



**Minutes of the  
Crystal River City Council  
Budget Workshop  
Wednesday, July 8, 2015 3:00 p.m.  
Council Chamber, City Hall**

**1. CALL TO ORDER**

Mayor Farley called the meeting to order at 3:00 p.m.

**2. CITY MANAGER'S PRESENTATION**

Finance Director Michelle Russell announced that she is pleased to say that she strongly believes that the millage rate of 4.2 mils will not need to be increased this year. (Attachment A Item 1)

City Manager Burnell requested that the projected surplus funding (Attachment A Item 2) be used to begin the enterprise fund for the Three Sisters Springs facility operations management, assuring Council that a user fee of an appropriate amount will be established to reimburse those funds. (Attachment A Item 3)

**3. COUNCIL DISCUSSION AND QUESTIONS**

Council member Brown asked if this is separate from funds set aside for a welcome center and received confirmation that it was. He then asked if those dollars could also be used to shore up any future revenue shortfalls and received confirmation that they could be, although it would require a Council vote.

Council member Gudis asked for clarification regarding which items would be funded by the parking meter revenues, and City Manager Burnell confirmed that purchase and installation of the units, as well as staff would be funded by those fees.

City Manager Burnell then expanded on the Three Sisters Springs enterprise fund, and the FCT contractual stipulations that require all revenues derived from park fees to be spent on park facilities and operations, noting that half of the new Waterfronts Manager position will be funded by those fees.

Councilmember Gudis noted that there will not be a need to use reserves to maintain a balance, as more and more expenses have been allocated to the proper places.

Councilmember Holmes mentioned the possibility of utilizing reserves for Three Sisters Springs and City Manager Burnell clarified that any General Fund dollars utilized, if any, would be in the form of a loan.

City Manager Burnell also provided an update on the status of the search and selection process for the new Waterfronts Manager position.

Referring to Attachment A Item 4, City Manager Burnell advised that the reallocation of labor to enterprise funds is fairly conservative and will be adjusted annually based on the amount of revenues received.

He also informed Council of the proposed addition of a part-time person to the Development Services Department, and additional hours in the marketing category, due to the increased complexity and frequency of special events. (Attachment A Item 5)

In reference to the proposed \$100 dollar bonus for members of the Fire Department staff, City Manager Burnell advised that the responders are out in the middle of the night for \$14.00 per trip and the Fire Department budget has seen an overall decrease. (Attachment A Item 6 & 7)

Further discussion on city events, increased hours for the Special Events Coordinator and impact of the new Main Street Program was held during which Ms. Bollin confirmed that she was able to take on the additional hours.

Further discussion was held on the bonus proposed for the Fire Department staff in Item 6 of Attachment A and consensus was reached among Council to increase the proposed amount, as it was a nominal amount.

City Manager Burnell provided an overview of the proposed establishment of a Community Services Department and Council expressed concerns regarding confusion that could result in naming the department Community Services, as it would be managed by the Waterfronts Manager. (Attachment A Item 8)

City Manager Burnell provided an overview of the proposed Law Enforcement budget based upon the amount of the FY 2016 agreement with Citrus County Sheriff's Office, which has been reduced by 2.34%. (Attachment A Item 9)

Further discussion ensued regarding the need for enforcement on Kings Bay and surrounding waterways, and the costs and benefits of the two potential renewal options, as presented.

Consensus was reached among Council for staff to pursue Option 2, by reducing the number of L.E.O.s covered by the Annual CCSO contract by two, thus reducing the renewal amount by approximately \$160,000, and utilizing those funds to expand code enforcement to cover the City waterways. Staff to work concurrently on annexation of the entire bay, and the establishment of additional enforcement mechanisms where manatees and tour operators are concerned.

City Manager Burnell then advised Council on the proposed allocation of CIP funds for replacement of the Creative Playground. (Attachment A Item 10)

Discussion was held regarding the inclusion of a water feature in the replacement playground design, and potential locations.

Councilmember Brown inquired about status of the recently-closed Crystal River Health Department building, as Council previously expressed interest in utilizing the space.

City Manager Burnell advised Council of recent communications with the County Administrator during which he was asked if the City formally wished to purchase the space. Further discussion ensued pertaining to right-of-way and parking issues related to the space.

City Manager Burnell then briefly touched on a few small items to be added to the C.I.P., including a tree inventory, on which he provided a more detailed explanation. (Attachment A Item 11)

He also mentioned the Save Crystal River, Inc. Kings Bay Pilot Restoration Project, and recently appropriated funds for which the City of Crystal River has been selected as the preferred pass-through entity for administration of the funds on behalf of the organization. (Attachment A Item 12)

In reference to the staff recommendation to partially fund the Hunter Springs Park renovation with grants (Attachment A Item 13) Councilmember Holmes asked that staff be mindful of funding requirements and/or restrictions that the City may not find favorable.

City Manager Burnell provided a brief overview of the Hunter Springs renovation project, proposed funding sources and timeline for completion based upon previous input from Council. Discussion ensued regarding potential impacts of the project and acquisition of an adjacent property that would facilitate park expansion.

City Manager Burnell informed Council that staff is presently working on securing a loan for upcoming projects within the CRA; although the amount has not yet been determined as decisions regarding the Riverwalk design will affect the overall cost. (Attachment A Item 14)

City Manager Burnell then provided an overview of budgetary matter related to the recently completed reclaim water system, advising that projected revenues from the operations of the system are now being budgeted under the Water and Sewer account. (Attachment A Item 15) Discussion regarding the spray field ensued and City Manager Burnell provided clarification on the mutually beneficial arrangement by which a local farmer harvests hay on the property, thus alleviating the City of the burden of mowing the 250 acre parcel.

City Manager Burnell briefly touched on the upcoming Parallel Force Main project, which will address capacity issues for development of areas west of the City. (Attachment A Item 16)

He then spoke on Three Sisters Springs operations, advising that although specific dollar amounts have not yet been determined, as plans for management and implementation are not yet solidified, a self-sustaining enterprise fund will be established. (Attachment A item 17)

City Manager Burnell also advised Council of renewal and replacement funding necessary for the replacement of Fire Department equipment and City vehicles.

Further discussion ensued during which City Manager Burnell provided clarification on parking meters, future FDOT-funded projects, including the crosstown trail, the long-term future of the Fire Department, and projections for ad valorem funding.

Ms. Russell informed Council that she has seen an increase in revenues throughout the current fiscal year, although the proposed FY 2016 budget has been based on relatively conservative projections.

Mayor Farley remarked that the workshop had been the most efficient, well-organized and best targeted budget workshop he had ever participated in.

#### **4. PUBLIC INPUT**

**Phillis Rosetti- 209 SE Paradise Point Road-** Agreed with the Council decision to pursue the expansion of their Code Enforcement office to include the waterways, and suggested a potential location where a City boat could be kept. She also shared her recent experience at the Rainbow River, where she saw staff use the alcohol detection wands.

**Joe Chrietzburg- 304 NW Crystal Street-** Stated that he was very impressed with the presentation.

#### **5. ADJOURNMENT**

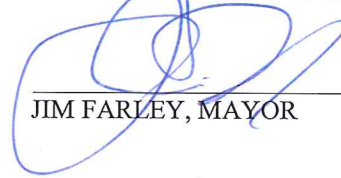
Mayor Farley thanked staff and adjourned the meeting at 4:37 pm

ATTEST:



MIA FINK, CITY CLERK

CITY OF CRYSTAL RIVER



JIM FARLEY, MAYOR