

City of Crystal River



Agenda Packet
for
Regular Council Meeting
Monday, December 10th, 2018
7:00 p.m.



Agenda
Crystal River City Council
Regular Council Meeting
Monday, December 10th, 2018 @ 7:00 p.m.
Council Chamber, City Hall

Joe Meek, Mayor
Ken Brown, Council Seat #1/ Vice Mayor
Cindi Guy, Council Seat #2
Pat Fitzpatrick, Council Seat #3
Robert Holmes, Council Seat #5

Dave Burnell, City Manager
Jennifer Rey, City Attorney
Mia Fink, CMC, City Clerk

NOTICE TO PUBLIC

Any person who decides to appeal any decision of the Governing Body with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the City of Crystal River, City Manager's Office, 123 N.W. Highway 19, Crystal River, Florida, 34428 (352) 795-4216, at least two (2) days before the meeting.

GENERAL MEETING PROCEDURES

1. In consideration of others, we ask that you follow a few basic rules:
 - A. Please turn cell phones off, or place on vibrate. If you must make a call, please step out into the hallway, in order not to interrupt the meeting.
 - B. If you must speak to someone in the audience, please speak softly or go out into the hallway, in order not to interrupt the meeting.
 - C. Personal comments/remarks, directed to Council or the public, are not allowed and are considered out of order.

2. Public comment is allowed two (2) times during the Council meeting:
 - A. **Public Input:**
The general public will be allowed three (3) minutes to speak during the *Public Input* section at the beginning of the meeting. The topic is open.

 - B. **Public Input:**
The general public will be allowed five (5) minutes to speak during the *Public Input* section at the end of the meeting. The topic is open.

1. CALL TO ORDER

- A. Roll Call.....City Clerk Fink
- B. Invocation.....Council member Holmes
- C. Pledge of Allegiance.....Mayor Meek
- D. Recognition of Elected Officials in Attendance.....Mayor Meek

2. ADOPTION OF AGENDA

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

- A. Motion to approve minutes from the Regular City Council meeting held November 13, 2018
- B. Departmental Monthly Reports for the month of November
- C. Motion to approve a special events permit submitted by Citrus County Chamber of Commerce for the Manatee Fest
- D. Motion to re-appoint Keith Raym to Planning Commission Seat No. 3, Charles Kish to Planning Commission Seat No. 4 and Phil Jannarone to Planning Commission Seat No. 7
- E. Motion to appoint Rocco Foley to Housing and Unsafe Structures Appeals Board Seat No. 5
- F. Update regarding use of synthetic weed control substances in parks

6. PUBLIC INPUT

(Time Limit of Three Minutes)

7. PUBLIC HEARING

8. CITY ATTORNEY

9. CITY MANAGER

- A. Fort Island Trail Multi-Purpose Path Project Status
- B. Update on Infrastructure Improvements to Three Sister Springs Refuge
- C. Social Media Policy
- D. Motion to approve a land swap with Frye One Pete's Pier LLC as detailed in Special Warranty Deeds and survey
- E. Motion to adopt Resolution No. 19-R-04 and approve budget amendment to carry forward FY 2018 budgeted items that were not completed in the FY 2018 budget year

10. CITY COUNCIL

- A. Motion to Nominate and Elect a Vice Mayor for a one-year Term pursuant to City Council policy manual Section 22
- B. Motion to Select and Approve Council member Committee Assignments for 2019
- C. Update on Planning and Development Director position
- D. Discussion regarding Land Development Code and City Ordinance Processes
- E. Discussion on a Downtown Development Plan to be presented to City Council in January for approval

11. COMMITTEE REPORTS

- A. Mayor Meek
- B. Council member Fitzpatrick
- C. Vice Mayor Brown
- D. Council member Guy
- E. Council member Holmes

12. COMMUNICATIONS

13. COUNCIL MEMBER REPORTS

- A. Mayor Meek
- B. Council member Fitzpatrick
- C. Council member Brown
- D. Council member Guy
- E. Council member Holmes

14. PUBLIC INPUT

(Five Minute Time Limit)

15. ADJOURNMENT

City of Crystal River



Minutes from the
Regular Council Meeting held
Tuesday, November 13th, 2018
@ 7:00 p.m.



Agenda
Crystal River City Council
Regular Council Meeting
Tuesday, November 13th, 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 Jim Farley, Vice Mayor Ken Brown, Council member Mike Gudis, Council member Pat Fitzpatrick, Council member Robert Holmes

Council Absent: None

Staff Present: David Burnell, City Manager; Jennifer Rey, City Attorney; Mia Fink, CMC, City Clerk; Jack Dumas, Assistant City Manager, Michelle Russell, Finance Director; Beau Keene, Public Works Director

Council member Holmes offered the invocation and Mayor Farley led in the Pledge of Allegiance.

Mayor Farley recognized Mayor elect Joe Meek.

2. ADOPTION OF AGENDA

Motion to adopt the agenda was made by Council member Gudis; seconded by Council member Holmes. Motion carried unanimously.

3. PRESENTATIONS

- A. *National Hospice and Palliative Month Proclamation.....Ann Torcuator*

Mayor Farley presented the proclamation (ATTACHMENT A) to Ms. Torcuator of HPH Hospice.

Mayor Farley then presented the Mayor's Award for "Person of the Year" to Paul Pilny, Coordinator for the U.S.M.C. Citrus Detachment 819 Toys for Tots program.

Mayor Farley also presented the Mayor's Award for "Organization of the Year" to the U.S.M.C. Citrus Detachment 819 Toys for Tots program to Mr. Pilny who introduced Clarence Peres, Ret. Combat Marine that served in Vietnam, his wife Marilyn Peres, Dennis Gibson, also a Ret. Combat Marine that served in Vietnam and his wife Ana Gibson, noting it was their 38th year in Citrus County.

Mayor Farley then presented a Key to the City to Council member Mike Gudis, who noted twelve years of service to the City of Crystal River.

Vice Mayor Brown then presented a Key to the City to Mayor Farley and discussed highlights of his career in law enforcement, public administration, an elected official, author, poet and actor.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes from the Regular Council meeting October 22, 2018

B. Departmental Monthly Reports for the months of September and October

C. Motion to approve a special event permit and waiver of open container for Rock Kings Bay

Background: [Agenda sheet Requested Motion: Motion to approve the special event permit, road closure request and waiver of open container submitted by Best Florida Fest for Rock Kings Bay.

Summary: Best Florida Fest, a local company that produced the Scallop Fest, is requesting the use of Kings Bay Park for a concert on February 9, 2019. The event will utilize Kings Bay Park and NW 3rd Street, requesting to close the road from 12:00pm-10:00pm. There will be a concert with Saving Abel and others, food trucks and beer and wine sold by Citrus County Blessings. All profits from the sale of beer and wine will go to Citrus County Blessings, as is the state law for non-profit alcohol sales. Shuttle parking may be provided based on ticket sales. The concert will be gated and there will be a fee for entry, the special event fee for this event is \$500.00. Insurance and alcohol permit will be provided 30 days prior to the event.

Staff Recommendation: Staff recommends approval.

End of Agenda Sheet]

D. Motion to approve a Special Event Permit and Road Closure Request for the 2019 MLK Day Parade submitted by the George Washington Carver Community Center

Background: [Agenda sheet Requested Motion: Motion to approve the special event permit and road closure request submitted by the George Washington Carver Community Center for the 2018 Martin Luther King Jr. parade.

Summary: The George Washington Carver Community Center has submitted a special events application for the upcoming Martin Luther King Jr. parade to be held on Monday, January 21, 2019. Lineup will begin at 9:00am on SE 7th Avenue; the parade will begin at 10:00am along SR 44 to NE 10th Avenue and end at Copeland Park for a celebration in the park. This event is being coordinated between the applicant, CCSO and DOT for closure of Highway 44.

Staff Recommendation: Staff recommends approval.

End of Agenda Sheet]

E. Motion to authorize City Manager to attend the Board of County Commissioners to support the Public Hearing on December 18, 2018 to support the continuation of the Gas Tax Interlocal Agreement.

Background: [Agenda sheet Requested Motion: Motion to authorize City Manager to attend the Board of County Commissioners to support the Public Hearing on December 18, 2018 to support the continuation of the Gas Tax Interlocal Agreement.

Summary: A Gas Tax Interlocal Agreement between Citrus County, City of Crystal River and City of Inverness that determines by percentage distribution of the gas tax funds received from the State was approved November 1, 2005. A public hearing is required every two years in order to continue this Interlocal Agreement.

City of Inverness	5.5 %
City of Crystal River	3.5 %
Citrus County	90.95%

If the City desires to renegotiate the distribution in the gas tax Interlocal agreement, the County will entertain using one of two methods mentioned in Florida Statute 336.025.

Staff Recommendation: Approval

End of Agenda Sheet]

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

6. PUBLIC INPUT

(Time Limit of Three Minutes)

Dee Atkins-3851 N. Nokomis Point-Thanked Council member Gudis for his service.

Phil Jannarone- 1405 SE 5th Avenue- Inquired about ability to sell property on which city hall is currently located due to property dedication language in charter. City Manager Burnell confirmed that legal staff was reviewing the matter.

7. PUBLIC HEARING

A. Motion to table Consideration of approval of Ordinance No. 18-O-15 amending the Land Development Code, Chapter 2, "Zoning Districts and Permitted Uses"

Background: [Agenda sheet **Requested Motion: Motion to table Final Reading of Ordinance No. 18-O-15 amending the City's Land Development Code establishing new regulations for temporary uses.**

Summary: Staff has discussed the need to amend the City's Temporary Use Ordinance to be similar to that of Citrus County. Attached you will find Ordinance 18-O-15 that aligns the City's temporary uses with Citrus County's code. These uses are as follows:

TEMPORARY USE OR STRUCTURE	ALLOWABLE TIME FRAME & STIPULATIONS
Temporary Office Facilities (including Real Estate Sales Offices & Construction trailers)	1-year with up to two (2) 1-year extensions
Outdoor Retail Sales Events for the same merchandise that is sold within a permitted established use on the same property. Allowed in CH Zoning Districts only	4 days per sale with a maximum of 4 occurrences per parcel per calendar year.
Seasonal Sales (Christmas trees, Halloween Pumpkins, or similar uses	90 days per calendar year with no more than 30 days per occurrence, or 3 occurrences per parcel per year.
Seasonal Sales – Fireworks	Governed by State Law
Special Events (Fairs, Festivals, Arts & Craft Shows, Exhibits, and Similar Outdoor Events on Private Property)	4 days per event with a maximum of 3 occurrences per parcel per year.
Mobile Food Vehicle sales (includes carts and food trucks)	Maximum 400 SF w/approved site plan & approval from Property owner

Since the first reading took place on October 22, 2018, the City has received several requests for temporary uses that are not clearly identified in the proposed Ordinance. Staff recommends that the Ordinance be taken back before the Planning Commission for further review.

Staff Recommendation: Staff recommends Ordinance 18-O-15 be tabled for further review.
End of Agenda Sheet]

Motion to table Final Reading of Ordinance No. 18-O-15 amending the City's Land Development Code establishing new regulations for temporary uses was made by Council member Holmes; seconded by Council member Fitzpatrick.

City Manager Burnell addressed Council questions regarding the need for further consideration of items related to mobile vendors and food trucks.

Motion carried 5-0.

B. Consideration of approval of Ordinance No. 18-O-16 amending Chapter 10, "Health, Sanitation and Public Welfare" and Chapter 14 "Streets and Sidewalks" on Final Reading

Motion to read Ordinance No. 18-O-16 by title only was made by Council member Gudis; seconded by Vice Mayor Brown. Motion carried unanimously.

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING CHAPTER 10 HEALTH, SANITATION, AND PUBLIC WELFARE, ARTICLE I, IN GENERAL AND, CHAPTER 14 STREETS AND SIDEWALKS, ARTICLE III PRIVATE YARDS AND LOTS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

Background: [Agenda Sheet Requested Motion: Motion to approve Ordinance No. 18-O-16, amending Chapter 10, "Health, Sanitation, and Public Welfare", "Article I, In General" and Chapter 14 "Streets and Sidewalks", Article III, "Private Yards and Lots" on Final Reading

Summary: City Council requested staff to review the existing codes relating to unkempt private yards and growing vegetation in order to shorten timelines associated with the process for enforcing violations. During the meeting held October 8, 2018 a draft ordinance was placed on the agenda for Council discussion and consensus was reached to move forward with adoption.

Revisions include the following:

SECTION 3. AMENDMENT OF CHAPTER 14 ARTICLE I.

Sec. 10-5. - Unimproved Real property maintenance standards.

No person shall keep or allow to remain upon his/her premises within the city or upon premises in the city under his/her charge or control in such a manner as not to become a public or private nuisance. All unimproved parcels within the city shall remain free and clear of debris, trash, garbage and other similar items such that the parcels do not become a public or private nuisance. All prior landscaped or mowed lots in the city shall be kept free from the overgrowth of weeds and vegetation which exceed a height of twelve (12) inches. Upon written notice, in accordance with Section 14-51, to the property owner requesting compliance with this section and the owner's timely failure to respond within remedy the non-compliance within ten (10) seven (7) days of receipt of the notice, the city may, after re-inspection in accordance with Section 14-51(d), mow weeds and vegetation in violation of this height requirement to bring the parcel into compliance with this section. A fee will be charged to the owner by the city for any mowing/maintaining of a parcel, such will be the actual cost for performing this service.

SECTION 4. AMENDMENT OF CHAPTER 14, ARTICLE III.

Sec. 14-51. -Notice of Prohibited conditions.

(a) No person shall be in violation of the real property maintenance standards set forth in Section 10-5.

(a)(b) If a code enforcement officer determines that vegetation, which violates the maintenance standards in this article exists, and determines that the city should correct the violation, a code enforcement officer shall notify the owner(s) of record of the property in writing and demand that such owner cause the violation to be remedied within seven (7) days. The notice shall be given by first class mail, addressed to the owner(s) of record [of] the property described, as their names and addresses are shown upon the records of the county property appraiser, and shall be deemed complete and sufficient when so addressed and deposited in the United States mail with proper postage prepaid. Notice shall also be posted upon the property declared a "public nuisance". Notice may be served by hand delivery to the owner(s) of record of the property in lieu of mailing.

(b)(c) The notice shall be substantially in the following form:

NOTICE OF PROHIBITED CONDITIONS

I inspected your property (describe property) on or about (date) and found the following conditions (describe conditions) that are a violation of City Code Chapter _____, Article _____. You are hereby notified that you must correct these violations within ten (10) seven (7) days of the date of this Notice or by (date), whichever is later. If not all conditions are corrected by this date, the City will cut, trim, edge and clear the property to correct the violations of the City Code. To perform this maintenance, the City will also remove any junk, rubbish or other material from the property. The cost of this work, including administrative expenses, will be charged to you in the form of a lien against the property. You can appeal the finding that there is a violation by filing a written appeal to the City Clerk within ten (10) seven (7) days of the date of this letter.

(Official Title)

(d) The code inspector shall perform a re-inspection after the allowed time to remedy the violation. If the violation has been corrected, the case will be considered closed or shown as being in compliance. If the re-inspection finds no change, then the City may proceed to cut, trim, edge and clear the property to correct the violations of the City Code, and charge the owner for the costs, including administrative expenses in the form of a lien against the property.

Sec. 14-52. - Appeals.

(a) Within thirty (30) after the mailing or service of notice, or after the first day of posting on the property, whichever occurs last, the owner or the designated agent of the owner may file an appeal to show that the violation alleged in the notice does not exist. The appeal shall be in writing and must be filed with the director of code enforcement.

(b) The code enforcement special master shall hold a hearing at such reasonable time and place as provided under chapter 2, article VI, of the Ordinance Code of the City of Crystal River.

Staff Recommendation: Staff recommends approval.

End of Agenda Sheet]

Public Hearing:

Motion to adopt Ordinance No. 18-O-16, amending Chapter 10, "Health, Sanitation, and Public Welfare", "Article I, In General" and Chapter 14 "Streets and Sidewalks", Article III, "Private Yards and Lots" on Final Reading was made by Council member Fitzpatrick; seconded by Vice Mayor Brown.

Council Discussion: There was none.

Public Input: There was none.

Motion carried unanimously.

8. CITY ATTORNEY

9. CITY MANAGER

A. *Motion to authorize Staff to deposit the deferred balance due in the amount of \$104,629.31 into the City's established escrow account related to the utility relocation effort associated with Florida Department of Transportation's US-19 road widening project.*

Background: [Agenda Sheet] **Requested Motion:** **Motion to authorize Staff to deposit the deferred balance due in the amount of \$104,629.31 into the City's established escrow account related to the utility relocation effort associated with Florida Department of Transportation's US-19 road widening project.**

Summary: This request relates to the relocation of utilities that are in conflict with the US-19 widening project.

In August, 2017 Council approved a Utility Work by Highway Contractor Master Agreement (UWHCA) with the FDOT which allows work to be performed by the highway contractor.

On February 26, 2018 Council approved a Three Party Escrow Agreement between the City, the Florida Department of Transportation, and the State of Florida Department of Financial Services, Division of Treasury. This escrow agreement is a procedural mechanism which allows for the UWHCA arrangement.

On March 12, 2018 Council adopted Resolution #18-R-13 which approved a Deferred Utility Relocation Expense Reimbursement Agreement. This agreement required an immediate initial deposit in the amount of \$625,000.00 and, to allow for budgeting of the difference in FY2019, deferred the remaining balance.

At that time, the calculated amount due was \$159,337.19 which based on the engineer's cost estimate along with contingency/administration fees which brought the total required escrow amount to \$784,337.19

Since that time, bidding was completed and the awarded contractor's numbers came in lower than the engineer's cost estimate resulting in a \$54,707.88 decrease in escrow burden.

Accordingly, with reference to the attached letter request from the FDOT, the outstanding balance due into the escrow account is \$104,629.31

Staff seeks approval to remit this amount which, per the deferral agreement, must be deposited into the interest-bearing escrow account no later than December 13, 2018.

Staff Recommendation: Approve the requested motion.

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and addressed questions regarding future annexation marketing plans and Citrus Avenue pipeline.

Motion to authorize Staff to deposit the deferred balance due in the amount of \$104,629.31 into the City's established escrow account related to the utility relocation effort associated with Florida Department of Transportation's US-19 road widening project was made by Council member Holmes; seconded by Council member Fitzpatrick. Motion carried unanimously.

B. *Motion to approve the purchase of a Ventrac 4500Y tractor and edger/blower attachments using State-bid discount pricing in the amount of \$23,002.80 from Beard Equipment Company.*

Background: [Agenda Sheet Requested Motion: Motion to approve the purchase of a Ventrac 4500Y tractor and edger/blower attachments using State-bid discount pricing in the amount of \$23,002.80 from Beard Equipment Company.

Summary: Council approved \$26,000.00 in the FY2019 budget for the purchase of a tractor landscape edger.

Staff has reviewed available options for this specialty equipment and reached out to Jorgensen Contract Services, who has the FDOT contract to maintain state roads in our area.

Jorgensen uses the Ventrac 4500 series tractor with an edger/blower attachment and recommended this equipment. They have had the machine for six years and it is run long and hard on a daily basis by many different operators. Their experience has been positive and stated the machine saves a lot of time. The blower attachment option was suggested as it saves a worker from having to follow behind with a backpack blower. Jorgensen also recommended that we go with the diesel upgrade as their gas engine is thirsty and the tank small.

Staff sought discounted contract bid pricing from Florida Sheriff’s Association, Sourcewell, and State of Florida, Department of Management Services (DMS) and found the latter to yield the greatest cost savings.

With reference to the attached quote from Beard Equipment Co., the pricing reflects a 13.00% discount off MSRP consistent with DMS State Term Contract No. 21100000-15-1; Agriculture and Lawn Equipment.

Staff Recommendation: Approve the motion as presented. End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item.

Motion to approve the purchase of a Ventrac 4500Y tractor and edger/blower attachments using State-bid discount pricing in the amount of \$23,002.80 from Beard Equipment Company was made by Council member Fitzpatrick; seconded by Vice Mayor Brown. Motion carried unanimously.

C. Motion to approve Three Sisters Springs group ticket pricing for the 2018-2019 manatee season

Background: [Agenda Sheet Requested Motion: Motion to approve Three Sisters Springs Group Ticket Pricing for the 2018-2019 Manatee Season.

Summary: The City has been operating land based tours of Three Sisters Springs since November of 2015. In that time we have not established a policy for group ticket sales. Staff is proposing the following policy for group ticket pricing.

Proposed Pricing for 2018-19
Manatee Season: No Change

Off Season: No Change

Adult (17-54)	\$15.00	Adult/Senior/Children	\$7.50
Senior (55+)	\$12.50	Military	\$6.50
Veteran	\$10.00	Children 5 & Under	Free
Children (6 – 16)	\$7.50		
Children 5 & Under	Free		

Annual Passes: No Change

Individual Annual Pass	\$25.00
Family Annual Pass	\$60.00

Individual Trolley Annual Pass	\$25.00
Family Trolley Annual Pass	\$60.00

Group Pricing: *New*

Citrus County School Groups	Free
Other School Groups	\$5.00 per person
Tour Groups	Regular pricing

Staff contacted Homosassa Springs State Park, Tampa Aquarium, Blue Springs State Park, Zoo Tampa and Uncle Donald’s Farm to compare their group pricing. See Attachment.

Staff Recommendation: Recommend Approval

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item.

Ms. Perez also addressed Council questions regarding visiting groups, and family annuals passes.

Motion to approve Three Sisters Springs Group Ticket Pricing for the 2018-2019 Manatee Season was made by Vice Mayor Brown; seconded by Council member Fitzpatrick. Motion carried unanimously.

D. Motion to adopt Resolution No. 19-R-09 authorizing staff to increase Purchase Order No. 2018-624 from \$30,000.00 to \$160,000.00 due to grout slurry over-runs for the Lift Station #1 soil stabilization project

Background: [Agenda sheet **Requested Motion: Motion to authorize Staff to increase Purchase Order No. 2018-624 from \$30,000.00 to \$160,000.00 due to grout slurry over-runs for the Lift Station #1 soil stabilization project.**

Summary: On August 13, 2018 Council approved a contract with LRE Ground Services, Inc. (LRE) for the Lift Station #1 soil stabilization project and authorized an expenditure of up to \$30,000.00 which included a small contingency to allow for additional grout.

This amount was derived from the geotechnical engineer’s estimate that 35 cubic yards (CY) of grout would be needed which would be injected through 64 points. LRE was awarded the contract based on their winning bid of \$28,450.00 which included drilling of the injection points and allowed for up to 35 CY of grout; the contract stipulates that any additional grout be paid out at the rate of \$170.00 per CY.

As of end-of-day November 5, 2018, a total of 239 CY of grout had been pumped with only one-third (21 of the 64 total) injection points completed. Based on the attached summary letter, the engineer estimates that an additional 215 to 460 CY will be required to complete the remaining injection points.

Using the worst-case scenario: 460 CY additional to complete + 239 CY already injected = 699 CY total

699 CY total estimated – 35 CY allowed under contract base cost = 664 CY @ \$170.00/CY = \$112,880.00

\$112,880.00 grout over-run + \$28,450.00 contract base cost = \$141,330.00

Additionally, while the engineer’s final certification of completion is included in the contractor’s base cost, the unanticipated additional days of inspection services is not. The engineering inspector has already spent 8

extra days onsite through 11/5/18. The engineer is estimating a maximum of 20 additional days to finish which results in a total of 28 days @ \$500.00 per day = \$14,000.00 in engineering fees which brings the project total to \$155,330.00

Staff recommends increasing the purchase order amount to \$160,000.00

Attachment: Ramos Engineering Summary of Stabilization Grout Quantity Overage Narrative 11/6/18

Staff Recommendation: Approve the requested motion.

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and addressed Council questions regarding overall lift station construction cost and potential re-evaluation of the project.

Motion to authorize Staff to increase Purchase Order No. 2018-624 from \$30,000.00 to \$160,000.00 due to grout slurry over-runs for the Lift Station #1 soil stabilization project made by Council member Holmes; seconded by Council member Fitzpatrick. Motion carried unanimously.

E. Update regarding FEMA Draft Flood Maps

Background: Agenda Sheet **Requested Motion: Information only, no motion.**

Summary: The new FEMA flood hazard maps are fairly complicated. The maps indicate that there is an increase of 3'-4' of elevation for Crystal River which reduces the amount land in Crystal River that is out of the floodplain.

Staff will be researching construction standards will be affected and looking at methods to meet the requirements. There are many issues with the proposed elevations levels and it would be very difficult to meet them during new construction.

The City is aware of the situation and sent a response to AECOM and is working with Citrus County on the issues.

Staff Recommendation: None.

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item.

Council discussion was held regarding ongoing map revisions and purpose of proposed changes.

F. Update regarding Bid No. 18-B-03 Hazard Mitigation Grant Program - Mitigation Reconstruction Single Family Residence - 228 NE 3rd Street, Crystal River, FL

Background: Agenda Sheet **Requested Motion: Update regarding Bid No. 18-B-03 Hazard Mitigation Grant Program - Mitigation Reconstruction Single Family Residence - 228 NE 3rd Street, Crystal River, FL**

Summary: On November 2, 2018, bids were received from two local contractors for the Hazard Mitigation Grant Program- Mitigation Reconstruction Single Family Residence project.

Rise Corporation dba Rise Construction - \$518,000.00
Great Oaks General Contractors, LLC - \$444,265.42
Estimated cost - \$264,600

Each bid far exceed the estimated cost for this project. Staff has been in discussions with the State as to how to can move forward with the project taking into considerations some of the issues that made the project bid higher than other construction projects of this type. For example, one of the issues concerns the lot being 50' wide and the difficulty in constructing the home. Other concerns would be the extra restraints on this project with it being federally funded.

Once the City receives a revised plan we will rebid this project.

Staff Recommendation: N/A

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and addressed Council questions regarding the impact of FEMA Floodplain maps on the grant program.

10. CITY COUNCIL

11. COMMITTEE REPORTS

A. Mayor Farley

- *Waterfronts Advisory Board* – Reported on recent meeting discussion including the straw use reduction program, and water conservation grants for low-flow toilets.

B. Vice Mayor Brown

- *Withlacoochee Regional Water Supply Authority*
- *Crystal River Main Street*- Reported on recent pump house open house event.

C. Council member Fitzpatrick

- *Metropolitan Planning Organization*
- *Three Sisters Springs Coordination Committee*- Reported on recent meeting discussion pertaining to on-site projects, including stabilization of existing roadway, installation of installing of water and sewer lines for restrooms and ADA path from gate to springs. He also addressed questions regarding status of meeting specific timelines.

D. Council member Gudis

- *Tourist Development Council*
- *Library Governing Advisory Board*
- *Florida League of Cities*
- *Citrus County Community Charitable Foundation Board*- Reported on recent meeting activities including election of officers, and an upcoming meeting scheduled with the CMH Hospital Board. Council member Holmes
- *Keep Citrus County Beautiful*-
- *Springs Coast Steering Committee*- Reported on an email received listing several upcoming projects.

12. COMMUNICATIONS

13. COUNCIL MEMBER REPORTS

- A. Mayor Farley- Commented on Mayor Elect Meek assuming the role of Mayor.
- B. Vice Mayor Brown- Thanked Council member Gudis for service.
- C. Council member Fitzpatrick- Thanked Council member Gudis and Mayor Farley for service, noting accomplishments and commending staff.
- D. Council member Gudis- Commented on Council's ability to take on difficult tasks and projects.
- E. Council member Holmes- Thanked Council member Gudis and Mayor Farley for service, as well as Mr. Jannarone for raising questions regarding the ability to sell property on which city hall is currently located due to property dedication language in charter.

14. PUBLIC INPUT

(Five Minute Time Limit)

Mrs. Carol Raym- Crystal River- Discussed potential sites for city hall relocation, expressing concerns regarding the site located at Highway 19 and Citrus Avenue and inquiring about timelines and weight carried by public opinion.

Mayor Elect Joe Meek- Thanked Council member Gudis and Mayor Farley for service and commented on future role as Mayor.-

Mayor Farley also commented on upcoming retirement of CCSO Deputy Scotty Roush, commending his service.

15. ADJOURNMENT

Mayor Farley adjourned the meeting at 8:20 p.m.

PROCLAMATION

WHEREAS, hospice professionals offer the highest quality of care to patients and families and bring comfort, love and respect to all those they serve in Crystal River; and

WHEREAS, hospice professionals take the time to ask what's important to those they are caring for – and listen to what their patients and families say; and

WHEREAS, hospice professionals provide comprehensive and compassionate care that make the wishes of each patient and family a priority; and

WHEREAS, hospice allows patients to live fully up until the final moments, surrounded and supported by the faces of loved ones, friends, and committed caregivers;

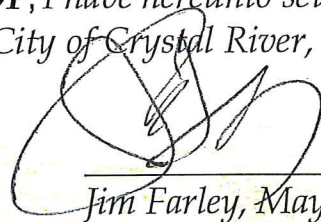
WHEREAS, every year hundreds of Crystal River residents with life-limiting illness, and their families, received care from Hospice of Citrus and of the Nature Coast;

NOW, THEREFORE, be it resolved that I, Jim Farley, Mayor of the City of Crystal River, hereby proclaim November 2018 as

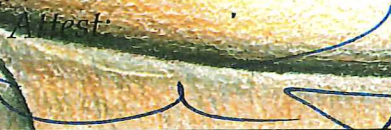
"National Hospice and Palliative Care Month"

and encourage citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Crystal River, Florida, this 13th day of November, 2018.



Jim Farley, Mayor

Affest


Mia Fink, City Clerk



City of Crystal River



DEPARTMENTAL MONTHLY REPORTS

November 2018



Departmental Monthly Reports Summary

CITY MANAGER

FINANCE DEPARTMENT:

Hired Cathleen Moran as the HR/Risk Management Supervisor.

CLERK'S OFFICE:

During the month of November Clerk's office staff attended and prepared minutes for 6 meetings, prepared 6 agendas and 11 agenda items, handled 16 public records requests, handled 0 lot purchase/sales inquiries and 0 deed inquiries, 3 plot marking requests, prepared and filed 1 liens, prepared and filed 4 release of liens, performed 38 notarizations, and the Clerk's office facilitated 1 bid openings. Clerk's office staff published advertising and notices of meetings, ordinances and workshops. Staff facilitated election related tasks. Staff facilitated legal and IT requests, managed cellphone account, printer copy and postage reports, maintained the Golf Cart registry and handled golf cart registrations. Clerk's office staff performed many election related tasks and fielded numerous questions related to the election. Staff has begun preparation for the implementation of Agenda Management software. Clerk's office staff continues working to ensure that the city website is ADA compliant, social media management and archiving, Hurricane Hermine, Irma and Michael financial reporting and follow-up, records management duties, and many other tasks and daily duties.

THREE SISTERS SPRINGS:

Three Sisters Springs had a total of 2,998 visitors throughout the month of November. This was a 22.6% increase over November of 2017, with 552 more visitors. Three Sisters Springs was closed to visitors for three days during November. It was closed November 8th & 9th for road maintenance, and on Thanksgiving Day in observance of the holiday. For the Stone Crab Jam, the Three Sisters Spring Center was closed and the trolley did not run, however walk-in access to the springs was open. Grinchmas also affected trolley service. Road closures for the event caused an alternate route to be found for the trolley. A 10% discount was given for this day. In November, we welcomed the Leadership Citrus Youth, a group of 26 local students and chaperones. They visited the springs and were guided around the property by USFWS volunteers.

In November the trolley received a makeover. An eye-catching wrap featuring photos by Carol Grant and David Schrichte was designed and installed by The Wrap Pros, a new Crystal River business. The Wrap Pros sponsored the wrap in exchange for an advertisement on the back of the trolley.

This month on social media:

- Facebook:
 - New followers: 766
 - Total followers: 27,988
 - Post with the most people reached: "Close to 200 manatees in Three Sisters Springs this morning." reached 15,981 people.
- Instagram:
 - New followers: 265
 - Total followers: 4,172

- Post with the most people reached: “Close to 200 Manatees in Three Sisters Springs.” Received 661 likes, reached 2,835 people & 31 visits to our profile.

PUBLIC WORKS:

Parks:

- The drainage improvements for the parking areas at Copeland and Hunter Springs parks were installed.

Personnel:

- The Capital Projects Manager position has been filled. The new employee’s name is Mark Livingston, P.E. who is a local resident with four decades of valuable engineering experience.

Facilities:

- Nothing new to report.

Public Water:

- Staff continued assisting with the water meter replacement SRF application.
- The required annual water audit report was prepared and submitted to SWFWMD.

Public Sewers:

- The Lift Station #1 soil stabilization project on N. Citrus Ave. continues. As of this writing, approximately 300 cubic yards of slurry has been injected.
- The automatic transfer switch upgrade at the wastewater treatment plant was completed by Ring Power.
- Staff began working on the Environmental Science Academy septic-to-sewer project in collaboration with Citrus County.

Solid Waste:

- Solid waste figures have been within normal averages; specific tonnages are available.

Community Redevelopment Area:

- Nothing new to report.

Roads:

- The US-19 utility relocation project is entering the construction phase. Council approved a contract with the engineer to provide construction engineering inspection services as well as the depositing of the deferred balance due to FDOT.
- The right-of-way permit for the Port Hotel tee intersection was approved.

Drainage:

- Nothing new to report.

Grant Projects:

- The Hunter Springs DRA modification grant project continues. The consultant has located existing utilities and submitted a draft plan for Staff's consideration.

-

Miscellaneous:

- DPW installed holiday decorations on US-19 and prepared for the tree lighting ceremony, Grinchmas, and parade.

SPECIAL EVENTS:

The events department was busy in November planning for the City's largest festival, The Christmas Tree Lighting Festival. This year we are expecting thousands of people to come to this event and close to 100 vendors. We are also planning for a movie on the beach for the month of December.

The Kings Bay Rotary's Stone Crab Jam was successful with perfect weather and plenty of stone crab. Tens of thousands of people flooded downtown for this yearly event. The Citrus County Chamber is gearing up for the annual Christmas Parade in December as well as the Florida Manatee Festival in January. George Washington Carver Center has also submitted a permit for the MLK Day parade. A permit was also approved for the 1st Rock Kings Bay event in February. There is lots of interest from outside parties in doing event in downtown and the events department is looking into putting some guidelines in place for festivals on Citrus Avenue with road closures in order to protect the property owners and festival producers alike.

ASSISTANT CITY MANAGER
COMMUNITY SERVICES

FIRE DEPARTMENT:

CRFD responded to 27 calls during the month of November, with 3 calls being canceled. There were 26 calls in city 2 of which was canceled, 1 outside of city calls 1 of which was canceled. Total water usage for the period was approximately 7,400 gallons.

PLANNING & DEVELOPMENT SERVICES: No Report submitted by agenda deadline.

PERMITTING & INSPECTIONS:

30 permits were issued in November.

Business Licensing

There were 16 businesses that submitted paperwork to apply for a new business license and/or were approved for a business license in the City between November 1st and 30th, 2018.

Business license renewals were active throughout the State of Florida, with all renewals due by September 30th, annually. Late fees were assessed in October and November for those businesses that had not paid the business tax as part of the renewal process. The City of Crystal River currently has:

- 718 active business licenses.
- 10 businesses were terminated in the system.
- 33 remaining businesses of the 686 businesses notified for renewal have not paid their annual business tax to the City of Crystal River by the end of November. (4.8%).

- 62 total pending licenses.

Conducted outreach to businesses to help them remedy compliance issues and address various issues. Created standard letters and business tax receipt requirement forms.

Code Enforcement

- 23 cases opened
- 4 complaint investigated
- 19 cases prepared for December hearings
- 0 cases heard at hearings, due to certification course conflict
- 22 cases closed
- 0 cases referred to Citrus County
 - Vacation rentals: 3 vacation rental violations.
 - Worked with the Building and Planning Department regarding cases with permit and building/zoning violations, taking 10 to December hearing.
 - Enforced 6 cases of Prohibited Conditions process.
 - Completed Level III Florida Association of Code Enforcement Certification.

Park Rangers

Hunter Springs Park: The number of visitors to the park was low during the month of November, with the highest population being about 40 persons one day. An influx of visitors is expected in December with return of the manatees. A local man at the park was told to dispose of his beer and to not come back since he was inebriated and had been warned before not to be drinking at the park. Park Ranger staff advised him that if he is seen again drinking alcohol at a park that he would be officially trespassed.

Kings Bay Park: Cattle gate at exit came off the top hinge and was hanging (fixed by Public Works). A few minor problems with a pay station were fixed without a service call. This included a printer issuing multiple receipts per transaction that was moved to a lesser used pay station.

LeGrone Park: Nothing to report.

Little Springs Park (Creative Park): Observed the same local that was at Hunter Springs Park lying on a bench with beer cans around him in front of Karma Cottage on Citrus Ave. Park Ranger staff called CCSO and when the Deputy made him move, the man went to the Creative playground. Park Ranger staff told him to leave the park and the man complied.

Riverwalk: Park Rangers walk the trail almost every day, inspecting for any problems. A broken fence panel was reported to Public Works (fixed).

Three Sisters Springs: Nothing to report.

Yeoman Park: Remains closed, however Park Rangers continue patrol to check for any type of vandalism or other problems.

Water Patrol

Manatee Season started. Staff attended FWS meetings/training for Special Use Permits, Manatee Watch volunteers, and manatee rescue techniques and procedures. Staff investigated a sunken vessel, a vessel left overnight at Kings Bay Park, and complaints of guides or businesses operating without a city business license. A tree was recovered from water due to foul weather and seasonal tides. While on patrol, staff provided assistance to multiple paddle craft under duress. A shallow water anchor system was obtained for unit #808.

Responded to calls for service relating to the following concerns: Manatee interactions or injuries, uses of City docks at Kings Bay Park and Pete's Pier boat ramp, vessel speeds, non-compliant visitors at Three Sisters. 18 vessel speed concerns; 10 dive flag concerns; 7 Instances of alcohol in exclusion areas; 11 paddle craft in Manatee Sanctuaries; 1 vessel loose from mooring and/or adrift, or sunk; 9 bow riding concerns; 4 manatee interaction concerns.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 5C

Requested Motion: Motion to approve the special event permit, road closure request and waiver of open container submitted by the Citrus County Chamber of Commerce for the 2019 Florida Manatee Festival.

Summary: The Citrus County Chamber of Commerce has submitted a Special Event Permit application for the 2019 Florida Manatee Festival to be held January 19th & 20th. The following roads will be closed starting Friday, January 19th at 1:00pm; NW 1st Avenue from US Hwy 19 to NW 7th Street; NW 7th Street from NW 2nd Avenue to N Citrus Avenue; and N Citrus from US 19 to Crystal St.; and NW 3rd Street from Citrus Avenue to Kings Bay Park. The festival will begin Saturday at 9:00 am and end on Sunday at 4:00 pm. The permittee is requesting to use City property including; Little Springs Park, City Hall parking lot, Kings Bay Park, and the corner of Highway 19 and Citrus Avenue. All aspects of the permit are the same as in previous years.

Staff Recommendation: Staff recommends approval

Funding Information:

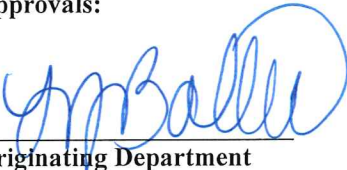
Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:



Originating Department



City Manager

City Attorney (if applicable)

Attachments:

Special events permit and road closure request

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

ORIGINAL

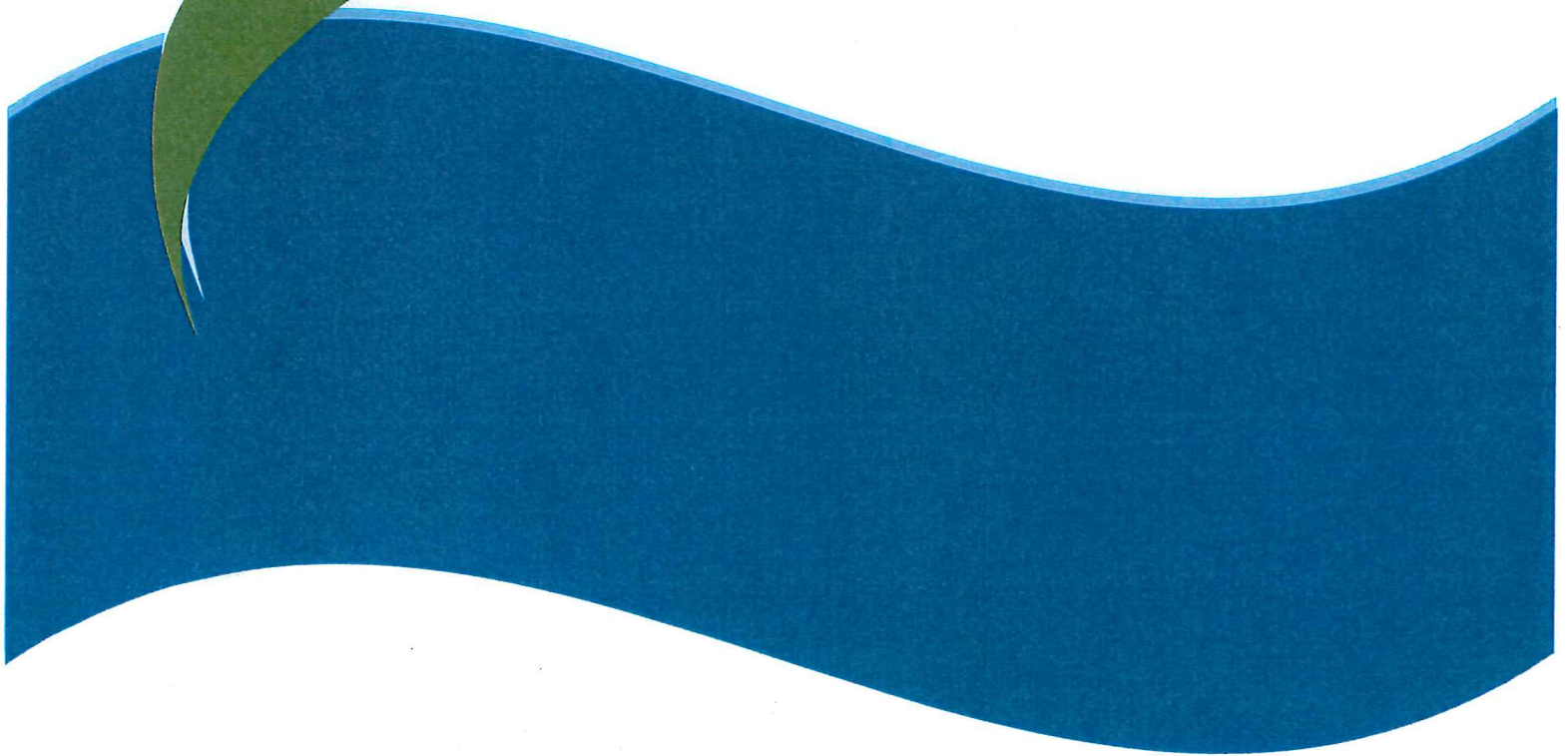


CITY OF CRYSTAL RIVER

Special Event Permit

APPLICATION &

GUIDELINES



APPLICANT INFORMATION	
ORGANIZATION NAME	The Citrus County Chamber of Commerce
CONTACT PERSON #1	Lisa Calderone
TITLE	Special Events Manager
ADDRESS	915 North Suncoast Boulevard
	Crystal River, FL 34429
PHONE NUMBERS	352-795-3149
E-MAIL ADDRESS	lisa@citruscountychamber.com
CONTACT PERSON #2	Josh Wooten
TITLE	President/CEO
ADDRESS	915 North Suncoast Boulevard
	Crystal River, FL 34429
PHONE NUMBER	352-795-3149
E-MAIL ADDRESS	josh@citruscountychamber.com
ORGANIZATION WEBSITE	www.citruscountychamber.com
IS ORG 501-C	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, must provide documentation
GROUP LIABILITY INS.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INSURED COMPANY	Insurance Resources & Risk Management
POLICY NUMBER	To be provided.
<p>General liability insurance is required naming the City of Crystal River as additional insured. Limits of liability should be no less than \$1,000,000.00 each occurrence combined single limit for bodily injury and property damage. If food is being served, product liability must be included. If the event is approved for alcohol sales, insurance must include an alcohol endorsement.</p>	

EVENT INFORMATION	
NAME OF EVENT	Florida Manatee Festival
TYPE OF EVENT	Festival
EVENT DATE(S)	January 19, 2019 January 20, 2019
EVENT TIMES	9:00 a.m. 5:00 p.m. 9:00 a.m. 4:00 p.m.
EVENT DATE(S) <small>Set Up/Break Down</small>	January 18, 2019 (Set Up) January 21, 2019 (Break Down)
EVENT TIMES	8:00 a.m. 6:00 p.m. 9:00 a.m. 1:00 p.m.
EVENT LOCATION	Downtown Crystal River
ADDRESS	(please see map)
DESCRIPTION OF EVENT	A festival featuring arts and crafts, food, drinks, games, vendors and live music.

# OF PEOPLE EXPECTED	20,000			
FEES INVOLVED	ENTRANCE	\$ 5.00	DONATION	\$
	VENDOR	\$ 80.00 - \$500.00	BOOTH	\$
	OTHERS	\$		
PROCEEDS BENEFIT	The Citrus County Chamber of Commerce			
OPEN TO THE PUBLIC	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
FOOD SALES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
ALCOHOL SALES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
REQUESTING OPEN CONTAINER WAIVER	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
MERCHANDISE VENDORS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
MUSICIANS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		

EVENT SERVICES			
REQUESTING CITY PROPERTY FOR EVENT	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, list property name and address below
PROPERTY ADDRESS	Kings Bay Park, 268 N.W. 3rd St., Crystal River; Little Springs Park, 698-600 N.W. 2nd Ave., Crystal River; Lot on the corner of U.S. 19 & Citrus Ave.		
REQUESTING ELECTRIC FROM CITY SITES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
LOCATION(S)	See map		
WASTE PLAN	Trash boxes, recycling containers, dumpsters		
WASTE HAULER	Advanced Disposal		
RESTROOM FACILITIES	<input type="checkbox"/> ON PROPERTY	<input checked="" type="checkbox"/>	PORTABLE FACILITIES
	If portable, Company name	Advanced Disposal	
# OF RESTROOMS	52	# OF HANDICAPPED	8
SECURITY	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If alcohol is served, CCSO must be hired
SECURITY COMPANY	The Citrus County Sheriff's Office		
# OF PERSONS	10		
PARKING LOCATION(S)	1. Downtown City lots		
	2. Crystal River Mall - shuttle service		
	3.		
TOTAL SPACES	1,000+		
HANDICAPPED SPACES	75		
If parking location is insufficient on site, parking arrangement letter(s) may be obtained from owner(s), renter(s) of additional parking sites. Letter must state permission from owner(s)/renter(s), date(s) of event, and number of handicapped and regular parking spaces provided.			
OTHER SERVICES			

APPLICATION CHECKLIST	
SITE PLAN (including)	A layout of the event site showing all structures with respect to existing buildings, property lines, roads, and walkways. A Google earth aerial map or other source will work as a base map.
	Proposed ingress and egress
	Tents, vendor booths; including food and beverage, restrooms, portable toilets, drinking fountains, tables, and rides.
	Parking areas: including number and location of handicapped spaces (must be 1 for every 25 regular spaces)
	Electrical hook ups
	Support vehicle locations and number of vehicles
	Signage
	Parade routes
Certificate of liability insurance, as stated above.	
501 (c) 3 Determination letter- <i>if applicable</i>	
Liquor license	
Signed documentation of contact with businesses and/or residents directly impacted by event. Private property letter of consent	
Road closure request form	
Signage request (outside of code ordinance)	
Meeting with City staff if required	
Additional parking location letter(s)	
Tent permit, if applicable	
Special event fee, <i>due after approval of event by council</i>	

SPECIAL EVENT FEE SCHEDULE			
Non-Profit		For-Profit	
Special Event	\$50.00	Special Event	\$150.00
Festival, with road closures and/or alcohol sales	\$250.00	Festival, with road closures and/or alcohol sales	\$500.00
<i>Special event fees are due immediately following approval of the event from the City of Crystal River council. Failure to submit payment within 15 days after receipt of invoice may result in cancellation of event.</i>			

**CITY OF CRYSTAL RIVER
SPECIAL EVENT PERMIT
AGREEMENT**

The City of Crystal River issues a Special Event Permit to

The Citrus County Chamber of Commerce

(a ___ person, corporation, ___ partnership), hereinafter called "the Permittee," for a special event, described as

The Florida Manatee Festival

to be held on the 19th day of January, 2019 until the 20th day of January, 2020, during the hours of

9:00 a.m. to 5:00 p.m. on January 19th, 9:00 a.m. to 4:00 p.m. on January 20th.

The permittee has received the statement of the estimated cost of providing city personnel and equipment. The permittee will prepay these estimated costs for city services and equipment ten (10) days prior to the permitted special event.

The permittee shall be responsible for the property used for the event and will insure that the event area will be properly cleaned and restored and acknowledges that the permittee will be billed for the actual cost by the city for clean up and restoration

The clean-up deposit shall be returned after the event in a timely manner if the area was properly cleaned and restored.

The permittee shall be responsible and answerable to damages for any and all loss, damage or injury, together with the costs and expenses incidental thereto, arising out of or due to the negligence of the permittee, or any of the permittee's agents, employees, or volunteers in providing or failing to provide adequate care during the use of the City's water supply service, or other city property and facilities.

As a permittee, I do understand that a revocation of permit may be required according to section 3.94 of The City of Crystal River Code of Ordinances.

The permittee shall call for an inspection to assure compliance with all permitting conditions prior to opening the special event.

If litigation is necessary to enforce this agreement or to collect money due according to the terms of this agreement, The City of Crystal River shall be entitled to an award of all costs incurred incident to such litigation, including reasonable attorney's fees, both in trail and on appeal.

This agreement shall bind and insure to the benefit of the parties hereto, their respective heirs, personal representatives, successors and assignees.

Witness their hands and seals this day and year.

Date: October 2, 2018

Permittee: Citrus County Chamber of Commerce
(Name of Organization)

Signed By: *Lisa Calderone*
(Contact person)

Print Name: Lisa Calderone

Print Title: Special Events Manager

City of Crystal River

Signed By: *Leslie Bollin*
(City Designee)

Print Name: Leslie Bollin

Print Title: S.E.C

IF PERMITTEE IS A CORPORATION OR PARTNERSHIP:

PAYMENT OF ALL SUMS DUE HEREUNDER IS HEREBY PERSONALLY GUARANTEED BY THE UNDERSIGNED.

Lisa Calderone
Signature

10/2/18
Date

Lisa Calderone on behalf of the Citrus County Chamber of Commerce

Printed Name

Address:

915 North Suncoast Boulevard

Crystal River, FL 34429

Telephone:

352-795-3149

E-mail:

lisa@citruscountychamber.com

Office Use Only



Date Received:

OCT 01 2018

By:

Ympallu

Via: E-mail Fax In Person Mail

Office Use Only

City Staff Approval

[Signature]

10/05/18

Sherriff's Depatment

Date

[Signature]

10/5/18

Fire Department

Date

via email

10.4.18

Community Planning

Date

via email

Code Enforcement

Date

[Signature]

10/16/18

Public Works

Date

Ympallu

10.16.18

Special Events

Date

City Manager/City Clerk

Date

Council Date:

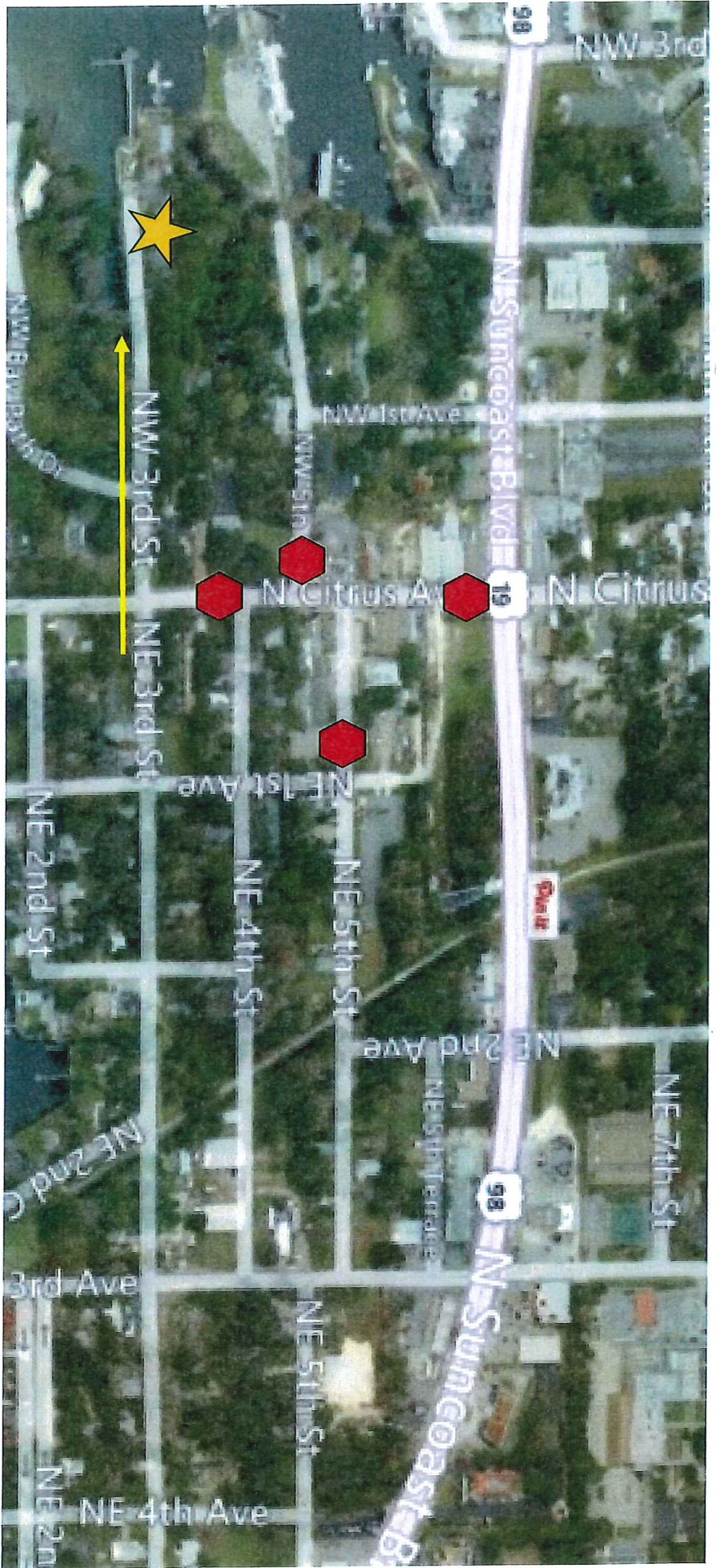
10.22.18

Approved _____

Denied _____

Vendor Check-in





Food Court

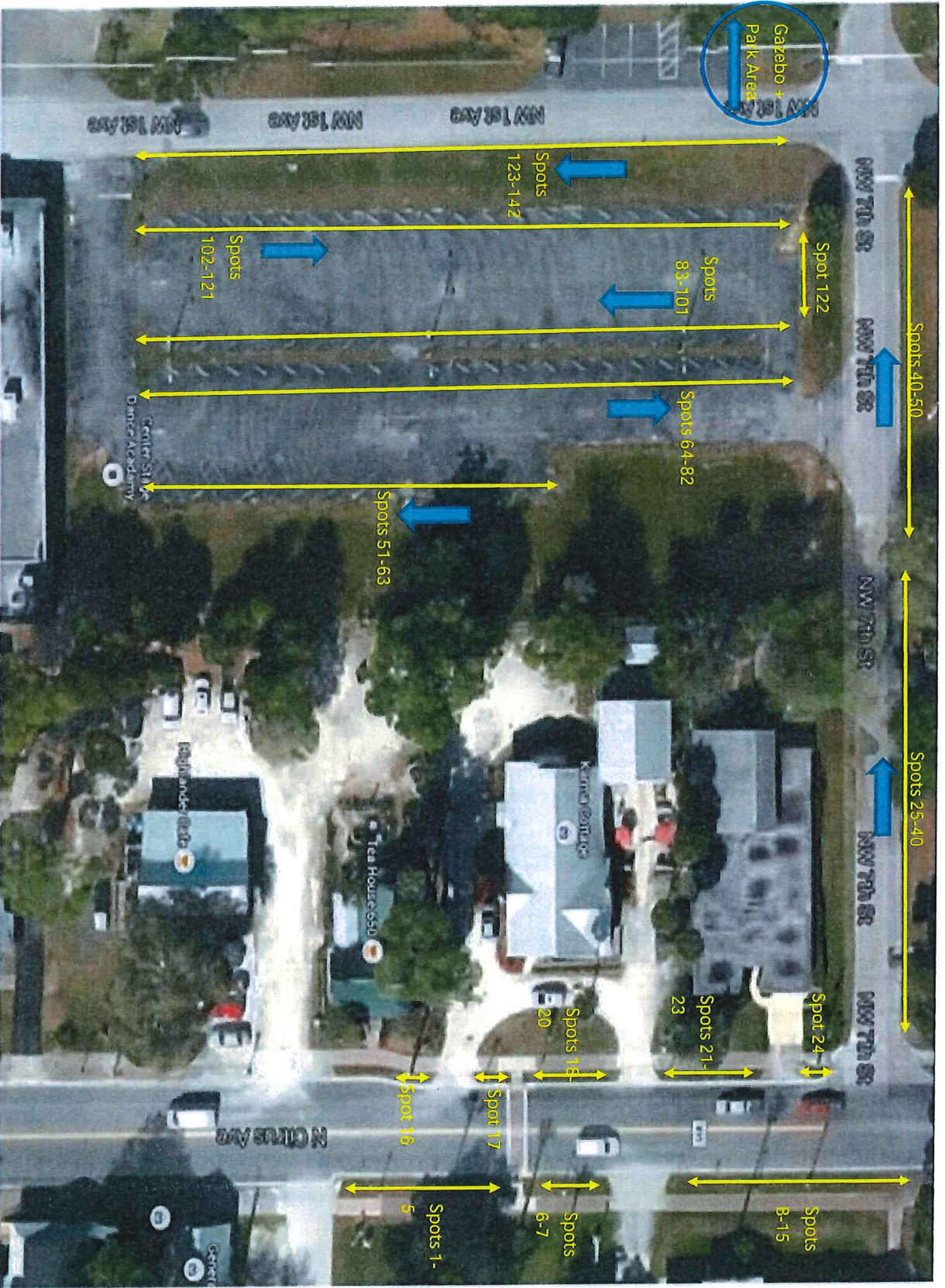
Beer/Wine



Barricade Locations



Kings Bay Park Vendor Entrance







CITY OF CRYSTAL RIVER

Special Event Permit

Road Closure &
Signage Request Form

ROAD CLOSURE INFORMATION						
EVENT NAME	The Florida Manatee Festival					
DATES OF CLOSURES	January 18, 2019		January 19, 2019		January 20, 2019	
	From		From		From	
TIMES OF CLOSURES	1:00 p.m.	12:00 a.m.	12:00 a.m.	12:00 a.m.	12:00 a.m.	10:00 p.m.
<i>Include set up and breakdown in dates and times</i>						
REQUESTED ROAD #1	Citrus Avenue					
START	Highway 19					
END	Crystal Street					
REQUESTED ROAD #2	Citrus Avenue					
START	Highway 19					
END	N.E. 3rd Street					
REQUESTED ROAD #3	N.W. 1st Avenue					
START	Highway 19					
END	N.W. Crystal Street					
REQUESTED ROAD #4	N.W. 7th Street					
START	Citrus Avenue					
END	N.W. 2nd Avenue					
REQUESTED ROAD #5	N.E. 5th Street					
START	N.E. 1st Avenue					
END	N.W. 1st Avenue					

REQUESTED ROAD #6 N.W. 3rd Street, START Citrus Avenue, END Dead End

Water Barricades	
<p>Any events with road closures require the use of water barricades for public safety. The organization planning the event is responsible for rental, placement, filling and emptying of barricades and clearing them from the roadway after the event. Each event will be evaluated by CCSO and The City of Crystal River to determine proper placement of the barricades. City of Crystal River Fire Department can be hired to fill barricades at the following cost:</p> <p style="text-align: center;">\$125 for Fire Truck \$4.76/1000 gallons of water</p>	
BARRICADE COMPANY	
DELIVERY DATE	
DELIVERY LOCATION	
FINAL ROAD CLOSURE TIME	

Road Closure map required with this permit

Road closure requests must be submitted with special events permits and are approved when special event permits are approved by The City of Crystal River Council.

OUTSIDE CODE ORDINANCE SIGNAGE REQUESTS

Sign #1	Banners
# Requested	2
Location(s)	U.S. 19 & Citrus Avenue, in front of Welcome Ctr.
Size	
Sign #2	Lawn Signs
# Requested	12
Location(s)	44 & 19, 486 & 44, in front of Welcome Ctr., Venable & 19, CR Mall, tbd
Size	
Sign #3	
# Requested	
Location(s)	
Size	
Sign #4	
# Requested	
Location(s)	
Size	

Signage requests must be submitted with special events permits and applies to signs your event is requesting to put up outside the parameters of your event or prior to your event date. Signage used inside your event space during the dates of the event does not need to be included. Event signage may be placed 1 day prior to the event start date within a 1 mile radius of the event location. Yard signs will be limited to 18"x24" and cannot obstruct the view of traffic in any way. Signage must be removed 1 day following your event.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 5D

Requested Motion: Motion to re-appoint Keith Raym to Planning Commission Seat No. 3, Charles Kish to Planning Commission Seat No. 4 and Phil Jannarone to Planning Commission Seat No. 7

Summary: The Crystal River Planning Commission is comprised of seven (7) seats and two (2) alternate seats, with staggered, three-year terms.

Terms for Planning Commission Seat Nos. 3, 4 and 7 ended 09/30/18 and are up for renewal. Staff recommends renewal of terms for Seats No. 3, No. 4 and No. 7.

Planning Commissioner Keith Raym is recommended for re-appointment to Seat No. 3. Planning Commissioner Charles Kish is recommended for re-appointment to Seat No. 4 and Planning Commissioner Phil Jannarone is recommended for re-appointment to Seat No. 7.

Staff Recommendation: Staff recommends approval.

Funding Information:

Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments: Updated Roster

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

**CITY OF CRYSTAL RIVER
PLANNING COMMISSION**

3 Year Terms

MEMBER TYPE/ SEAT #	NAME/ADDRESS	APPOINTED	TERM END	WORK EXPERIENCE
At Large per LDC 8.02.02(E)(2) Seat #1	Chair Robert Froehling 1360 NW 19 th Ct. Crystal River, FL 34428 795-4222 loggerheadkey@tampabay.rr.com	03/10/08(O) 01/9/12 (A) 03/09/15(R) 09/25/17 (R)	9/30/20	Retired from IBM
Construction per LDC 8.02.02(E)(2) Seat #2	Doug Smith P. O. Box 1792 Crystal River, 25322 795-6405 (Does not have email)	10/13/08(O) 8/30/10 (A) 09/09/13(R)	09/30/13 09/30/16 09/30/19	General Contracting
Office Mgr. per LDC 8.02.02(E)(3) Seat #3	Vice Chair Keith Raym 1290 NW 19 th Ct. Crystal River, FL 34428 352-221-2533 Goin.fishin@aol.com	10/01/09(O) 04/28/14(A) 09/30/15(R) 12/10/18 (R)	09/30/21	Retired Business Owner Retired Police Officer
At-large per LDC 8.02.02(E)(4) Seat #4	Charles Kish 209 SE 2 nd Place Crystal River, FL 34428 795-6406(H) 563-4717(B) Charles.kish@pgnmail.com	10/01/09(O) 8/27/12 (R) 9/30/2015(R) 12/10/18 (R)	09/30/21	Progress Energy
Architect per LDC 8.02.02(E)(4) Seat #5	Max Barnes 377 NW 14 th Place Crystal River, FL 34423 352-257-9516 gmaxbarnes@gmail.com	10/13/08(O) 09/25/17 (A)	09/30/20	C.P.A. Real Estate Development
At-large per LDC 8.02.02(E)(4) Seat #6	Gregory Acker 387 NW Magnolia Circle Crystal River, FL 34428 352-586-9695 greg.acker@qcdatabase.com	03/10/08(O) 04/23/18 (A)	09/30/19	Project Management and Quality Control (energy production), Contractor
Property Appraiser per LDC 8.02.02(E)(3) Seat #7	Phillip Jannarone 1405 SE 5 th Ave. Crystal River, FL 34428 564-1725 Jann1@tampabaay.rr.com	10/13/08(O) 01/28/13 (A) 03/12/12(R) 03/09/15(R) 09/30/15(R) 12/10/18 (R)	09/30/21	General Contractor
Alternate Seat No. 1	Charles Botts 130 NE 4 th Avenue Crystal River, FL 34429 212-1248 (C) chebotts@yahoo.com	10/01/09(O) 06/12/17 (A)	09/30/16 09/30/19	Public Administration
Alternate Seat No. 2	Michael Martin 1520 NW 20th Avenue Crystal River, FL 34428 352-267-4093 Randym@TDPools.com	10/01/09(O) 04/23/18 (A)	09/30/20	State Registered Pool Contractor

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 5E

Requested Motion: Motion to appoint William Foley to the Seat No. 5 of the Housing and Unsafe Structures Appeals Board.

Summary:

The Housing and Unsafe Structures Appeals Board membership was established to hear and decide appeals of orders and decisions or determinations made by the building official relative to the application and interpretations of the code. This board convenes on an as needed basis. This Board consists of five (5) seats, with members who are qualified by experience and training to consider matters pertaining to building construction and who are not employees of the jurisdiction. On October 23, 2017 four members were appointed by Council. The initial meeting of this Board was held on November 16, 2017 to elect officers and establish by-laws, which were adopted December 11, 2017 via Resolution No. 18-R-06. There is currently one (1) vacancy remaining on this Board.

The City Clerk's Office received an application from William Rocco Foley, Jr. in November of 2018. Staff has reviewed the application and found that Mr. Foley is eligible to serve on the Housing and Unsafe Structures Appeals Board.

A new roster of the proposed membership has been attached for reference.

Staff Recommendation: Approval of motion as recommended.

Funding Information:

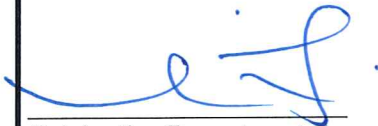
Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:



Originating Department



City Manager

City Attorney (if applicable)

Attachments: Housing and Unsafe Structures Appeals Board Roster

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

**CITY OF CRYSTAL RIVER
HOUSING AND UNSAFE STRUCTURES APPEALS BOARD**

3-Year Terms

Member Type/ Category	Name Address Phone	Date Of Appointment	Date Of Term Expiration
Seat No. 1	<u>Chris Ensing</u> 469 NE 1 st Street Crystal River, FL 34429 352-795-1975 chrisensing52@gmail.com	10/23/17(O)	09/30/20
Seat No. 2	<u>Andrew Freund</u> 1518 SE Niko Terr. Crystal River, FL 34429 352-795-6655 prohunterprofisher@yahoo.com	10/23/17(O)	09/30/19
Seat No. 3	<u>James Ruane</u> 8022 W. Gulf to Lake Hwy. Crystal River, FL 34429 352-302-9655 papabearconstructioninc@yahoo.com	10/23/17(O)	09/30/20
Seat No. 4	<u>Thomas Williford</u> 10664 W. Halls River Rd. Homosassa, FL 34448 352-476-1937 twillifordarch@gmail.com	10/23/17(O)	09/30/19
Seat No. 5	<u>William Foley</u> 1302 SE Paradise Point Ave. Crystal River, FL 34429 904-710-0366 rocco@goldenyearsins.com	10/23/17(O) 12/04/18 (A)	09/30/20

Legend

- O – Original term date
- A – Appointed
- R – Reappointed

Staff Liaison: TBD
City Clerk: Mia Fink mfink@crystalriverfl.org
Deputy Clerk: Lisa Morris lmorris@crystalriverfl.org

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 5F

Requested Motion: Discussion only --- Staff would like to address a citizen's concerns regarding the use of synthetic weed control substances at city parks.

Summary: A local resident recently met with the City Manager to express concerns about the use of synthetic weed-killers at city parks as it pertains to potential adverse health and environmental effects.

Staff was asked to look into the matter and a cursory internet search revealed that a significant debate regarding the safety of commercial herbicides is being waged on a world-wide scale. Although the active ingredient (Glyphosate) used in the majority of commercial weed-killers is touted as safe by the manufacturers and has garnered EPA approval, a segment of the scientific community is dubious. In addition to Glyphosate, concerns have also arisen about other unnamed chemicals which are collectively grouped under "Other Ingredients" on warning labels.

In 2017, California became the first state in the nation to issue a warning on glyphosate by adding the chemical to the state's Proposition 65 list of chemicals known to cause cancer. Numerous cities, counties, and nations have either banned or placed restrictions on the use of Glyphosate in recent years.

With paramount importance given to public and employee health and safety, DPW proposes to err on the side of caution by discontinuing the use of herbicides containing Glyphosate on all public park grassy areas, playgrounds, and beaches.

Recognizing that weed-eating and/or hand weeding is more labor intensive --- and DPW crews are already taxed --- the level of weed control may be sacrificed. Our hope is that the new DPW seasonal worker approved for this fiscal year will be able to absorb the increased burden.

DPW is in the process of testing an organic weed killer (e.g. vinegar, which chemically burns the leaves) to assess viability for use in parks and other public spaces.

Staff continues to value public input and appreciates the citizen who brought this matter to our attention.

Staff Recommendation: N/A

Funding Information: N/A

Approvals:

Originating Department


City Manager

City Attorney (if applicable)

Council Action:

Approved _____ **Denied** _____ **Deferred** _____ **Other** _____

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 9A

Requested Motion: None- Fort Island Trail Multi-Purpose Path Project Status

Summary: Design for Crosstown Path from Three Sister Springs Trail to the Plantation was put on hold to allow time for Citrus County to develop specifications for the entire path from Three Sister Springs Trail to the end of Fort Island Trail. Kimley-Horn, the firm that conducted the specifications and feasibility study for Citrus County, also developed the first section to the Plantation.

The basic designed is a twelve foot wide (12') concrete path. Due to the ground conditions it is a rather complicated design for a multi-use path. It is similar to the Crosstown Trail near Three Sisters Springs Refuge where concrete gravity walls are installed to leave room for stormwater drainage and also requires thirteen hundred linear feet (1300') of handrail. These additional costs for the gravity wall and railing are approximately 50% of the cost.

The path by design does not allow use of golf carts because of its limited width and is consistent with the County's desire to prohibit use of golf carts on the initial or subsequent phases of the path that runs west along Fort Island Trail. The additional cost to make the path sixteen feet (16') wide to allow golf carts would not be cost effective.

If the Council so chooses, there is an option to develop a separate golf cart path on private land beginning at the Plantation Resort and continuing through the adjoining property to Pinwheel Drive and on to Paradise Road. Pinwheel Drive is a County road County approval to allow golf cart use would be required. A total of three separate agreements would be needed to install such path, one with Plantation Resorts, one with a private property owner and one with Citrus County. Costs are not included in the estimate at this time.

At one time Citrus County expressed interest in funding this project.

Staff Recommendation: Finish Design, work with Citrus County, budget funding for 2020


Funding Information:

Project Cost: NA
Funding Source:
Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments: 90% Drawings, Estimated Costs, Alt. Golf Cart Route

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____



LOCATION OF PROJECT
CITRUS COUNTY, FL

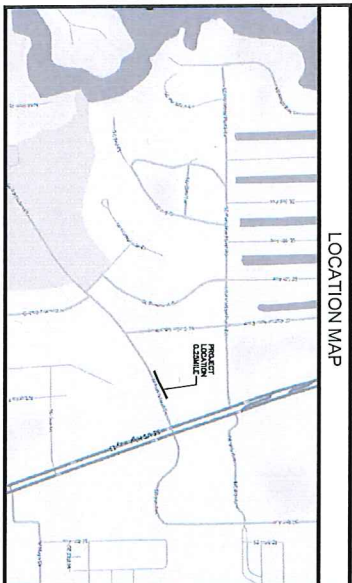
ENGINEERING PLANS FOR FORT ISLAND TRAIL

MULTI-PURPOSE PATH

FROM 2+21.84 TO 15+56.84

LENGTH OF PROJECT - 0.25 MILES

PREPARED FOR CITY OF CRYSTAL RIVER SECTIONS 28, TOWNSHIP 18 SOUTH, RANGE 17 EAST



LOCATION MAP

GENERAL NOTES

- SCOPE OF WORK**
PREPARE ENGINEERING PLANS FOR MULTI-PURPOSE PATH AND
CONSTRUCTION REFERENCE
- CONSTRUCTION REFERENCE**
FOR STANDARD PAVES: 2017-2018
- 2018**
MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, 2009, AND
MANUAL ON UNIFORM SIGNING DEVICES, 2009, AND
OTHER COUNTY LAND ACQUISITION CODE, LATEST REVISION
- SURVEY NOTES**
1. SURVEY WAS PERFORMED AND PROVIDED BY SUBJECT SURVEYING, INC.

PROJECT OWNER AND CONSULTANT

OWNER:
CITY OF CRYSTAL RIVER
101 EAST SILVER SPRINGS BLVD.
CRYSTAL RIVER, FL 34448
PHONE: (352) 438-3000

CONSULTANT:
KIMLEY-HORN AND ASSOCIATES, INC.
1515 EAST SILVER SPRINGS BLVD.
SILVER SPRING, FL 34408
PHONE: (352) 438-3000

AGENCY CONTACT LISTING

FLORIDA DEPARTMENT OF TRANSPORTATION
STATE ENGINEER
DAVE BERRY
1000 N. GULF BLVD., SUITE 200
TALLAHASSEE, FL 32304
PHONE: (904) 850-2772

FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT ENGINEER
PHIL ZIMMER
1000 N. GULF BLVD., SUITE 200
TALLAHASSEE, FL 32304
PHONE: (904) 447-2780

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DRAWING INDEX

- SHEET TITLE**
- C001 - COVER SHEET
 - C002 - GENERAL NOTES
 - C003 - AERIAL SITE PLAN
 - C004 - EXISTING CONDITIONS PLAN
 - C005 - DEMOLITION PLAN
 - C006 - BEST MANAGEMENT PRACTICES PLAN
 - C007 - BEST MANAGEMENT PRACTICES PLAN
 - C008 - TYPICAL SECTION
 - C009 - PAVING GRADING DRAINAGE PLAN
 - C010 - CROSS SECTIONS
 - C011 - CROSS SECTIONS
 - C012 - CROSS SECTIONS
 - C013 - MISCELLANEOUS DETAILS

90% DESIGN SUBMITTAL

SHEET NUMBER C001	FORT ISLAND TRAIL PREPARED FOR CITY OF CRYSTAL RIVER	COVER SHEET	KIMLEY-HORN PROJECT 142004011	DATE	DESIGNED BY	DRAWN BY	CHECKED BY	DATE	STATE LICENSE NUMBER	DATE	REVISIONS	DATE
				JUNE 2018	KHA	KHA	KHA	5856B				
CITRUS COUNTY	FLORIDA											

Kimley-Horn

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101 EAST SILVER SPRINGS BLVD., SUITE 400, OCALA, FL 34470
PHONE: 352-438-3000
WWW.KIMLEY-HORN.COM CA 00000665

1. ALL CONSTRUCTION COVERED IN THESE PLANS SHALL COMPLY WITH THE MATERIAL REQUIREMENTS AND QUALITY CONTROL STANDARDS CONTAINED IN THE CITRUS COUNTY LAND DEVELOPMENT CODE. IN CASE OF CONFLICT BETWEEN THE MATERIAL REQUIREMENTS AND QUALITY CONTROL STANDARDS CONTAINED IN THE DEVELOPMENT CODE AND THE SPECIFICATIONS THE STRICTEST SHALL APPLY AS DETERMINED BY CITRUS COUNTY.
2. ADDITIONAL TEST BORINGS AND EXPLORATORY INVESTIGATIONS MAY BE MADE BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE.
3. NO CHANGES TO THE WORK AS SHOWN ON THESE PLANS SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER. THE CONTRACTOR SHALL CHECK ACTUAL SITE CONDITIONS PRIOR TO CONSTRUCTION. ANY NEED FOR CORRECTION OF PROPOSED IMPROVEMENTS OR FOR RESOLUTION OF DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE COUNTY.
4. UTILITIES SHOWN HEREON HAVE BEEN LOCATED BASED ON ABOVE GROUND INFORMATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN THROUGH DIRECT CONTACT WITH THE APPROPRIATE UTILITY COMPANIES. SUCH CONTACT SHALL BE MAINTAINED THROUGHOUT THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTRACTOR'S OPERATION ARE TO BE RELOCATED BY THE APPROPRIATE UTILITY COMPANY IN ACCORDANCE WITH CITRUS COUNTY LAND DEVELOPMENT CODE PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGES OR DELAYS CAUSED BY THE LOCATION OR DISPOSITION OF ANY UTILITIES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DAMAGE TO UTILITIES, STRUCTURES, AND PROPERTY OF AND ADJACENT TO THE SITE CAUSED BY CONSTRUCTION ACTIVITIES.
6. THE CONTRACTOR IS HEREBY REQUIRED TO IMPLEMENT JOB SAFETY AT ALL TIMES THROUGHOUT THE DURATION OF THE PROJECT. JOB SAFETY PRACTICES SHALL BE IN ACCORDANCE WITH OSHA AND ANY OTHER LOCAL, STATE, AND FEDERAL REGULATIONS.
7. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO BECOME FAMILIAR WITH THE FLORIDA SAFETY PLAN ACT AND TO BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS UNDER THE FLORIDA TRENCH SAFETY ACT (LAWS OF FLORIDA 90-69) EFFECTIVE OCTOBER 1, 1990.
8. ALL EXISTING STORM WATER DRAINAGE PATTERNS AND CHANNELS OUTSIDE THE CONSTRUCTION AREAS SHOWN ON THESE PLANS ARE TO BE MAINTAINED. THE CONTRACTOR SHALL NOTIFY THE COUNTY IF THE WORK APPEARS TO INTERFERE WITH EXISTING DRAINAGE PATTERNS. CLEAR PATH FOR ALL SURFACE WATER DRAINAGE STRUCTURES AND DITCHES DURING ALL PHASES OF CONSTRUCTION SUCH THAT IMPACT TO CONSTRUCTION AND/OR SURROUNDING FACILITIES IS MINIMIZED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF EXISTING UTILITIES, STRUCTURES, AND ANY OTHER DAMAGE DURING CONSTRUCTION.
9. THE CONTRACTOR SHALL PERMIT THE DISCHARGE OR SEWAGE INTO NEW OR EXISTING STORMWATER MANAGEMENT FACILITIES DUE TO CONSTRUCTION OPERATIONS. THE CONTRACTOR SHALL COMPLY WITH THE TURBIDITY CONTROL REQUIREMENTS OF THE PERMIT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS UNDER THE FLORIDA TRENCH SAFETY ACT (LAWS OF FLORIDA 90-69) EFFECTIVE OCTOBER 1, 1990.
10. CONTRACTOR TO VERIFY THE LOCATION, IF ANY, OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
11. THE CONTRACTOR AND SUBCONTRACTORS ARE HEREBY REQUIRED TO PROMPTLY NOTIFY THE COUNTY OF ANY DISCREPANCIES BETWEEN THE DRAWINGS AND THE PLANS OR SPECIFICATIONS, SO THEY CAN BE CLARIFIED BY THE ENGINEER OF RECORD AS NEEDED.
12. THE CONTRACTOR IS HEREBY MADE RESPONSIBLE FOR THE SAFE MAINTENANCE OF PEDESTRIAN AND VEHICULAR TRAFFIC AT ALL TIMES, DURING THE DURATION OF THE PROJECT, AND IN ACCORDANCE WITH FOOT STANDARDS.
13. BURNING WITHIN THE LIMITS OF THE PROPOSED PROJECT SHALL NOT BE ALLOWED, UNLESS OTHERWISE SPECIFIED BY THE COUNTY ENGINEER OR AUTHORIZED REPRESENTATIVE. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS UNDER THE FLORIDA TRENCH SAFETY ACT (LAWS OF FLORIDA 90-69) EFFECTIVE OCTOBER 1, 1990.
14. THE PROJECT ENGINEER/OWNER SHALL HAVE ACCESS TO THE WORK SITE AT ALL TIMES.
15. ALL DETAILS, SECTIONS, AND NOTES SHOWN ON DRAWINGS ARE INTENDED TO BE USED AS SHOWN. ANY CHANGES TO THE DRAWINGS SHALL BE INDICATED BY THE ENGINEER OF RECORD. ANY CHANGES TO THE DRAWINGS SHALL BE INDICATED BY THE ENGINEER OF RECORD. ANY CHANGES TO THE DRAWINGS SHALL BE INDICATED BY THE ENGINEER OF RECORD.
16. ALL ASTM DESIGNATIONS SHALL BE AS SHOWN TO DATE, UNLESS NOTED OTHERWISE.
17. THE CONTRACTOR SHALL MAINTAIN ALL EXCESS MATERIALS OFF THE JOB SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REMOVE ALL EXCESS MATERIAL. AFTER IT IS DETERMINED THAT IT IS NO LONGER NEEDED ON THE JOB, DOCUMENTATION OF ACCEPTANCE OF DISPOSAL.
18. CONTRACTOR SHALL CLEAR AND GRUB CONSTRUCTION AREAS BEFORE FILL IS PLACED. ALL FILL SHALL BE STABILIZED AND COVERED WITH TOPSOIL AND PROVED FILL TO PREVENT EROSION.

19. ANY SURVEY MARKERS, INCLUDING BUT NOT LIMITED TO SECTION MARKERS, BENCH MARKS, LOT CORNERS, ETC., WHICH ARE DISTURBED DURING CONSTRUCTION SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE PRIOR TO FINAL PAYMENT. RE-SETTING OF MARKERS SHALL BE THE CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR SHALL BE LICENSED TO PRACTICE IN THE STATE OF FLORIDA AND SHOWN AS RESET ON AS-BUILT PLAN.
20. THE CONTRACTOR SHALL NOTIFY THE COUNTY IN WRITING IMMEDIATELY WHEN CONFLICTS ARE IDENTIFIED DURING THE COURSE OF THE WORK.
21. THE CONTRACTOR IS RESPONSIBLE FOR PAVING, STORING OR REMOVING OTHER MEANS NECESSARY TO PROTECT AND SUPPORT EXISTING UTILITIES EXPOSED DURING CONSTRUCTION, UNTIL THE RESPONSIBLE UTILITY COMPANY ARRIVES ON SITE.
22. THE CONTRACTOR SHALL HAND EXCAVATE WHEN CONSTRUCTION IS WITHIN 18 INCHES OF EXISTING UTILITIES.
23. UNSUITABLE MATERIAL FROM WITHIN THE PROJECT SHALL BE PROPERLY DISPOSED OF OFF-SITE BY THE CONTRACTOR. SUITABLE MATERIAL FROM WITHIN THE PROJECT SHALL BE USED FOR FILL AS SHOWN ON CROSS SECTIONS.
24. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH THE PROPERTY OWNERS, REGARDING RELOCATION, REMOVAL, OR REPLACEMENT OF FENCES, MAILBOXES, SURVEY MONUMENTS, SECTION CORNERS, DRIVEWAYS, BENCH MARKS, ETC. AND WITH THE US ARMY CORP. REGARDING RELOCATION, REMOVAL, OR REPLACEMENT OF FENCES, MAILBOXES, SURVEY MONUMENTS, SECTION CORNERS, DRIVEWAYS, BENCH MARKS, ETC. AS DETERMINED BY THE COUNTY.
25. ALL AREAS INSIDE AND OUTSIDE THE PROJECT LIMITS, WHICH ARE DISTURBED, AS A RESULT OF THE PROJECT CONSTRUCTION SHALL BE RESTORED TO ORIGINAL OR DESIGN GRADE AS APPLICABLE, INCLUDING REPLACEMENT OF EQUIVALENT SHRUBS AND TREES AND REPLACEMENT OF EXISTING TREES. ALL REPLACEMENT TREES SHALL BE PLANTED AT THE CONTRACTOR'S EXPENSE, UNLESS OTHERWISE APPROVED BY THE COUNTY.
26. IF A SIGNAGE SHOULD REMAIN ON THIS SITE, ALL APPLICABLE PROCEDURES OUTLINED IN THE SIGNAGE RULES SHALL BE FOLLOWED. THE PROJECT ENGINEER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS UNDER THE FLORIDA TRENCH SAFETY ACT (LAWS OF FLORIDA 90-69) EFFECTIVE OCTOBER 1, 1990.
27. CONTRACTOR SHALL MAKE ADJUSTMENTS IN THE FIELD TO PROTECT TREE TRUNKS DURING CONSTRUCTION, AND AT FINAL GRADE. GROUND ELEVATIONS AT THE BASE OF PROTECTED TREES SHALL NOT BE MODIFIED WITHIN DWP LINE.
28. CONSTRUCTION REFERENCES: A) F.D.O.T. DESIGN STANDARDS, CURRENT EDITION B) F.D.O.T. STANDARD SPECIFICATIONS FOR ROAD & BRIDGE CONSTRUCTION, CURRENT EDITION C) STANDARD SPECIFICATIONS FOR TRENCHING AND SHIELDING, CURRENT EDITION D) LAND DEVELOPMENT CODE, WASTEWATER REGION.
29. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE SOODED UNLESS OTHERWISE SPECIFIED.
30. IF COMPACTION CANNOT BE ACHIEVED OR PIPE IS BEING INSTALLED IN WET SOILS, THE CONTRACTOR SHALL USE SAND OR GRAVEL TO FILL THE VOID TO A DEPTH NECESSARY TO ALLOW FOR STABLE BEDDING OF THE OULET PIPES.
31. SALVAGEABLE SAND MAY BE USED FOR SELECT BACKFILL, VALVES, PIPES, FITTINGS, ETC. MAY BE USED AT THE COUNTY'S DISCRETION AS NECESSARY.

NOTES

1. NOT PLANS TO BE SUBMITTED BY CONTRACTOR PRIOR TO CONSTRUCTION MEETING.
2. LOT AND ROAD CLOSURE SHALL BE DONE IN COMPLIANCE WITH FOOT INDEX 600 SERIES.

GENERAL NOTES

KHA PROJECT	14204011
DATE	JUNE 2016
SCALE	AS SHOWN
DESIGNED BY	KHA
DRAWN BY	KHA
CHECKED BY	KHA
DATE	

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NO.	REVISIONS	DATE	BY

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FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

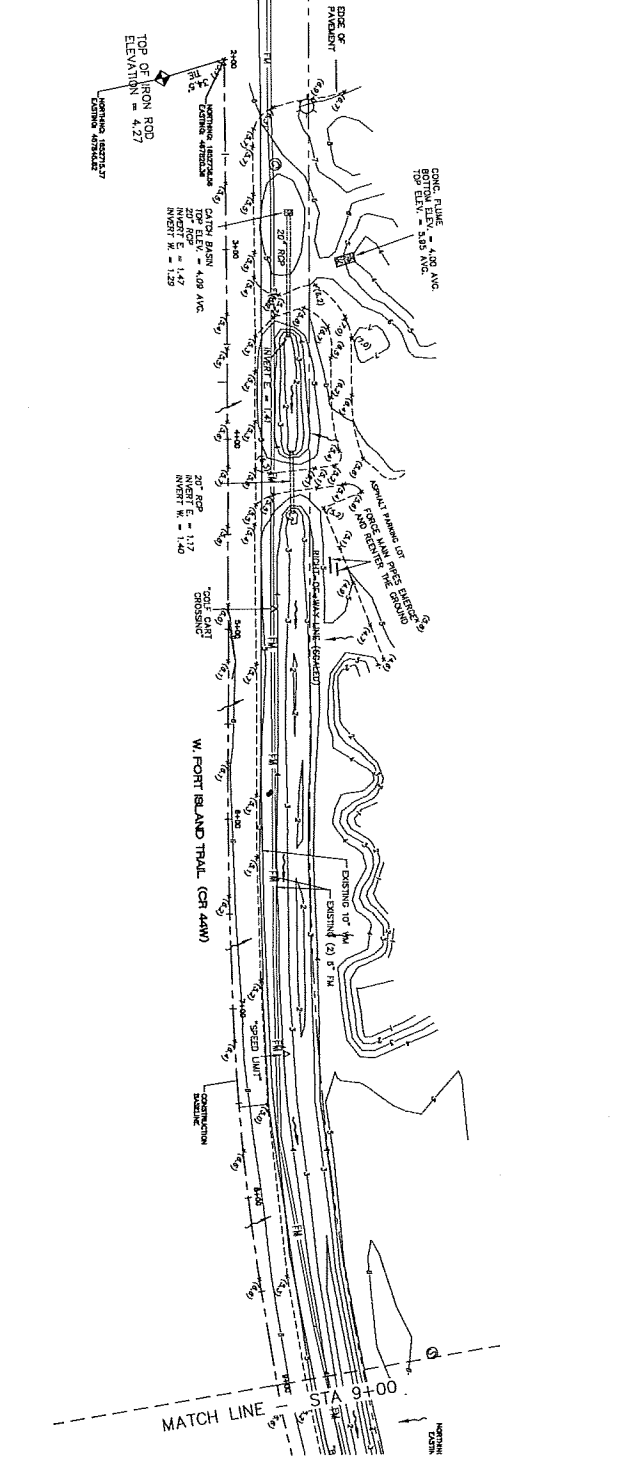
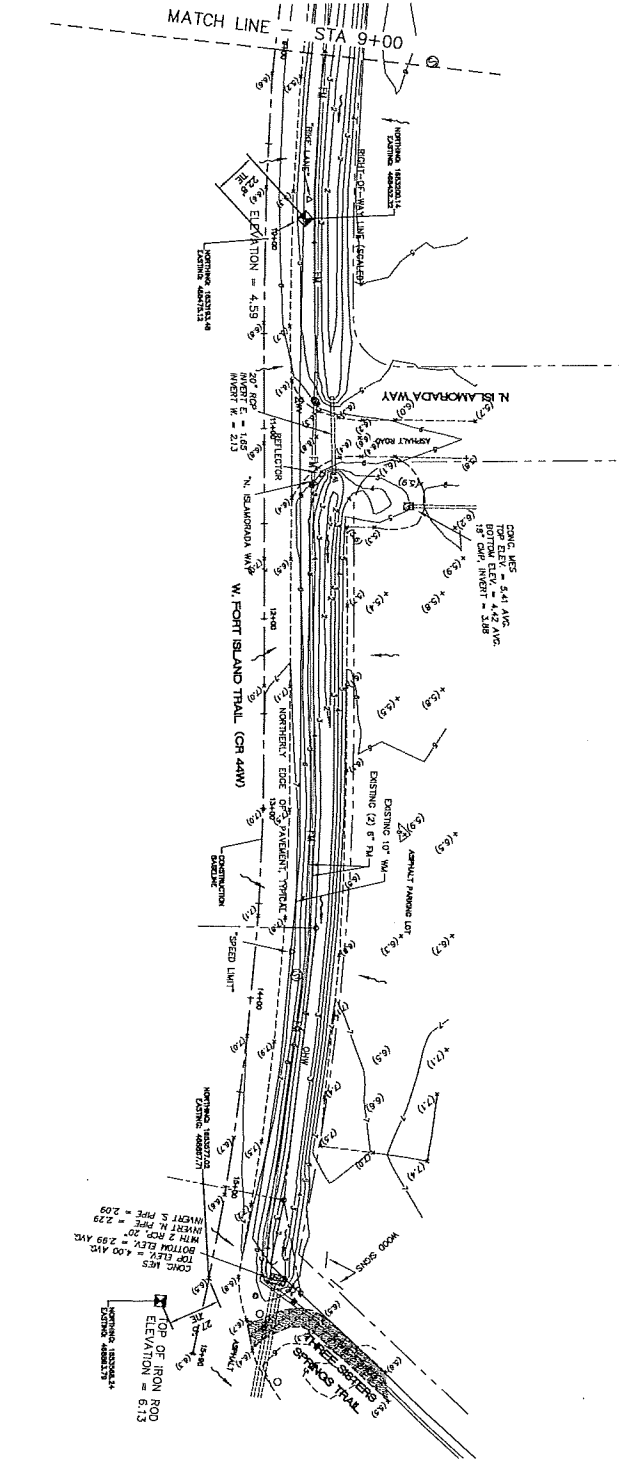
AERIAL SITE PLAN

KHA PROJECT 142004011
 DATE JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA DATE: _____

LICENSED PROFESSIONAL
RICHARD V. BUSCH, P.E.
 STATE LICENSE NUMBER 58568
Kimley»Horn
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No.	REVISIONS	DATE	BY

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GRAPHIC SCALE IN FEET
0 15 30 45

LEGEND:
 ● CONCRETE MANHOLE (NO IDENTIFICATION) Except as noted.
 ○ ROUND 5/8" IRON ROD & CAP (NO IDENTIFICATION) Except as noted.
 ⊕ BENCHMARK ON TOP OF 5/8" IRON ROD
 ⊕ UTILITY POLE ANCHOR
 ⊕ METAL LIGHT POLE
 ⊕ SEWER VALVE
 ⊕ GAS LINE MARKER
 ⊕ ISLAND
 ⊕ STOP SIGN
 ⊕ SIGN (AS NOTED)
 ⊕ WATER METER
 ⊕ WATER VALVE
 ⊕ FIRE HYDRANT
 ⊕ RCP REINFORCED CONCRETE PIPE
 ⊕ RIES UTILITY END SECTION
 ⊕ CONCRETE COMPONENT PISTONAL ZONE 902. F
 ⊕ CONCRETE OVERHEAD WIRE
 ⊕ ELEV. ELEVATION
 ⊕ CONTROL ELEVATION
 ⊕ (72) SPOT ELEVATION

SURVEYS NOTES:
 1. ALL SURVEYS WERE CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT OF 1932 AND THE SURVEYING ACT OF 1967.
 2. ALL SURVEYS WERE CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT OF 1932 AND THE SURVEYING ACT OF 1967.
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GRAPHIC SCALE IN FEET
0 15 30 45

Fort Island Trail
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

EXISTING CONDITIONS PLAN

Kimley-Horn
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 PHONE: 352-438-3600
 WWW.KIMLEY-HORN.COM CA 00002656

No.	REVISIONS	DATE	BY



Kimley-Horn and Associates, Inc.
 Professional Surveyors and Engineers
 David Allen, Florida State
 PLS. 352.438.3600
 PH. 352.438.3600
 WWW.KIMLEY-HORN.COM

CHARTERED ENGINEERS
 175 THE LAKE
 DUL. FL 317
 404.271.1111

GENERAL CONTRACTOR
Guilford Surveying, Inc.
 Professional Surveyors and Engineers
 David Allen, Florida State
 PH. 352.438.3600
 WWW.KIMLEY-HORN.COM

PROJECT
 FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

EXISTING CONDITIONS PLAN

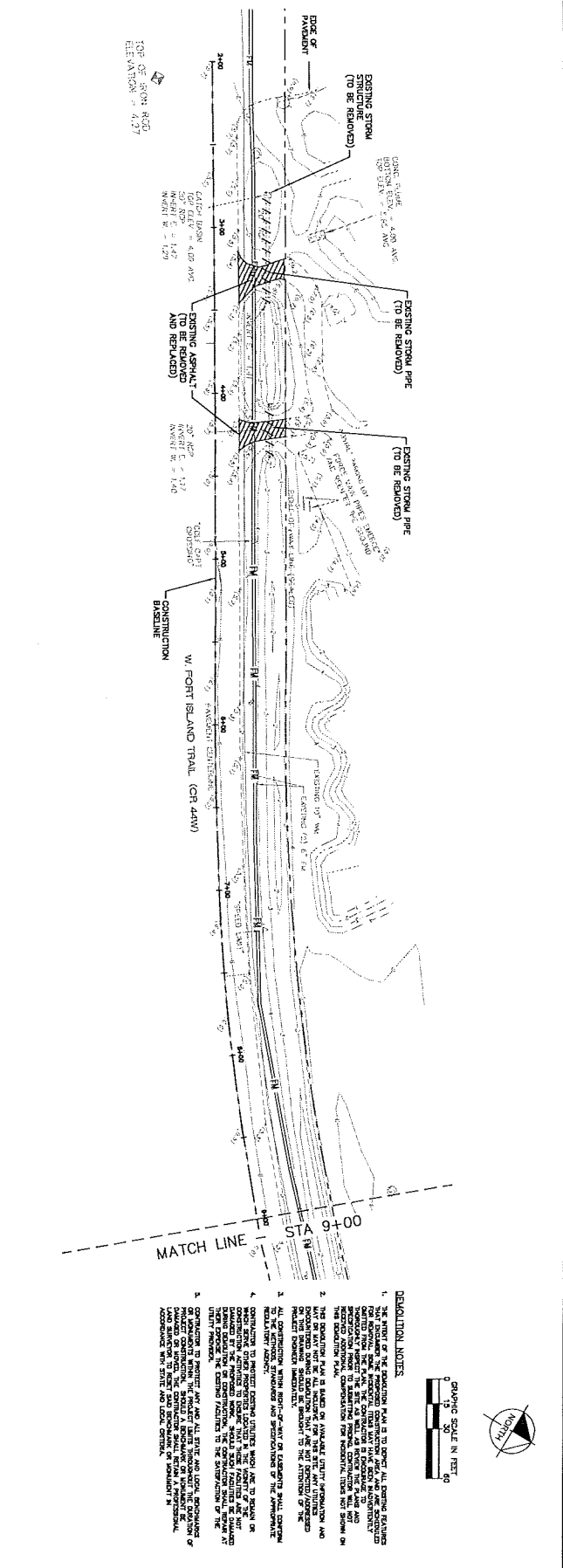
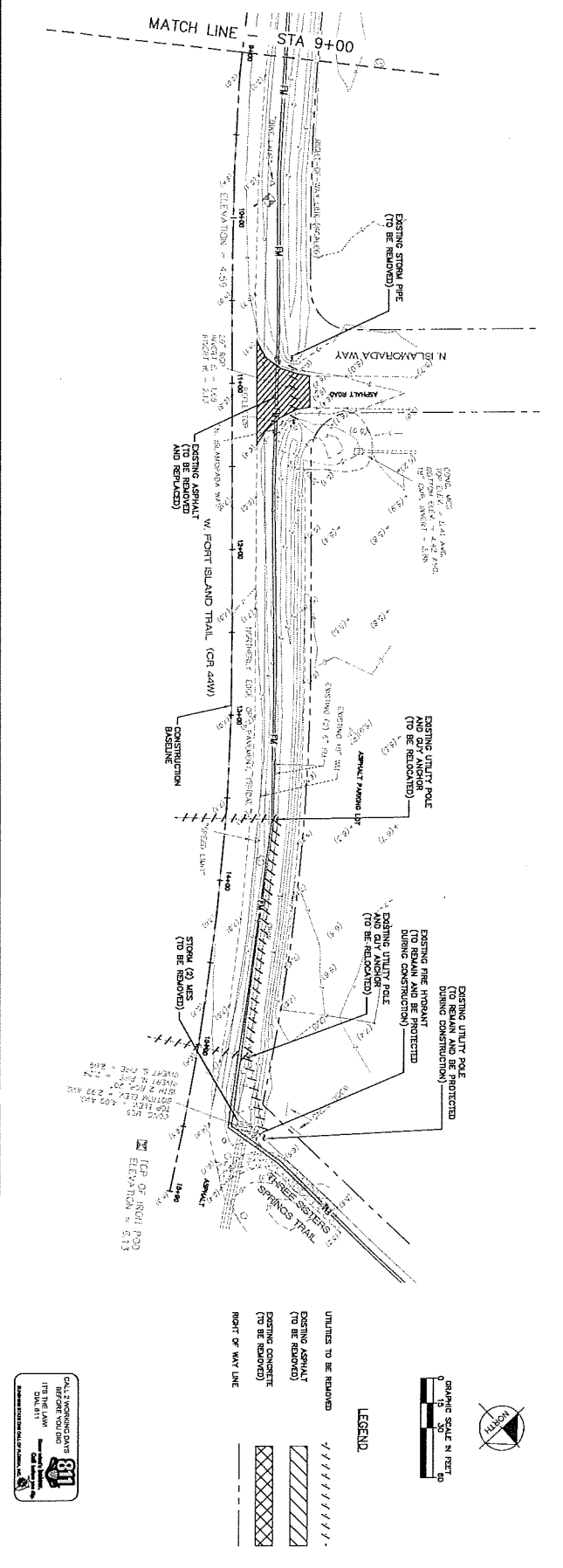
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No.	REVISIONS	DATE	BY

PROJECT
 FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

EXISTING CONDITIONS PLAN

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FORT ISLAND TRAIL
PREPARED FOR
CITY OF CRYSTAL RIVER

CITRUS COUNTY FLORIDA

SHEET NUMBER
C005

DEMOLITION PLAN

KHA PROJECT
142004011

DATE
JUNE 2018

SCALE AS SHOWN

DESIGNED BY KHA

DRAWN BY KHA

CHECKED BY KHA

DATE

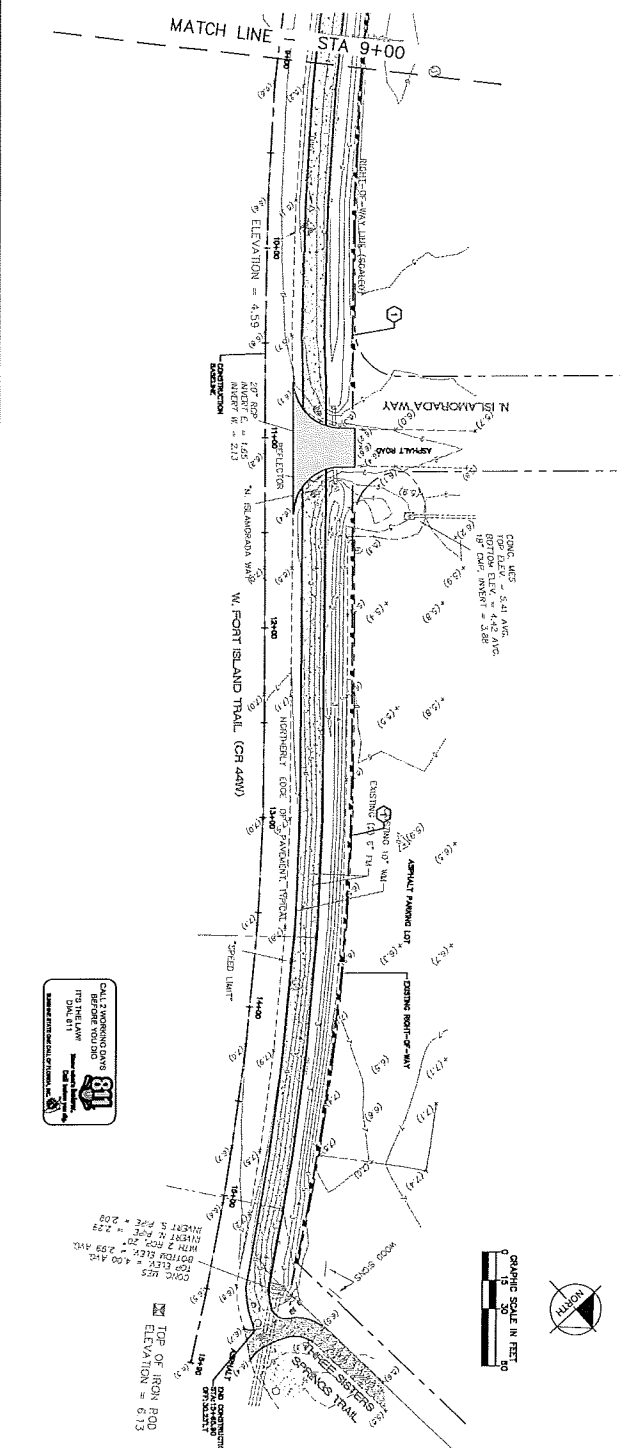
LICENSED PROFESSIONAL
RICHARD V. BUSCH, P.E.

STATE LICENSE NUMBER
SB588

Kimley»Horn

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101 EAST SILVER SPRING BLVD., SUITE 400, OCALA, FL 34470
PHONE: 352-438-3000
WWW.KIMLEY-HORN.COM CA 00000696

NO.	REVISIONS	DATE	BY



1. THE HEIGHT OF A SEDIMENT FENCE SHALL NOT EXCEED 4 INCHES.
2. THE SEDIMENT FENCE SHALL BE CONSTRUCTED IN A CONTINUOUS ROW CUT TO THE LENGTH OF THE BARRIER TO AVOID THE SHALL BE JOINTED WHEN JOINTS ARE NECESSARY. FILTER FABRIC SHALL BE SPACED AT LEAST 1-INCH LONG, THE WOOD OR LOG RINGS SHALL BE SPACED AT LEAST 12 INCHES ON CENTER. THE SPACING SHALL NOT EXCEED 8 FEET.
3. POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE FIRM GROUND TO A MINIMUM OF 24 INCHES. WHEN EXTRA STRENGTH SPACING SHALL NOT EXCEED 8 FEET.
4. A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES WIDE AND 4 INCHES DEEP ALONG THE LINE OF POSTS AND UNRAVELED FROM THE BARRIER.
5. WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WHERE THE FILTER FABRIC SHALL BE SPACED IN A CONTINUOUS ROW CUT TO THE LENGTH OF THE BARRIER TO AVOID THE SHALL BE JOINTED WHEN JOINTS ARE NECESSARY. FILTER FABRIC SHALL BE SPACED AT LEAST 1-INCH LONG, THE WOOD OR LOG RINGS SHALL BE SPACED AT LEAST 12 INCHES ON CENTER. THE SPACING SHALL NOT EXCEED 8 FEET.
6. THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED TO THE TOP OF THE POSTS AND BENCHES OF THE FABRIC SHALL NOT EXTEND MORE THAN 24 INCHES ABOVE THE ORIGINAL EXISTING SURFACE. FILTER FABRIC SHALL NOT BE STAPLED TO THE TOP OF THE POSTS AND BENCHES OF THE FABRIC SHALL NOT EXTEND MORE THAN 24 INCHES ABOVE THE ORIGINAL EXISTING SURFACE.
7. WHEN EXTRA STRENGTH FILTER FABRIC AND CONCRETE POSTS ARE USED, THE FILTER FABRIC SHALL BE STAPLED TO THE TOP OF THE POSTS AND BENCHES OF THE FABRIC SHALL NOT EXTEND MORE THAN 24 INCHES ABOVE THE ORIGINAL EXISTING SURFACE. FILTER FABRIC SHALL NOT BE STAPLED TO THE TOP OF THE POSTS AND BENCHES OF THE FABRIC SHALL NOT EXTEND MORE THAN 24 INCHES ABOVE THE ORIGINAL EXISTING SURFACE.
8. SEDIMENT BENCHES SHALL BE REPAIRED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE URSLOPE AREA HAS BEEN PERMANENTLY STABILIZED.
9. THE TRENCH SHALL BE BACKFILLED AND SOIL COMPACTED OVER THE FILTER FABRIC.

FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

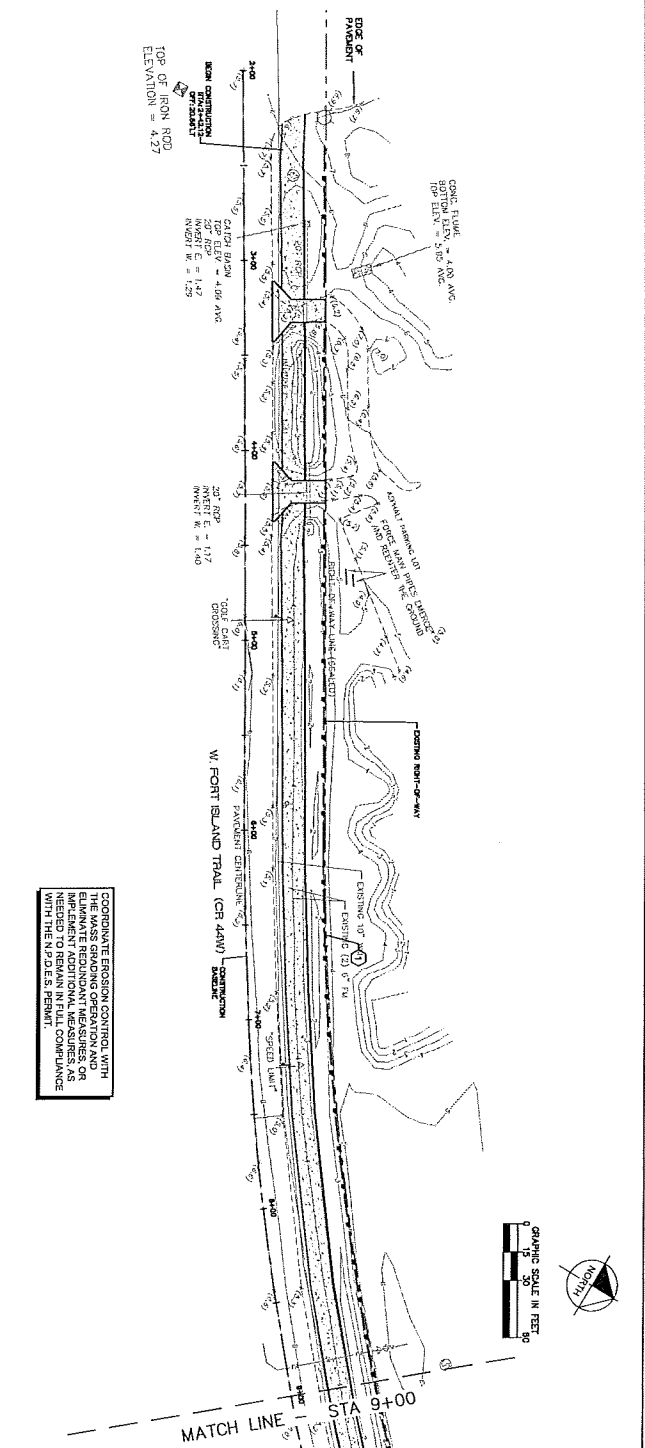
BEST MANAGEMENT PRACTICES PLAN

KHA PROJECT 142004011
 DATE JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA DATE

RDHARD V. BUSOJE, P.E.
 STATE LICENSE NUMBER 58568

Kimley-Horn
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 101 EAST SILVER SPRING BLVD. SUITE 100, ORLANDO, FL 32837
 PHONE: 352-438-3000
 WWW.KIMLEY-HORN.COM CA 00000656

No.	REVISIONS	DATE	BY



- EROSION AND SEDIMENT CONTROL NARRATIVE**
 KIMLEY-HORN AND ASSOCIATES, INC.
 101 EAST SILVER SPRING BLVD.
 ORLANDO, FLORIDA 32837
 PHONE: (352) 438-3000
- OWNER/DEVELOPER:**
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218
- ADJACENT AREAS:**
 NORTH RESIDENTIAL
 SOUTH RESIDENTIAL
 EAST RESIDENTIAL
- EROSION AND SITE RAINFALL WILL BE CONTROLLED BY THE USE OF FENCE AND STABILIZED VEGETATION WHERE NECESSARY.**
- EROSION MEASURES:**
 BERRY VERNE
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218
- SITE CONTACT:**
 BERRY VERNE
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218
- ADDITIONAL MEASURES:**
 THIS PLAN AND NARRATIVE REPRESENTS THE ANTICIPATED AMOUNT OF EROSION AND SEDIMENT CONTROL MEASURES. IN THE OPINION OF THE ENGINEER, THAT MAY BE NECESSARY TO PREVENT EROSION AND SEDIMENTATION. THE CONTRACTOR IS RESPONSIBLE FOR ANY ADDITIONAL MEASURES OR PRECAUTIONS THAT MAY BE NECESSARY TO PREVENT EROSION AND SEDIMENTATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL GOVERNMENTAL RULES AND/OR PERMIT REQUIREMENTS.

EROSION AND SEDIMENT CONTROL NARRATIVE
 KIMLEY-HORN AND ASSOCIATES, INC.
 101 EAST SILVER SPRING BLVD.
 ORLANDO, FLORIDA 32837
 PHONE: (352) 438-3000

OWNER/DEVELOPER:
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218

ADJACENT AREAS:
 NORTH RESIDENTIAL
 SOUTH RESIDENTIAL
 EAST RESIDENTIAL

EROSION AND SITE RAINFALL WILL BE CONTROLLED BY THE USE OF FENCE AND STABILIZED VEGETATION WHERE NECESSARY.

EROSION MEASURES:
 BERRY VERNE
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218

SITE CONTACT:
 BERRY VERNE
 CITY OF CRYSTAL RIVER
 123 NW HIGHWAY 19
 CRYSTAL RIVER, FL 34408
 (352) 788-4218

ADDITIONAL MEASURES:
 THIS PLAN AND NARRATIVE REPRESENTS THE ANTICIPATED AMOUNT OF EROSION AND SEDIMENT CONTROL MEASURES. IN THE OPINION OF THE ENGINEER, THAT MAY BE NECESSARY TO PREVENT EROSION AND SEDIMENTATION. THE CONTRACTOR IS RESPONSIBLE FOR ANY ADDITIONAL MEASURES OR PRECAUTIONS THAT MAY BE NECESSARY TO PREVENT EROSION AND SEDIMENTATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL GOVERNMENTAL RULES AND/OR PERMIT REQUIREMENTS.

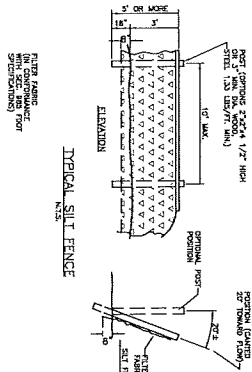


FIGURE 1

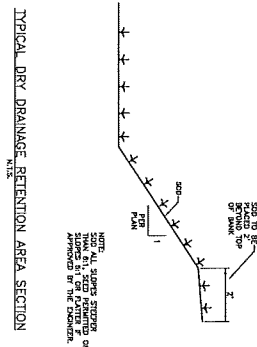


FIGURE 2

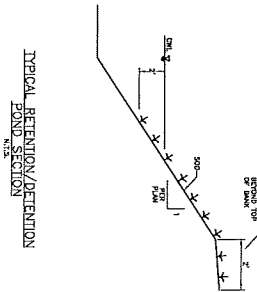


FIGURE 3

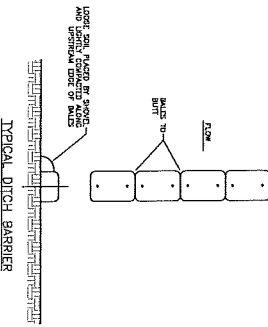


FIGURE 4

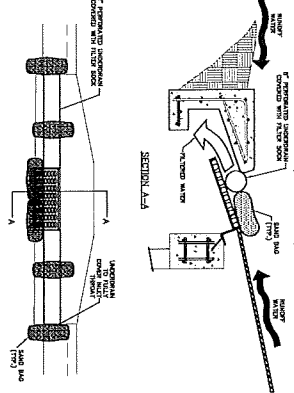


FIGURE 5

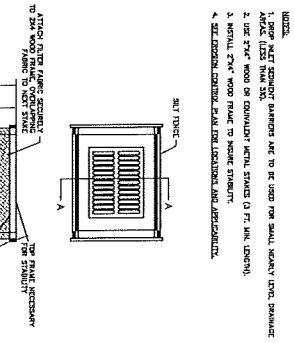


FIGURE 6

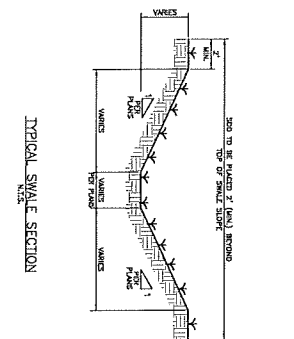


FIGURE 7

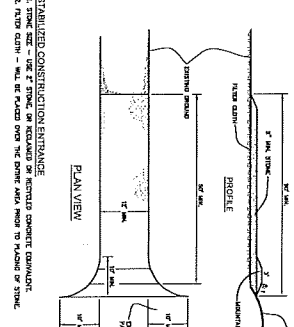


FIGURE 8

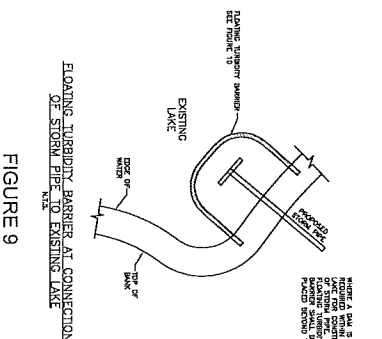


FIGURE 9

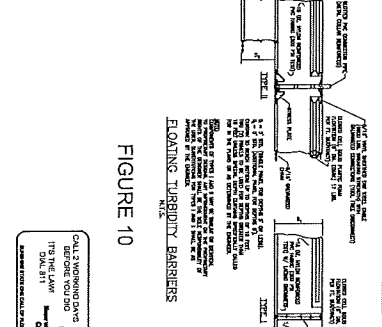
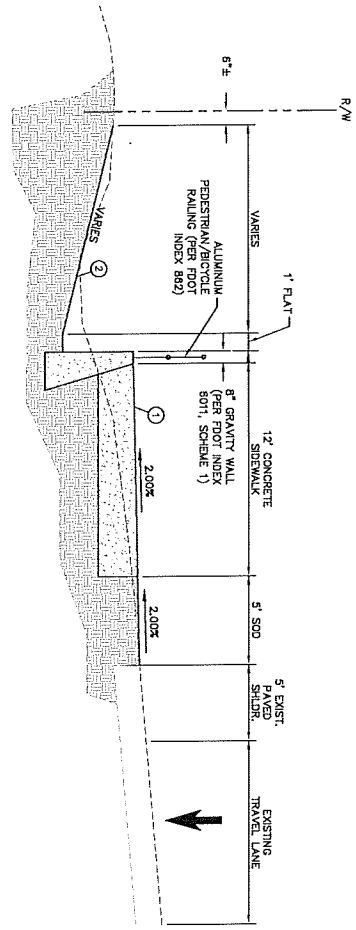


FIGURE 10

TYPICAL SECTION
 FORT ISLAND PEDESTRIAN TRAIL
 STA: 2+21.84 TO STA: 15+56.84



- PAVEMENT DESIGN/NEW CONSTRUCTION
- ① 12' WIDE BY 8" THICK CONCRETE SIDEWALK @ 3000 P.S.I. ON COMPACTED SUBGRADE
 - ② PROPOSED DITCH TO BE SODDED

FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

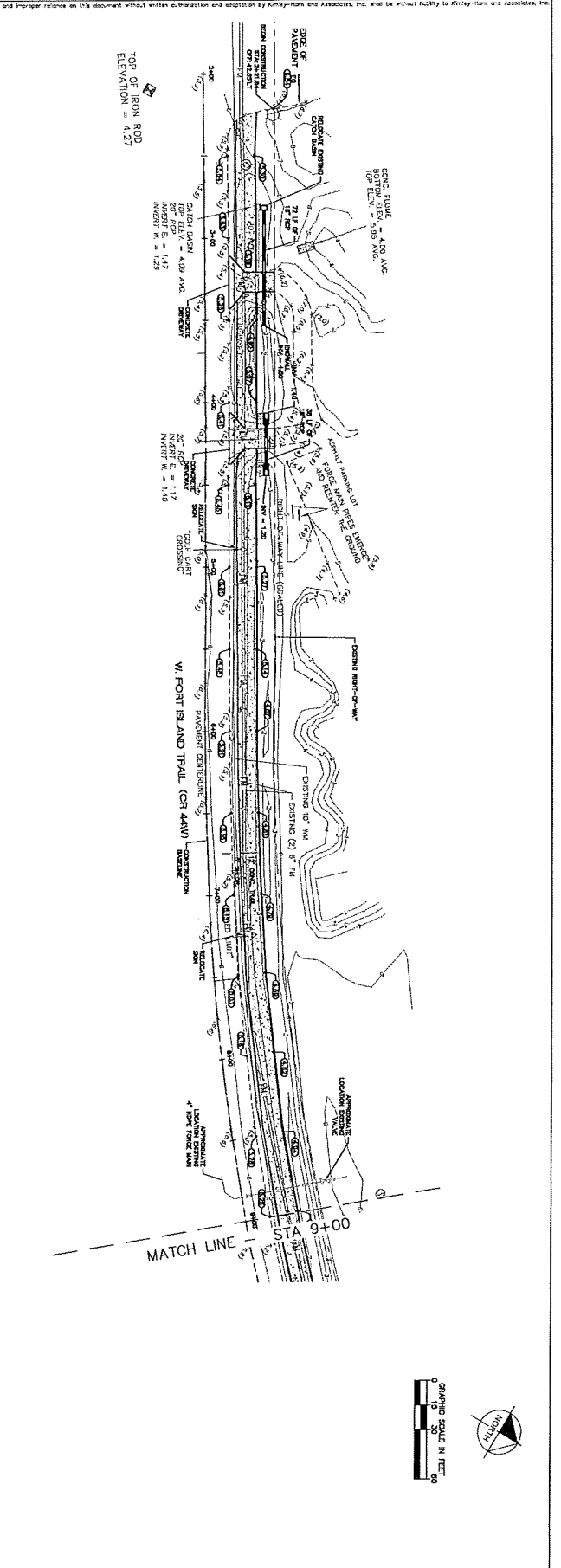
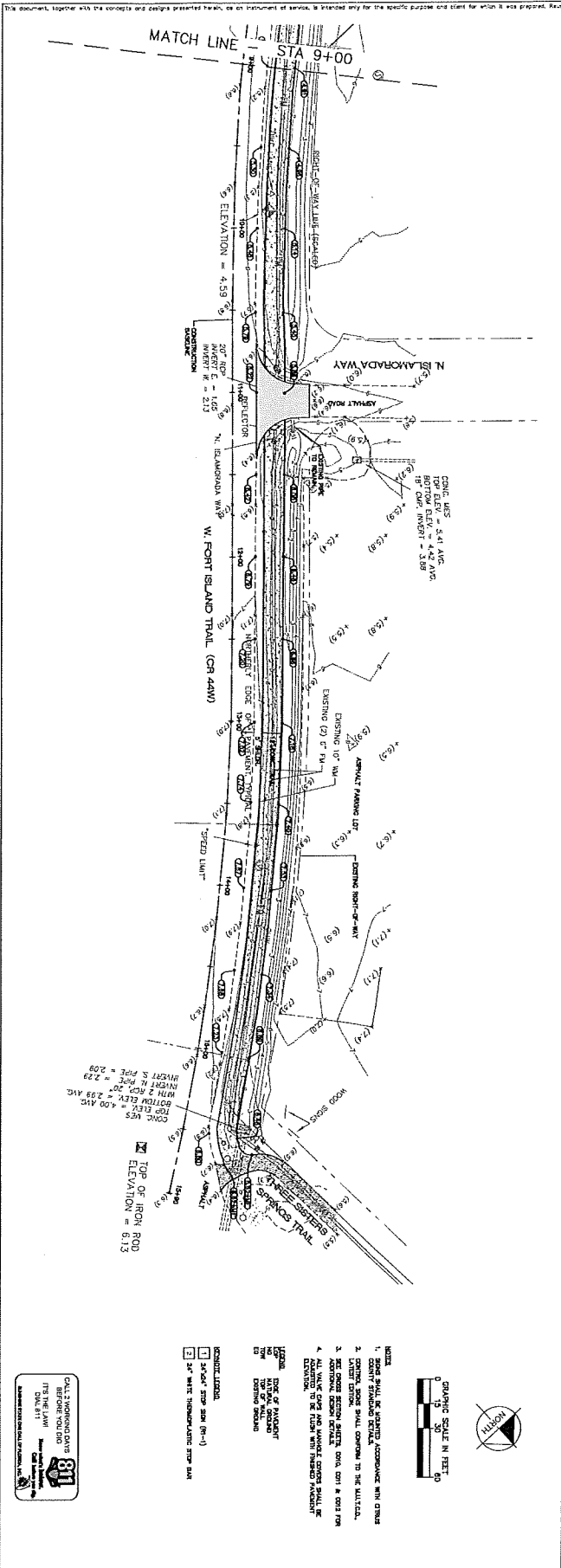
TYPICAL SECTION

KHA PROJECT
 142004011
 DATE
 JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA
 DATE: _____

LICENSED PROFESSIONAL
RODARD V. BUSCH, P.E.
 STATE LICENSE NUMBER
 58568
Kimley-Horn
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 WWW.KIMLEY-HORN.COM CA 00000566

No.	REVISIONS	DATE	BY

SHEET NUMBER
C008



FORT ISLAND TRAIL
PREPARED FOR
CITY OF CRYSTAL RIVER
CITRUS COUNTY FLORIDA

PAVING GRADING
DRAINAGE PLAN

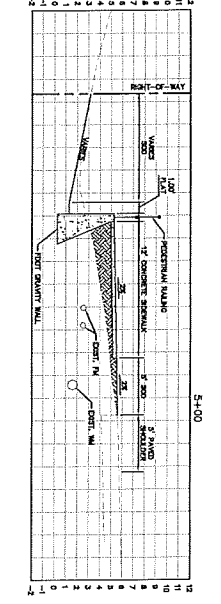
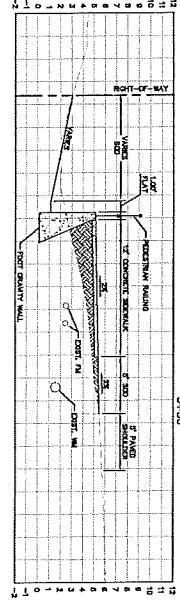
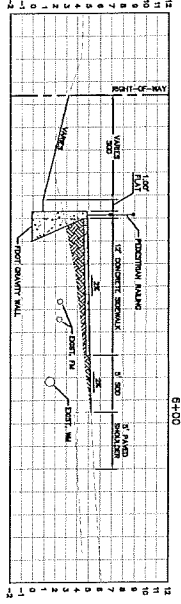
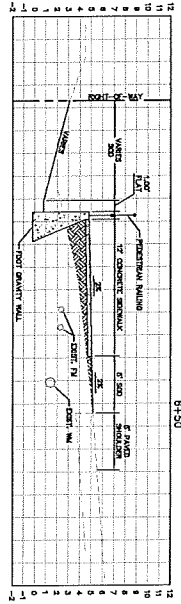
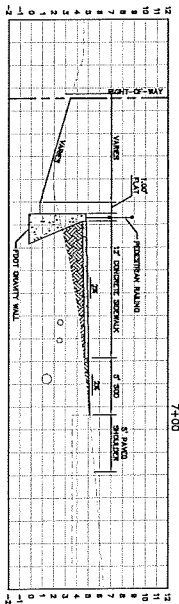
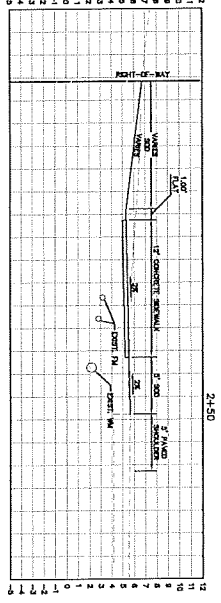
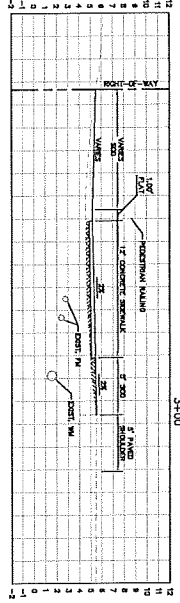
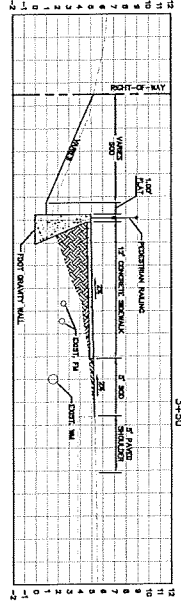
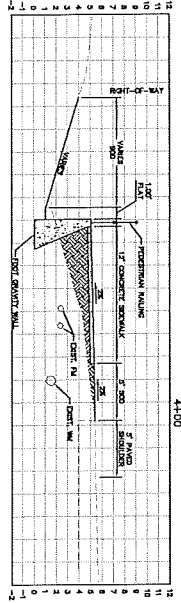
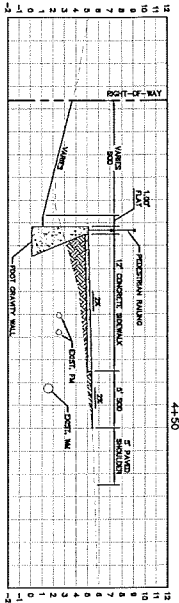
KHA PROJECT 142004011
DATE JUNE 2018
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY KHA
CHECKED BY KHA

REGISTERED PROFESSIONAL
RICHARD V. BUSOE, P.E.
STATE LICENSE NUMBER 58568

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PHONE: 352-438-3000
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No.	REVISIONS	DATE	BY

This document, together with the proposals and designs presented herein, is an instrument of service, is intended only for the specific purpose and ends for which it was prepared. Read of and improper reliance on this document without written explanation and description by Kimley-Horn and Associates, Inc. shall be without effect to Kimley-Horn and Associates, Inc.



SCALE:
 HORIZ 1"=30'
 VERT 1"=5'
 NOTE:
 1. EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE
 2. DATA OBTAINED FROM AS-BUILT INFORMATION PROVIDED
 BY THE CITY OF CRYSTAL RIVER.
 3. CONTRACTOR IS RESPONSIBLE TO LOCATE UNDERGROUND
 UTILITIES.
 4. SEE TYPICAL SECTION SHEET C002 FOR ADDITIONAL
 DESIGN INFORMATION.

FORT ISLAND TRAIL
 PREPARED FOR
 CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

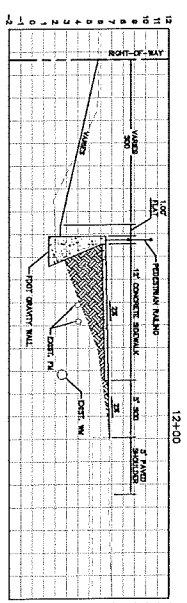
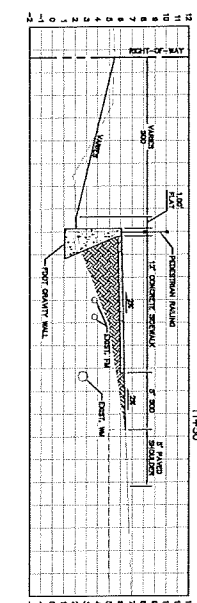
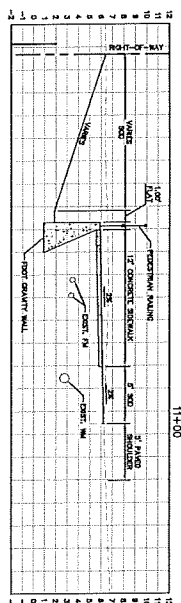
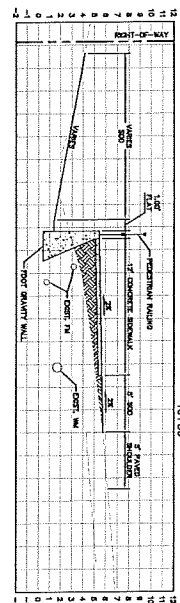
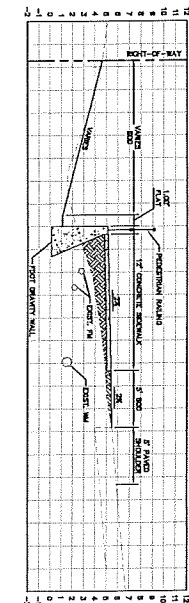
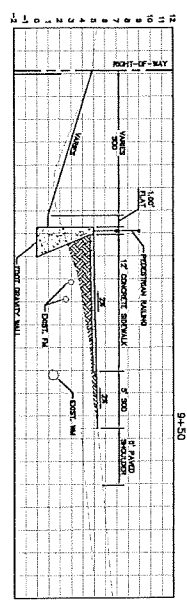
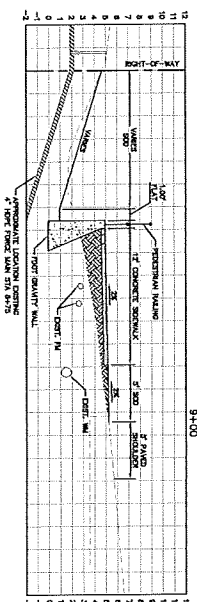
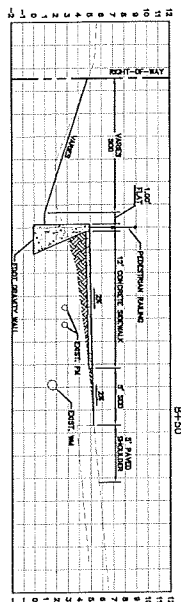
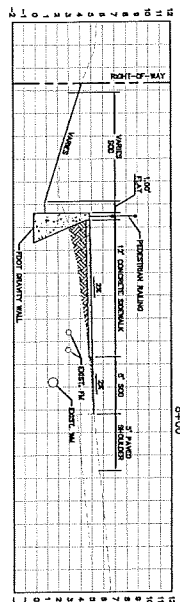
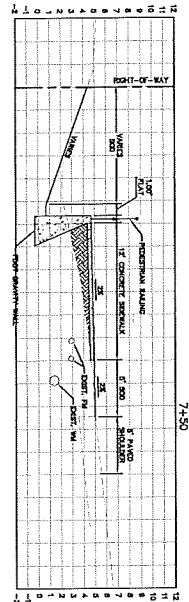
CROSS SECTIONS

KHA PROJECT 142004011
 DATE JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA DATE: _____

LICENSED PROFESSIONAL
 RICHARD V. BUSOIE, P.E.
 STATE LICENSE NUMBER 58568
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 101 EAST SILVER SPRINGS BLVD., SUITE 400, OCALA, FL 34470
 PHONE: 352-438-3000
 WWW.KIMLEY-HORN.COM CA 00000666

No.	REVISIONS	DATE	BY

SHEET NUMBER
 C010



- SCALE:
 HORIZ. 1"=50'
 VERT. 1"=5'
- NOT ALL EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE DATA GATHERED FROM AS-BUILT INFORMATION PROVIDED BY THE CITY OF CRYSTAL RIVER. LOCATE UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION TO AVOID UNDERGROUND COLLISIONS.
 - CONSTRUCTION SHALL BE RESPONSIBLE TO LOCATE UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION TO AVOID UNDERGROUND COLLISIONS.
 - SEE TYPICAL SECTION SHEET 0004 FOR ADDITIONAL DESIGN INFORMATION.

FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

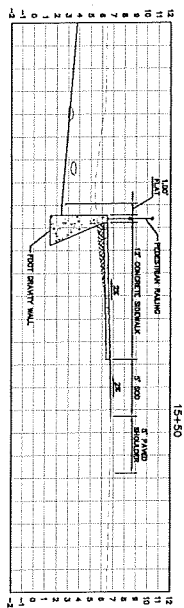
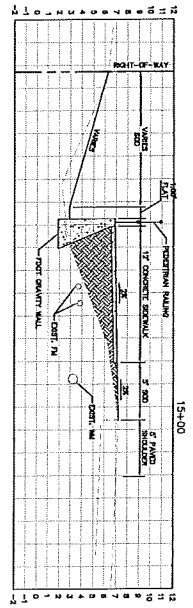
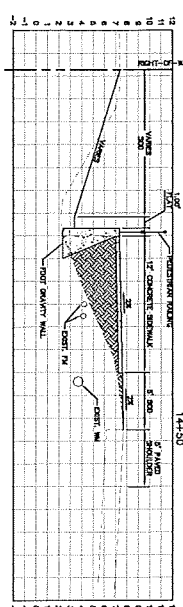
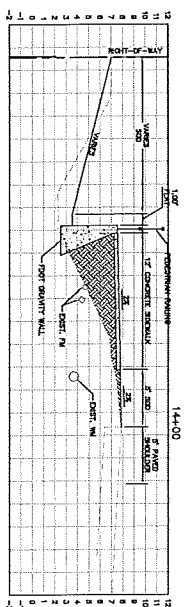
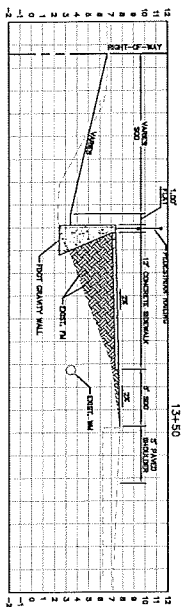
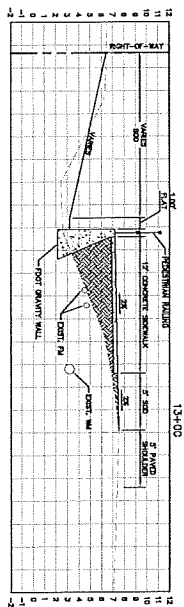
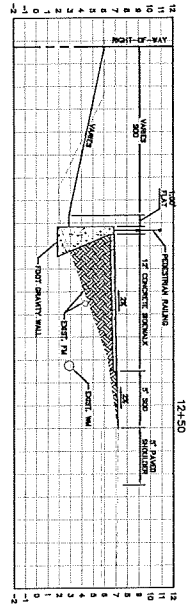
CROSS SECTIONS

KHA PROJECT 142004011	LICENSED PROFESSIONAL
DATE JUNE 2018	RICHARD V. BUSCH, P.E.
SCALE AS SHOWN	STATE LICENSE NUMBER 58568
DESIGNED BY KHA	CHECKED BY KHA DATE: _____

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 101 EAST SILVER SPRINGS BLVD, SUITE 400, Ocala, FL 34470
 PHONE: 352-438-3000
 WWW.KIMLEY-HORN.COM CA 00000666

No.	REVISIONS	DATE	BY

SHEET NUMBER
CO11



SCALE:
 HORIZ. 1"=5'
 VERT. 1"=5'
 NOTE:
 1. ALL EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE DATA OBTAINED FROM AS-BUILT INFORMATION PROVIDED BY THE CITY OF CRYSTAL RIVER.
 2. CONTRACTOR IS RESPONSIBLE TO LOCATE UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.
 3. DESIGN INFORMATION ON SHEET CDR, FOR ADDITIONAL DESIGN INFORMATION.

FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

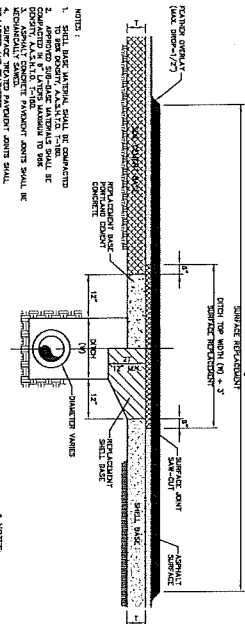
CROSS SECTIONS

KHA PROJECT 142004011
 DATE JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA
 LICENSED PROFESSIONAL ENGINEER RICHARD V. BUSOCE, P.E.
 STATE LICENSE NUMBER 58968

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 PHONE: 352-438-5000
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No.	REVISIONS	DATE	BY

SHEET NUMBER
C012



- NOTES:
1. SHALL HAVE MATERIAL SHALL BE COMPACTED
 2. APPROVED SUBGRADE MATERIALS SHALL BE
 3. CONCRETE SHALL BE PLACED IN 4\"/>

CONCRETE AND FLEXIBLE PAVEMENT REPLACEMENT

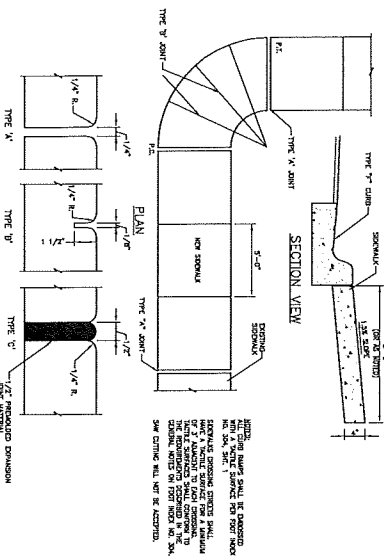
- NOTES:
1. A. IN 30 MPA, STRENGTH CONCRETE, REINFORCEMENT SHALL BE ENCASED IN 100 MESH ENCASEMENT
 2. APPROVED SUBGRADE MATERIALS SHALL BE
 3. CONCRETE SHALL BE PLACED IN 4\"/>

TABLE OF SIDEWALK JOINTS

TYPE	LOCATION
A	AT END OF SIDEWALK
B	AT INTERSECTION OF SIDEWALKS
C	AT CURB LINE
D	AT 30 METER INTERVALS

TABLE OF SIDEWALK JOINTS

TYPE	LOCATION	REINFORCEMENT
A	AT END OF SIDEWALK	NO REINFORCEMENT
B	AT INTERSECTION OF SIDEWALKS	NO REINFORCEMENT
C	AT CURB LINE	NO REINFORCEMENT
D	AT 30 METER INTERVALS	NO REINFORCEMENT



SIDEWALK CONSTRUCTION

FORT ISLAND TRAIL
 PREPARED FOR
 CITY OF CRYSTAL RIVER
 CITRUS COUNTY FLORIDA

MISCELLANEOUS
 DETAILS

KHA PROJECT 142004011
 DATE JUNE 2018
 SCALE AS SHOWN
 DESIGNED BY KHA
 DRAWN BY KHA
 CHECKED BY KHA DATE

LICENSED PROFESSIONAL
 RICHARD V. BUSCH, P.E.
 STATE LICENSE NUMBER 58568
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 PHONE: 352-438-3000
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No.	REVISIONS	DATE	BY

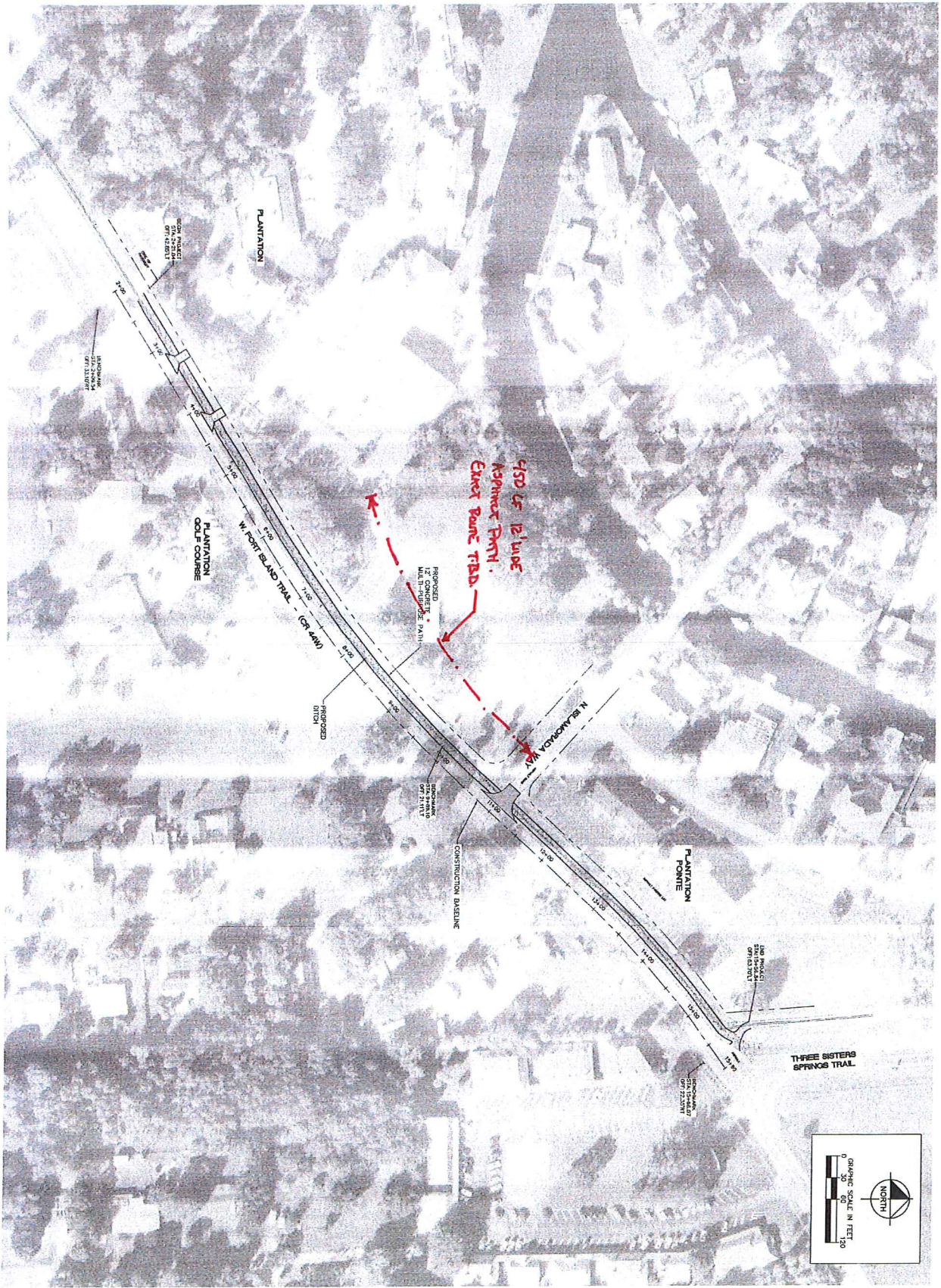
SHEET NUMBER
 C013

ENGINEER'S OPINION OF PROBABLE COSTS FOR FORT ISLAND TRAIL SHARED USE PATH					
ITEM	DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	AMOUNT
I. CLEARING, GRUBBING AND EARTHWORK					
1	Off-site fill (Truck Measure)	650	CY	15.00	9,750.00
2	Sod	1,000	SY	3.00	3,000.00
3	Erosion Control	1	LS	2,500.00	2,500.00
CLEARING, GRUBBING, AND EARTHWORK TOTAL					\$ 15,250.00
II. UNDERGROUND					
1	18" RCP	110	LF	59.35	6,528.50
2	18" Mitered End Section, complete	2	EA	1,530.00	3,060.00
3	Modify MES at 3-Sisters	1	LS	2,000.00	2,000.00
DRAINAGE SUBTOTAL					\$ 11,588.50
III. ROAD CONSTRUCTION					
1	Gravity Wall, Index 8011	196	CY	487.05	95,461.80
2	Aluminum Handrail, Inccx 862	1,300	LF	30.33	39,429.00
3	Driveway	3	EA	1,000.00	3,000.00
4	12' wide concrete sidewalk	1,870	SY	38.77	72,499.90
5	Pavement markings, traffic control signs, and street name signs	1	LS	2,500.00	2,500.00
ROAD CONSTRUCTION TOTAL					\$ 212,890.70
IV. MISCELLANEOUS					
1	Compliance with Florida Trench Safety Act	1	LS	100.00	100.00
2	Utility Ducts, piping furnished by contractor, Quantity Arbitrary	100	LF	10.00	1,000.00
3	Construction stakeout	1	LS	2,500.00	2,500.00
4	Record Drawings	1	LS	1,500.00	1,500.00
5	Geotechnical testing	1	LS	2,500.00	2,500.00
MISCELLANEOUS TOTAL					\$ 7,600.00
SUMMARY					
SUBTOTAL					\$ 247,329.20
CONTINGENCY (15%)					\$ 37,099.38
TOTAL					\$ 284,428.58
<p>Disclaimer: The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.</p>					

**ENGINEER'S OPINION OF PROBABLE COSTS
FOR
OFFSTREET ASPHALT SHARED USE PATH**

ITEM	DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	AMOUNT
I. CLEARING, GRUBBING AND EARTHWORK					
1	Sod	200	SY	3.00	600.00
2	Erosion Control	1	LS	500.00	500.00
CLEARING, GRUBBING, AND EARTHWORK TOTAL					\$ 1,100.00
II. ROAD CONSTRUCTION					
1	1.5" SP-9.5 Asphalt	49.5	TN	85.00	4,207.50
2	6" Limerock Base	650	SY	9.00	5,850.00
3	Compacted Subgrade	700	SY	2.50	1,750.00
4	Pavement markings, traffic control signs, and street name signs	1	LS	1,000.00	1,000.00
ROAD CONSTRUCTION TOTAL					\$ 12,807.50
IV. MISCELLANEOUS					
1	Compliance with Florida Trench Safety Act	1	LS	100.00	100.00
2	Utility Ducts, piping furnished by contractor, Quantity Arbitrary	100	LF	10.00	1,000.00
3	Construction stakeout	1	LS	1,000.00	1,000.00
4	Record Drawings	1	LS	1,000.00	1,000.00
5	Geotechnical testing	1	LS	750.00	750.00
MISCELLANEOUS TOTAL					\$ 3,850.00
SUMMARY					
SUBTOTAL					\$ 17,757.50
CONTINGENCY (15%)					\$ 2,663.63
TOTAL					\$ 20,421.13
<p>Disclaimer: The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.</p>					

This document, together with the drawings and design presented hereon, is an instrument of service, in conformity with the statute and code of which it is an exercise. Plans of the property referred to in this document without further duplication and certification by Kimley-Horn and Associates, Inc. shall be without validity to any person and Association, Inc.



C003

FORT ISLAND TRAIL
 PREPARED FOR
CITY OF CRYSTAL RIVER

AERIAL SITE PLAN

CITRUS COUNTY FLORIDA

FHA PROJECT 142004011	LICENSED PROFESSIONAL
DATE JUNE 2018	RICHARD V. BUSCH, P.E.
SCALE AS SHOWN	STATE LICENSE NUMBER 58568
DESIGNED BY KHA	DATE
DRAWN BY KHA	
CHECKED BY KHA	

Kimley»Horn

© 2018 KIMLEY-HORN AND ASSOCIATES, INC.
 101 EAST SILVER SPRINGS BLVD., SUITE 400, OCALA, FL 34470
 PHONE: 352-438-3000
 WWW.KIMLEY-HORN.COM CA 00000696

No.	REVISIONS	DATE	BY

CRYSTAL RIVER CITY COUNCIL

Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 9B

Information Only: Update on Infrastructure Improvements to Three Sister Springs Refuge

Summary: The City was awarded an appropriation of \$400,000.00 the Florida Department of Transportation (FDOT) for infrastructure improvements within Three Sisters Springs Refuge. This 100% funded appropriation required no contribution of City funding, outside of costs associated with project management and contractual reporting requirements. FDOT is currently developing the agreement based on the following:

The scope and timing have been drafted in conjunction with USFWS in the Three Sisters Springs Coordination Committee established to move the development of Three Sister Spring Refuge. The primary improvement funded by this project is reconstruction of a portion of the main road, adding drainage and raising the elevation, as needed. The road surface which is currently sand/gravel from the entrance to the springs will be paved. There is also installation of ADA parking with limited general parking; although the majority of visitor access is provided via city-supplied transportation or multimodal means of entry approved by USFWS. The project also includes extension of water and sewer lines to planned restrooms to be completed by USFWS in 2019.

The project goal is to have the improvements complete by 2019-2020 Manatee Season.

Project 443371-1-54-01 will address the following specific items:

1. Roadway improvements: currently the roadway from the entrance to the springs has a drainage issues that requires installation of culverts and raising the section of the road approximately one (1) foot.
2. Development of a loop at the end of the road near the springs to facilitate buses turn around in a defined area.
3. Adding a small parking lot approximately 10 to 12 parking spaces.
4. Adding approximately 7 ADA parking locations.
5. Paving the roadway and parking lot.
6. Extending potable water and sewer to future restroom. (Restrooms to be provided by USFWS)

List of Major Milestones

Timeline

- | | |
|----------------------------|---------------------------------|
| 1. Sign Contract with FDOT | January 14, 2019 |
| 2. Award Design | January 15, 2019 |
| 3. Design | January 15 – March 1, 2019 |
| 4. Bid Construction | March 15, 2019 |
| 5. Award to Contractor | May 15, 2019 |
| 6. Construction | June 1, 2019 – October 15, 2019 |
| 7. Completion | November 1, 2019 |

Staff Recommendation: Continue to move forward with execution of the scope.

Funding Information:

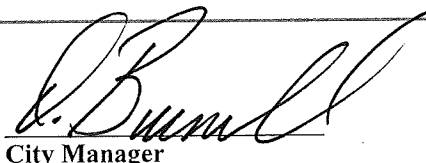
Project Cost: NA

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:



City Manager

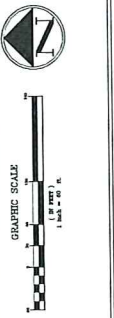
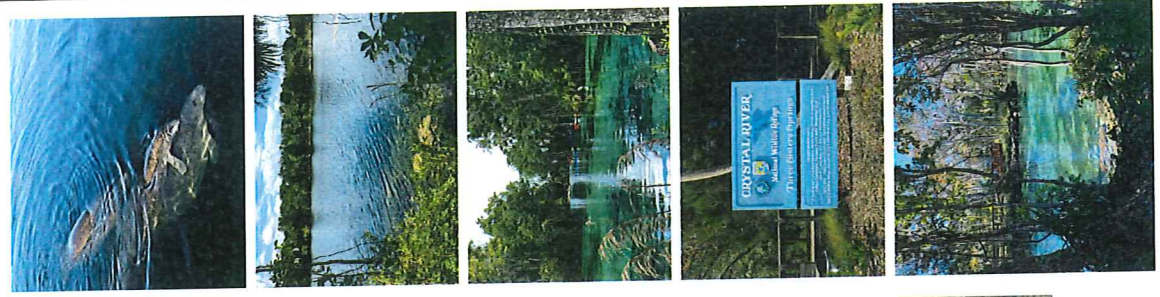
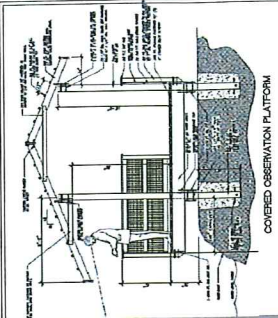
City Attorney (if applicable)

Originating Department

Attachments: Current Proposed Site Plan

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____



THREE SISTER SPRINGS MASTER PLAN
CRYSTAL RIVER NATIONAL WILDLIFE REFUGE
CRYSTAL RIVER, FLORIDA
SEPTEMBER, 2018



HYDRA ENGINEERING & CONSTRUCTION, LLC
36 JASPER THOMAS ROAD
CRAWFORDVILLE, FLORIDA 32327



CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 9C

Requested Motion: Motion to approve the proposed City of Crystal River Social Media Policy.

Summary:

With multiple City staff positions now requiring posting and interacting on the various City social media accounts it is important to set forth a policy with guidelines regarding this form of media.

The proposed social media policy covers the following topics: knowing and following the policy, being respectful, being honest and accurate, posting only appropriate and respectful content, branded social media profiles and content, using social media at work, prohibiting retaliation, contact with the media and political neutrality.

The Policy sets forth acceptable and non-acceptable posting on City and personal social media accounts, use of City logos, photos, flyers and other material that is property of the City of Crystal River.

The policy addresses the need for frequent future changes in social media, as it is rapidly evolving.

Staff Recommendation: Approval of the City Social Media Policy.

Funding Information:

Project Cost: N/A.

Funding Source:

Amount Available: _____

Finance Department Approval: _____

Approvals:



Originating Department



City Manager

City Attorney (if applicable)

Attachments:

Proposed social media policy and social media representative agreement.

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

City of Crystal River



Social Media Policy

2018

The City of Crystal River understands that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media. This policy applies to all associates who work for the City of Crystal River.

Guidelines

In the rapidly expanding world of electronic communication, *social media* can mean many things. *Social media* includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with the City of Crystal River, as well as any other form of electronic communication. The same principles and guidelines found in the City of Crystal River's policies, as well as the three basic beliefs outlined below apply to your activities online.

1. Ultimately, you are solely responsible for what you post online. Employee's personal comments on City posts are welcomed and encouraged; however, the personal comments on City Social media posts should remain neutral and not adversarial in nature.
2. Before creating online content, consider some of the risks and rewards that are involved.
3. Keep in mind that any of your conduct that adversely affects your job performance, the performance of fellow associates or otherwise adversely affects members, customers, suppliers, people who work on behalf of the City or legitimate business interests of the City of Crystal River may result in disciplinary action up to and including termination.

Know and follow the rules

Carefully read these guidelines, the City of Crystal River Statement of Ethics Policy, the City of Crystal River Information Policy and the Discrimination & Harassment Prevention Policy, and ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and may subject you to disciplinary action up to and including termination.

Be respectful

Always be fair and courteous to fellow associates, customers, members, suppliers or people who work on behalf of the City of Crystal River. Also, keep in mind that you are more likely to resolve work related complaints by speaking directly with your co-workers, contacting the HR Supervisor or by utilizing the Open Door Policy than by posting complaints to a social media outlet. Nevertheless, if you decide to post complaints or criticism, avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparage customers, members, associates or suppliers, or that might constitute harassment or bullying. Examples of such conduct might include: offensive posts meant to intentionally harm someone's reputation or posts that could contribute to

a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or company policy.

Be honest and accurate

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched as it is archived. Never post any information or rumors that you know to be false about the City of Crystal River, fellow associates, members, customers, suppliers, or people working on behalf of the City of Crystal River.

Post only appropriate and respectful content

- Maintain the confidentiality of the City of Crystal River private or confidential information. Confidential information may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures or other internal city-related confidential communications.
- Respect financial disclosure laws. It is illegal to communicate or give a "tip" on inside information to others so that they may buy or sell stocks or securities. Such online conduct may also violate the Insider Trading Policy.
- Do not create a link from your blog, website or other social networking site to the City of Crystal River website without identifying yourself as an employee of the City of Crystal River.
- Express only your personal opinions. Never represent yourself as a spokesperson for the City of Crystal River. If the City of Crystal River is a subject of the content you are creating, be clear and open about the fact that you are an associate and make it clear that your views do not represent those of the City of Crystal River, fellow associates, members, customers, suppliers or people working on behalf of the City of Crystal River. If you do publish a blog or post online related to the work you do or subjects associated with the City of Crystal River, make it clear that you are not speaking on behalf of the City. It is best to include a disclaimer such as "The postings on this site are my own and do not necessarily reflect the views of the City of Crystal River."

Branded social media profiles and content

All City-branded social media is carefully and strategically managed by the Special Events Coordinator. Employees may not claim or create profiles representing the City of Crystal River or any associated entities (i.e. locations such as Three Sisters Springs). Furthermore, employees should report any unauthorized social media that claims to represent the City.

Employees who wish to use City logo must contact the City Clerk. For use of all other logos, photos, flyers or other media assets on social media or otherwise must obtain written permission from the Special Events Coordinator (email is acceptable).

Using social media at work

Employees, other than those who manage City pages, refrain from using social media while on work time or on equipment we provide, unless it is work-related as authorized by your manager or consistent with the Company Equipment Policy. Do not use your City of Crystal River email addresses to register on social networks, blogs or other online tools utilized for personal use.

Retaliation is prohibited

The City of Crystal River prohibits taking negative action against any associate for reporting a possible deviation from this policy or for cooperating in an investigation. Any associate who retaliates against another associate for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination.

Political Neutrality

No posting, commenting or uploading any content to a social media site regarding political lobbying, solicitations, contributions, or endorsements for any political organization or candidate on any City affiliated social media forum. Employees shall maintain the appearance of neutrality on all City social media sites including personal comments on City social media accounts.

Media contacts

Associates should not speak to the media on behalf of the City of Crystal River without contacting the City Manager, Public Information Officer or Three Sisters Springs Manager, in regards to Three Sisters Springs. All media inquiries should be directed to them.

Social Media Policy Changes

The Social Media policy is subject to change with approval of the City Manager as social media is ever changing and fluid.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 9D

Requested Motion: Motion to approve a land swap with Frye One Pete's Pier LLC as detailed in Special Warranty Deeds and survey.

Summary:

Pete's Pier is being sold by the previous owners to Frye One Pete's Pier LLC. (Pete's). During the due diligence phase it was determined that a corner of the existing office building is located within the city right-of-way. Pete's contacted the city on resolving this situation so that the final sales transaction can be completed.

In review of the situation city staff has determined that a land swap would be the most effective way to resolve this issue and not impact the right-of-way efficiency or size. The reallocation of right-of-way is only 304 square feet each.

Staff Recommendation: Approval

Funding Information:

Project Cost: NA


Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments: Special Warranty Deeds
Survey

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

This Instrument Prepared by:
Julie Naim, Esq.
McCarty, Naim, Focks & Keeter, PLLC
2630A NW 41st Street
Gainesville, FL 32606

[space above for recording]

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED made this _____ day of _____, 2018 by FRYE ONE PETE'S PIER LLC, a Florida limited liability company, whose address is 8701 Bay Pines Blvd, St. Petersburg, FL 33709, GRANTOR, to the **City of Crystal River Florida**, a municipal corporation existing under the laws of the State of Florida, with its permanent post office address at _____, GRANTEE.

(Wherever used herein the terms "Grantor " and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations wherever the context so admits or requires)

WITNESSETH: That Grantor, for and in consideration of the sum of \$1.00 in hand paid by the Grantee, receipt of which is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee, all that certain land situate and lying in the County of Citrus, State of Florida, to wit:

COMMENCE at the Southeast corner of the Southwest 1/4 of Section 21, Township 18 South, Range 17 East, Citrus County, Florida; THENCE S.88°50'00"W. along the South line of the Southwest 1/4 of said Section 21 a distance of 1,366.86 feet to the witness corner of the meander corner of the Government survey of January, 1928; THENCE N.00°00'00"E. a distance of 862.62 feet to the Point "B" as shown on the Government Survey for Government Island Number 5 in said Section 21, dated: February, 1929, said point also being the Southwest corner of Lands described in Official Records Book 738, Pages 2111 and 2112 of the Public Records of Citrus County, Florida; THENCE N.00°19'20"W. along the West line of said Lands a distance of 370.23 feet; THENCE N.12°28'20"W. a distance of 23.00 feet to a point, said point being the Point of Beginning of the Less and Except portion of said Lands described in Official Records Book 738, Pages 2111 and 2112; THENCE N.76°08'04"E. along the North boundary line of said Less and Except a distance of 30.17 feet; THENCE continue N.76°08'04"E. along said North boundary line a distance of 37.16 feet; THENCE S.74°36'10"E. along said North boundary line a distance of 33.48 feet; THENCE S.52°49'25"E. along said North boundary line a distance of 46.80 to the POINT OF BEGINNING; THENCE S.44°43'20"E. along said North boundary line a distance of 53.45 feet to a point being on the North right-of-way line of Lands described in Official Records Book 1599, Pages 1841 through 1843 of the Public Records of Citrus County, Florida; THENCE S.44°43'18"E. along said North right-of-way line a distance of 46.55 feet; THENCE leaving said North right-of-way line N.08°33'20"W. a distance of 10.31 feet; THENCE N.48°31'08"W. a distance of 91.88 feet to the POINT OF BEGINNING.
TOGETHER with and SUBJECT to covenants, easements and restrictions of record.

SUBJECT to valid and enforceable zoning restrictions imposed by governmental authority, valid and enforceable easements and restrictions of record and taxes for 2018 and subsequent years.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenants with said Grantee, except as set forth herein, that at the time of delivery of this deed the land was free from all encumbrances made by it, and that it will warrant and defend the title to said land and will defend the same against the lawful claims of all persons claiming by, through or under the Grantor, but against none other.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal the day and year first above written.

Signed, Sealed and Delivered
In the Presence Of:

FRYE ONE PETE'S PIER LLC
a Florida limited liability company

Sign name: _____
Print name: _____

By: _____
FRYE ONE PROPERTIES INC., Manager
By: Dana Braccio, its President

Sign name: _____
Print name: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by Dana Braccio, as President of Frye One Properties, Inc., the Manager of Frye One Pete's Pier, LLC, on behalf of the corporation, who is personally known to me or who has produced _____ as identification.

Notary Public, State of Florida

This Instrument Prepared by:
Julie Naim, Esq.
McCarty, Naim, Focks & Keeter, PLLC
2630A NW 41st Street
Gainesville, FL 32606

[space above for recording]

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED made this _____ day of _____, 2018 by the **City of Crystal River Florida**, a municipal corporation existing under the laws of the State of Florida, with its permanent post office address at _____, **GRANTOR**, to **FRYE ONE PETE'S PIER LLC.**, a Florida limited liability company, whose address is 8701 Bay Pines Blvd, St. Petersburg, FL 33709, **GRANTEE**.

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations wherever the context so admits or requires)

WITNESSETH: That Grantor, for and in consideration of the sum of \$1.00 in hand paid by the Grantee, receipt of which is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee, all that certain land situate and lying in the County of Citrus, State of Florida, to wit:

COMMENCE at the Southeast corner of the Southwest 1/4 of Section 21, Township 18 South, Range 17 East, Citrus County, Florida; THENCE S.88°50'00"W. along the South line of the Southwest 1/4 of said Section 21 a distance of 1,366.86 feet to the witness corner of the meander corner of the Government survey of January, 1928; THENCE N.00°00'00"E. a distance of 862.62 feet to the Point "B" as shown on the Government Survey for Government Island Number 5 in said Section 21, dated: February, 1929, said point also being the Southwest corner of Lands described in Official Records Book 738, Pages 2111 and 2112 of the Public Records of Citrus County, Florida; THENCE N.00°19'20"W. along the West line of said Lands a distance of 370.23 feet; THENCE N.12°28'20"W. a distance of 23.00 feet to a point, said point being the Point of Beginning of the Less and Except portion of said Lands described in Official Records Book 738, Pages 2111 and 2112; THENCE N.76°08'04"E. along the North boundary line of said Less and Except a distance of 30.17 feet to the POINT OF BEGINNING; THENCE continue N.76°08'04"E. along said North boundary line a distance of 37.16 feet; THENCE S.74°36'10"E. along said North boundary line a distance of 33.48 feet; THENCE leaving said North boundary line S.89°59'10"W. a distance of 68.36 feet to the POINT OF BEGINNING. TOGETHER with and SUBJECT to covenants, easements and restrictions of record.

SUBJECT to valid and enforceable zoning restrictions imposed by governmental authority, valid and enforceable easements and restrictions of record and taxes for 2018 and subsequent years.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenants with said Grantee, except as set forth herein, that at the time of delivery of this deed the land was free from all encumbrances made by it, and that it will warrant and defend the title to said land and will defend the same against the lawful claims of all persons claiming by, through or under the Grantor, but against none other.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal the day and year first above written.

Signed, Sealed and Delivered
In the Presence Of:

CITY OF CRYSTAL RIVER
a Florida municipal corporation

Sign name: _____
Print name: _____

By: _____
Jim Farley, Mayor

Sign name: _____
Print name: _____

ATTEST:

By: _____
Print: _____
Clerk of City Commission

STATE OF FLORIDA
COUNTY OF CITRUS

The foregoing instrument was acknowledged before me this ___ day of _____, 2018, by Jim Farley and _____, as Mayor and Clerk of the Commission of the City of Crystal River, Florida, respectively, on behalf of the municipal corporation, who is personally known to me or who has produced _____ as identification.

Notary Public, State of Florida

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 9E

Requested Motion: Motion to adopt Resolution No. 19-R-04 and approve budget amendment to carry forward FY 2018 budgeted items that were not completed in the FY 2018 budget year.

Summary: Each year the Finance Director and Department Heads review all projects which have been encumbered and not completed by the end of the fiscal year. Those items that have had budget allocations approved during the year, but where the project has not been completed as of September 30, 2018 are reflected on the attached schedule. These items are broken down by Fund and Department for reference purposes.

Staff Recommendation: Approval of the budget carryforward amendment #19-R-04.

Funding Information:

Project Cost: Please see the attached schedule.

Funding Source: _____

Amount Available: _____

Finance Department Approval: Michelle K Russell

Approvals:

Michelle K Russell
Originating Department

[Signature]
City Manager

City Attorney (if applicable)

Attachments: Resolution No. 19-R-04
FY 18 Roll forwards recap

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

RESOLUTION NO. 19-R-04

**A RESOLUTION OF THE CITY OF CRYSTAL RIVER, FLORIDA
APPROPRIATING A TOTAL OF \$ 770,904.42 FOR THE FISCAL YEAR FY2019
FROM THE VARIOUS FUNDS OF THE CITY FOR FY2018 BUDGETED ITEMS
THAT WERE NOT COMPLETED IN THE FY2018 BUDGET YEAR.**

WHEREAS, the City Council of the City of Crystal River, Florida is responsible for the oversight of the budget of the City; and,

WHEREAS, each year the Finance Director and Department Heads review all projects which have been encumbered and not completed by the end of the fiscal year; those items that have had budget allocations approved during the prior year, but where the project has not been completed are then re-appropriated in the new fiscal year; and,

WHEREAS, the City Council wishes to appropriate the funds required to move forward with the expenditures;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal River, Florida at a regular meeting held on the 10th day of December 2018, that the Budget Amendment be made as shown in Exhibit A

EFFECTIVE DATE: This Resolution shall be effective upon adoption by the City Council of the City of Crystal River, Florida.

PASSED AND ADOPTED BY THE City Council of the City of Crystal River, Florida, this _____ day of _____, 2018.

Attest: _____
Mia Fink, City Clerk

By: _____
Joe Meek, Mayor

Approved as to form and content
For the reliance of the City of
Crystal River only:

Jennifer Rey, City Attorney

VOTE OF COUNCIL:

Meek _____
Brown _____
Holmes _____
Fitzpatrick _____
Guy _____

CITY OF CRYSTAL RIVER

JOURNAL ENTRY

JE: 11411

Entered By: MRUSSELL

Journal: BA

Post Date: 12/10/2018

Entry Date: 12/06/2018

Description: RES #19-R-04 FY18 ROLLFORWARDS

GL #	Description	DR	CR
001-01515-31000	2018-609 Kimley-Horn & Associates		8,815.00
001-01519-46000	2018-628 Gaudette Electric, Inc.		656.77
001-01519-46000	2018-629 Aire Care Heating & Cooling		3,493.00
001-01574-31000-CHRTS	2018-631 Birchmore Group		1,037.50
001-01599-47000-WTRBD	2018-652 Dive Patches International		292.00
001-01580-99013	General Fund Operating FY2018 Purchase O	14,294.27	
301-31539-62000-17-11	2018-612 Long & Associates		60,000.00
301-31541-63003	2017-521 Pave-Rite Inc.		9,540.00
301-31541-63003	2018-630 Pave-Rite Inc.		53,773.02
301-31541-63004	2017-511 Kimley-Horn & Associates		2,415.00
301-31541-63004-18-13	2018-623 SV3 General Contractor		65,000.00
301-31541-63076-18-12	2018-614 Kimley-Horn & Associates		8,355.00
301-31541-99000	General Fund CIP FY2018 Purchase Orders	231,402.28	
403-43642-62099	2018-627 Universal Controls		5,640.40
403-43642-62099-2015E	2018-605 Ring Power Corporation		7,422.00
403-43642-63000-18-09	2018-606 FL Rural Water Association		14,625.00
403-43642-63080	2018-624 L.R.E. Ground Services, Inc.		30,000.00
403-43642-63080	2018-625 U.S. Water		53,000.00
403-43642-63080	2018-626 Barney's Pumps, Inc.		12,000.00
403-43536-99000	W&S CIP FY2018 Purchase Orders Rollforwa	122,687.40	
601-61552-63000-1061B	2016-093 Greenman-Pedersen, Inc.		13,848.10
601-61552-63000-1061B	2016-094 Michael G. Czerwinski, PA		4,802.37
601-61552-63000-1061B	2018-618 Ayres Associates		44,900.00
601-61552-63000-1061B	2018-635 Michael G. Czerwinski, PA		12,500.00
601-61552-63076-18-12	2018-614 Kimley-Horn & Associates		12,205.00
601-61552-64000	2018-632 Cale America, Inc.		7,375.00
601-61552-99020	CRA FY2018 Purchase Orders Rollforward	95,630.47	
001-01574-34000	Special Events Sponsorships Approved		15,000.00
001-01574-31000	Special Events Vendor Fees Collected In		1,890.00
001-01580-99013	General Fund Operating FY2018 Unencumber	16,890.00	
301-31541-63003	Street Resurfacing - DPW labor		15,000.00
301-31541-63076-CULVT	Stormwater Projects		15,000.00
301-31541-63076-DRAIN	Stormwater Projects		15,000.00
301-31541-99000	General Fund CIP FY2018 Unencumbered Fun	45,000.00	
403-43642-63034-17-01	Indian Shores - Phase 1		245,000.00
403-43536-99000	W&S CIP FY2018 Unencumbered Funds Rollfo	245,000.00	
301-31572-63000-17-16	IMP. OTHER THAN BLDGS		32,319.26
Journal Total:		770,904.42	770,904.42

APPROVED BY: _____

FY2018 ROLLFORWARD CONSIDERATIONS

GL Number	PO/Req #	Date	Vendor Name	Description	Orig Amt	Amt Rel	Balance	RollFwd Req
001-01515-31000	5/30/2018	2018-609	KIMLEY-HORN & ASSOC.	Assist Update to Transportiona Element	22,335.00	13,520.00	8,815.00	8,815.00
001-01519-46000	8/31/2018	2018-628	GAUDETTE ELECTRIC, INC.	Electrical Install - AC CMO Office	656.77	0	656.77	656.77
001-01519-46000	8/31/2018	2018-629	AIR CARE HEATING & COOLING AC CMO Office		3,493.00	0	3,493.00	3,493.00
001-01574-31000-CHRTS	9/7/2018	2018-631	BIRCHMORE GROUP	Grinch for Grinchmas	2,075.00	1,037.50	1,037.50	1,037.50
001-01599-47000-WTRBD	8/14/2018	2018-652	DIVE PATCHES INTERNATIONAL 6 x 6 Straw Free Decals		292	0	292	292
FUND 001 TOTALS:					28,851.77	14,557.50	14,294.27	14,294.27
301-31539-62000-17-11	6/15/2018	2018-612	LONG & ASSOCIATES	Architecture/Eng Multiple Site Assessment City Ha	60,000.00	0	60,000.00	60,000.00
301-31541-63003	8/17/2017	2017-521	PAVE-RITE INC.	Bid #17-B-07 Road Resurfacing	107,875.74	98,335.74	9,540.00	9,540.00
301-31541-63003	8/31/2018	2018-630	PAVE-RITE INC.	Various Repaving Projects	53,773.02	0	53,773.02	53,773.02
301-31541-63004	7/26/2017	2017-511	KIMLEY-HORN & ASSOC.	IPO #10 Golf Cart Path	16,000.00	13,585.00	2,415.00	2,415.00
301-31541-63004-18-13	8/28/2018	2018-623	SV3 GENERAL CONTRACTOR IN Sidewalk Construction N Side NW 19th St. West		65,000.00	0	65,000.00	65,000.00
301-31541-63076-18-12	7/12/2018	2018-614	KIMLEY-HORN & ASSOC.	HS DRA Modification & Crosstown Trail Canal Rero	24,650.00	16,295.00	8,355.00	8,355.00
301-315721-63000-17-16	9/10/2018	2018-634	PAVE-RITE INC.	Overlay Portion Legrone Parking Lot, Seal B-Ball, Pe	32,319.26	0	32,319.26	32,319.26
FUND 301 TOTALS:					359,618.02	128,215.74	231,402.28	231,402.28
403-43642-62099	8/9/2018	2018-627	UNIVERSAL CONTROLS	6" and 8" RAS Flowmeter - WWTP Plant #1 & #2	5640.4	0	5640.4	5640.4
403-43642-62099-2015E	5/11/2018	2018-605	RING POWER CORPORATION	ATS - WWTP	7,422.00	0	7,422.00	7,422.00
403-43642-63000-18-09	5/30/2018	2018-606	FLORIDA RURAL WATER ASSOC	Eng Asst. including App Pkg Drinking Water SRF Lo:	19,500.00	4,875.00	14,625.00	14,625.00
403-43642-63080	8/28/2018	2018-624	L.R.E. GROUND SERVICES, INC	Soil Stabilization Using Grout Injection LS #1	30,000.00	0	30,000.00	30,000.00
403-43642-63080	8/28/2018	2018-625	U.S. WATER	LS #11 Rehab	53,000.00	0	53,000.00	53,000.00
403-43642-63080	8/28/2018	2018-626	BARNEY'S PUMPS INC	LS #11 Pump & Rail Package	12,000.00	0	12,000.00	12,000.00
FUND 403 TOTALS:					127,562.40	4,875.00	122,687.40	122,687.40

[FY2018 Purchase Orders for Rollforward Consideration:](#)

FY2018 ROLLFORWARD CONSIDERATIONS

GL Number	PO/Req #	Date	Vendor Name	Description	Orig Amt	Amt Rel	Balance	RollFwd Req
601-91552-63000-1061B	3/30/2016	2016-093	GREENMAN-PEDERSEN, INC	Surveying Riverwalk Project Waterward Portion	58,332.50		44,484.40	13,848.10
601-91552-63000-1061B	3/30/2016	2016-094	MICHAEL G CZERWINSKI, PA	Riverwalk Phase 2 Waterward Section	199,339.47		194,537.10	4,802.37
601-91552-63000-1061B	7/20/2018	2018-618	AYRES ASSOCIATES	Design & Permit Rehab/Repl Docks within Riverwa	44,900.00		0	44,900.00
601-91552-63000-1061B	9/24/2018	2018-635	MICHAEL G CZERWINSKI, PA	Riverwalk Waterward Agency Permitting	12,500.00		0	12,500.00
601-61552-63076-18-12	7/12/2018	2018-614	KIMLEY-HORN & ASSOC.	HS DRA Modification & Crosstown Trail Canal Rero	24,650.00		12,445.00	12,205.00
601-61552-64000	9/20/2018	2018-632	CALE AMERICA INC	Pay Station- NE 3rd St & NE 1st Ave	7,375.00		0	7,375.00
FUND 601 TOTALS:					347,096.97		251,466.50	95,630.47
TOTAL PURCHASE ORDER BALANCES FOR ROLLFORWARD CONSIDERATION: 399,114.74 464,014.42 464,014.42								
FY2018 Unencumbered Balances for Rollforward Consideration:								
001-01574-34000	9/30/2018			Special Events Sponsorships Approved	25,000.00		5,000.00	20,000.00
001-01574-31000	9/30/2018			Special Events Vendor Fees Collected In Excess of	2,500.00		4,390.00	-1,890.00
FUND 001 TOTALS:					27,500.00		9,390.00	16,890.00
301-31541-63003	9/30/2018			Street Resurfacing - DPW labor	260,556.48		225,368.26	35,188.22
301-31541-63076-CULV	9/30/2018			Stormwater Projects	22,550.00		2,471.46	20,078.54
301-31541-63076-DRAIN	9/30/2018			Stormwater Projects	30,000.00		1,202.60	28,797.40
FUND 301 TOTALS:					313,106.48		229,042.32	45,000.00
403-43642-63034-17-01	9/30/2018			Indian Shores - Phase 1	336,056.97		91,056.97	245,000.00
FUND 403 TOTALS:					336,056.97		91,056.97	245,000.00
TOTAL UNENCUMBERED BALANCES FOR ROLLFORWARD CONSIDERATION: 676,663.45 329,489.29 347,174.16 306,890.00								
TOTAL BALANCES FOR ROLLFORWARD CONSIDERATION 1,539,792.61 728,604.03 811,188.58 770,904.42								

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 10A

Requested Motion: Motion to approve Council member Committee assignments for 2018.

Summary: Council Members sit on various committees as representatives of the City and/or City Council, and those committee assignments are reviewed each year. A list of the various committees to which Council members are assigned, including descriptions and meeting details, is attached for reference. Also included is a table listing all past and tentative committee and board assignments for both Council members and staff.

Committee assignments are traditionally decided upon among Council members and representation assumed on a voluntary basis. Past and current committee assignments were previously sent to Council members for consideration prior to this meeting due to a number of available assignments.

Staff Recommendation: Continued representation by Council on applicable boards and committees based on member availability.

Funding Information:

Project Cost:

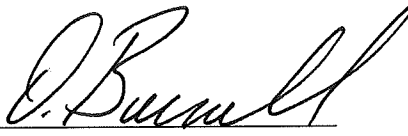
Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Administration



City Manager

City Attorney (if applicable)

Attachments:

Committee Descriptions

Committee Assignments

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

2019 COUNCIL COMMITTEE DESCRIPTIONS

CITRUS COUNTY BOARD OF COMMISSIONERS

Meetings are held the second and fourth Tuesday of each month at 1:00 pm at the Citrus County Courthouse, Room 100, located at 110 N. Apopka Ave., Inverness 34450.

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION BOARD

The Citrus County Community Charitable Foundation, Inc. is a non-profit 501(C)(3) entity whose purpose is to award grants to groups and organizations that establish programs, research, or initiatives that promote the health or satisfy the medical needs of the residents of Citrus County.

The board meets the 4th Thursday of each month at 6:00 p.m. at the Lecanto Government Building in room 166.

CITRUS COUNTY LIBRARY ADVISORY BOARD

It is the duty of the Library Board to advise the Board of County Commissioners on the public library's budget, policies, services and other pertinent matters.

The Library Board meets on the fourth Thursday of each month at 4:00 p.m. In the event of conflict with holidays or other events, a majority of the members present may change the date of any scheduled date.

The meetings are held each month at a different library within Citrus County.

CRYSTAL RIVER MAIN STREET

Crystal River Main Street established in August of 2015 is part of a national organization with a proven method of economic development of restoring historic downtown districts whose mission is to enrich and enhance historic downtown Crystal River for current and future generations.

Crystal River Main Street Board of Directors meetings are held the third Wednesday of each month at 5:30 p.m. at 915 N. Suncoast Blvd., Crystal River.

FLORIDA LEAGUE OF CITIES

The Florida League of Cities is the united voice for Florida's municipal governments. Its goals are to serve the needs of Florida's cities and promote local self-government. The League was founded on the belief that local self-government is the keystone of American democracy. The FLC represents more than 400 cities, towns and villages in the Sunshine State. The League is governed by a Board of Directors composed of elected municipal officials.

The FLC Board of Directors holds its annual meeting during the Florida League of Cities Annual Conference.

KEEP CITRUS COUNTY BEAUTIFUL

Keep Citrus County Beautiful, a Keep America Beautiful affiliate, works to encourage personal responsibility for community appearance through education, activities and recognitions. Efforts of the organization center upon reduction of litter, promotion of recycling, and preservation and beautification of neighborhoods, waterways and public spaces.

Meetings are held the third Monday of each month from 12:30 to 1:30 p.m. at the County Complex (Lecanto Government Building) in Lecanto.

METROPOLITAN PLANNING ORGANIZATION

The MPO Board consists of voting members representing local governments and one non-voting representative from the FDOT. The board, comprised of local elected officials, has the responsibility to develop and adopt plans, and to recommend improvement priorities for the transportation system.

The MPO is required to meet quarterly as a minimum. In years that involve updating the Long Range Plan, the number of meetings increases as needed. These advertised meetings are televised on the government local access cable channel and provide opportunity for public participation. Meetings are held on the third Tuesday of each month at 1:00 p.m. at Hernando County Government Center, Hernando County Board Chambers, 20 N. Main Street, Room 160, Brooksville, FL 34601

SPRINGS COAST STEERING COMMITTEE

Each spring system in the Springs Coast region is a unique, complex system with different sets of challenges, so each one will require different management techniques. To address these issues, the Southwest Florida Water Management District invited local, regional and state agencies to form the Springs Coast Steering Committee (SCSC). The first goal of the SCSC is to develop management plans tailored for each spring system to identify issues, solutions, costs and responsibilities.

Quarterly meetings beginning in January are typically held at 2:00 p.m. on the 2nd Wednesday of the month at the SWFWMD Brooksville Regional Headquarters at 2379 Broad Street, Brooksville, FL.

TOURIST DEVELOPMENT COUNCIL

The Tourist Development Council (TDC) is composed of a nine member council that plans for tourism development and marketing of the area and makes recommendations to the Board of County Commissioners for the use of Tourist Development Tax Revenue.

The TDC meets at 915 N. Suncoast Blvd. on the second Wednesday of each month at 9 a.m.

WATERFRONTS ADVISORY BOARD

The Waterfronts Advisory Board is established to make recommendations to the City Council to develop short-range and long-term waterfronts plans for the City.

Meetings are held the first Tuesday of each month at 5:30 pm in Council Chambers.

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

The Withlacoochee Regional Water Supply Authority (WRWSA or "Authority") is a multi-county special district of the State of Florida charged with planning for and developing cost-efficient, high-quality water supplies for its member governments. The Authority promotes environmental stewardship through its water conservation programs and will develop alternative water sources when necessary to augment traditional water supplies to meet the region's long-term needs.

The boundaries of the Authority shall consist of all of Citrus, Hernando, Marion and Sumter counties

Board meetings are typically held at the Authority's headquarters located at 3600 W. Sovereign Path, Lecanto, FL scheduled for the third Wednesday of each month and start at 4:30 p.m.

2019 Councilmember Committee Assignments

Committee Name	2018 Council Member Assigned	2018 Staff Member Assigned	2019 Council Member Assignment (Considered)
Citrus County Board of Commissioners	Mayor /or designee	Burnell	
Citrus County Community Charitable Foundation	Gudis	NA	
Citrus County Library Advisory Board	Gudis	NA	
Crystal River Main Street	Brown	NA	
FL League of Cities	Gudis Brown (Alt.)	NA	
Keep Citrus County Beautiful	Holmes (President)	Fink	
Metropolitan Planning Organization	Fitzpatrick Holmes (Alt)	Burnell	
Springs Coast Steering Committee	Holmes	Burnell	
Three Sisters Springs Coordination Committee	Fitzpatrick	Burnell	
Tourist Development Council	Gudis	Bollin	

Waterfronts Advisory Board	Mayor	Perez/Morris	
Withlacochee Regional Water Supply Authority (2 Year Term)	Brown	Burnell	

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 10B

Requested Motion: Motion to nominate and elect a Vice Mayor for a one-year term pursuant to the City Council Policy Manual, Section 22.

Summary: This is an annual event to take place at the first regular meeting of the newly elected Council, and in non-election years, at the first regular Council meeting in December.

The "Process for Annual Selection of Vice Mayor", Section 22 of the City Council Policy Manual, is included for your reference. This section states that: "Such designation shall be made on the basis of the longest term of *consecutive service* on Council without having served as Vice Mayor, with that individual to be designated as Vice Mayor."

Based on this policy the Vice Mayor designation would go to Council member Guy.

Staff Recommendation:

Based on City Council Policy Manual, staff recommends the nomination of Council member Guy to become the Vice Mayor for 2019, starting at the January meeting.

Funding Information:

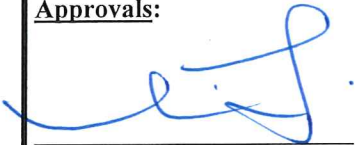
Project Cost:

Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:



Originating Department



City Manager

City Attorney (if applicable)

Attachments:

1. Section 22 from the City Council Policy Manual

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

21. **TIME ALLOTMENTS FOR "CITIZEN INPUT," "REQUEST TO ADDRESS," AND "PUBLIC HEARINGS"** (Added 1/26/04, Revised 2/26/07)

During Council Meetings, the time allotted and procedure for each section of citizen/public input is as follows:

- ***Public Input – Three Minutes (First Listing)***
The first Public Input section will be toward the beginning of the meeting and each person may speak for three (3) minutes on any topic.
- ***Public Input – Five Minutes (Second Listing)***
The second Public Input is at the end of the meeting and each person may have up to five (5) minutes. Individuals may speak on any topic at this time.
- ***Public Hearing- Three Minutes***
There will be a three (3) minute time limit for people speaking on the subject matter. When there is a Quasi-Judicial *Land Use Application*, the applicant will be given sufficient time to present his/her case and call witnesses.
- ***General Public Input – Three Minutes***
The audience may offer their input and speak regarding any agenda item. The Mayor will give the audience an opportunity to speak during Council discussion of each item.

Note:

The Mayor has the latitude to keep redundancy from occurring when people are addressing the same issue.

22. **PROCESS FOR ANNUAL SELECTION OF VICE MAYOR** (Revised 10/25/10)

Council shall designate a member of Council to serve as Vice Mayor for the upcoming year during its first regular meeting in November during years when there has been no regular election for Council positions, and during the first regular meeting of the newly Elected Council when there has been a regular election for Council positions. Such designation shall be made on the basis of the longest term of consecutive service on Council without having served as Vice Mayor, with that individual to be designated as Vice Mayor. In the event that individual declines to serve, the individual with the next longest term of consecutive service on Council without having served as Vice Mayor shall be designated as Vice Mayor.

23. **ADDITIONS OR CHANGES TO THIS POLICY MANUAL** (Revised: 2/26/07)

Additions or other changes to this manual may be executed by a motion and majority vote of the City Council Members.

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CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 10C

Information Only: Update on vacant Planning and Development Services Director position

Summary: The City Planning & Development Services Director has been vacant since December 3, 2018. The position has been advertised and remains open. Applications received thus far have yielded one internal candidate and three external candidates appropriate for interviews. Interviews will begin the week of December 9, 2018 and likely continue through the holiday season. It is likely that the position will not be filled until sometime in February.

Staff has also determined that creation of an additional clerical position in this area would serve to fortify the department, improve response times and assist in streamlining the department. Staff will work to balance the City's overall budget to offset the cost of this addition.

Staff is also seeking any policy-related input pertaining to this department.

Staff Recommendation: N/A

Funding Information:

Project Cost: NA

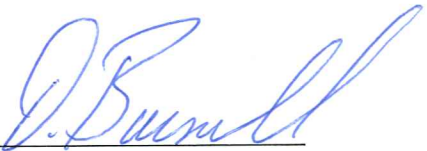
Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments:

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 10D

Requested Motion: Discussion Only- Council Discussion on City Ordinance Process and Enforcement.

Summary: City Council requests open discussion of the current process in maintenance, development and enforcement of the City Code Ordinances.

Staff Recommendation: Staff will support Council Policy in this matter.

Funding Information:

Project Cost: NA


Funding Source:

Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments: Muni-code Section 1.4 – 1.7, Section 2-112 – 2-117

Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

Sec. 1-4. - Effect of repeal of ordinances.

The repeal of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed took effect.

The repeal of an ordinance shall not affect any punishment or penalty incurred before the repeal took effect, nor any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed or cause of action arising under the ordinance repealed.

State Constitution reference— "No bill of attainder, ex post facto law, or law impairing the obligation of contracts shall be passed." Declaration of Rights, § 10.

Sec. 1-5. - Severability of parts of Code.

The sections, paragraphs, sentences, clauses and phrases of this Code are severable, and if any phrase, clause, sentence, paragraph or section of this Code shall be declared unconstitutional by a valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Code.

(Ord. No. 15-0-06, § 3, 8-10-2015)

Sec. 1-6. - Amendments to Code.

All ordinances passed subsequent to this Code of Ordinances which amend, repeal or in any way affect this Code of Ordinances, may be numbered in accordance with the numbering system of this Code and printed for inclusion therein, or in the case of repealed chapters, sections and subsections or any part thereof, by subsequent ordinances, such repealed portions may be excluded from the Code by omission from reprinted pages affected thereby, and the subsequent ordinances as numbered and printed or omitted, in the case of repeal, shall be prima facie evidence of such subsequent ordinances until such time that this Code of Ordinances and subsequent ordinances numbered or omitted are readopted as a new Code of Ordinances by the city council.

Amendments to any of the provisions of this Code should be made by amending such provisions by specific reference to the section of this Code in substantially the following language: "That section _____ of the Code of Ordinances of the City of Crystal River, Florida, is hereby amended to read as follows:" The new provisions may then be set out in full as desired.

In the event a new section not heretofore existing in the Code is to be added, the following language may be used: "That the Code of Ordinances of the City of Crystal River, Florida, is hereby amended by adding a section (or article or chapter) to be numbered as follows _____, which said section shall read as follows:" The new section may then be set out in full as desired.

When the city council desires to enact an ordinance of a general and permanent nature on a subject not heretofore existing in the Code, which said council desires to incorporate into the Code, a section in substantially the following language may be made a part of the ordinance:

"Section _____. It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances of the City of Crystal River, Florida, and the sections of this ordinance may be renumbered to accomplish such intention."

All sections, articles, chapters or provisions of this Code desired to be repealed should be specifically repealed by section number or chapter number, as the case may be.

Sec. 1-7. - Altering Code.

It shall be unlawful for any person, firm or corporation in the city to change or amend by additions or deletions, any part or portion of this Code, or to insert or delete pages, or portions thereof, or to alter or tamper with such Code in any manner whatsoever which will cause the law of the City of Crystal River to be misrepresented thereby. Any person, firm or corporation violating this section shall be punished as provided in section 1-8 hereof.

State Law reference— Falsifying public records, penalty, § 839.13, Fla. Stats.

Sec. 2-112. - Enforcement procedure.

The code enforcement procedure under this chapter shall be as follows:

- (1) It shall be the duty of the code inspector, or city manager, or city manager's designee, to initiate enforcement proceedings with respect to each code, code section or ordinance.
- (2) Where a code inspector finds or is made aware of a code violation, he/she shall inspect the site to confirm the alleged violation. If confirmed, the code inspector will, as a courtesy, contact the violator in person, by telephone, leave a door hanger at the property or mail a certified letter to the property owner advising them of the violation. Unless the violation is of a type or nature as that described in paragraph (5) below, the code inspector shall allow two (2) weeks for the property owner to bring any violation into compliance. A property owner may request additional time to comply. Granting additional time to comply shall be in the sole discretion of the code inspector or the city manager.
- (3) The code inspector shall perform re-inspection after the allowed time to remedy the violation. If the violation has been corrected, the case will be considered closed or shown as being in compliance. If the re-inspection finds no change, then a notice of violation shall be prepared and sent by certified mail or hand delivered, allowing time for compliance.
- (4) Should the violation continue beyond the time specified in the notice of violation for correction, the code inspector shall notify the hearing officer and request a hearing.
- (5) If the code inspector has reason to believe a violation or the condition causing the violation presents a serious threat to the public health, safety, and welfare or if the violation is irreparable or irreversible in nature, the code inspector shall make a reasonable effort to notify the violator and may immediately notify the hearing officer and request a hearing.
- (6) If a repeat violation is found, the code inspector shall notify the violator but is not required to give the violator a reasonable time to correct the violation. The code inspector, upon notifying the violator of a repeat violation, shall notify the hearing officer and request a hearing. Notice shall be provided in accordance with section 2-117 below. The case may be presented to the

hearing officer even if the repeat violation has been corrected, the hearing officer retains the right to schedule a hearing to determine costs and impose the payment of reasonable enforcement fees upon the repeat violator. The repeat violator may choose to waive his or her rights to this hearing and pay said costs as determined by the hearing officer.

- (7) If the owner of property that is subject to an enforcement proceeding before a hearing officer transfers ownership of such property between the time the initial pleading was served and the time of the hearing, such owner shall follow procedures set out in Section 162.06, Florida Statutes.

(Ord. No. 15-O-07, § 3, 9-28-2015)

Sec. 2-113. - Hearing procedure.

- (a) Cases on the agenda for a particular day shall be heard. All testimony shall be under oath and shall be audio recorded. The hearing officer shall take testimony from the code inspector, the violator and any other person familiar with the case or having knowledge about the case. The hearing officer shall not be bound by formal rules of evidence; however, it shall act to ensure fundamental due process in each of its hearing cases.
- (b) At the conclusion of each hearing the hearing officer shall issue findings of fact and conclusions of law, based on the evidence of record, and an order shall be issued which provides relief consistent with the powers granted herein. The order may include a notice that it must be complied with by a specified date and that a fine may be imposed if the order is not complied with by such date and under the conditions specified in Section 162.09(1), Florida Statutes, the cost of repairs may be included along with the fine if the order is not complied with by the specified date.

(Ord. No. 15-O-07, § 3, 9-28-2015)

Sec. 2-114. - Fines, liens and foreclosures.

The hearing officer, upon notification by the code inspector that an order of the hearing officer has not been complied with by the set time or upon finding that a repeat violation has been committed, may order the violator to pay a fine in an amount specified in this section for each day the violation continues past the date set by the hearing officer for compliance or, in the

case of a repeat violation, for each day the repeat violation continues, beginning with the date the repeat violation is found to have occurred by the code inspector. In addition, if the violation is a violation described in subsection 2-112(a) (5), the hearing officer shall notify the local governing body, or designee, which may make arrangements for all reasonable repairs which are required to bring the property into compliance and charge the violator with the reasonable cost of the repairs along with the fine imposed pursuant to this section. Making such repairs does not create a continuing obligation on the part of the local governing body to make the further repairs or to maintain the property and does not create any liability against the local governing body for any damages to the property if such repairs were completed in good faith. If a finding of a violation or a repeat violation has been made as provided in this part, a hearing shall not be necessary for issuance of the order imposing the fine. If, after due notice and hearing, the hearing officer finds a violation to be irreparable or irreversible in nature, it may order the violator to pay a fine as specified in subsection 2-113(b).

(Ord. No. 15-O-07, § 3, 9-28-2015)

Sec. 2-115. - Due process; role of the hearing officer.

(a) *Authority of the hearing officer:* The hearing officer shall have the authority to:

- (1) Adopt rules for the conduct of hearings;
- (2) Subpoena alleged violators, witnesses and evidence to hearings. Subpoenas may be served by the Citrus County Sheriffs office or other Sheriffs of the State of Florida;
- (3) Take testimony under oath;
- (4) Issue orders having the force of law to command whatever step are necessary to bring a violation in compliance;
- (5) Find an alleged violator not guilty of the alleged violation; and
- (6) Issue administrative search warrants with the advice and consent of the city attorney and city manager.

(b) *Jurisdiction of the hearing officer:*

- (1) The hearing officer shall have jurisdiction to hear cases de novo involving violations of all codes and ordinances in force in the City of Crystal River. The jurisdiction of the hearing officer shall be exclusive and original in matters pertaining to alleged violations of the Code.

(Ord. No. 15-O-07, § 3, 9-28-2015)

Sec. 2-116. - Appeals.

Appeal of the decision of the hearing officer:

An aggrieved party, including the city council, may appeal a final administrative order of the hearing officer to the Circuit Court of the Fifth Judicial Circuit In and For Citrus County, Florida. Any such appeal shall be filed as a petition for writ of certiorari within thirty (30) days of the execution of the order to be appealed.

Such an appeal shall not be a hearing de novo, but shall be limited to appellate review of the record created before the hearing officer.

The appealing party shall pay the costs for preparation of the record to be appealed, based on the city's usual charges for copies of public records.

(Ord. No. 15-O-07, § 3, 9-28-2015)

Sec. 2-117. - Notices.

- (a) All notices required by this part shall be provided to the alleged violator by:
- (1) Certified mail, return receipt requested, provided that if such notice is sent under this paragraph to the owner of the property in question at the address listed in the tax collector's office for tax notices, and at any other address provided to the local government by such owner and is returned as unclaimed or refused, notice may be provided by posting as described below and by first class mail directed to the addresses furnished to the local government with a properly executed proof of mailing or affidavit confirming the first class mailing;
 - (2) Hand delivery by the sheriff or other law enforcement officer, code inspector, or other person designated by the local governing body;
 - (3) Leaving the notice at the violator's usual place of residence with any person residing therein who is above fifteen (15) years of age and informing such person of the contents of the notice; or
 - (4) In the case of commercial premises, leaving the notice with the manager or other person in charge.

- (b) In addition to providing notice as set forth in subsection (a), at the option of the hearing officer, notice may also be served by publication or posting, as follows:
 - (1) Such notice shall be published once during each week for four (4) consecutive weeks (four publications being sufficient) in a newspaper of general circulation in the county where the code enforcement hearing is located. The newspaper shall meet such requirements as are prescribed under Chapter 50, Florida Statutes for legal and official advertisements.
 - (2) Proof of publication shall be made as provided in Sections 50.041 and 50.051, Florida Statutes.
- (c) In lieu of publication as described above, such notice may be posted at least ten (10) days prior to the hearing, or prior to the expiration of any deadline contained in the notice, in at least two (2) locations, one (1) of which shall be the property upon which the violation is alleged to exist and the other of which shall be at the primary municipal government office.
- (d) Proof of posting shall be by affidavit of the person posting the notice, which affidavit shall include a copy of the notice posted and the date and places of its posting.
- (e) Notice by publication or posting may run concurrently with, or may follow, an attempt or attempts to provide notice by hand delivery or by mail as required under subsection (a). Evidence that an attempt has been made to hand deliver or mail notice, together with proof of publication or posting as provided in subsection (b), shall be sufficient to show that the notice requirements of this part have been met, without regard to whether or not the alleged violator actually received such notice.

(Ord. No. 15-O-07, § 3, 9-28-2015)

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: December 10, 2018

Agenda Item Number: 10E

Requested Motion: Discussion Only—Council discussion on a Downtown Development Plan to be presented to City Council in January for approval.

Summary: Consensus is being sought to direct staff to bring forth a modified Bayside Plan that includes a City Hall Concept and site selection. Discussion with Council on selection of the current City Hall Site as the location for the New City Hall, constructing it behind the current location facing NW 7th Street, while reserving the property located at Highway 19 and Citrus Avenue for a Town Square concept tied into the Bayside Plan.

Discussion to include timeline and commencement of starting the Bayside Master Plan, with specific date, if approved; funding sources for the plan and developing costs for completion; prioritization of plan items, breakdown items based on funding availability.

Staff Recommendation: Staff support direction provided by Council.

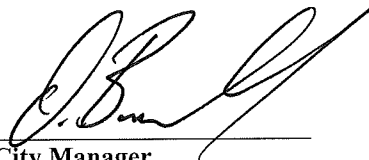
Funding Information:

Project Cost: NA
Funding Source:
Amount Available:

Finance Department Approval: _____

Approvals:

Originating Department



City Manager

City Attorney (if applicable)

Attachments: Bayside Plan & Heritage Plan

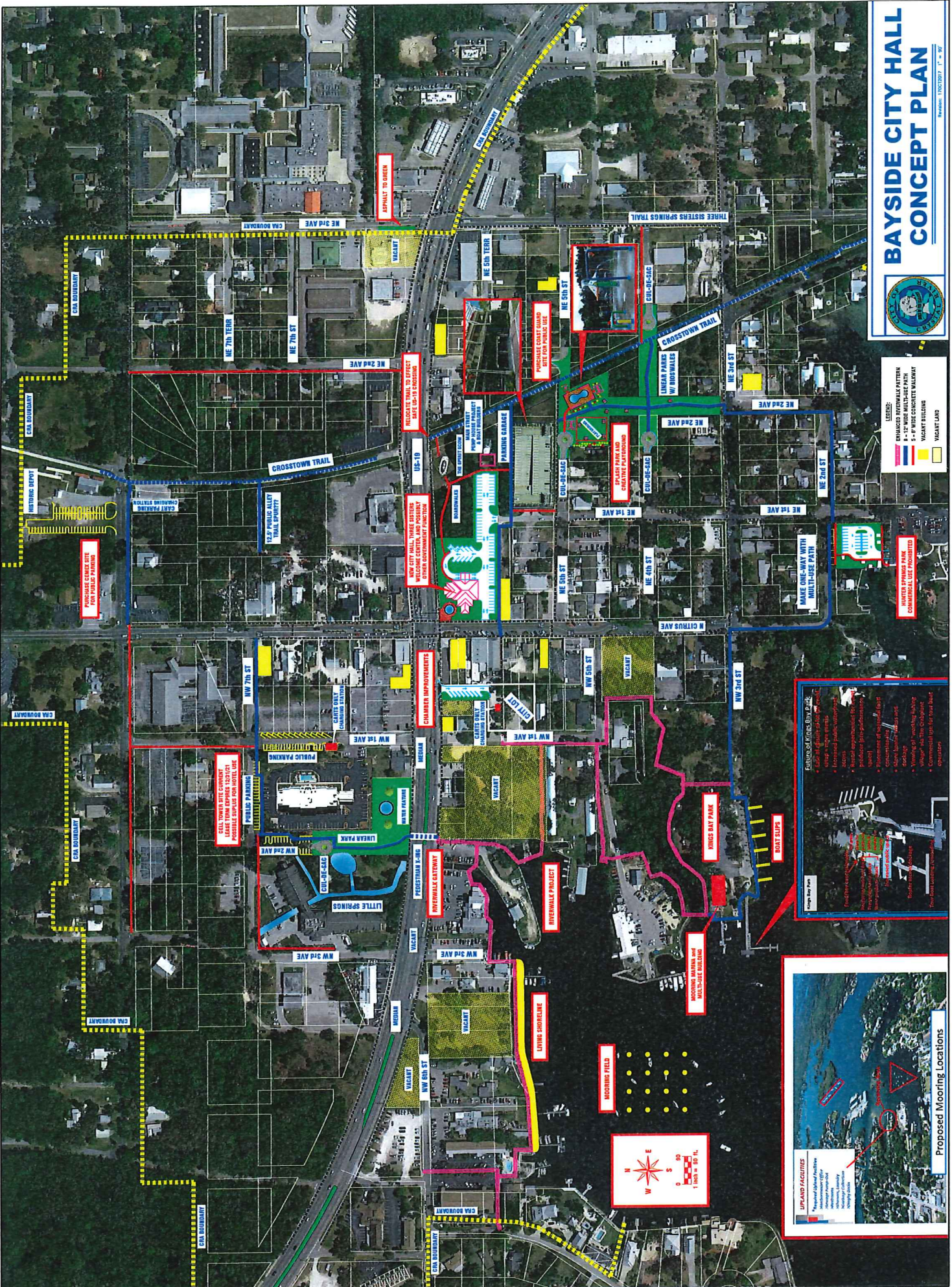
Council Action:

Approved _____ Denied _____ Deferred _____ Other _____

BAYSIDE CITY HALL CONCEPT PLAN



Revision: 1/15/2017 1" = 10'



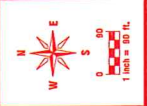
- LEGEND:**
- Blue line: BAYSIDE TRAILWAY PATTERNS
 - Red line: 8'-0" WIDE CONCRETE WALKWAY
 - Green line: 5'-0" WIDE CONCRETE WALKWAY
 - Yellow box: VACANT BUILDING
 - White box: VACANT LAND
 - Red box: PURCHASE COAST GUARD SITE FOR PUBLIC USE
 - Red box: RELOCATE TRAIL TO EFFECT SAFE UP-TO CROSSING
 - Red box: NEW CITY HALL, PUBLIC OFFICE AND OTHER GOVERNMENT FUNCTION
 - Red box: CHAMBERS IMPROVEMENTS
 - Red box: RIVERWALK PROJECT
 - Red box: LIVING SHORELINE
 - Red box: MOORING MARINA AND MULTIPLE BUILDING
 - Red box: BOAT SLIP
 - Red box: FUTURE OF KINGS BAY CANAL
 - Red box: UPLAND FACILITIES
 - Red box: PROPOSED Mooring Locations

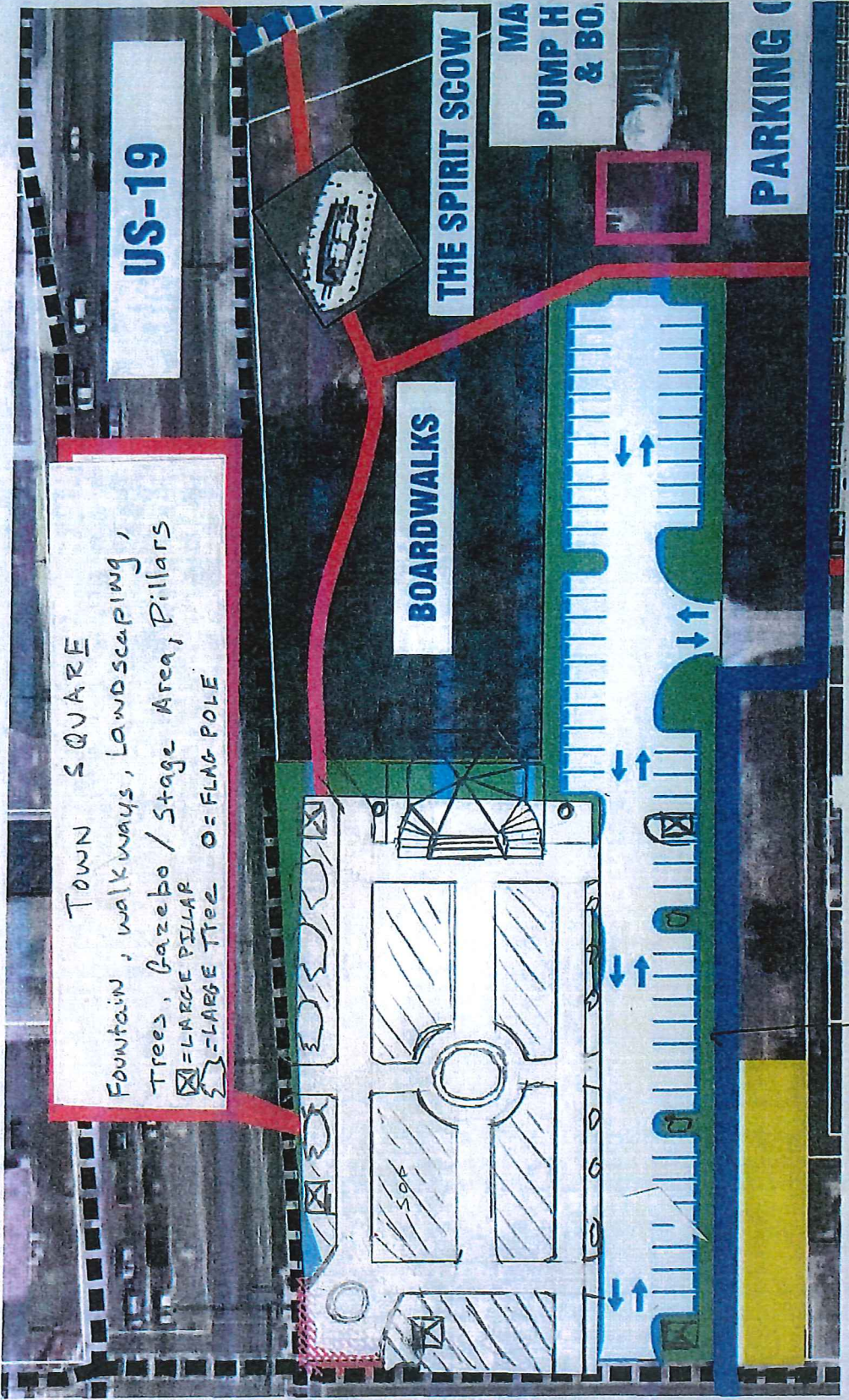
Future of Kings Bay Canal

- Enhance the canal to provide a more scenic view
- Increase public safety
- Remove existing structures
- Rebuild existing structures
- Promote of new uses
- Construction of new structures
- Working on the existing structure
- Commercial use for boat slip operation



Proposed Mooring Locations





US-19

TOWN SQUARE
 Fountain, walkways, Landscaping,
 Trees, Gazebo / Stage Area, Pillars
 X = LARGE PILLAR
 O = LARGE TREE

BOARDWALKS

THE SPIRIT SCOW

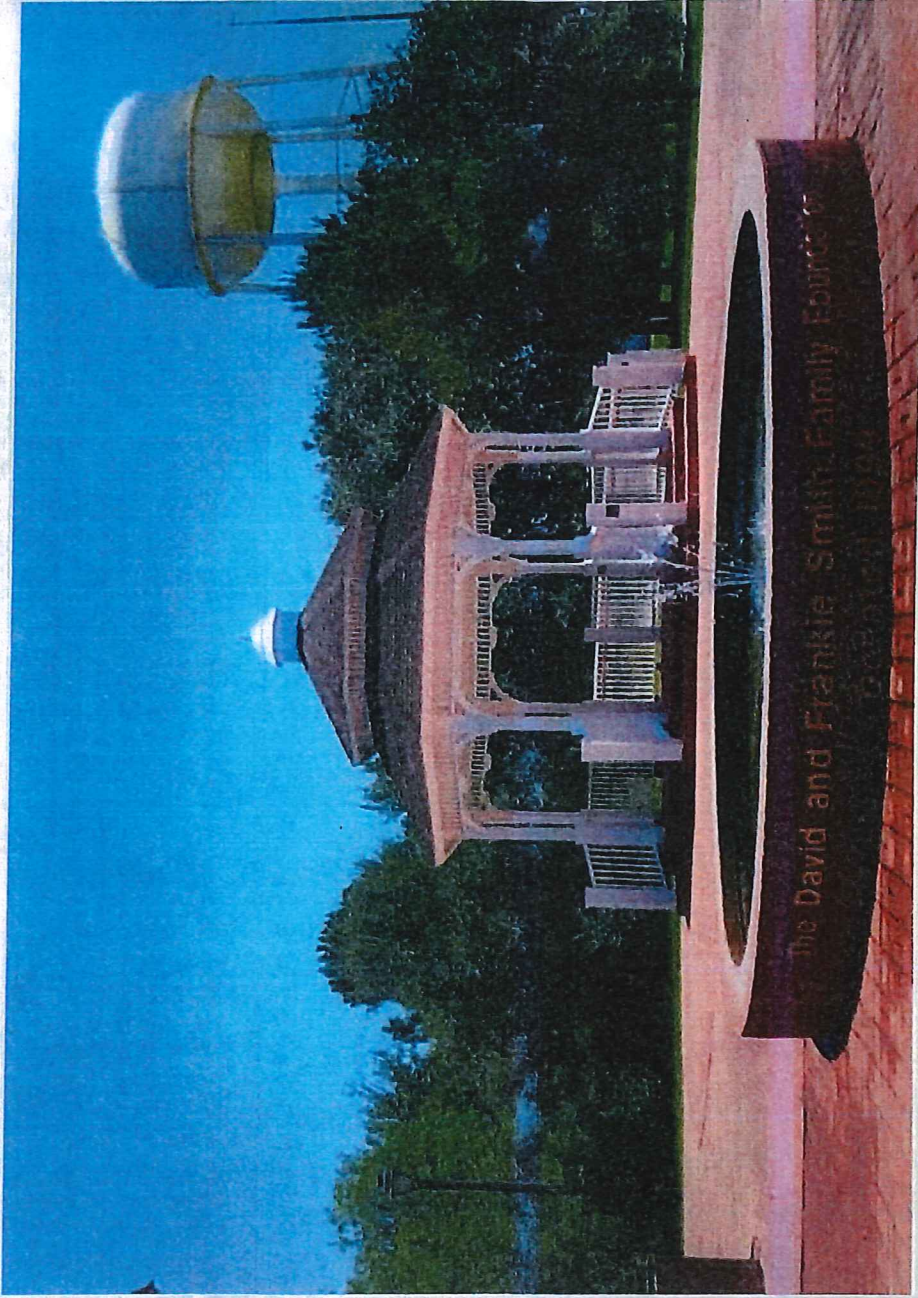
MA PUMP H & BO.

PARKING

SMALLER
 MULTI-
 TIER
 FOUNTAIN
 OR
 Statue

FOUNTAIN WITH
 MANATEE IN CENTER
 OF TOWN SQUARE

Gazebo with fountain and water tower from Pearland TX.
-Design similar layout for Town Square



Inverness Fountain; Design our Town Square center
Fountain like this, except use Mavatee statue in
center of fountain



Use in center of Town Square Fountain
- this is from Orlando Convention Center

