th Court and ongoing efforts by City Water Patrol and FDEP to identify and address the issue, noting impact to residents and wildlife in the area. Council member Holmes suggested contacting USCG about a test kit and Mayor Farley confirmed that staff will contact FDEP for further follow up.

Susan Wells- 3918 N Tallahassee Road- Discussed an issue regarding lighting recently installed at the Days Inn, status of ongoing efforts to address it through staff and impact on the surrounding residents. Staff was directed to continue efforts to address the issue.

Dan Marcum- 3918 N Tallahassee Road- Discussed the intensity of the lighting discussed during the previous comment and other invasive elements in their surrounding area. Ms. Gorman then provided Council with an update including contact with the property owner and potential permitting issues.

Joyce Palmer- Refuge Manager- Crystal River National Wildlife Refuge- Discussed USFWS partnership with the City and next steps in finalization of the draft management plan, including appointment of a Council member to the Three Sisters Springs Coordination Committee and Mayor Farley confirmed that an item would be placed on the next Council agenda.

Further discussion was held regarding SWFWMD participation on the committee, approval process for the draft plan and agreement and timeline for completion. It was also noted by City Attorney Rey that the Committee could proceed with formation and discussion though authority of the committee to act would not be in place until the agreement was in place.

7. PUBLIC HEARING

- A. Consideration of approval of Ordinance No. 18-O-06 amending the City of Crystal River Land Development Code, Chapter 4, Site Design Requirements, specifically Section 4.04.02(A), by eliminating the two (2) acre minimum for a Planned Unit Development (PUD) on First Reading and setting a public hearing for May 29, 2018

Background: [Agenda sheet] **Requested Motion: Motion to approve Ordinance No. 18-O-06 amending Chapter 4, Section 4.04.02 of the Land Development Code eliminating the 2 Acre minimum requirement for Planned Unit Developments on First Reading and setting a public hearing for May 29th.**

Summary: The Crystal River Land Development Code, specifically Section 4.04.02 – Minimum requirements for a Planned Unit Development (PUD) Zoning District, Section A. states that the minimum land area for a PUD shall be two (2) acres.

PUD's allow flexibility by allowing Developer's to depart from "cookie cutter" lot forms and setback requirements, therefore allowing more creative uses of open space and urban design. Having a minimum lot size of 2 acres will take away opportunities for the development of downtown properties that do not meet this requirement.

Our Land Development Code has been written to protect those areas of interest that may be of concern during the design process and allows both Planning Commission and City Council to be involved in the approval process.

Staff is requesting that the minimum land area for a PUD be removed from the LDC in order to allow better development of properties within the City of Crystal River. This does not change any of the other processes in establishing the PUD (Public Hearings, Development Agreements, etc.).

The Planning Commission recommended approval of the proposed Ordinance on May 3, 2018.

Staff Recommendation: Approval

End of Agenda Sheet]

Motion to read the Ordinance by title only was made by Council member Gudis; seconded by Council member Fitzpatrick. Motion carried unanimously.

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE CITY OF CRYSTAL RIVER LAND DEVELOPMENT CODE, CHAPTER 4, SITE DESIGN REQUIREMENTS; SPECIFICALLY SECTION 4.04.02(A) BY ELIMINATING THE TWO (2) ACRE MINIMUM REQUIREMENT FOR A PLANNED UNIT DEVELOPMENT (PUD); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Public Hearing: No one spoke for or against the Ordinance.

Motion to approve Ordinance No. 18-O-06 amending Chapter 4, Section 4.04.02 of the Land Development Code eliminating the 2 Acre minimum requirement for Planned Unit Developments on First Reading and setting a public hearing for May 29th was made by Council member Gudis, seconded by Council member Fitzpatrick.

Council Discussion: There was none.

Public Input: There was none.

Motion carried unanimously on a roll call vote.

8. CITY ATTORNEY

City Attorney Rey reported that Mr. Angeliadis' last day is May 25th.

9. CITY MANAGER

- A. Motion to award a three-year continuing contract for paving and related services to Pave-Rite, Inc. utilizing unit pricing: Group 1 = \$2,160.38; Group 2 = \$2,090.48; and Group 3 = \$2,098.95 subject to standard FDOT provisions for the adjustment of fuel and bituminous material cost fluctuations over the term of the contract

Background: Agenda Sheet **Requested Motion: Motion to award a three-year continuing contract for paving and related services to Pave-Rite, Inc. utilizing unit pricing: Group 1 = \$2,160.38; Group 2 = \$2,090.48; and Group 3 = \$2,098.95 subject to standard FDOT provisions for the adjustment of fuel and bituminous material cost fluctuations over the term of the contract.**

Summary: The City budgets funds annually for general street/parking lot maintenance and resurfacing. Historically, this work has been let for competitive bid each year and the scope of work was limited to the specific roadway sections and/or parking lots identified in the bid documents.

This process did not allow for unforeseen projects like emergency roadway repairs that happen often with sink hole, water and sewer repairs. Under the purchasing policy staff is required to solicit three quotes, DPW has encountered difficulty in finding paving contractors who are willing to look at a repair areas and quote. To eliminate this hurdle and the potential for lower cost on smaller paving repairs, DPW is requesting the award of a three-year term continuing contract for paving and related services. Small projects are priced at Group 1 costs and for larger projects it would be Group 3.

If approved, DPW would enjoy the ability to quickly complete paving services as repairs arise --- similar to how we currently do for concrete and electrical work. Staff proposes to continue to bring major street selection with expected prices to Council for approval and the services would be paid out at the appropriate bid unit prices listed for Pave-Rite, Inc. (see attached).

In the interest of fairness and to be consistent with how FDOT operates the bid unit prices will be subject to adjustment for fuel and asphalt costs as they fluctuate over the three-year term. The calculation for the adjustment is to conform to FDOT's defined methodology which considers the date range between when the bid numbers were quoted and the time a project commences. The price adjustment can go up or down.

Workmanship and materials are to conform to FDOT's standard specifications and include a one-year contractor warranty.

The following price proposals were received in response to the advertisement for bids:

<u>Bidder</u>	<u>Location</u>	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>	<u>Total</u>
Pave-Rite, Inc.	Lecanto, FL	\$2,160.38	\$ 2,090.48	\$ 2,098.95	\$ 6,349.81
D.A.B. Constructors, Inc.	Inglis, FL	\$8,874.00	\$12,790.50	\$20,754.05	\$42,418.55
Art Walker Construction, Inc.	Ocala, FL	\$9,936.00	\$ 8,454.00	\$11,579.00	\$29,969.00

The lowest responsive bidder is Pave-Rite, Inc. who has been awarded our annual paving contract for the past several consecutive years and has performed satisfactorily.

Staff Recommendation: Award a three-year continuing services contract for paving services to Pave-Rite, Inc. End of Agenda Sheet]

Ms. Russell provided a brief overview of the item to Council.

Motion to award a three-year continuing contract for paving and related services to Pave-Rite, Inc. utilizing unit pricing: Group 1 = \$2,160.38; Group 2 = \$2,090.48; and Group 3 = \$2,098.95 subject to standard FDOT provisions for the adjustment of fuel and bituminous material cost fluctuations over the term of the contract was made by Council member Holmes; seconded by Council member Gudis. Motion carried unanimously.

- B. Motion to enter into a professional services agreement with Long & Associates Architects/Engineers, Inc. for architectural/engineering services related to the assessment of alternative sites and master planning of a new City Hall

Background: [Agenda Sheet Requested Motion: Motion to enter into a professional services agreement with Long & Associates Architects/Engineers, Inc. for architectural/engineering services related to the assessment of alternative sites and master planning of a new City Hall.

Summary: On 3/12/2018, Council authorized Staff to begin negotiations with Long & Associates Architects/Engineers, Inc. ("Long") for architectural/engineering services related to the commencement of a feasibility study for a new City Hall.

With reference to the attached fee proposal, Long suggests progressing through a series of steps so that a consensus can be developed before moving on to the next sequential task.

For the initial effort, Long proposes to assess alternate sites and develop a master plan with includes a needs assessment and conceptual drawings.

Long proposes to provide these services on a time and expense basis at their standard rates with a not-to-exceed limit of \$60,000.00.

The proposed approach and fee arrangement appear logical and Staff recommends approval of Long's proposal.

Staff Recommendation: Enter into a professional services agreement with Long & Associates Architects/Engineers, Inc. for architectural/engineering services related to the assessment of alternative sites and master planning of a new City Hall. End of Agenda Sheet]

Mayor Farley noted that the purpose is also to determine the site. Council member Holmes requested a detailed attendance record and timesheet for work performed. Public Works Director Beau Keene addressed Council questions regarding the pricing.

Motion to enter into a professional services agreement with Long & Associates Architects/Engineers, Inc. for architectural/engineering services related to the assessment of alternative sites and master planning of a new City Hall was made by Vice Mayor Brown, seconded by Council member Gudis. Motion carried unanimously.

- C. Competitive Florida Partnership Grant

Background: [Agenda Sheet Requested Motion: Motion to approve a proposal to DEO requesting for the 2018 Competitive Florida Partnership Grant.

Summary: Crystal River could use Professional services to assist staff in providing information to our public with specific long term picture and strategies for obtaining more commercial waterfront space and identifying public and private goals and objectives within the Bayside Waterfront District.

The City is seeking a grant to assist with developing a long-term strategy to expand access in existing public (or private) spaces to accommodate commercial activities while preserving the integrity of our waterfront neighborhoods. If it is found that the demand in the selected waterfront area is greater than what can be reasonably accommodated in existing public and private facilities, the master plan will identify potential properties that could be acquired in the future to accommodate additional waterfront access.

Partnered with Competitive Florida staff, the community will undertake an asset-based, community-driven approach to writing an economic development strategy.

Staff Recommendation: Approval

End of Agenda Sheet]

Motion to approve a proposal to DEO requesting for the 2018 Competitive Florida Partnership Grant was made by Council member Gudis; seconded by Council member Holmes. Motion carried unanimously.

D. DEO Technical Assistance grant

Background: [Agenda Sheet Requested Motion: Motion to approve a proposal to DEO requesting \$40,000 from the Community Planning Technical Assistance Grant for the 2018 Bayside Complete Streets Study.

Summary: The Florida Legislature has appropriated funding to the Florida Department of Economic Opportunity (DEO) for Community Planning Technical Assistance Grants. The grants provide communities the opportunity to develop innovative planning and development strategies to promote a diverse economy, vibrant rural and suburban areas and meet the requirements of the Community Planning Act, while protecting environmentally sensitive areas.

Attached you will find a proposal submitted by the City requesting \$40,000 to fund a study that would produce a Multimodal traffic circulation master plan based on Complete Streets design criteria that would support the activities identified in the Bayside Master Plan.

The project will produce an actionable intermodal design for the Bayside Study Area that can be ready for approval by City Council. The plan, when implemented in later projects, would provide safe, inviting facilities for people of all ages, abilities and modes within the Bayside study area.

Staff Recommendation: Approval

End of Agenda Sheet]

Motion to approve a proposal to DEO requesting \$40,000 from the Community Planning Technical Assistance Grant for the 2018 Bayside Complete Streets Study was made by Council member Holmes; seconded by Vice Mayor Brown. Motion carried unanimously.

10. CITY COUNCIL

11. COMMITTEE REPORTS

- A. Mayor Farley
 - *Waterfronts Advisory Board* - Reported on Riverwalk survey and presentation discussion and Kings Bay jurisdictional issues.
- B. Vice Mayor Brown
 - *Withlacoochee Regional Water Supply Authority Crystal River Main Street*
- C. Council member Fitzpatrick
 - *Metropolitan Planning Organization*- Meets tomorrow.
- D. Council member Gudis
 - *Tourist Development Council*
 - *Library Governing Advisory Board*
 - *Florida League of Cities*
 - *Citrus County Community Charitable Foundation Board*- Reported that the Board is accepting grant applications.
- E. Council member Holmes
 - *Keep Citrus County Beautiful*-
 - *Springs Coast Steering Committee*-

12. COMMUNICATIONS

Council member Gudis reported on a recent proclamation presentation for the USCG Auxiliary Group.

13. COUNCIL MEMBER REPORTS

- A. Mayor Farley-Commented on City Attorney Angeliadis' retirement.
- B. Vice Mayor Brown- Discussed great turn out the recent One-Rake-at-a-Time event.
- C. Council member Fitzpatrick- Commended work of CRO Deputy Roush.

Mayor Farley commended Commander Dalton for his work with the City and philanthropic efforts.

- D. Council member Gudis
- E. Council member Holmes- Reported on the upcoming Eel Grass Planting Event being held May 18th at Hunter Springs Park.

14. PUBLIC INPUT

(Five Minute Time Limit)

Mike Engiles- Crystal River Watersports- Discussed a grant received for preliminary planning of a mooring field recently received by the City, inquiring about the purpose of establishing mooring fields and shared concerns expressed among the guides regarding the impact on their businesses. Council discussion was held regarding addressing existing mooring issues in Cedar Cove, as well as controlling access and navigational issues in the area around the Three Sisters Springs entrance. Clarification was also provided regarding an assertion made regarding the City's intent to establish a mooring field outside of Hunter's Cove.

Mary Morgan-Crystal River- Clarified that issues regarding boats anchoring and impeding navigable waterways in the area outside of Three Sisters Springs is caused by privately owned vessels and rental boats, not tour boats. She also discussed difficulties in educating paddlers on staying out of the channel.

Peter Weber-Crystal River- Inquired as to why a consultant would be requested to identify a City Hall location and Vice Mayor Brown and Council member Gudis provided explanation of the purpose.

15. ADJOURNMENT

Mayor Farley adjourned the meeting at 8:19 p.m.

CITY OF CRYSTAL RIVER

ATTEST:



MIA FINK, CITY CLERK



JIM FARLEY, MAYOR

