

**Minutes of the
Community Redevelopment Agency
Regular Meeting
Monday, February 8th, 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 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 January 25th, 2016*

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

6. PUBLIC INPUT

Phillis Rosetti- 209 SE Paradise Point Road- Commented on positive feedback heard regarding the appearance of downtown.

Joe Chrietzburg-304 NW Crystal Street- Commented on the presentation of the proposed CRA Overlay made during the recent Planning Commission meeting and growth in the City.

Marcia Chesnicke- West Bay Path Drive- Commented on positive feedback heard regarding the Three Sisters Springs trolley.

7. CRA ATTORNEY

Reported on efforts to finalize easement documents for the Riverwalk project.

8. CRA ADMINISTRATOR

A. *Motion to award a contract with Kimley-Horne in the amount of \$99,890.00 for preparation of a stormwater master plan for the Community Redevelopment Area (CRA)*

Background: [Agenda Sheet Requested Motion: Motion to approve a contract with Kimley-Horn in the amount of \$99,890.00 for preparation of a stormwater master plan for the Community Redevelopment Area (CRA).

Summary: The City started an overall master plan to address stormwater needs within the CRA. The master plan is especially important now because it is a component of the River Walk project. One of the primary purposes of the master plan is to identify areas available for stormwater management off-site from the River Walk parcels. A new consultant will evaluate the location and suitability of the potential off-site areas, determine the best management practice (BMP) to treat the stormwater, and prepare a conceptual design. This will be done throughout the entire CRA, but the emphasis will be on addressing the future needs of the overlay parcels involved with the River Walk project.

It is envisioned that the stormwater in the CRA will be treated for water quality in a variety of ways to improve the health of Kings Bay by lowering the nutrient and particulate loading. These will likely include water quality swales, bio-retention areas, riparian buffers and continuous deflection system (CDS) units. Portions of the individual site being developed or re-developed will be utilized for these water quality BMP's, but a large portion will be constructed off-site further inland from the River Walk. Staff anticipates that an ordinance will be prepared whereby Developers can purchase stormwater credits to fully satisfy regulatory agency requirements for water quality treatment. The enhancement of the water quality within King's Bay is the primary goal.

The master plan prepared by the Consultant will be submitted with calculations to SWFWMD for issuance of a conceptual Environmental Resource Permit (ERP). This permit is typically valid for up to 15 years, and will delineate the approved locations and methods for properly treating the stormwater for future construction projects within the CRA. Staff considers this to be an essential element and foundation for the development of the River Walk and surrounding properties in the CRA.

Kimley-Horn is a very reputable national firm with a local office in Ocala. They are on the list of Consultants for continuing professional services that was approved by the Council in late 2014. Staff interviewed a total of three (3) Consultants for this project, and determined that Kimley-Horn was the most qualified for this type of project. In addition, Kimley-Horn is consulting for FDOT on the U.S. 19 Congestion Study in the downtown of Crystal River. Staff views this as an added benefit as there will likely be some connectivity with U.S. 19 to the stormwater master plan.

Staff Recommendation: Award the contract to Kimley-Horn in the amount of \$99,890.00. End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and answered Public Works Director Lou Kneip and Richard Bush, Principal Project Manager with Kimley-Horne addressed Council questions regarding future expansion of the stormwater master plan, and how the plan relates to the Riverwalk.

Motion to approve a contract with Kimley-Horn in the amount of \$99,890.00 for preparation of a stormwater master plan for the Community Redevelopment Area (CRA) was made by Council member Holmes; seconded by Council member Gudis.

City Manager Burnell also addressed a Council question regarding how the plan relates to the CRA Overlay.

Motion carried unanimously.

B. Financing Update

Background: [Agenda Sheet Requested Motion: Informational only – CRA Financing Update

Summary: Over the last few months, Finance has been exploring various financing options to assist in funding planned capital improvements within the City as projected during the FY2016 budget preparation. Our FY2016 budget reflects our planned improvements within the CRA District including construction of the Riverwalk and substantial renovations to Hunter Springs Park planned over the next three years. The Riverwalk project is expected to incur improvements totaling approximately \$5,000,000 and the Hunter Springs Park renovation is expected to incur costs totaling approximately \$1,500,000. Management's intention is to fund these projects from a combination of possible grants as well as an outside financing source.

At this time, Finance has distributed packets to all local banks (9 in total) providing a recap of the City's financing needs for the near future along with a copy of our FY2014 audited financials and FY2016 budget. The Finance Director has received financing options from four of the nine banks contacted. Currently, our options for a \$5million loan include a draw-down credit facility, guidance line of credit or a term loan with a fixed rate and amortization of 7, 10, 15 or 20 years. The tax exempt interest rates range from 2.04% - 3.4% and annual payments from \$300,000 - \$775,000. The City will be required to provide the lending institution with confirmation that it would be a bank qualified loan or otherwise, and if the interest earned is tax free. Bond counsel opinion is also required.

The Finance Director has been in contact with Holland and Knight, LLP (bond counsel) and Public Financial Management /The PFM Group (financial advisor). Both entities assisted the City during the 2012 Bond Refunding. Management along with the assistance of both the bond counsel and the financial advisor 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.

End of Agenda Sheet]

Finance Director Michelle Russell provided an overview of the item, addressed Council questions regarding some of the specific financing requirements and the use of TIF funding as pledged revenue and advised that a final proposal would be brought back at an upcoming meeting.

C. Motion to award contract for final design and permitting of the landward section of the Riverwalk to Michael Czerwinski Consultants MGC for the total sum of \$197,918.62

Background: [Agenda Sheet Requested Motion: Motion to award a contract for final design and permitting of the landward section of the Riverwalk to Environmental Consultants MGC for the total sum of **\$197,918.62.**

Summary: The Crystal River Community has desired to develop a Riverwalk along Hunters Cove for over twenty-five years. In the last year significant momentum has brought city staff to the point of requesting funding for final design of the landward portion. This section of Riverwalk is from the closed boat ramp adjacent to Charlie's Fish House to Kings Bay Park. (See attached drawing)

City staff has listened to City Council in the desire to move forward as aggressively and as reasonably possible. It is important to acknowledge there is some risk associated in making this decision to move forward now; no easements have been signed by landowners at this time. The primary reason for not attaining easements is the need to complete an Overlay District in order to confirm the development issues that have greatly affected progress along the waterfront. The second reason being that, until detailed design is underway, exact easement requirements cannot be determined. In negotiations with all property owners affected, they have indicated that they are willing and desire to be part of the project. All easements for this section will be attained during this phase of design.

In the current project layout as it relates to professional services, the following stages outside of this request will need to be completed:

- Final Design and Permitting for landward portion.
- Final Survey for both land and water Portions. Agenda item planned for submission second meeting in February.
- Final Design and Permitting for landward portion.
- Design and Permitting for dock disruption of landowners
- Construction inspection and assistance.

There is also a chance of unknown issues to arise from a project like this, which may require further funding to resolve. The design and permitting processes associated with a project like this are burdened with high costs, primarily due to permitting requirements. Developing projects near or over water are some of the most difficult to successfully execute. In order to control costs, project development will be based on permitting rather than typical submittal project phasing. This does not eliminate the potential need for additional funding to resolve permitting issues that can come up during permit review.

The team for this project includes:

Lead organization:	Environmental Consultants MGC
Primary Engineering Group:	The Ash Group
Architecture:	Phil Graham Landscape Architects
Electrical:	Hall Engineering
Structural Engineering:	Ayres Associates

Further detail of is attached within the proposal attached for your review.

Staff Recommendation: Staff recommends continuing the positive momentum, and move forward with final design of the landward section of Crystal River and Kings Bay Riverwalk. End of Agenda Sheet]

City manager Burnell provided a brief overview of the item and addressed Council questions regarding the route and design options.

Motion to award a contract for final design and permitting of the landward section of the Riverwalk to Environmental Consultants MGC for the total sum of \$197,918.62 was made by Board member Brown; seconded by Vice Mayor Gudis. Motion carried unanimously.

9. COMMUNICATIONS

Board member Brown spoke on communication received from the Coastal Heritage Museum and requested some type of recognition of their efforts. Council discussion was held regarding signage for the museum. Consensus was reached to present the museum with a plaque.

10. BOARD MEMBERS COMMENTS

A. *Jim Farley, Chair*

Commented on the potential for development of a Three Sisters Springs Visitor Center to attract new merchants.

B. *Mike Gudis, Vice Chair*

C. *Andy Houston*

Advised that he will be addressing the Citrus County Council on Wednesday regarding Main Street, the Crystal River CRA and waterfront redevelopment.

D. *Ken Brown*

Spoke on the importance of planned growth concepts.

E. *Robert Holmes*

Inquired about follow up on CRA mini-grants.

11. PUBLIC INPUT

Dee Atkins- 3851 N. Nokomis Point- Commented on the Riverwalk project having attracted Norton's Restaurant owners to the area.

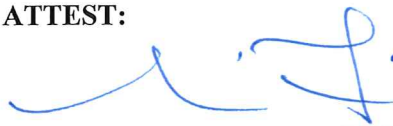
Bob Mercer- 209 SE Paradise Point Road- Commented on DRAs and reserving waterfront property for commercial development.

12. ADJOURNMENT

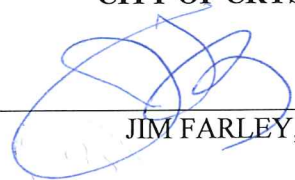
Chairman Farley adjourned the meeting at 6:49 p.m.

CITY OF CRYSTAL RIVER

ATTEST:



MIA FINK, CITY CLERK



JIM FARLEY, CHAIRMAN