

Community Redevelopment Agency



Agenda Packet
for
CRA Meeting
Monday, March 28th, 2016
6:00 p.m.



Agenda
Community Redevelopment Agency
Regular Meeting
Monday, March 28th, 2016 @ 6:00 p.m.
Council Chamber, City Hall

1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **PRESENTATIONS**
4. **UNFINISHED BUSINESS**
5. **APPROVAL OF CONSENT AGENDA**
 - A. *Approve Minutes of CRA Meeting held March 16th, 2016*
6. **PUBLIC INPUT**
7. **CRA ATTORNEY**
8. **CRA ADMINISTRATOR**
 - A. *Community Redevelopment Agency Annual Report*
 - B. *Motion to award funding in the amount of \$199,339.47 to Environmental Consultants MGC for professional services of Kings Bay River Walk Phase 2 (Waterward Section) for final design, landscape design, permitting and construction bid services*
 - C. *Mainstreet Update*
 - D. *Heritage Museum entrance enhancements and kiosks*
 - E. *Motion to approve a contract with Greenman Pederson Inc. (GPI) in the amount of \$58,332.50 for professional Surveying and Geotechnical services for the water portion of the Riverwalk project*
9. **COMMUNICATIONS**
10. **BOARD MEMBERS COMMENTS**
 - A. *Jim Farley, Chair*
 - B. *Mike Gudis, Vice Chair*
 - C. *Andy Houston*
 - D. *Ken Brown*
 - E. *Robert Holmes*
11. **PUBLIC INPUT**
12. **ADJOURNMENT**

Community Redevelopment Agency



Minutes of
Community Redevelopment Agency
Meeting held
Monday, March 16th, 2016
@ 6:00 p.m.



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Wednesday, March 16th, 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 adopt the agenda was made by Board member Brown; seconded by Vice Chairman Gudis.
Motion carried unanimously.**

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. *Approve Minutes of CRA Meeting held February 22nd, 2016*

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

6. PUBLIC INPUT

Art Jones- 560 NW 14th Place- Commented on the Hunter Springs Park project as it relates to lynghya removal efforts.

Board members noted the incorporation of the adjacent property into the existing design.

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. *Financing Update*

Background: ~~Agenda sheet~~ **Requested Motion:** Informational only – CRA Financing Update.

Summary: During our February 8, 2016 CRA meeting, Council was provided various information for potential CRA financing options to assist in funding planned capital improvements within the City as projected during the FY2016 budget preparation. Management's intention is to fund the construction of the Riverwalk project and substantial renovations to Hunter Springs Park planned over the next three years from a combination of possible grants as well as an outside financing source. The original plan was to seek a \$5 million loan.

As of this date, the City Manager and Finance Director have met with all five of the nine banks contacted in which the City received financing options from, as well as consulted further with bond counsel and a financial advisor. Management also recently was informed of some additional funding available for the City for said projects. As a result of this additional funding availability and further review of the loan options, management informed the banking institutions the City will desire a loan of \$3.5 million versus the original intent of \$5 million and requested updated loan options.

Management is nearing the final review of financing options received from four of the banking institutions whom still desire to work with the City for CRA financing of our planned capital improvements within the City. All institutions have expressed the concern of pledged revenue of only TIF funds. They desire other types of pledged revenue, but are willing to continue to work with the City.

Management along with the assistance of a financial advisor and/or bond counsel will continue over the next few weeks to finalize the details of the best financing solution for the City's planned capital improvements. Council will be provided with our final financing solution upon completion of our analysis.

Staff Recommendation: NA

End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item and addressed Council questions pertaining additional funding sources and interest rates. Finance Director Michelle Russell addressed the item in further detail.

B. Hunter Springs Park Update

Background: Agenda Sheet **Requested Motion:** None- Staff would like to update the CRA on the Hunter Springs Construction project.

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

Staff Recommendation: NA

End of Agenda Sheet]

Public Works Director Lou Kneip provided a project status update, noting that preliminary work is underway, the park (beach, restrooms and parking) will remain open through 3/28/16, and alternative launch areas are being set up. He also suggested a groundbreaking ceremony be considered.

Council discussion was held regarding logistics and safety issues related to proposed alternative launch sites, as well as the importance of parking signage.

C. Update on purchase of property at Hunter Springs Park

Background: Agenda Sheet

Requested Motion: Update on Purchase of Property at Hunter Springs Park

Summary: The City has an agreement in place with the owner of the property, staff has also submitted the contract to Department of Environmental Protection Land and Recreation Grant a waiting the delivery of the 50/50% grant agreement. Staff expects the grant to be available for signing at the next City Council Meeting.

Site plans include advertise removal and relocation of the house at the completion of the property transaction. If there are no interested parties that have the ability to relocate the house, staff will seek three demolition quotes for the removal of the house and garage.

Presently we are reviewing the property and doing an inventory the trees to try and integrate as many of them into the plans for the site. The primary goals in development of the property:

- Integrate the property into the existing park.
- Develop a buffer for the adjacent property.
- Maximizing the parking area
- Maintaining the shoreline
- Develop appropriate lighting
- Work within the existing budget.
- Reduce the impervious ratio of the site if possible.

What changes can we expect of the existing Hunter Springs Park?

- Staff is looking at increasing the green space by reducing some parking.
- Look at adding activity area. Example: volleyball court or benches/small gazebo

What changes are being considered for the neighborhood?

The park users overwhelm the Michigan streets in this area on busy day. Eliminating parking on right-of-way and private property with a parking system for residents and their guests will be explored.

Staff Recommendation: NA

End of Agenda Sheet]

City Manager Burnell provided an overview of the item and options for the property, noted that relocation will not be an option for the home due to apparent mold presence, proposed an alternative plan for fencing and inquired about interest in reincorporating the previously eliminated volleyball court from the park design. Council discussion was held during which consensus was reached to not re-include the volleyball court into the design.

7. COMMUNICATIONS

8. BOARD MEMBERS COMMENTS

- A. *Jim Farley, Chair* – Commented on the progress being made on CRA projects.
- B. *Mike Gudis, Vice Chair*- Agreed and inquired about the potential to receive a greater portion of grant funding for the purchase of the property adjacent to Hunter Springs Park.
- C. *Andy Houston*-
- D. *Ken Brown*- Commended staff for their success in expanding Hunter Springs Park.
- E. *Robert Holmes*- Commended staff for moving forward on various projects.

9. PUBLIC INPUT

Art Jones- Inquired about retaining the boat ramp on new property for clean-up access, and about placing port-o-lets at the property across from City Hall for a 3/31/16 clean-up.

Joe Chrietberg- Commended staff and board for property purchase, inquired about closing, and remarked on considerations being made for residents.

City Attorney Felice updated the Board on the closing status.

Motion to authorize the City to forward the money in anticipation of repayment from the grant source once the Board receives assurance from the state the money is forthcoming was Board member Houston; seconded by Vice Chairman Gudis. Motion carried unanimously.

Tio Daley- Kings Bay Lodge resident- Expressed concerns regarding the boat ramp discussed during the meeting and City Manager Burnell clarified that the boat ramp will not impact the Kings bay Lodge property in any way.

10. ADJOURNMENT

Chairman Farley adjourned the meeting at 7:43 p.m.

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 23, 2016

Agenda Item Number: 8A

Requested Motion: None – Presentation

Summary: Florida Statutes requires the Community Redevelopment Agency, on or before March 31st of each year, to submit a report of all activities for the preceding fiscal year. The report shall include a complete financial statement setting forth its assets, liabilities, income, and operating expenses as of the end of each fiscal year. The Agency is also required to publish in the newspaper a notice to the effect that such report has been filed with the county or municipality and that the report is available for inspection during business hours in the offices of the City and County Clerk. In addition it is recommended (not required) that the report be sent to the taxing entities who contribute to the CRA trust fund with a cover letter stating who to contact for more information.

Attached you will find the 2014/2015 “Preliminary Draft” Annual Report for the Crystal River Redevelopment Agency for your review. The City auditors do not express an opinion at this time on the statements mentioned above because they are preliminary drafts and we have not as yet completed all of the auditing procedures which we consider necessary. These preliminary drafts are for review and discussion purposes only and are, therefore, subject to change. The Florida Retirement System has not completed their year-end adjustments and according to Governmental Accounting Standards Board (GASB) Statement 68 valuations are required to be included with all financials this year. Upon completion of their state financials, the City of Crystal River CRA Annual Report for FY2015 will be completed and filed accordingly. The state have approved an extension for all year-end reports.”

An ad will be placed in the Chronicle and copies will be mailed to the Board of County Commissioners and County Clerk. A copy of the report will be available in the Crystal River City Clerk’s office for public inspection.

Staff Recommendation: None

Funding Information:

Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department

City Manager

City Attorney (if applicable)

Attachments:

Council Action:

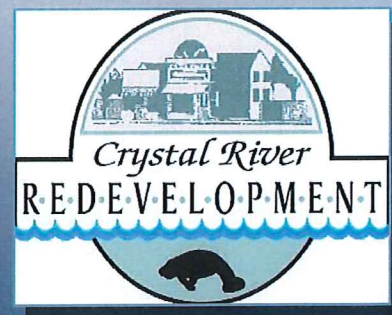
Approved _____ Denied _____ Deferred _____ Other _____

2016 Annual Report

Crystal River Community Redevelopment
Agency

THIS YEAR....

IT'S ALL ABOUT THE RIVERWALK!



ON THE COVER

*ARE WE EVER EXCITED!
THIS YEAR IT'S ABOUT
THE RIVERWALK AND
SYNERGY IS IN THE AIR!
CONSULTANTS...
DESIGNS...
OVERLAY DISTRICT
PRESENTATIONS...
BRINGING PEOPLE TO-
GETHER WITH A PLAN!*



CRYSTAL RIVER COMMUNITY REDEVELOPMENT AGENCY

T.I.F. HISTORY CHART

YEAR	VALUATION	CITY PORTION	COUNTY PORTION	TOTAL	REMARKS
88-89 BASE YEAR	15,300,855	N/A	N/A	N/A	
89-90* ACTUAL	15,640,426	665.98	971.23	1,637.21	
90-91 PER RECORDS FOUND	15,344,505	0.00	0.00	0.00	No record of receipt of funds for this year.
91-92* ACTUAL	15,750,588	3,161.62	3,536.75	6,698.37	
92-93* ACTUAL	16,399,920	6,250.35	7,798.32	14,048.67	
93-94 PER RECORDS FOUND	16,563,220	6,525.00	7,975.00	14,500.00	No breakdown of receipts found in records.
94-95* ACTUAL	19,317,680	27,665.88	28,894.63	56,560.51	
95-96 PER RECORDS FOUND		24,473.70	29,912.30	54,386.00	
96-97 PER RECORDS FOUND		23,499.90	28,722.10	52,222.00	
97-98* ACTUAL		22,834.53	32,228.71	55,063.24	
98-99* ACTUAL	20,110,600	25,130.92	37,189.80	62,320.72	
99-00 ACTUAL	22,187,250	35,981.41	52,820.71	88,802.12	Walgreen's property transfer comes on tax roles.
00-01 ACTUAL	25,551,277	58,427.40	78,626.73	137,054.13	Walgreen's new building comes on tax roles.
01-02 ACTUAL	27,098,261	65,209.92	90,493.00	155,702.92	
02-03 ACTUAL	28,822,344	71,934.32	99,337.88	171,272.20	
03-04 ACTUAL	37,392,765	121,726.43	169,457.87	291,184.30	
04-05 ACTUAL	42,302,802	143,650.36	207,120.73	350,771.09	
05-06 ACTUAL	48,365,558	175,904.22	240,737.49	416,641.71	
06-07 ACTUAL	60,897,667	242,575.04	288,664.30	531,239.34	
07-08 ACTUAL	61,938,373	190,514.26	274,774.73	465,288.99	
08-09 ACTUAL	64,775,232	178,602.50	283,888.67	462,491.17	
09-10 ACTUAL	62,312,616	169,712.46	269,757.95	439,470.41	
10-11 ACTUAL	62,854,596	171,669.01	272,286.89	443,955.90	
11-12 ACTUAL	60,734,267	164,050.73	260,701.25	424,751.98	
12-13 ACTUAL	58,842,821	157,186.50	260,677.26	417,863.76	
13-14 ACTUAL	60,253,884	162,280.43	348,834.61	511,115.04	
14-15 ACTUAL	58,772,835	173,453.20	335,293.30	508,746.50	
TOTAL		2,423,086.07	3,710,702.21	6,133,788.28	

NOTE: RECORDS PRIOR TO FY 97-90 WERE SUBJECTED TO FLOODING. DATA IS BASED ON INFORMATION FOUND IN REMAINING FILES WHICH ARE OFTEN OF POOR QUALITY AND DIFFICULT TO READ

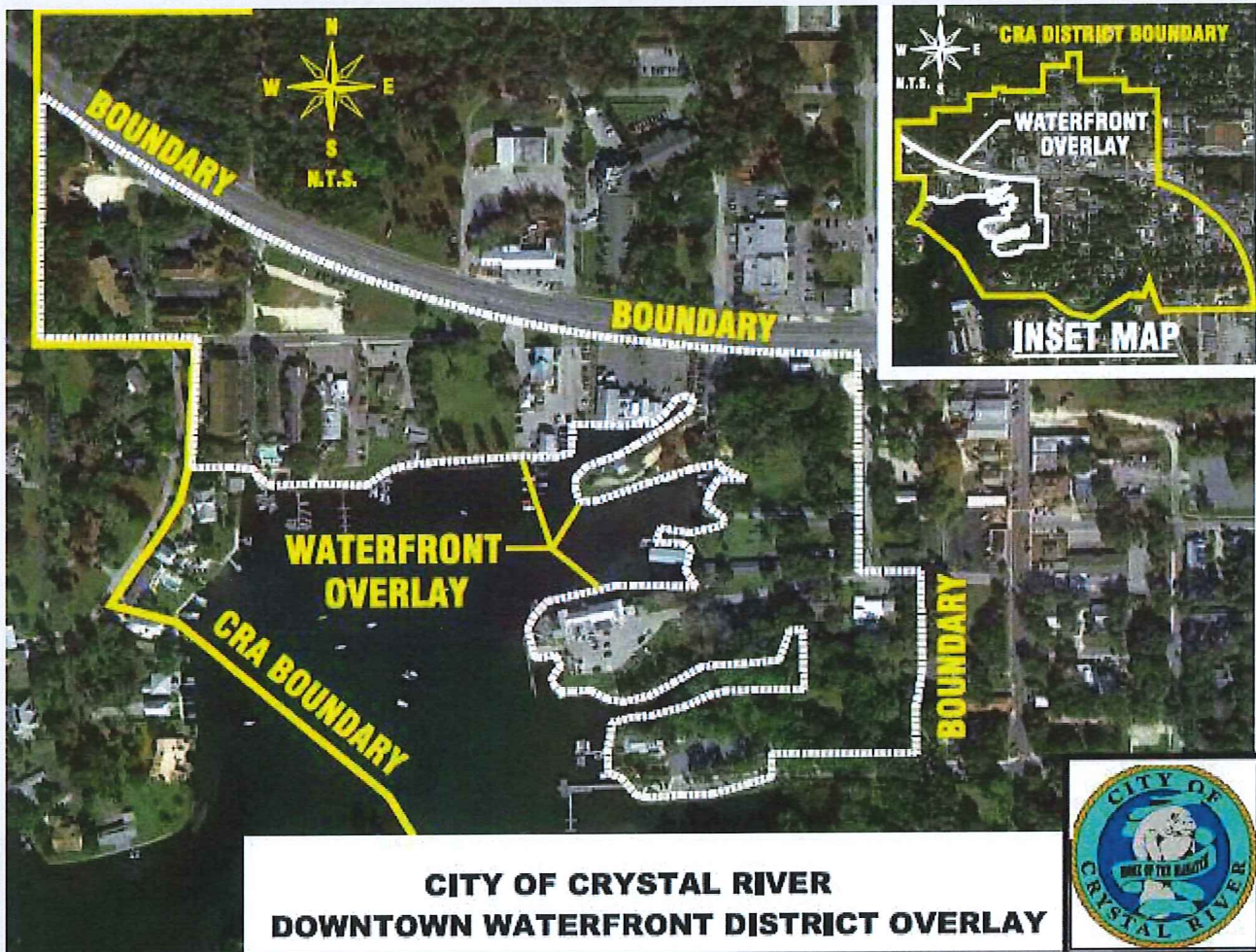
NEW

Our CRA Steering Committee lead us to our newly ADOPTED CRA PLAN! Lots of great projects and programs planned for our District!



Synergy is key

The City's current land use regulations are a bit restrictive for our waterfront properties. With a few modifications, additional development options may be feasible on sites that have remained vacant for decades! Staff is working to make our Riverwalk area the place to be! Giving flexibility to our properties along the waterfront will not only encourage good development but will enhance the downtown both aesthetically and financially! Hence...our new Downtown Commercial Waterfront Overlay District is under construction!



**This Year we began
Stormwater Master Planning...**

Modeling...

Designing...

Permitting...



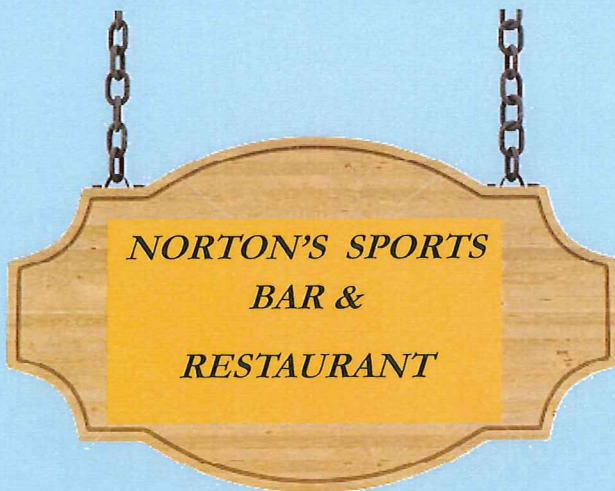
GOAL: TO CREATE A STORMWATER MASTER PLAN FOR THE CITY OF CRYSTAL RIVER COMMUNITY REDEVELOPMENT AREA THAT IMPROVES WATER QUALITY TO KINGS BAY, FOCUSES ON DEVELOPMENT OF COMMUNITY WATERFRONT ASSETS UTILIZING A REGIONAL APPROACH TO WATER QUALITY AND ARRIVES AT A FUNDABLE PROJECT SOLUTION (S) AND A CONCEPTUAL ERP FROM THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT.



August 19, 2015..Florida Main Street Secretary of State Awards Dinner where Crystal River was officially designated as a Florida Main Street Project.

We are so proud!

OUR NEW BUSINESSES ARE A HIT



www.shutterstock.com · 135234812

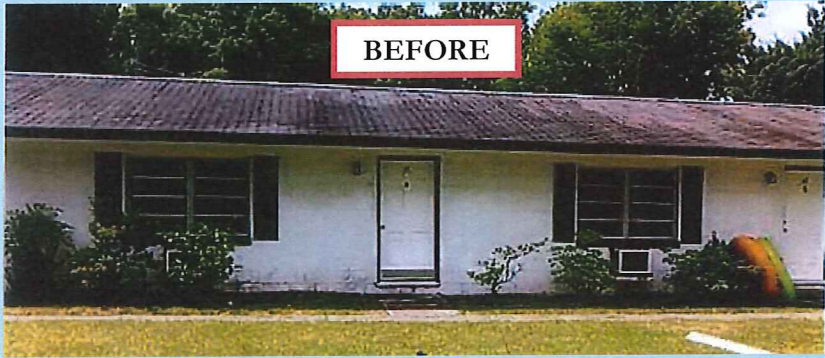
**CRAB PLAN T FISH
MARKET AND TAKE OUT**



*APPLY FOR YOUR
MINI-GRANT HERE!*



Businesses in the CRA District can get reimbursed 50% up to \$1,000 for murals!



FAÇADE GRANT FOR KINGS BAY LODGE!

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 28, 2016

Agenda Item Number: 8B

Requested Motion: Motion to award funding in the amount of \$199,339.47 to Environmental Consultants MGC for professional services of Kings Bay River Walk Phase 2 (Waterward Section) for final design, landscape design, permitting and construction bid services.

Summary: The River Walk is being designed in two major sections; the first is a landward section which has been previously approved by the CRA Board. That section is in design with the goal of being in construction by the end of this year. It was decided in previous meetings to work on getting the project into construction as quickly as possible. The landward section was started first because the permitting requirements are less stringent and will allow the City to get into construction faster.

Information is now together to move forward with the waterward section. Since the environmental permitting for the waterward portion are anticipated to take 9 – 12 months to be started in 2016 with permit approvals and construction anticipated for late 2017. Many of these tasks in this waterward scope will run concurrently with landward tasks.

There are two landowners in this section that have not yet signed off on the project. Their primary reason is the level of design required to meet their concerns was not covered under the preliminary design. These owner's additional concerns will be addressed as quickly as possible to further reduce the risks associated with moving forward.

This award does not include relocation of individual property owner existing structures. These are primarily docks where they exist will be in the way of the River Walk. These will be handled by separate proposals for design and construction. Requirements will be determined during final design when the River Walk details are clear and the needs of each property owner can be applied.

This proposal also does not include survey and soil boring requirements these are being handled on separate Agenda Items to reduce mark-up costs by dealing directly with these vendors.

Staff Recommendation: Request moving forward with the waterward design.

Funding Information:

Project Cost:	\$ 199,339.47
Funding Source:	601-61552-63000-1061B (CRA Improvements – Riverwalk Project)
Amount Available:	\$ 1,239,601.38

Finance Department Approval: _____

Michelle Russell

Approvals:

Ineresa Kren
Originating Department

D. Russell
CRA Administrator

CRA Attorney (if applicable)

Attachments: Proposal

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

March 3, 2016

Mr. Dave Burnell, P.E., City Manager
City of Crystal River
123 NW Highway 19
Crystal River, Florida 34428

**RE: Kings Bay River Walk Phase 2- Waterward Portions
Proposal for Final Engineering, Landscape Design, Permitting and Construction
Bid Services**

Mr. Burnell:

MICHAEL G. CZERWINSKI, P.A., ENVIRONMENTAL CONSULTANTS (MGC) in association with **The Ash Group, Inc. (ASH)** is pleased to provide this cost proposal to the City of Crystal River to provide professional services for the Kings Bay River Walk Project. Phase 2 involves the engineering design and permitting of the water dependant portions of the River Walk.

TEAM

The Key Team Members for this project include Michael G. Czerwinski, P.G., P.W.S., Janice Sands Ash, P.E., Phillip Graham, IV, RLA AICP, Phil Graham Landscape Architecture. Mr. Czerwinski, will serve as the overall project manager, local liaison and environmental specialist for this project. Mr. Czerwinski brings 30 years of unparalleled local knowledge, environmental and project management experience, specifically with the design and permitting of water dependant facilities in Citrus County. Janice Sands Ash, P.E. is the lead engineer responsible for engineering design, engineering permitting and construction bid documents, as well as managing and subcontracting the remainder of the team. **PGLA** will be responsible for presenting materials, furnishings and hardscaping selection, signage as well as materials / product specifications for the benches, rails, gates, etc. Ash and GLA have worked on numerous River Walk Projects including most recently the Tampa River Walk. As you are aware, and for consistency, this is the same team that has worked on the Kings Bay River Walk conceptual design to bring us to this phase in the project.

The Team for the final design also includes **Ayres Associates (AA)**, and **Hall Engineering Group**. **AA** will be responsible for the engineering structural design components of the piling supported portions of the River Walk including piling and support, ramps as well as the bridge and ramps at NW 3rd Street / Kings Bay Park canal crossing. **Hall** will be responsible for the design and specification of lighting and security, as well as all utilities including electric, plumbing, and any mechanical features. Please note that we have not included a cost of the piling geotechnical investigation for pilings and structural, as this will be contracted separately by the City. The Project Team will be working closely with the project surveyor (**GPI**, contracted separately by the City) who will be providing key survey information including but not limited to bathymetric surveys, riparian surveys, easements, ROW surveys, Submerged Land Lease surveys and other water -based physical information critical to the design and permitting of the River Walk.

PROJECT AREA

The project area of the Kings Bay River Walk is the route approved after public hearings as well as numerous meetings with the affected Individual Property Owners (IPOs) and finally approved by the CRA in August 2015 and as detailed in the attached map.

SCHEDULE

We understand the importance of the CRA's aggressive schedule on this project and their desire that construction on the landward portions (Phase I) of the River Walk begin in 2016. Since the environmental permitting for the waterward portions are anticipated to take 9-12 months, we anticipate design and permitting to be started in 2016 with permit approvals and construction anticipated for 2017. Many of these tasks in this waterward scope will run concurrently with the landward tasks. The Project Team is fully committed to this schedule. The scope of each phase are detailed in attachments as part of this proposal.

COSTS

The proposed fees for engineering and permitting for the Phase 2 Water Dependant Portion are **\$199,339.47**.

The design, engineering and permitting for the **relocation of Individual property owners (IPO's) existing structures / Docks** where they exist will be provided under separate cost proposals for each separate property (Crackers, Bayview Apartments, Hampton Trust, Pete's Pier Dockside, Charlie's, Fish House and DSM Marina).

On behalf of the Project Team I would like to thank you and the CRA for the opportunity to provide you with this proposal for design and permitting services for this exciting project for City of Crystal River which will help redefine its waterfront. We look forward to working with you, the CRA and the Individual Property Owners along the River Walk to make the Kings Bay River Walk vision a **reality and a success**

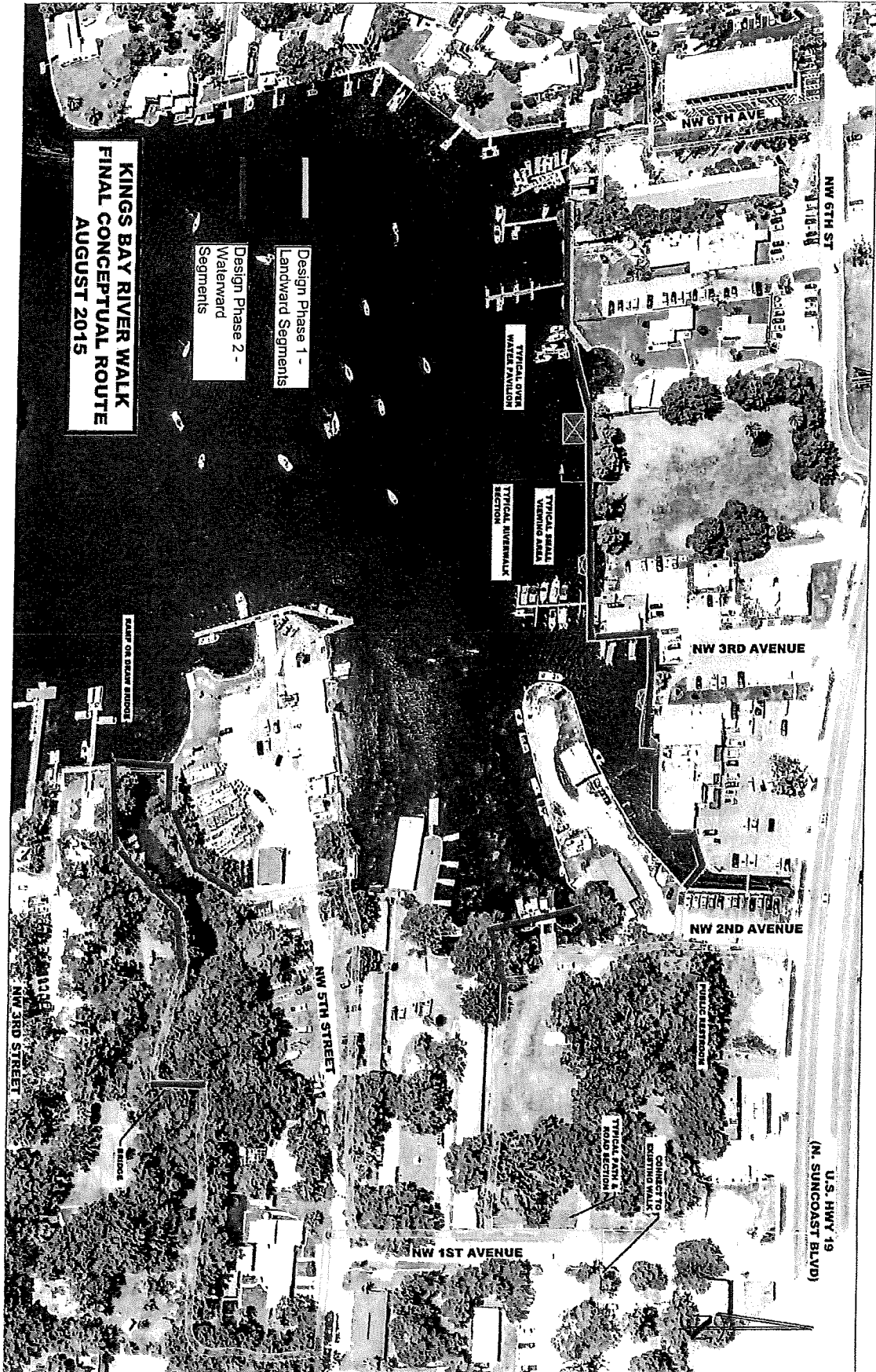
Sincerely,

MICHAEL G. CZERWINSKI, P.A., ENVIRONMENTAL CONSULTANTS

Michael G. Czerwinski

Michael G. Czerwinski, P.G., P.W.S.
Professional Geologist, Professional Wetland Scientist
President / Senior Scientist

**Attachments: Kings Bay River Walk Final Conceptual Route August 2015 (1 pg)
Ash Group Inc Scope Phase 2 Waterward Segments (4 pgs)**



**KINGS BAY RIVER WALK
FINAL CONCEPTUAL ROUTE
AUGUST 2015**

**Design Phase 1 -
Landward Segments**

**Design Phase 2 -
Waterward
Segments**

TYPICAL OVER
WATER PAVILION

TYPICAL RIVERWALK
SECTION

TYPICAL RIVERWALK
WATERWARD AREA
SECTION

CONNECT TO
EXISTING WALKWAY

TYPICAL PATH &
ROAD SECTION

PUBLIC RESTROOM

RAMP ON EXISTING BRIDGE

BRIDGE

NW 3RD STREET

NW 3RD STREET

NW 5TH STREET

NW 5TH STREET

NW 1ST AVENUE

NW 2ND AVENUE

NW 3RD AVENUE

U.S. HWY 19
(N. SUNCOAST BLVD)

NW 6TH ST

NW 6TH AVE

Financial Management Plan - Attachment A
Kings Bay River Walk - Design Segment 2-Waterward Segments
Design Summary - Cost Estimate

Date January 28, 2016

...Providing Solutions
The Ash Group, Inc.
 Formerly Ash Engineering, Inc.
 3802 Benjamin Center Dr., Suite 101
 Tampa, FL 33634 EB# 6603
 P: 813.290.8899 F: 813.290.8891
 www.ashgrp.com
 Total

Scope/Task	Company	Total Billing Rates					Total
		MGC	Ash	PGLA	Ayres	Hall	
30% Phase		0	\$ 19,566.00	\$ -	\$ 13,481.28	\$ 6,559.30	\$ 39,606.58
75% Phase		0	\$ 20,598.00	\$ 7,560.00	\$ 16,717.44	\$ 15,849.72	\$ 60,725.16
100% Phase		0	\$ 8,883.00	\$ 5,040.00	\$ 8,619.54	\$ 14,953.92	\$ 37,496.46
Bidding Services		0	\$ 8,681.00	\$ 2,200.00	\$ 2,229.30	\$ 2,529.17	\$ 15,639.47
MGC Management and Permitting		\$ 45,871.80	\$ -				\$ 45,871.80
Total Billing Hours		\$ 45,871.80	\$ 57,728.00	\$ 14,800.00	\$ 42,038.36	\$ 39,892.11	\$ 199,339.47

TOTAL = \$199,339.47

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 28, 2016

Agenda Item Number: 8C

Requested Motion: Information only, Update on Main Street activities

Summary: Main Street organization made a change with Andy Houston, stepping down as President and Carol Kimbrough accepted the position as Main Street President. The organization recently received a draft report from the Resource Team that came to Crystal River in January. It appears the report consistent with their comments at the presentation on January 13, 2016. When the final report is complete and available staff will disperse it to the CRA Board and develop a link on the City website for all community members.

Main Street functions with four committees; Organization, design, Economic and Promotion. Each of these groups being new is establishing their own goals and objectives which will be approved by the Main Street Board. These groups are active and are working to narrow efforts to a limited number of valued projects. Each group is presently gathering information on possible projects from the draft report recommendations, residents, experts and businesses to move forward the projects for the Main Street community. The City may receive some information on their goals in late April or May.

Main Street came to the CRA Board on a project from the Design Committee to bring a display to the corner of Citrus and Highway 19. Presently their goal is to bring it back to the CRA Board in the last meeting in April for review.

Staff Recommendation: NA

Funding Information:

Project Cost: NA

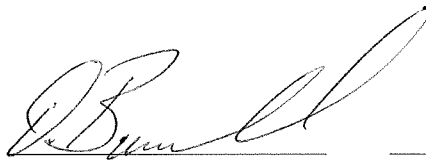
Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments:

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 28, 2016

Agenda Item Number: 8D

Requested Motion: Motion to approve staff to move forward with site improvement plan for Heritage Museum

Summary: The Coastal Heritage Museum/Crystal River Heritage Council, 532 Citrus Avenue opened in 1986 and will be celebrating their 30th Anniversary on July 31, 2016. This building has served as the first permanent home for the Crystal River City Government and was used by the city until 1970. It has housed the City Manager Office, the Police Department, the jail and the fire truck.

To honor their anniversary, staff would like to design a decorative fence, archway and kiosk in the front of the building that would bring attention to the Museum so visitors can visit and learn to appreciate the uniqueness of Crystal River's Heritage.

If approved, staff will collaborate with the Museum staff and bring back a plan for Council's approval to move forward.

Staff Recommendation: Allowing the joint development of a plan with museum staff.


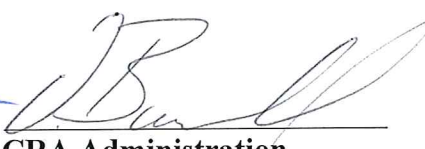
Funding Information: None

Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:  _____  _____ _____
Originating Department **CRA Administration** **CRA Attorney (if applicable)**

Attachments: Photo

CRA Board Action:

Approved _____ Denied _____ Deferred _____ Other _____



COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 28, 2016

Agenda Item Number: 8E

Requested Motion: Motion to approve a contract with Greenman Pederson Inc. (GPI) in the amount of \$58,332.50 for professional Surveying and Geotechnical services for the water portion of the Riverwalk project.

Summary: The Council approved of professional services for design and permitting of the Riverwalk project in Hunter's Cove at the February 8, 2016 meeting. The approval was for the landward portion of the Riverwalk, for which staff is attempting to begin construction later this year. In addition, the landward survey work was approved at the February 22nd Council meeting. A separate item is on the CRA agenda tonight for the waterward design services by the Ash Group.

This agenda item is for professional Surveying and Geotechnical services for the water section of the project that will be used for the design and construction of the Riverwalk.

The scope of work includes surveying of all structures in and adjacent to the water on the Riverwalk parcels, bathymetric data in the water to obtain top and bottom of muck elevations to be used in the design, and preparation of survey documents necessary for the development of sovereignty land lease surveys. The cost for this work is \$30,347.50.

This proposal also includes a Sub-Contractor that GPI will utilize for the geotechnical explorations. This work includes obtaining a total of 13 Standard Penetration Test borings at key locations, 9 on land and 4 within the water. A barge will be utilized for the water borings. These will be evaluated by the structural engineer to determine the final design components of the Riverwalk, and establish the necessary depth of the pilings. The cost of this work is \$27,985.00.

There are other surveying services that may be needed in the future for such items as a land swap by Pete's Pier Dockside for stormwater quality treatment, and possibly the parking lot in front of Crackers. Staff will bring these items to Council when/if needed in the future.

Staff Recommendation: Award the contract to GPI in the amount of \$58,332.50 for the professional surveying and geotechnical services.

Funding Information:

Project Cost: \$58,332.50
Funding Source: 601-61552-63000-1061B (CRA Improvements – Riverwalk Project)
Amount Available: \$ 1,040,261.91 (Balance pending approval of Environmental Consultants MGC contract)

Finance Department Approval: Michelle Russell

Approvals:

Sheresa Krim D. B. [Signature] _____
Originating Department City Manager City Attorney (if applicable)

Attachments: Proposal from GPI.

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

GPI Greenman-Pedersen, Inc.

Engineering, Surveying, Environmental, Coatings, and Construction Inspection

City of Crystal River
Louis Kneip - Public Works Director
123 NW Highway 19
Crystal River, FL 34428

March 23, 2016

Re: Scope of Survey Services for Kings Bay Riverwalk Waterward Portion

Thank you for requesting a proposal for Professional Surveying and Mapping Services from Greenman-Pedersen, Inc. (GPI) for the above referenced project.

Project Overview:

This proposal includes the waterward portion of the Kings Bay Riverwalk, a proposed linear park near the Crystal River Downtown area. GPI, as a part of this scope, will provide Survey Services for the proposed Kings Bay Riverwalk project. GPI has been in coordination with the City of Crystal River and developed this proposal based on scope of services requested by Michael G. Czerwinski, P.A. Environmental Consultants and The Ash Group, Inc.

This proposal also includes geotechnical exploration services to be provided by sub-consultant, PSI.

Firm Background:

GPI and its predecessors over the years has performed numerous surveying and mapping services within the Crystal River area. Our extensive records and database maps provide us with the historic knowledge to make proper surveying determinations. In late 2014, GPI performed the Boundary Surveys of the Right-of-Way on 2nd and 3rd Avenue for the City of Crystal River, which will be essential for this project. GPI has been involved with this project from the start of 2015, when GPI performed the initial Topographic and Bathymetric Survey for design on a portion of the Kings Bay Riverwalk for the City of Crystal River.

GPI Greenman-Pedersen, Inc.

Engineering, Surveying, Environmental, Coatings, and Construction Inspection

Parcels Affected Within This Scope

<u>ALT Key</u>	<u>Owner Name</u>	<u>AKA Name</u>
1075343	CRYSTAL SEAS LTD PARTNERSHIP	Best Western
1075360	REZCO INC	Crackers
1075378	REZCO INC	Bayview Apts
3273999	THE HAMPTON FAMILY FLORIDA	Hamptons Family
1074428	PETES PIER DOCKSIDE INC	Dockside Trading
1074410	PETES PIER DOCKSIDE INC	Dockside Trading Parking
1074398	PCK LAND HOLDINGS LLC	Charlies & Freezer (K&K)
2955635	DSP MARINA LLC	Desai
1074380	CRYSTAL TENN INC	Kings Bay Lodge
1074541	J & B OF CITRUS LLC	Crab Factory (K&K)
3211347	CITY OF CRYSTAL RIVER	KB Park (east)
1074703	CITY OF CRYSTAL RIVER	KB Park (west)
1074525	HAUTER RICHARD A & GLORIA J	Richard Hauter Residence
1074533	GREEN JOHN F & CAROL M	John Green Residence

Task 1 – Design Survey

The first part of the project will be to gather all necessary topographic design information for the project. This information will be passed along to the project design team to begin the design process.

Scope of Services:

1. Recover and use previously established Horizontal Control based on Florida State Plane Coordinate System West Zone (NAD83/2011, U.S. Survey Feet) and Vertical Control based on NAVD 88 datum.
2. Bathymetric data lying within Pretty Spring Creek, in front of Desai parcel, in the back of Charlies to show the opposite shore, and at the bridge crossing at King's Bay Park will be located with manual soundings. Top of muck and hard bottom (bottom of muck) elevations will be located in these limited shallow remote areas.
3. Docks and other structures located within the bathymetric limits, and as required for Sovereignty Submerged Land (SSL) Lease Surveys, will be located and shown as a part of the topographic survey. These waterward structures will need to be shown on the SSL Lease Surveys, as well as the Boundary Surveys listed in other tasks of this scope.

Deliverables

1. GPI will provide a Signed and Sealed Topographic and Bathymetric Survey as described above (including TIN and vertical files), PDF file of Survey and an ACAD database containing all of the above information.
2. All services performed shall meet or exceed the Florida Standards of Practice as set forth in Chapter 5J-17 FAC.

GPI Greenman-Pedersen, Inc.

Engineering, Surveying, Environmental, Coatings, and Construction Inspection

TASK 2 – Sovereignty Submerged Land (SSL) Lease Surveys

The second part of the project is to create the survey documents for the Sovereignty Submerged Land (SSL) Lease Surveys. Parcel requirements will be provided by the city or others and the Boundary Survey from the landward portion of the Kings Bay Riverwalk project will be utilized in the creation of these new documents.

Scope of Services:

1. Research and gather necessary documents (plats, deeds, surveys, existing Sovereignty Submerged Land (SSL) Lease Surveys, easements, right-of-way maps, etc.).
2. GPI will prepare new Sovereignty Submerged Land (SSL) Lease Surveys within the waterward portions of the Kings Bay Riverwalk project corridor. In this scope, (1) SSL Survey is to be created for each of the parcels the Kings Bay Riverwalk affects waterward. These SSL Surveys are proposed to be the co-owned (city and adjoining upland parcel) lease parcels lying adjacent to the landward parcels, and in the location of the Kings Bay Riverwalk corridor itself.

Deliverables:

1. GPI will provide Signed and Sealed Surveys listed above, PDF file of Surveys and an ACAD database containing all of the above information.
2. All services performed shall meet or exceed the Florida Standards of Practice as set forth in Chapter 5J-17 FAC.

General Exceptions

1. Services to be performed one-time only.
2. Additional services not delineated herein shall be performed, if requested, based on our Standard Survey rates.

Schedule

Completion of Task 1 is estimated between 100 to 125 working days after receiving Purchase Order or written Notice to Proceed, barring unforeseen conditions/ issues beyond our control or incimate weather.

Completion of Task 2 is estimated between 80 to 100 working days after completion of Task 1, and is greatly dependent on coordination with the property owners, design engineer, and the city.

GPI Greenman-Pedersen, Inc.

Engineering, Surveying, Environmental, Coatings, and Construction Inspection

TASK 3 – Geotechnical Exploration

The geotechnical exploration task in this proposal includes a study being performed to provide general subsurface information at the requested boring locations provided by the project engineers. GPI is to coordinate and provide the surveying support to a sub-contractor for this task.

See the attached "Exhibit A" for the Proposed Geotechnical Exploration proposal provided by Professional Service Industries, Inc. (PSI), which includes full details of the scope and services they are to provide for this task.

Fee


The following is the proposed **Lump Sum Fee** amount **Per Task**:


\$11,090.00	Task 1 – Design Survey
\$19,257.50	Task 2 – Sovereignty Submerged Land (SSL) Lease Surveys
\$27,985.00	Task 3 – Geotechnical Exploration (<i>\$24,985.00 Sub-consultant Fee (PSI) + \$3,000 Survey Support & Coordination</i>)

For a **Total Lump Sum Project Fee** of **\$58,332.50**. (See attached fee breakdown by task items.)

We truly appreciate the opportunity to provide our proposal for surveying services on this project. If you have any questions, or if I can be of further assistance, please contact me.

Sincerely,

 3/23/16
James "Hunter" Blair, PSM
Survey Department Manager
Assistant Vice President

 3/23/2016
Harold B. Peters, PSM
Professional Surveyor & Mapper

Surveying & Mapping Budget				
(03-23-16) King Bay Riverwalk (KBRW) Phase 2	Senior	2 PERSON	SURVEY	TOTALS
Waterward Portion	Surveyor	CREW	Analyst 2	
Rates	\$140.00	\$110.00	\$92.50	
Task 1 - Design Survey				
Hydrographic/Topographic in canals	4	35	16	\$5,890.00
Waterward Structures	3	30	16	\$5,200.00
SUM for Task 1	7	65	32	\$11,090.00
Task 2 - Acquisition & Agreements Documents				
Plot Existing SSL	5.5		22	\$2,805.00
Create Co-Owned Submerged Land Leases (8)	48		64	\$12,640.00
CADD; QA/QC Waterward	12		17	\$3,252.50
Meetings	4			\$560.00
SUM for Task 2	69.5	0	103	\$19,257.50
Task 3 - Geotechnical Exploration				
<i>Geotech Sub Services (PSI) - See "Exhibit A"</i>				\$24,985.00
Survey Support and Coordination				\$3,000.00
SUM for Task 3 (includes sub)	0	0	0	\$27,985.00
OVERALL PROJECT SUM	77	65	135	\$58,332.50

March 22, 2016

Greenman-Pedersen, Inc.
328 NE 1st Avenue, Suite 200
Ocala, Florida 34479

Attn: Mr. James "Hunter" Blair, PSM
Assistant Vice President – Director of Surveying

Subject: **Proposed Geotechnical Exploration**
Kings Bay Riverwalk – Phase I and II
Crystal River, Florida
PSI Proposal No. 0775-168108

Mr. Blair:

Professional Service Industries, Inc. (PSI) is pleased to submit this proposal to provide a geotechnical exploration for the above referenced project. This study is being performed to provide general subsurface information at the requested boring location. The scope of work and PSI's schedule and cost estimate for this study is included in this proposal. We have constructed this proposal to include PSI utilizing a subcontracted barge to perform the proposed Waterward borings.

PROJECT INFORMATION

The proposed Kings Bay Riverwalk will be located along the northern end of King's Bay in Crystal River, Florida. The Riverwalk will be an elevated structure running east-west, then curving south with a ramp up to a future pedestrian bridge over a canal just north of Manatee Tour and Dive. The pedestrian bridge will connect Areas 3 and 4, as depicted on the attached Proposed Boring Location sheet. The proposed Riverwalk will be designed in two phases; Phase I - Landward Segments and Phase II - Waterward Segments. An overhead decorative structure is planned for Area 2 outlined in yellow in the attached Boring Location Plan. Proposed foundation types or anticipated structural loads for the Riverwalk or pedestrian bridge were not provided.

The water level in the bay is controlled by tidal influences and is reported to be approximately 1 to 10 feet deep. At least 4 to 5 feet of water will be required at the boring locations to maneuver the barge mounted equipment.

If this information is incorrect or incomplete, please contact us at your earliest convenience so that we can make any required edits to this proposal.

SCOPE OF GEOTECHNICAL SERVICES

The geotechnical exploration will include the following services:

- PSI will utilize the Florida Sunshine Utility Locate service to clear the landward and waterward soil boring locations. It should be noted that waterward soil boring utility clearances require a minimum of two weeks to resolve, instead of the 3 business

days necessary for the landward boring utility clearance. PSI will also notify any Coast Guard agencies regarding the planned soil borings, if required.

- PSI will coordinate the mobilization of a subcontracted barge. This drilling equipment will work outside the main navigable waterway and will be left on site overnight, as required. It is assumed that because of the shallow depths at the boring locations, manatees will not be present during field operation thereby averting delays or stoppages PSI will not provide a spotter or other means of identifying the presence or entrance of Manatees into the work area.
- Thirteen (13) Standard Penetration Test (SPT) borings have been requested at select waterward and landward locations identified by The Ash Group.
 - Two (2) waterward borings will be performed along the east-west portion of the Riverwalk, one (1) waterward boring will be performed northwest of King's Bay Lodge and one (1) waterward boring will be performed for the proposed pedestrian bridge just north of Manatee Tour and Dive. These waterward borings will extend 20 feet below mudline or approximately 35 feet as measured from the barge deck. Samples will be retrieved at approximate 5 foot intervals.
 - Five (5) landward borings will be performed in Area 3 (see attached map) and three (3) landward borings will be performed in Area 4 for the proposed pedestrian bridge landing and riverwalk ramps. One (1) landward boring will be performed in Area 2 at the proposed overhead decorative structure boring location. These landward borings will extend to a depth of 20 feet each, except for two (2) proposed pedestrian bridge landing borings which will be drilled to depths of 30 feet each. PSI will hand auger the upper 4 feet to reduce the risk of encountering buried utilities. After hand excavating the first few feet of the soil boring, samples will be retrieved nearly continuously for the upper 10 feet, then at 5 feet intervals thereafter.
- A brief geotechnical report will be prepared upon completion of the field and laboratory testing and will include:
 - Summary of provided project information.
 - Subsurface conditions encountered at the boring locations.
 - Brief description of the potential foundation alternatives for the elevated boardwalk and pedestrian bridge.

SCHEDULE

Assuming favorable weather conditions, we anticipate the land-based borings can be completed within two weeks of authorization. The water based borings can be completed within four weeks of authorization, which includes the required two weeks for a subaqueous public utility locate.

Laboratory evaluation and report development will require an additional five (5) working days. Our final report for Phase I and II will be issued within about five (5) weeks from authorization.

SERVICE FEE

It is proposed that the fee for the performance of the above-outlined services be determined on a unit price basis, in accordance with our attached Schedule of Services and Fees. Lateral loading is anticipated for these pile foundations. PSI has included performing an evaluation of the lateral capacity of the piles using FB Deep software in this proposal. On the basis of the Estimated Quantities and Schedule of Services and Fees it is estimated that the total fee will be approximately **\$24,985.00**.

Should conditions be encountered which require deepening borings or additional exploration, we will notify you to discuss modifying the outlined scope of services. Additional work beyond the estimated fee will not be performed without your prior authorization.

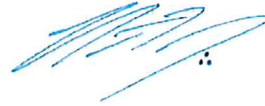
We appreciate the opportunity to offer our services to you and look forward to working with you. If this proposal is acceptable, please provide written authorization. Should you have any questions in regard to this proposal, please do not hesitate to contact this office.

Respectfully submitted,

Professional Service Industries, Inc.



Amy L. Guisinger, P.E.
Geotechnical Department Manager



Lloyd T. Lasher
Principal Consultant



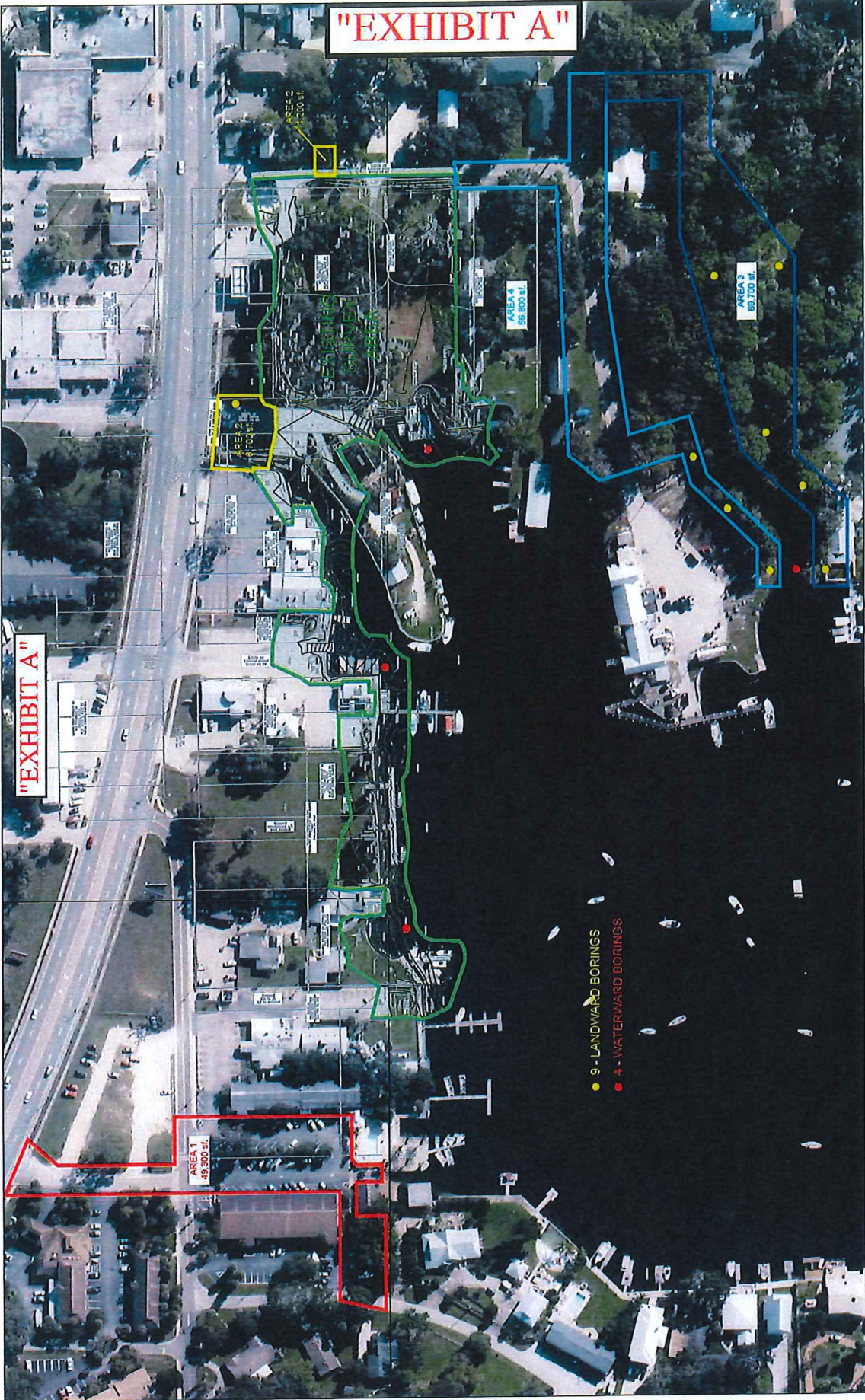
Ryan T. Haskins, E.I.
Staff Engineer

Attachments: Authorization
Fee Schedule
Proposed Boring Locations

ATTACHMENT A - SCHEDULE OF SERVICES AND FEES
PROPOSED KINGS BAY RIVERWALK PHASE I and II
CRYSTAL RIVER, FLORIDA
PSI PROPOSAL NO. 0775-168108

	<u>Qty.</u>	<u>Unit</u>	<u>Unit</u>	<u>Rate</u>	<u>Total</u>
					<u>Cost</u>
<u>I. FIELD EXPLORATION</u>					
1. Mobilization of Barge and Drilling Rig	1	Each	\$	10,000.00	\$ 10,000.00
2. SPT - Waterward Borings (5 feet centers)	140	Feet	\$	17.50	\$ 2,450.00
3. Mobilization - Truck Mounted Drill Rig	1	Each	\$	500.00	\$ 500.00
4. SPT - Landward Borings (5 feet centers)	200	Feet	\$	12.50	\$ 2,500.00
5. Extra Samples	0	Each	\$	50.00	\$ 0.00
6. Casing	180	Feet	\$	15.00	\$ 2,700.00
7. Grout	340	Feet	\$	5.00	\$ 1,700.00
8. Stand-by Time	0	Hour	\$	198.00	\$ 0.00
				SUBTOTAL FIELD EXPLORATION	\$ 19,850.00
 <u>II. LABORATORY TESTING</u>					
1. Staff Eng. For Visual Classification, Lab Evaluation	2	Hour	\$	75.00	\$ 150.00
2. Sieve Analysis	10	Each	\$	80.00	\$ 800.00
3. Atterberg Limits	3	Each	\$	90.00	\$ 270.00
				SUBTOTAL LABORATORY TESTING	\$ 1,220.00
 <u>III. ENGINEERING SERVICES</u>					
1. Senior Engineer	5	Hour	\$	125.00	\$ 625.00
2. Project Engineer	8	Hour	\$	90.00	\$ 720.00
3. Staff Geologist/Engineer	16	Hour	\$	75.00	\$ 1,200.00
4. CAD Drafting	4	Hour	\$	50.00	\$ 200.00
5. Clerical	2	Hour	\$	35.00	\$ 70.00
6. Senior Technician	20	Hour	\$	55.00	\$ 1,100.00
				SUBTOTAL ENGINEERING SERVICES	\$ 3,915.00
				TOTAL ALL SERVICES	\$ 24,985.00

"EXHIBIT A"



"EXHIBIT A"

- 9 - LANDWARD BORINGS
- 4 - WATERWARD BORINGS