

Community Redevelopment Agency



Revised Agenda Packet
for
CRA Meeting
Wednesday, March 16th, 2016
6:00 p.m.



Agenda
Community Redevelopment Agency
Regular Meeting
Wednesday, March 16th, 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 February 22nd, 2016*
6. **PUBLIC INPUT**
7. **CRA ATTORNEY**
8. **CRA ADMINISTRATOR**
 - A. *Financing Update*
 - B. *Hunter Springs Park Update*
 - C. *Update on purchase of property at Hunter Springs Park*
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, February 22nd, 2016
@ 6:00 p.m.



**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, February 22nd, 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 to adopt the agenda was made by Vice Chairman Gudis; seconded by Board member Holmes. Motion carried unanimously.

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. *Approve Minutes of CRA Meeting held February 8th, 2016*

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

6. PUBLIC INPUT

Art Jones- 56 NW 14th PL CR- Commented on a feasibility study completed for his proposed aquarium project and the proposed CRA overlay currently being considered by the City's Planning Commission.

Bob Mercer- 209 SE Paradise Point Road- Commented in favor of item 8B, Main Street proposal for display of Spirit of Crystal River.

7. CRA ATTORNEY

8. CRA ADMINISTRATOR

A. *Motion to approve a contract with Greenman Pederson Inc. (GPI) in the amount of \$132,480.00 for professional surveying services for the landward portion including documents for leases, easements and/or parcel swaps for the landward section of the Riverwalk project.*

Background: Agenda Sheet **Requested Motion:** Motion to approve a contract with Greenman Pederson Inc. (GPI) in the amount of \$132,480.00 for professional surveying services for the landward portion including documents for leases, easements and/or parcel swaps for the landward section 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. This agenda item is for professional Surveying services for the landward section of the project that will be used as a base map for the design and permitting.

The first phase of the project will be to gather all necessary topographic design information for the project (see attached proposal). This information will be passed along to the project team to begin the design process.

The second phase of the project will be to gather all necessary boundary related information for the project. This information will be used to create an overall base map of all parcel boundaries, right-of-ways, easements, leases, etc. within the project area. This base map will be used in the third part of the scope, to create the new documents for leases, easements, parcel swaps, etc.

The third phase of the project is to create the survey documents for leases, easements, parcel swaps, etc., needed to establish the acquisitions and agreements. Parcel requirements will be provided by the city or others and the Boundary Survey from the second phase of the scope will be utilized in the creation of these new documents.

It should be noted that staff will be bringing back additional proposals in the future for the water portion of this project. In addition, 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 parking on the 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 \$132,480.00. End of Agenda Sheet]

CRA Administrator Burnell provided a brief overview of the item, and addressed Council questions regarding timeframes, coordination with the design team and costs.

Motion to approve was made by Council member Houston; seconded by Council member Brown.

Mike Czerwinski, Environmental Consultants MGC- 2716 S Lecanto Highway- Addressed Council regarding the need for the services and the additional benefits that they would provide.

Public Works Director Lou Kneip provided further information regarding the qualification criteria used to select the firm.

Motion carried unanimously.

B. Information only- Crystal River Main Street is requesting feedback on a potential project to create a historic display centering around the sailing vessel the Spirit of Crystal River on the City owned property at Highway 19 and South Citrus.

Background: [Agenda Sheet **Requested Motion:** *Information Only- Crystal River Main Street is requesting feedback on a potential project to create a historic display centering around the sailing vessel the Spirit of Crystal River on the City owned property at Highway 19 and South Citrus.*

Summary: *This sailing vessel is a handmade replica by the Crystal River Boat Builders of an 1864 36' vessel and was proclaimed the Flagship of Crystal River by City Council last year. Crystal River Main Street believes this beautiful vessel would serve to catch our visitors eyes as they drive down the road and make a statement that THIS is Crystal River, a historic fishing village and waterfront community.*

Our design for the corner lot is not complete and we have several aspects to work out. Before we go to great lengths to complete the design we want to be sure we have Council support in going forward. We are asking you to pass a resolution in support of this project so that we can feel confident in going to the next phase.

There are several advantages to the display:

- 1. The first phase (displaying the boat on the lot with light landscaping and lighting) can be accomplished within a month or two;*

2. Should the lot be developed, the display would only take up a small portion of the property and could possibly coexist with a building;
3. The display is not expensive to install and could be easily removed if necessary.

There are several other elements we are considering in conjunction with the boat display:

1. A mural of the historic waterfront on the wall behind the lot;
2. A physical display of the city proclamation;
3. A wrap around the power box on the corner depicting the building that used to be there;
4. Special event signage incorporated into the boat display.

We are very excited about this project and feel it will go a long way toward helping to instill a sense of pride in our community for both locals and visitors. We have attached photos to give you a better idea of what the display might look like. Crystal River Main Street believes this beautiful vessel would serve to catch our visitors eyes as they drive down the road and make a statement that THIS is Crystal River, a historic fishing village and waterfront community.

Staff Recommendation: Approval with the knowledge that this site will at some time potentially be redeveloped. The City should take no liability in its relocation of this site at that time. **End of Agenda Sheet!**

Marcia Chesnicka, Co-Chair of the Crystal River Main Street Design Committee- Provided a brief overview of the project including background information and purpose, requesting Council consensus to move forward with the project.

Council member Houston disclosed for the record that he was the current Main Street Board Chair and spoke in favor of the proposal.

Council member discussion was held and consensus was reached for the Main Street Design Committee to move forward with the project.

City Manager Burnell sought Council consensus regarding the appropriate forum for Main Street Board communications with Council and the Board agreed that CRA meetings would be appropriate.

9. COMMUNICATIONS

10. BOARD MEMBERS COMMENTS

- A. Jim Farley, Chair
- B. Mike Gudis, Vice Chair- Spoke regarding moving forward with the Riverwalk
- C. Andy Houston
- D. Ken Brown- Spoke regarding the City being on the right path.
- E. Robert Holmes

11. PUBLIC INPUT

Joe Chrietberg- Commented on the increased level of tourist activity, and the benefits of the services that will be provided by GPI.

12. ADJOURNMENT Chairman Farley adjourned the meeting at 6:32 p.m.

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 16, 2016

Agenda Item Number: 8A

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:

Funding Information:

Project Cost: N/A

Funding Source:

Amount Available:

Finance Department Approval: _____

Michelle K Russell

Approvals:



Originating Department

CRA Administrator

CRA Attorney (if applicable)

Attachments:

Board Action:

Approved _____

Denied _____

Deferred _____

Other _____

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 16, 2016

Agenda Item Number: 8B

Requested Motion: None – staff would like to update the CRA on the Hunter Springs Park construction project.

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

Staff Recommendation: N.A.

Funding Information:

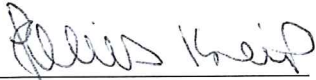
Project Cost: N.A.

Funding Source: N.A.

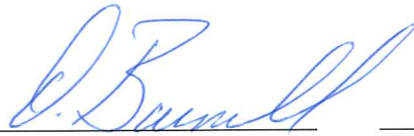
Amount Available: N.A.

Finance Department Approval: _____

Approvals:



Originating Department



City Manager

City Attorney (if applicable)

Attachments: None

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

COMMUNITY REDEVELOPMENT AGENCY
Agenda Item Summary

Meeting Date: March 16, 2016

Agenda Item Number: 8C

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 quests will be explored.

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 _____