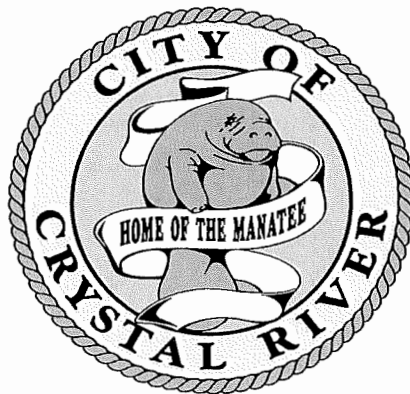


# City of Crystal River



Agenda Packet  
for  
Regular Council Meeting  
Tuesday, November 13, 2018  
7:00 p.m.



**Agenda**  
**Crystal River City Council**  
**Regular Council Meeting**  
**Tuesday, November 13<sup>th</sup>, 2018 @ 7:00 p.m.**  
**Council Chamber, City Hall**

---

Jim Farley, Mayor  
Ken Brown, Council Seat #1/ Vice Mayor  
Mike Gudis, Council Seat #2  
Pat Fitzpatrick, Council Seat #3  
Robert Holmes, Council Seat #5

Dave Burnell, City Manager  
Jennifer Rey, City Attorney  
Mia Fink, 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 Farley
- D. Recognition of Elected Officials in Attendance.....Mayor Farley

**2. ADOPTION OF AGENDA**

**3. PRESENTATIONS**

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

**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
- 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
- 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.

**6. PUBLIC INPUT**

*(Time Limit of Three Minutes)*

**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"
- 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

**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.**

- 1. Motion to read by Title only
- 2. Hold Public Hearing
- 3. Motion to Approve on First Reading

**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.*
- 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.*
- C. *Motion to approve Three Sisters Springs group ticket pricing for the 2018-2019 manatee season*
- 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*
- E. *Update regarding FEMA Draft Flood Maps*
- F. *Update regarding Bid No. 18-B-03Hazard Mitigation Grant Program - Mitigation Reconstruction Single Family Residence - 228 NE 3rd Street, Crystal River, FL*

## 10. CITY COUNCIL

## 11. COMMITTEE REPORTS

- A. Mayor Farley
  - *Waterfronts Advisory Board*
- B. Vice Mayor Brown
  - *Withlacoochee Regional Water Supply Authority*
  - *Crystal River Main Street*
- C. Council member Fitzpatrick
  - *Metropolitan Planning Organization*
  - *Three Sisters Springs Coordination Committee*
- D. Council member Gudis
  - *Tourist Development Council*
  - *Library Governing Advisory Board*
  - *Florida League of Cities*
  - *Citrus County Community Charitable Foundation Board*
- E. Council member Holmes
  - *Keep Citrus County Beautiful*
  - *Springs Coast Steering Committee*

## 12. COMMUNICATIONS



**13. COUNCIL MEMBER REPORTS**

- A. Mayor Farley
- B. Vice Mayor Brown
- C. Council member Fitzpatrick
- D. Council member Gudis
- E. Council member Holmes

**14. PUBLIC INPUT**

*(Five Minute Time Limit)*

**15. ADJOURNMENT**

# City of Crystal River



Minutes from the  
Regular Council Meeting held  
Monday, October 22<sup>nd</sup>, 2018  
@ 7:00 p.m.



**Minutes of the  
Crystal River City Council  
Regular Council Meeting  
Monday, October 22<sup>nd</sup>, 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; Jackie Gorman, Planning Director; Beau Keene, Public Works Director

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

Mayor Farley recognized Sheriff Mike Prendergast.

**2. ADOPTION OF AGENDA**

*Motion to adopt the agenda was made by Vice Mayor Brown; seconded by Council member Fitzpatrick. Motion carried unanimously.*

**3. PRESENTATIONS**

- A. *Red Ribbon Week Proclamation.....Sergeant Michael Manley, Young Marines*  
No one was in attendance to accept the proclamation.

Mayor Farley then presented Detective Corey Sharpe with a Key to the City to recognize his service and upcoming retirement.

**4. UNFINISHED BUSINESS**

**5. APPROVAL OF CONSENT AGENDA**

- A. Motion to approve minutes from the Regular Council meetings held September 24, 2018 and October 8, 2018
- B. Motion to approve a special event permit, waiver of open container and road closure request for the 2019 Florida Manatee Festival

**Background:** Agenda Sheet **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 19<sup>th</sup> & 20<sup>th</sup>. The following roads will be closed starting Friday, January 19<sup>th</sup> at 1:00pm; NW 1<sup>st</sup> Avenue from US Hwy 19 to NW 7<sup>th</sup> Street; NW 7<sup>th</sup> Street from NW

2<sup>nd</sup> Avenue to N Citrus Avenue; and N Citrus from US 19 to Crystal St.; and NW 3<sup>rd</sup> 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

End of Agenda Sheet]

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, the 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 3<sup>rd</sup> Street, requesting to close the road from 12:00pm-10:00pm. There will be a concert, food trucks and beer and wine sold by a local non-profit. The concert will be gated and there will be a fee for entry.

**Staff Recommendation:** Staff recommends approval.

End of Agenda Sheet]

D. Motion to approve road closure request for First Baptist Church

**Background:** [Agenda Sheet] **Requested Motion: Motion to approve the road closure request submitted by First Baptist Church.**

**Summary:** The First Baptist Church is requesting to close NW 7<sup>th</sup> Street from Citrus Avenue to NW 1<sup>st</sup> Avenue from 12:00pm-4:00pm on Saturday, October 27, 2018 for their Fall Festival. This closure will not affect access to any other businesses or residents.

**Staff Recommendation:** Staff recommends approval.

End of Agenda Sheet]

*Vice Mayor Brown and Council member Holmes requested that Item 5C be pulled from the consent agenda for discussion.*

**Motion to approve the consent agenda as amended was made by Council member Holmes; seconded by Gudis. Motion carried unanimously.**

Vice Mayor Brown noted the amount of funding spent on city sponsored special events that are free of charge. Council member Holmes expressed concerns with a for-profit company organizing the event, costs to city, and lack of information including number of restrooms, and fees for the event.

Council discussion was held regarding the previous event held by the organization, proceeds made to the not-for-profit affiliate Citrus County Blessings and benefits of holding events down town.

**Motion to table consideration of approval of item 5C, a special event permit, road closure request and waiver of open container submitted by Best Florida Fest for Rock Kings Bay was made by Council member Holmes; seconded by Council member Fitzpatrick. Motion carried unanimously.**

## **6. PUBLIC INPUT**

*(Time Limit of Three Minutes)*

**Lisa Yeater- Best Florida Fest-** Addressed questions regarding item 5C, noting \$3,800 donation to Citrus County Blessings and \$1,000 donation to Crystal River High School Foot Ball from the

Scallop Festival, and confirming that most "T.B.D." information is based on ticket sales, and Public Works staffing costs were covered.

**Ralph Duball- 940 SE 4<sup>th</sup> Avenue-** Suggested soliciting more public input for city hall relocation decision, allowing all residents to vote.

**Mike Yeater- Best Florida Fest-** Did scallop Festival- CR HS Football Team- wants to do whatever is good w the city- do not want to interrupt any citizens or businesses- we do live here- want to give a place for people to have fun- we have other avenues for events- will be putting another application in for scallop festival- Kings Bay is great- we use plantation for

**Pete Langlois- 1123 SE 3<sup>rd</sup> Avenue-** Suggested that his comments previously submitted via email be considered for revision of draft noise ordinance, providing a hard copy to staff (ATTACHMENT A).

**Gail Kostelnick- 2021 NW 13<sup>th</sup> Street-** Inquired about an anticipated date for city hall location decision and discussed a sidewalk project on 19<sup>th</sup> Street, expressing a number of concerns regarding the project and suggesting it be re-designed.

City Manager Burnell provided clarification regarding sidewalk design and configuration and Council discussion was held regarding previous citizen requests for addressing issues with the sidewalk. Mayor Farley confirmed he was not in attendance for that vote.

**Cindi Guy- 1301 SE 4<sup>th</sup> Avenue-** Expressed concerns with item 9D for purchase of a passenger van for Three Sisters Springs Visitors Center, including private sector interference and ethics.

## **7. PUBLIC HEARING**

- A. Consideration of approval of Ordinance No. 18-O-15 amending the Land Development Code, Chapter 2, "Zoning Districts and Permitted Uses" on First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m.

**Motion to read Ordinance No. 18-O-15 by title only was made Council member Holmes; seconded by Vice Mayor Brown. Motion carried unanimously.**

**AN ORDINANCE THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA; AMENDING THE LAND DEVELOPMENT CODE, CHAPTER 2, ZONING DISTRICTS AND PERMITTED USES; SECTION 2.03.03 ACCESSORY USES IN EACH ZONING DISTRICT; BY DELETING 2.03.03(D) IN ITS ENTIRETY; TABLE 2.03.03 ACCESSORY STRUCTURES BY DELETING "ROADSIDE VENDING" IN ITS ENTIRETY; AND, CHAPTER 4, BY DELETING SECTION 4.02.07 DESIGN STANDARDS FOR ROADSIDE VENDING IN COMMERCIAL HIGHWAY (CH) ZONING DISTRICTS IN ITS ENTIRETY AND REPLACING IT WITH LANGUAGE REGULATING TEMPORARY USES; PROVIDING FOR CONFLICTS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**Background:** Agenda Sheet **Requested Motion: Motion to approve Ordinance No. 18-O-15 amending the City's Land Development Code establishing new regulations for temporary uses on First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m.**

**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:

<b>TEMPORARY USE OR STRUCTURE</b>	<b>ALLOWABLE TIME FRAME &amp; STIPULATIONS</b>
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

Each permit will have criteria that must be met (i.e., driveway access, off-street parking, etc.) and the permit will be coordinated through the Special Events Coordinator. Any special requests over and above what is listed in this Ordinance will require approval by City Council.

The Planning Commission recommended approval of this Ordinance on September 6, 2018.

**Staff Recommendation:** None

End of Agenda Sheet]

**Staff Presentation:** Planning and Development Services Director Jackie Gorman addressed Council questions, noting intent to align city policies with those of the county and other municipalities. Vice Mayor Brown expressed concerns regarding some of the proposed language and possibility of outside vendors setting up tent sales. Staff provided further clarification regarding property owner consent requirements and provided examples.

**Public Hearing:** No one spoke for or against the ordinance.

**Motion to approve Ordinance No. 18-O-15 amending the City's Land Development Code establishing new regulations for temporary uses on First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m. was made by Council member Holmes; seconded by Council member Fitzpatrick. Motion carried 4-1 (with Vice Mayor Brown in opposition).**

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 First Reading and setting a public hearing for

November 13, 2018 at 7:00 p.m.

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

**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 First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m.**

**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 twenty-four (24) 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 lean 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]

Staff Presentation: City Attorney Rey provided a brief overview of the item, noting that height should be reduced from 24 in. to 12 in. under Section 10-5. She also addressed questions regarding the appeals process and notices.

Public Hearing: No one spoke for or against the ordinance.

**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 First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m. was made by Vice Mayor Brown; seconded by Council member Holmes. Motion carried unanimously.**

C. Consideration of approval of Ordinance No. 18-O-17 amending Chapter 12, "Offenses and Miscellaneous" On First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m.

**Motion to read Ordinance No. 18-O-17 by title only was made by Vice Mayor Brown; seconded by Council member Fitzpatrick.**

**AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING CHAPTER 12 OFFENSES AND MISCELLANEOUS, ARTICLE IV NOISE, NOISE AT NIGHT; PERMIT; CERTAIN ACTS PROHIBITED; DEFINITIONS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.**



Background: [Agenda Sheet] **Requested Motion: Motion to approve Ordinance No. 18-O-17 amending Chapter 12, “Offenses and Miscellaneous” On First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m.**

**Summary:** City Council requested staff to review, consolidate and clarify the existing codes relating to noise in order to address certain problems occurring in both residential and public areas. 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 deletion of Sections 12-8 through 12-10 of Chapter 12, inclusion of definitions of both daytime and nighttime, and creation of Section 12-63A64. “Noise at Night”. A specific noise prohibition was also included pertaining to certain animals and birds, Section 12-7071(15).

Draft revisions include the use of equipment that is mandated by the State, and requires purchase, training and regular calibration of the equipment. The noise ranges and times do vary from community to community and some are derived from OSHA regulation to prevent loss of hearing at the work place.

**Staff Recommendation:** N/A

End of Agenda Sheet]

Staff Presentation: City Attorney Rey provided a brief overview of the item, noting the purpose of consistency and uniformity of existing noise code.

Council member Holmes suggested further coordination between staff and enforcement entities prior to moving forward with adoption. City Manager Burnell discussed challenges related to equipment and training involved. Council discussion was held regarding the proposed hours and days of week for quiet times, and consensus was reached to modify the Sunday quiet time to begin at 9:00 p.m. Further Council discussion was held regarding consideration of holidays and concerns regarding equipment needed for enforcement. “No Engine Braking” signs were also discussed.

**Motion to table consideration of approval of Ordinance No. 18-O-17 amending Chapter 12, “Offenses and Miscellaneous” On First Reading and setting a public hearing for November 13, 2018 at 7:00 p.m. was made by Council member Holmes; seconded by Council member Gudis. Motion carried unanimously.**

Further discussion was held regarding holiday exceptions during which City Attorney Rey suggested consistency with holidays observed by the city.

## **8. CITY ATTORNEY**

### **A. Charter Amendment Process (clarification)**

City Attorney Rey discussed two methods for Charter Amendment process, (both mandated Charter Review process that occurs every ten years, and method of ordinance adoption to place amendment on ballot) as a follow up to suggested charter amendment language provided by Council member Holmes to amend current election candidate qualification standards.

## **9. CITY MANAGER**

A. *Motion to join a Mutual Aid Agreement for Water and Wastewater with Florida's Water/ Wastewater Agency Response Network*

**Background:** [Agenda Sheet **Requested Motion: Motion to join a Mutual Aid Agreement for Water and Wastewater with Florida's Water/ Wastewater Agency Response Network.**

**Summary:** This is a formalized system of “utilities helping utilities” to address mutual aid during emergency situations. The system consists of a secure web-based data bank of available resources and a practical mutual aid agreement designed to reduce bureaucratic red tape in times of emergency. The goal of FlaWARN is to provide immediate relief for member utilities during times of emergencies. The purpose is to get personnel with the necessary tools and equipment that can both assess and assist the impacted water and wastewater systems as quickly as possible by whatever means necessary until such time that a permanent solution to the devastation may be implemented.

FlaWarn was modeled after an emergency response network in California named CalWARN, California Water/Wastewater Response network. CalWARN was designed as strictly a mutual aid assistance network. By combining mutual aid network with security information collaborative, FlaWARN has been able to cover all aspects of both natural and manmade emergency assistance.

**Why was this organization developed:**

During the hurricanes of 2004, utilities throughout the state found it difficult to get the needed assistance without a formalized agreement for the responding utility to get reimbursed for their efforts. FlaWARN resolved this issue by offering member utilities a standardized mutual aid agreement outlining terms and condition of reimbursement prior to requesting and receiving assistance. Crystal River has made huge strides in the last seven years in backup equipment, but the City is far from self-sufficient if a major storm was to enter this area.

**How is it structured:**

A steering committee provides leadership for FlaWarn. It is composed of five state water/wastewater professional organizations including: AWWA, FWEA, FWPCOA, FRWA, SEDA; three at large members and a representative of FEDP. The University of Florida Center for Training, Research and Education for Environmental Occupations (UF/TREEO) is responsible for implementing the program. Meetings of the steering committee are conducted via phone conferences or in person as needed.

**Some history of FlaWARN:**

FlaWARN responded to four major events in 2005. Starting with Hurricane Dennis in the Florida Panhandle in July and Hurricane Wilma in October, FlaWARN mobilized member utilities to respond with plant operators, mechanics, electrical technicians, generators, pumps, vacuum trucks, and water distribution and wastewater collection system repair crews. Working conditions are always difficult and crews are often forced to sleep in their vehicles and eat military rations. This effort followed with five member utilities that were sent to Texas after Rita. Today they are helping meet the needs in the overwhelming damage of Hurricane Michael.

**Staff Recommendation:** Staff is in strong support of this agreement. End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item.

**Motion to join a Mutual Aid Agreement for Water and Wastewater with Florida's Water/ Wastewater Agency Response Network was made by Council member Holmes; seconded by Vice mayor Brown. Motion carried unanimously.**

*B. Motion to enter into an agreement with Mittauer & Associates, Inc. in an amount not to exceed \$46,600.00 for engineering services related to forcemain re-routing improvements in the Paradise Point*

*Road area*

**Background:** [Agenda Sheet **Requested Motion: Motion to enter into an agreement with Mittauer & Associates, Inc. in an amount not to exceed \$46,600.00 for engineering services related to forcemain re-routing improvements in the Paradise Point Road area.**

**Summary:** One of the important FY2019 utility capital improvement projects approved by Council involves addressing the existing circuitous sanitary forcemain routing arrangement in the Paradise Point Road area.

With reference to the attached recommendation exhibit contained within the recently-completed Wastewater Master Plan study, sewage from Picardy Village, the Port Hotel, and residences along Kings Bay Drive was historically pumped north and then east along Kings Bay Drive. When the hump bridge on Kings Bay Drive was reconstructed circa 1990, it was decided that an aerial forcemain crossing was un-desirous and the forcemain routing was “turned around” to pump sewage south down Kings Bay Drive, then east along Paradise Point Road, and finally discharging to the gravity sewer system on Pinwheel Drive (which flows south to Lift Station #19 located at Three Sisters Springs Trail/Ft. Island Trail).

This “now existing” arrangement is inefficient as it requires re-pumping of the collected wastewater several times over and creates a dependence on other stations to maintain the piggyback flows. Verbally:

Picardy Village (some 30+ single family homes generating an estimated 9,000 GPD) is served by LS #18. This lift station pumps north and then west along Paradise Pt. Rd. and dumps into the gravity collection system (which also accepts flows from the Port Hotel) feeding LS #32 (which is located north up Kings Bay Dr.)

LS #32 then sends its flows (along with the LS #18 flows) further north along Kings Bay Drive to LS #16. LS #16 then re-pumps all this flow back south, then east down Paradise Pt. Rd, and finally south to the LS #19 collection system on Pinwheel Drive; LS #19 then has to re-pump all these flows yet again.

It is desirous to create a more efficient and reliable sewage transmission system by defeating circuitous pumping and eliminating the dependence upstream stations have on the downstream piggyback stations. This can be accomplished by re-routing the forcemains to allow the individual lift station to manifold directly into the 12” forcemain on Three Sisters Springs Trail. An added bonus is that by doing so, some 120,000 gallons per day will be freed up off Lift Station #19 --- new capacity available to the recently awarded South Sewer Expansion grant project.

The engineer’s proposed fee of \$46,600.00 appears to be in line with the scope of services which includes: hydraulic modeling; development of the plans and specifications; permitting; bidding services; contract administration; construction engineering inspections; and final permit certificates of completion.

**Staff Recommendation:** Approve the requested motion.

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item.

**Motion to enter into an agreement with Mittauer & Associates, Inc. in an amount not to exceed \$46,600.00 for engineering services related to forcemain re-routing improvements in the Paradise Point Road area was made by Vice mayor Brown; seconded by Council member Fitzpatrick.**

Council member Gudis inquired about increased efficiency.

**Motion carried unanimously.**

Council member Fitzpatrick exited the meeting.

C. Motion to award purchase order to Rosenbauer for the purchase of a Level I Custom Pumper using the current Florida Sheriff's Contract #FSA18-VEF13.0 in the amount of \$404,875.00. Together with the purchase of additional equipment, list attached, to be placed in service with new engine in the amount not to exceed \$30,000.00. Total purchase request is \$434,875.00.

**Background:** [Agenda Sheet **Requested Motion: Motion to award purchase order to Rosenbauer for the purchase of a Level I Custom Pumper using the current Florida Sheriff's Contract #FSA18-VEF13.0 in the amount of \$404,875.00. Together with the purchase of additional equipment, list attached, to be placed in service with new engine in the amount not to exceed \$30,000.00. Total purchase request is \$434,875.00.**

**Summary:** The Crystal River Fire Department is recommending the purchase of a new Level I Custom Engine. This will be replacing a 1994 Engine/Tanker referred to as Tanker 1. The Engine will have a 1500 gallon per minute pump, a 750 gallon water tank and foam system. The life span of an engine is 20 years, so we would expect this unit to be in service near 2040. There is a list of equipment attached that will be purchased and placed in service with this Engine. This equipment includes items that are affixed or assigned to the engine including master monitor, 1200 feet of 5 inch supply hose, communication headsets, flashlights, axes, intake relief valves, nozzles and mounting brackets to name a few items. These items will be purchased directly to save on the mark up. There is a discount if the chassis is paid for at the time it is delivered to the body plant of \$8,479.00. Chassis cost is approximately half the cost of the total unit. They are also offering an additional discount of \$7,045.00 if the entire cost is paid at the time of order.

<b>Bidding Company</b>	<b>Base Price</b>	<b>Recommended Vehicle Cost Breakdown:</b>	
Rosenbauer	\$339,229.00	Rosenbauer Base Price	\$ 339,229.00
Ten-8	\$352,261.00	Selected Options	<u>\$+ 89,125.00</u>
Sutphen	\$364,945.00	Vehicle Price	\$ 428,354.00
REV	\$347,823.00	Discount for chassis payment	\$ - 8,479.00
Ferrara	\$351,352.00	Trade- In Value	\$ - 15,000.00
Alexis	\$380,869.00	Vehicle Cost w/o add-ons	\$ 404,875.00
		Additional Equipment	<u>\$+ 30,000.00</u>
		Total Vehicle Cost	\$ 434,875.00

**Staff Recommendation:** Staff reminds Council that the funding for this purchase does not come from the current budget; it comes from the Renewal and Replacement fund set up and funded by Council over many years thereby having the necessary funding for a large and periodic purchases (recap attached). Staff recommends awarding the purchase to Rosenbauer in the amount of \$404,875.00 and approval of the purchase of additional equipment in an amount not to exceed \$30,000.00 for a total amount to be charged to Renewal and Replacement of \$434,875.00. Purchase of additional equipment listed to follow current purchasing requirements. Staff recommends taking the discount for paying for the chassis at delivery to the plant due to the fact the MSO will be issued to the City at that time. The manufacture would still be responsible until delivery. Please find attached Additional Equipment list, Bid and Specifications from Rosenbauer and the Florida Sheriff's bids from Rosenbauer, Ten-8, Sutphen, REV, Ferrara, and Alexis.

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item. Council member Gudis commended renewal and replacement fund establishment, Fire Chief/Assistant City Manager Jack Dumas discussed previous vehicle purchases made via renewal and replacement funding and Vice Mayor Brown discussed the option of declaring the Tanker 1 as surplus for disposition, in lieu of trade-in and wished to instruct staff to do so. Staff confirmed that proceeds from such a sale could be placed back into renewal and replacement fund (or Fire Reserve fund). Council member Holmes discussed the option of donating Tanker 1 to a Hurricane Michael-impacted community in need.

**Motion to award purchase order to Rosenbauer for the purchase of a Level I Custom Pumper using the current Florida Sheriff's Contract #FSA18-VEF13.0 in the amount of \$404,875.00. Together with the purchase of additional equipment, list attached, to be placed in service with new engine in the amount not to exceed \$30,000.00. Total purchase request is \$434,875.00 ...**

**with amendment directing staff to look into possibility of surplus sale and if direct sale yields more than \$15,000 trade in value, authorize staff to continue with surplus sale with proceeds to be placed back into fire reserve fund was made by Council member Gudis; seconded by Vice Mayor Brown. Motion carried 4-0.**

Council member Holmes noted the importance of maintaining a community rating, which impacts local insurance rates. City Manager Burnell discussed the need for an additional motion to cover the additional \$15,000.00 short-fall caused by eliminating trade-in value of Tanker 1.

**Motion to approve an additional \$15,000 for the purchase of the fire truck to be reimbursed with surplus sale proceeds if it is not traded in was made by Vice Mayor Brown; seconded by Mayor Farley. Motion carried 4-0.**

*D. Motion to purchase a Ford Transit 350 Long Wheelbase Extended Length High Roof Wagon with Para transit Package from Nick Nicholas Ford in the amount of \$57,757.18*

**Background: [Agenda Sheet] Requested Motion: Motion to purchase a Ford Transit 350 Long Wheelbase Extended Length High Roof Wagon with Para transit Package from Nick Nicholas Ford in the amount of \$57,757.18**

**Summary:** Three Sister Spring's transportation services from Three Sister Springs Refuge to Three Sister Springs Welcome Center have in the past utilized a number of different leased or purchased vehicles for transit. The budget this year has funding for purchase a used trolley that would meet peak volume periods. However during the slow periods nine to ten months of the year operating a trolley is expensive and requires CDL drivers. The van proposed is the largest of its design for non-CDL licensed drivers with a full load capacity of fifteen people. It comes with extended height option and includes ADA compliant loading devise.

The plan is to use the van during low volume periods and supplement on high volume days. In essence it will be the primary vehicle 75% of the time. The purchase is the first new vehicle and is being purchased under State Contract to assure cost saving over traditional purchases. Three quotes have been received and review for lowest cost.

The desire to have the Transit Van look like a trolley will be done by using a wrap that mimics the current trolley photo attached. The cost of the wraps is not included because the installer is designing and installing at no cost for rear advertising on the rear of both vehicles if we agree to keep the advertisement on the vehicles for two years.

The City in the proposed contract will continue servicing Three Sister Springs Refuge until the City chooses to eliminate service with notice. If the City chooses to stop service to Three Sisters Springs Refuge and downtown businesses the equipment could be made part of the bid to take over transportation services. This purchase and operation is a self-sufficient enterprise fund at no cost to tax payers of Crystal River.

Public Transit Office	\$71,425.00
Crystal Ford	\$66,991.00
Nick Nicholas	\$57,757.18

**Staff Recommendation:** Recommends Purchase from Nick Nicholas Ford End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and discussed prior year transportation challenges related to a damaged trolley that was leased and a rental van utilized for replacement.

Vice Mayor Brown spoke in opposition of the purchase, noting ongoing Three Sisters Springs Coordinating Committee activity and potential impacts.

City Manager Burnell expressed concerns regarding potential visitor dissatisfaction due to long shuttle wait times. Council member Holmes spoke in favor of the purchase, noting the enterprise fund revenue source and ability to dispose of any assets that would prove unnecessary in the future. Vice Mayor Brown inquired about the ability to anticipate existence of the revenue funding as listed, noting potential weather impacts of the upcoming manatee season. City Manager Burnell confirmed listed enterprise fund revenues exist, not anticipated, and confirmed city's ability to dispose of Three Sisters Springs Visitor's Center related assets in the event that the city ended its role as concessionaire for USFWS. Discussion was held regarding the City's role in ensuring visitor access to the Three Sisters Springs Refuge site and overview of events leading up to the current structure, with Council member Gudis noting the economic benefits of the trolley system, public or private, and Vice Mayor Brown expressing concerns with transportation-related investment.

**Motion to purchase a Ford Transit 350 Long Wheelbase Extended Length High Roof Wagon with Para transit Package from Nick Nicholas Ford in the amount of \$57,757.18 Council member Gudis; seconded by Mayor Farley. Motion carried 3-1 with Vice Mayor Brown in opposition.**

## **10. CITY COUNCIL**

A. Motion to adopt 2019 Council Meeting, Holiday and Board meeting Schedules

**Background:** Agenda Sheet **Requested Motion:** **Motion to approve the proposed City Council Meeting Schedule for 2019.**

**Summary:** The City Charter establishes that City Council shall hold regular meetings at such times as it may determine but no less than one regular meeting per month. Traditionally, Council has established the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month as the days when Council meetings are conducted. Attached, is a proposed 2019 schedule that assumes that the traditional meeting dates will be maintained with only one meeting anticipated for the months of June, July, November and December.

Proposed changes are as follows:

\*The second meeting in May will be held on Tuesday, May 28<sup>th</sup> due to Memorial Day falling on Monday, May 27<sup>th</sup>.

\*The November meeting will be held on Tuesday, November 12<sup>th</sup> due to Veterans' Day falling on Monday, November 11<sup>th</sup>.

Also attached for your convenience, are the monthly Community Redevelopment Agency, Planning Commission, Tree Board (in the event that a quorum is re-established) and Waterfronts Advisory Board meeting schedules, as well as the Holiday Schedule for the 2019 calendar year.

**Staff Recommendation:** Staff is recommending approval of the proposed City Council Meeting schedule.  
End of Agenda Sheet]

**Motion to approve the proposed City Council Meeting Schedule for 2019 was made by Council member Holmes; seconded by Council member Gudis. Motion carried unanimously.**

## **11. COMMITTEE REPORTS**

### A. Mayor Farley

- *Waterfronts Advisory Board* – Ms. Rosetti reported on pole anchoring incentivizes program discussion.

### B. Vice Mayor Brown

- *Withlacoochee Regional Water Supply Authority* – Reported on FY 2019 budget approval, without Citrus County representation present. Council member Holmes requested a copy of the budget document.
- *Crystal River Main Street*- Reported that the Pump House Open House/Sip'n'Stroll event is scheduled for Tuesday, October 30<sup>th</sup>, 5-7 p.m., with presentation at 5:30 p.m. He also reported on recent activities related to vacant properties and tools for visualization of the Bayside Plan.

### C. Council member Fitzpatrick

- *Metropolitan Planning Organization*
- *Three Sisters Springs Coordination Committee*

### D. Council member Gudis

- *Tourist Development Council*- Reported on information shared by the TDC contracted marketing research firm attendance, noting 500,000 visitors last year.
- *Library Governing Advisory Board*
- *Florida League of Cities*
- *Citrus County Community Charitable Foundation Board*- Reported on annual meeting upcoming and officer elections.

### E. Council member Holmes

- *Keep Citrus County Beautiful*- Reported on finance discussion, receipt of FDOT reimbursement, Pride Award nominations and S.O.W.W. debriefing.
- *Springs Coast Steering Committee*

## **12. COMMUNICATIONS**

Mayor Farley shared correspondence received from the International Institute of Municipal Clerks confirming attainment of a Certified Municipal Clerk designation for City Clerk Fink.

## **13. COUNCIL MEMBER REPORTS**

### A. Mayor Farley

### B. Vice Mayor Brown

- C. Council member Fitzpatrick
- D. Council member Gudis- Discussed the upcoming Remembering Our Fallen Heroes Monument and opening ceremony scheduled for Friday, October 26, 2018 at 5:30 p.m.
- E. Council member Holmes- Discussed tree trimming conducted by Duke Energy contractors to clear lines and expressed concerns regarding treatment of heritage trees and debris left behind.

City Manager Burnell reported that a concrete injection project at L.S. 1 is requiring more concrete than expected.

#### **14. PUBLIC INPUT**

*(Five Minute Time Limit)*

**Phil Jannarone-1405 SE 5<sup>th</sup> Avenue-** Discussed Item 9D, noting the resulting decrease in overall trolley expenditures and commented on city hall relocation and the need for further public input and citizen participation before a decision is made.

**Gail Kostelnick- 2021 NW 13<sup>th</sup> Street-** Discussed city hall relocation, reading the facility requirements (sq. footage) from the Long and Associates presentation, expressing concerns with recommended site location, access to the facility (flood-related) and need for further public input.

**Christie Croteau-1123 SE 3<sup>rd</sup> Avenue-** Expressed concerns with draft Ordinances No. 18-O-16 and 18-O-17, including a typo, and potential issues with daytime definition for Friday (beginning 8:00 a.m.), as well as 60 day notice period. City Attorney Rey provided clarification regarding the notice period.

**Phillis Rosetti- 209 SE Paradise Point Road-** Spoke in favor of extending land-based noise prohibitions to waterways.

**Kennedy Smith-Crystal River-** Commented on van purchase, having purchased one 15 years ago for \$1,000.00 more.

**Pete Langlois- 1123 SE 3<sup>rd</sup> Avenue-** Reads a portion of existing noise ordinance from current code, then reads 14 prohibitions from different section of current code, expressing concerns regarding potential confusion for enforcement and lack of familiarity with existing code.

#### **15. ADJOURNMENT**

Mayor Farley adjourned the meeting at 9:01 p.m.



ATTACHMENT "A"

From: Peter Langlois pete@novanetco.com  
Subject: Noise ordinance suggestions for City Attorney.  
Date: October 10, 2018 at 3:18 PM  
To: Burnell Dave dburnell@crystalriverfl.org



Dave

I had a number of suggestions for organizing the noise ordinances into a cohesive unit. I spoke to Jennifer at the end of the city Council meeting and let her know I would be sending these to you Dave so that you could forward to her. She expressed interest in the additional comments I had to offer.

Please forward this message to our legal counsel. Thank you.

Hello Counsellor

For the sake of our law-enforcement, who will not flip back-and-forth easily between pages trying to piece together our intention, can we please consolidate all of the prohibited acts in a single section? 12-63 creates "prohibition".

Sec. 12-62. - Enforcement; remedies.

Unless otherwise provided, violations of this chapter shall be enforced by the City of Crystal River Code Enforcement and Crystal River Police Departments. In addition to any remedy provided for in this chapter, the city may enforce the provisions herein by any other lawful means.

(Ord. No. 07-O-05, 2-26-2007)

Sec. 12-63. - Prohibition.

It shall be a violation of this article for any person to make, cause, or allow the making of any noise or sound within the city that exceeds the noise levels as set forth in this article.

(Ord. No. 07-O-05, 2-26-2007)

Sec. 12-63A64. - Noise at Night.

00744705

We then list as a prohibited act, disturbing the peace.

*This is A Prohibition.*

No person shall, between the hours of 9:00 p.m. and 7:00 a.m. of the next day, Monday through Thursday, and between 11:00 p.m. and 8:00 a.m. Friday through Sunday during Nighttime ring bells, yell, shout or make any other noise that shall disturb the peace and tranquility of the neighborhood or break the rest or annoy residents of the community.

(Code 1964, § 15-23; Ord. No. 88-0-20, § 1, 11-28-88)

But in 12.7071, we call out prohibitions again. Why split this?

(Ord. No. 07-O-05, 2-26-2007)

*Historical*

*Put all violations in one section*

*Green asterisk and underline*

*12.7071  
at all  
Prohibition  
all*

*12.7071*

*↑↑↑ nable*

Not written

U 70-0

Sec. 12-7071. - Specific noise prohibitions.

In addition to those general standards set forth in [section 12-66](#) [section 12-67](#), and unless otherwise exempted in this article, the following acts, and the causing thereof, are declared to be a violation of this section:

(1) Horns and signal devices. The sounding of any horn or audible signaling device of a motor vehicle, boat, engine, machine, or stationary boiler continuously or intermittently for a period in excess of sixty (60) seconds, except as a danger or emergency warning.

Definitions. Because our law-enforcement may not be able to discriminate clearly between different ideas expressed in these ordinances, I would like to be more explicit in defining our intention for them.

One is "Public Right of Way". As I expressed in my comments during the city Council meeting, I do not believe that our law enforcement will understand the canals to be a public right-of-way. Therefore I believe it is a good idea to include the public right-of-way definition in the definition section, explicitly including the idea that canals are a public right-of-way.

Person shall mean any individual, association, firm, sole proprietorship, partnership, corporation, unincorporated association or any other entity.

Plainly audible shall mean clearly or understandably loud enough to be heard through perception of the human ear. In such cases the location of the source of the noise and the type of the noise being generated can be easily described.

Real property line shall mean an imaginary line along the surface, and its vertical plane extension, which separates the real property owned, rented or leased by one person from that owned, rented or leased by another person, excluding intra-building real property divisions.

Reasonable time shall mean such length of time as may fairly, properly and reasonably be allowed or required to eliminate or abate a noise found to be in violation of this chapter, after

00744705

Another is "Attracting Attention." In 12-7071 paragraph 3, we prohibit:

(3) Loudspeakers and devices for advertising.

a. The use, operation, or playing of any loudspeaker system, sound amplifier or other similar device which produces or reproduces sound which is cast or emitted upon public rights-

of-way for the purpose of commercial advertising or for attracting the attention of the public to any building, structure, vehicle or activity, which is being carried on thereon.

b. The use, operation, or playing of any loudspeaker system, sound amplifier or other similar device between the hours of 9:00 p.m. and 7:00 a.m. the following day during Nighttime in such a manner so as to cause a noise disturbance across a residential real property boundary.

There are several challenges I have with this section. One of them is that the section can be read as prohibiting loud speakers, and it also can be read as prohibiting devices for advertising. Regardless of that ambiguity (I would prefer both being prohibited), this particular paragraph goes to intention. I believe it does not matter what the intention is, merely the act. Why do we want an ordinance that is based on intention at all. Don't we want simple and verifiable

Public Right of Way - includes canals

[Green highlight under paragraph b]

5

merely the act. Why do we want an ordinance that is based on intention at all? Don't we want simple and verifiable behaviors to be the standard in our community regardless of intention? I would change to "... Commercial advertising, or which results in attracting the attention of the public ...". It is the result of behavior we want to curb in this case, not the intention.

If there is therefore a way to define "attracting attention", it would provide law-enforcement with a clear and observable behavior. It would give them an additional tool to be able to discriminate that there was in fact a violation occurring.

In prohibition paragraph 14, I am concerned that someone will segregate the idea of a boat as one concept and will ignore the fact that they have been electronics system mounted on it. I would like to add some clarifying language to this paragraph so that it is clear that the prohibitions in paragraph (2) (a) and (b) are not irrelevant simply because we are discussing a vessel (watercraft).

(14) The operation of any vessel on the waterways of the city in such a manner as to create a level of noise which is disturbing of the peace and tranquility, and plainly audible within one hundred (100) feet, or creates a level of measured sound, which exceeds the limits as set forth in Tables I, III, and IV.

(Ord. No. 07-O-05, 2-26-2007)

**Cross-reference**—Same Certain acts prohibited, [§ 12-10](#).

SO — ADD AUDIO DEVICES COVERED IN 12-7071 (2)(a)+(b).

Compel documentation.

Finally I am concerned about the fact that there does not seem to be any directive to law-enforcement to record specific behaviors in the form of documentation or warnings. It seems like we can have multiple events of noise disturbance, have the Sheriff's deputy show up, and end up still getting a first offense after four or five different occurrences. I don't know how to avoid this problem, but I would like to mandate some behavior for responding officers.

Because of the heavy focus on using decibel measuring devices, and the lack of a specific statement in the prohibition section saying "these do not require a decibel measuring device" I also believe that many of these prohibited acts will get ignored, because our law Enforcement may become fascinated with some kind of technology rather than common sense. Is there a way we can tell them to simply count on their own perception in the cases of prohibitions?

I don't understand if it is possible for a citizen to make a sworn statement of testimony about an observation of a prohibited act, such as playing a loudspeaker heard 200 feet down at canal. If we have such sworn testimony, will that compel law-enforcement to act and investigate?

Thank you for your assistance pulling together a more comprehensive and usable set of regulations.

PETE  
Peter Langlois  
Managing Partner  
Nova Network  
www.novanetco.com  
(M) +1 703 930 9613  
Sent from my iPad. Please excuse autokerrekt errors.



# City of Crystal River



## DEPARTMENTAL MONTHLY REPORTS SUMMARY

SEPTEMBER 2018



## Departmental Monthly Reports Summary

### CITY MANAGER

**FINANCE DEPARTMENT: No Report submitted by agenda deadline.**

#### **CLERK'S OFFICE:**

During the month of September Clerk's office staff attended and prepared minutes for 6 meetings, prepared 6 agendas and 19 agenda items, handled    public records requests, handled 3 lot purchase/sales inquiries and 0 deed inquiries, 0 plot marking requests, prepared and filed 1 liens, prepared and filed release of liens 0, 0 order for abatement, performed 24 notarizations, and the Clerk's office facilitated 0 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, now reporting/processing documents FEMA for 3 hurricanes, 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. Staff attended conference for continuing education. Clerk's office staff has been working to ensure that the city website is ADA compliant. City Clerk Mia Fink was awarded her Certified Municipal Clerk designation. The designation comes after several years of education in order to attain the designation.

#### **THREE SISTERS SPRINGS:**

Three Sisters Springs had a total of 503 visitors throughout the month of September, 251 more visitors than we had during September of 2017. Since October 1, 2017 we have had 36,078 visitors. That is a 44% increase in visitors for the year.

In September the Three Sisters Springs Team worked on improving customer service skills. They completed online training courses provided through our partnership with Visit Florida. Staff completed The Power of One: Creating Memorable Guest Experiences in Our Sunshine State and The Power of One: Resolving Guest Conflict.

This month on social media:

- Facebook:
  - New followers: 376
  - Total followers: 26,862
  - Post with the most people reached: "Fall Colors Have Arrived" reached 14,723 people.
- Instagram:
  - New followers: 265
  - Total followers: 3,959
  - Post with the most people reached: #TBT Amazing View of the Springs on 9/27/18 reached 3,477 people.

**PUBLIC WORKS:**

**Parks:**

- Nothing new to report.

**Personnel:**

- The Mechanic II position has been filled; still seeking viable applicants for the Capital Projects Manager position.

**Facilities:**

- Staff assisted the architect with the needs assessment for the new City Hall feasibility study.

**Public Water:**

- Staff continued assisting with the water meter replacement SRF application.
- The new generator for the water plant was installed and is operational.

**Public Sewers:**

- A public workshop was held for the backflow and grease ordinances.

**Solid Waste:**

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

**Community Redevelopment Area:**

- Nothing new to report.

**Roads:**

- Nothing new to report.

**Drainage:**

- Staff fielded numerous drainage complaints including an illicit discharge from the WaWa site.

**Grant Projects:**

- Nothing new to report.

**SPECIAL EVENTS: No Report submitted by agenda deadline.**

**ASSISTANT CITY MANAGER**  
**COMMUNITY SERVICES**

**FIRE DEPARTMENT:**

CRFD responded to 26 calls during the month of September, with 4 calls being canceled. There were 20 calls in city 2 of which were canceled, 6 outside of city calls 2 of which were canceled. Total water usage for the period was approximately 1,000 gallons.

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

**PERMITTING & INSPECTIONS:** No Report submitted by agenda deadline.

**Business Licensing**

There were 26 businesses that submitted paperwork to apply for new business license and/or were issued a new business license in the City between September 1<sup>st</sup> and 30<sup>th</sup>, 2018:

- Wilsons Mobile Detailing (car detailing), home occupation
- B-Scada (computer software), 547 SE Fort Island Trail, Suite A
- Strategic Business Development Services (business mgt. services), home occupation
- Exersize Science Lab – new owner (health gym), 370 N Suncoast Blvd.
- Get Up and Go Kayaking (watercraft), home occupation
- John E. Starks (boat captain-1099), for River Ventures
- Dream Manatee Tours (boat charter), home occupation
- Georgia C. Meyer (used book store), 1801 NW Hwy 19, Suite 573
- Sebastian Didato (boat captain – 1099), CR Watersports
- Coastal Breeze Home Services (handyman), home occupation
- Flavor Express (mobile food vendor) 1104 NE 5<sup>th</sup> Street
- Crystal Blue Persuasion (boat charter), home occupation
- Florida Non-Lawyer Service (legal document assistance) 108 NW Hwy 19, Suite 585
- Karat Gallery Jewelry and Gifts (merchant), 1801 NW Hwy 19, Suite 191
- Productive Solutions (property management/realty), home occupation
- Phillip Eledge (boat captain - 1099), River Ventures
- Russell Wade Black (boat captain - 1099), River Ventures
- Nine out of area insurance companies

Business license renewals are active throughout the State of Florida, with all renewals due by September 30<sup>th</sup>, annually. The City completed the renewal process for all business that submitted payment with the exception of 11 businesses that need to provide additional information or complete further action for the State of Florida. The City of Crystal River currently has:

- 701 active business licenses
- 8 additional businesses were identified during the renewal process as having been terminated
- 477 of the 686 business licenses were renewed or obtained (69.5%)
- 209 license renewals were pending

### **Code Enforcement**

- 14 cases opened
  - 1 complaint investigated, verified, and case folders prepared
  - 12 cases prepared for hearings
  - 10 cases heard at hearings
  - 13 violations observed, case folders prepared
  - 2 cases closed
  - 0 cases referred to Citrus County
- 
- Vacation rentals: Investigation continued to ensure compliance. No new violations observed.
  - Worked with the Building and Planning Department regarding cases with permit and building/zoning violations in attempt to gain compliance.
  - Assisted covering park ranger duties weekly.

### **Park Rangers**

**Copeland Park: Nothing to report.**

**Hunter Springs Park:** Rangers were asked to count the number of visitors at the park at peak times to obtain usage information. The following counts were obtained at 1 pm on the following weekends:

9/1: 275	9/2: 372
9/8: no count	9/9: no count
9/15: 180	9/16: 130
9/22: 157	9/23: 162
9/29: 140	9/30: 140

Cale performed general maintenance on all parking meter keypads after receiving complaints that some buttons on the Hunter Springs meters were sticking/not easily acknowledging touch.

**Kings Bay Park:** A resident reported a concern to a park ranger about children at The Crystal Manatee motel near Kings Bay Park who appeared to be with a male subject. The children were of varying ethnicities and their behavior seemed odd and very subdued to the resident. A description was obtained and the person was advised that law enforcement would be contacted of any suspicious activity.

**Little Springs Park (Creative Park): Nothing to report.**

**Legrone Park:** A ranger spoke with the high school coach after receiving notification that during football practice students were possibly damage irrigation lines. Note: no new damage was found.

**Three Sister Springs:** After hours, park rangers located persons on foot visiting the park and a second incident of children on the boardwalk that arrived with their family by boat. Park rules and hours were explained and the parties were asked to leave without further incident.

**Yeoman Park: Nothing to report.**



**General:** A park ranger stopped to speak to the driver of a truck with a trailer parked on the Kings Bay Bridge and noticed a shrimp boat tied to the bridge. They appeared to be off-loading shrimp to the truck. The driver was informed they cannot stop on the bridge nor were vessels permitted to tie to the bridge. Law enforcement was notified.

- Park rangers and Code Enforcement Officer patrolled the Riverwalk looking for any type of vandalism or problems.
- Park rangers answered several questions about manatees and the parks.

### **Water Patrol**

Water patrol continued daily patrols on the waterways within city limits. Patrol continued to observe and document potential violations and provided educational materials and outreach to the public and partners. Scallop season began to wind down but volumes of visitors and waterway traffic continued. Staff worked to ease congestion/crowding in and around city parks and boat ramps with influx of watercraft traffic. Staff provided additional assistance to USFWS volunteer staff and city park rangers during peak times. Potential violations observed while on patrol (not all potential violations observed or reflected):

- 57 vessel speed concerns
- 11 dive flag concerns
- 29 paddle craft or boats without proper safety equipment
- 4 inappropriate anchoring
- 17 instances of alcohol in exclusion areas
- 12 vessels in the swim area at Hunter Springs Park
- 1 vessel loose from mooring and/or adrift, or sunk
- 6 interfere/ block navigation of another
- 1 unsafe vessel operations where significant risk of collision or bodily injury existed or occurred.

# City of Crystal River



## DEPARTMENTAL MONTHLY REPORTS

September 2018

# **City of Crystal River**



CITY MANAGER

September 2018

# City of Crystal River



## FINANCE DEPARTMENT Departmental Monthly Report

September 2018

# **City of Crystal River**



## CLERK'S OFFICE DEPARTMENT Departmental Monthly Report

September 2018



## City Clerk's Monthly Report

-----∞-----∞-----

**September 2018**

### Meetings Resulting in Official Minutes:

- 09/04/18 Waterfronts Advisory Board Meeting
- 09/06/18 Planning Commission Meeting
- 09/06/18 F.O.G. Workshop
- 09/10/18 CRA and Council Meetings
- 09/24/18 Council Meeting
- 09/25/18 Special Council Meeting (Budget)

### Public Records Requests: 19

**Cemetery:** 3 Lot Maintenance/Plot Location Inquiries; 1 Deed re-issue

### Bid Opening(s): None

### Lien Activity:

- |                       |   |   |
|-----------------------|---|---|
| <b>Releases Filed</b> | ▪ | <b>0</b>  |
| <b>Liens</b>          | ▪ | <b>1</b>  |
| <b>Other</b>          | ▪ | <b>1 Variance Order/ 1 Vested Rights Petition</b> |

### Agendas and Items Prepped : 7 Agendas and 14 Items

### Other

- Public Notarizations – 24
- Scheduled and published all advertising notices of meetings, ordinances, workshops, etc. as required.
- Scanned and uploaded all necessary items to website
- Bi-weekly timesheet entries for relevant departments
- Prepared monthly departmental report summaries
- Facilitation of legal and IT requests
- Cellphone account and device management
- Social media management
- Hurricane Hermine & Irma- FEMA financial reporting and follow-up
- Printer and postage reports
- Golf Cart Registration Program duties
- Election-related tasks
- Coordination with Special Events on Fallen Heroes Memorial Event Planning

# City of Crystal River



## PUBLIC WORKS DEPARTMENT Departmental Monthly Report

September 2018



# City of Crystal River

## DEPARTMENT of PUBLIC WORKS

123 Northwest Highway 19  
Crystal River, Florida 34428  
Telephone: (352) 795-4216  
Facsimile: (352) 795-6351

### MEMORANDUM

To: Dave Burnell, City Manager  
From: Beau Keene, P.E. – Public Works Director /s/ **BEK**  
Date: October 15, 2018  
RE: **DPW Monthly Report ~ September 2018**

---

---

#### Parks:

- Nothing new to report.

#### Personnel:

- The Mechanic II position has been filled; still seeking viable applicants for the Capital Projects Manager position.

#### Facilities:

- Staff assisted the architect with the needs assessment for the new City Hall feasibility study.

#### Public Water:

- Staff continued assisting with the water meter replacement SRF application.
- The new generator for the water plant was installed and is operational.

#### Public Sewers:

- A public workshop was held for the backflow and grease ordinances.

#### Solid Waste:

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

#### Community Redevelopment Area:

- Nothing new to report.

#### Roads:

- Nothing new to report.

#### Drainage:

- Staff fielded numerous drainage complaints including an illicit discharge from the WaWa site.

#### Grant Projects:

- Nothing new to report.



# City of Crystal River



## SPECIAL EVENTS DEPARTMENT Departmental Monthly Report

September 2018

# City of Crystal River



## THREE SISTERS Monthly Report

September 2018

## THREE SISTERS SPRINGS

---

Three Sisters Springs had a total of 503 visitors throughout the month of September, 251 more visitors than we had during September of 2017. Since October 1, 2017 we have had 36,078 visitors. That is a 44% increase in visitors for the year.

In September the Three Sisters Springs Team worked on improving customer service skills. They completed online training courses provided through our partnership with Visit Florida. Staff completed The Power of One: Creating Memorable Guest Experiences in Our Sunshine State and The Power of One: Resolving Guest Conflict.

This month on social media:

- Facebook:
  - New followers: 376
  - Total followers: 26,862
  - Post with the most people reached: “Fall Colors Have Arrived” reached 14,723 people.
- Instagram:
  - New followers: 265
  - Total followers: 3,959
  - Post with the most people reached: #TBT Amazing View of the Springs on 9/27/18 reached 3,477 people.

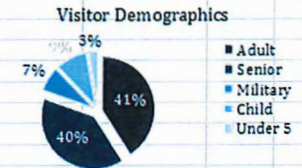


## City of Crystal River 2017-18 Fiscal Year

### Three Sisters Springs

#### Visitor Information as of September 30, 2018

Manatee Season runs November 15, 2017 to March 31, 2018. The property around Three Sisters Springs is open for visitors year round. The City of Crystal River operates visitor services including trolley tours to Three Sisters Springs, staffing the Three Sisters Springs Center and the toll booth onsite, and providing information to all visitors.



	Monthly Visitors					Sum
	Adult	Senior	Military	Children	Under 5	
October	634	102	14	50	38	838
November	1332	676	153	212	73	2446
December	3189	1258	251	487	152	5337
January	3975	4958	932	791	304	10960
February	1307	2403	399	259	101	4469
March	2940	2924	577	1016	200	7657
April	681	342	77	44	92	1236
May	440	125	19	12	21	617
June	507	89	30	53	18	697
July	515	68	13	71	37	704
August	490	45	17	46	16	614
September	444	12	16	5	26	503
						36078

**Manatee Season Visitors**  
31749

**Average Daily Visitors**

Manatee Season: 222

Summer Season: 18

**Promotions**

Walk-In Wednesday

Pirate Festival

**Total Passes**

333 Annual Passes

3 USFWS Volunteer Passes

3 TDC Passes

# **City of Crystal River**



ASSISTANT CITY MANAGER  
COMMUNITY SERVICES DEPARTMENT  
Departmental Monthly Report

September 2018

# City of Crystal River



## COMMUNITY SERVICES Departmental Monthly Report

September 2018

## Community Services Dept. Monthly Report September 2018

### Business Licensing

There were 26 businesses that submitted paperwork to apply for new business license and/or were issued a new business license in the City between September 1<sup>st</sup> and 30<sup>th</sup>, 2018:

- Wilsons Mobile Detailing (car detailing), home occupation
- B-Scada (computer software), 547 SE Fort Island Trail, Suite A
- Strategic Business Development Services (business mgt services), home occupation
- Exersize Science Lab – new owner (health gym), 370 N Suncoast Blvd.
- Get Up and Go Kayaking (watercraft), home occupation
- John E. Starks (boat captain-1099), for River Ventures
- Dream Manatee Tours (boat charter), home occupation
- Georgia C. Meyer (used book store), 1801 NW Hwy 19, Suite 573
- Sebastian Didato (boat captain – 1099), CR Watersports
- Coastal Breeze Home Services (handyman), home occupation
- Flavor Express (mobile food vendor) 1104 NE 5<sup>th</sup> Street
- Crystal Blue Persuasion (boat charter), home occupation
- Florida Non-Lawyer Service (legal document assistance) 108 NW Hwy 19, Suite 585
- Karat Gallery Jewelry and Gifts (merchant), 1801 NW Hwy 19, Suite 191
- Productive Solutions (property management/realty), home occupation
- Phillip Eledge (boat captain - 1099), River Ventures
- Russell Wade Black (boat captain - 1099), River Ventures
- Nine out of area insurance companies

Business license renewals are active throughout the State of Florida, with all renewals due by September 30<sup>th</sup>, annually. The City completed the renewal process for all business that submitted payment with the exception of 11 businesses that need to provide additional information or complete further action for the State of Florida. The City of Crystal River currently has:

701 active business licenses

8 additional businesses were identified during the renewal process as having been terminated

477 of the 686 business licenses were renewed or obtained (69.5%).

209 license renewals were pending

### Code Enforcement

- 14 cases opened
  - 1 complaint investigated, verified, and case folders prepared
  - 12 cases prepared for hearings
  - 10 cases heard at hearings
  - 13 violations observed, case folders prepared
  - 2 cases closed
  - 0 cases referred to Citrus County
- 
- Vacation rentals: Investigation continued to ensure compliance. No new violations observed.
  - Worked with the Building and Planning Department regarding cases with permit and building/zoning violations in attempt to gain compliance.
  - Assisted covering Park Ranger duties weekly.

### Park Rangers

**Copeland Park: Nothing to report.**

**Community Services Dept. Monthly Report  
September 2018**

**Hunter Springs Park:** Rangers were asked to count the number of visitors at the park at peak times to obtain usage information. The following counts were obtained at 1 pm on the following weekends:

9/1: 275	9/2: 372
9/8: no count	9/9: no count
9/15: 180	9/16: 130
9/22: 157	9/23: 162
9/29: 140	9/30: 140

Cale performed general maintenance on all parking meter keypads after receiving complaints that some buttons on the Hunter Springs meters were sticking/not easily acknowledging touch.

**Kings Bay Park:** A resident reported a concern to a park ranger about children at The Crystal Manatee motel near Kings Bay Park who appeared to be with a male subject. The children were of varying ethnicities and their behavior seemed odd and very subdued to the resident. A description was obtained and the person was advised that law enforcement would be contacted of any suspicious activity.

**Little Springs Park (Creative Park): Nothing to report.**

**Legrone Park:** A ranger spoke with the high school coach after receiving notification that during football practice students were possibly damage irrigation lines. Note: no new damage was found.

**Three Sister Springs:** After hours, park rangers located persons on foot visiting the park and a second incident of children on the boardwalk that arrived with their family by boat. Park rules and hours were explained and the parties were asked to leave without further incident.

**Yeoman Park: Nothing to report.**

**General:** A park ranger stopped to speak to the driver of a truck with a trailer parked on the Kings Bay Bridge and noticed a shrimp boat tied to the bridge. They appeared to be off-loading shrimp to the truck. The driver was informed they cannot stop on the bridge nor were vessels permitted to tie to the bridge. Law enforcement was notified.

- Park rangers and Code Enforcement Officer patrolled the Riverwalk looking for any type of vandalism or problems.
- Park rangers answered several questions about manatees and the parks.

**Water Patrol**

Water Patrol continued daily patrols on the waterways within city limits. Patrol continued to observe and document potential violations and provided educational materials and outreach to the public and partners.

Scallop Season began to wind down but volumes of visitors and waterway traffic continued. Staff worked to ease congestion/crowding in and around City Parks and Boat Ramps with influx of watercraft traffic. Staff provided additional assistance to USFWS volunteer staff and City Park Rangers during peak times.

Responded to calls for service relating to the following concerns: Manatee interactions or injuries (assisted USFWS investigate and locate an injured manatee - animal was rescued the following day due to injuries), usage of City docks at Kings Bay Park and Pete's Pier boat ramp, vessel speeds, non-compliant visitors at Three Sister's Springs, aided in preventing a vessel from sinking, helped vessel operator who fell from vessel while underway.



**Community Services Dept. Monthly Report  
September 2018**

Water Patrol coordinated with Public Works staff to keep pump-out operations on schedule by towing vessel when needed.

Potential violations observed while on patrol (not all potential violations observed or reflected):

- 57 vessel speed concerns
- 11 dive flag concerns
- 29 paddle craft or boats without proper safety equipment
- 4 inappropriate anchoring
- 17 instances of alcohol in exclusion areas
- 12 vessels in the swim area at Hunter Springs Park
- 1 vessel loose from mooring and/or adrift, or sunk
- 6 interfere/ block navigation of another
- 1 unsafe vessel operations where significant risk of collision or bodily injury existed or occurred.

# City of Crystal River



## FIRE DEPARTMENT Departmental Monthly Report

September 2018

CRYSTAL RIVER FIRE DEPARTMENT

Monthly Incident Summary

Station 1

Sep 1-30, 2018

Prepared by: R. Wilkinson

Call Type	CRFD Response Inside City	CRFD Response Outside City	Mutual Aid Provided to CRFD # of Units Responding	
			# Calls	# Units
Structure Fire		1		
Vehicle Fire	1			
Miscellaneous Fire	8			
Brush Fire				
Unauthorized Burn				
Fire Alarm	4			
Vehicle Accident	3	4		
Hit & Run				
EMS Assist	3		1	1
Landing Zone Set-Up		1		
Urgent WBC				
Non-Urgent WBC				
Good Intent				
Assist CCSO				
Service Call	1			
Thru Incident #4307				
TOTAL CALLS	20	6		
Combined Responses Inside/Outside City Limits	26			
Canceled	2	2		

**CRYSTAL RIVER FIRE DEPARTMENT**

**SEPTEMBER 2018 CALL-OUT LOG**

Chief: "Jack" Dumas, III

Prepared by: Richard Wilkinson

DATE	INC #	ADDRESS	INCIDENT TYPE	MUTUAL AID	CANCELLED? WATER USAGE	DISTANCE
09/01	3890	11419 W FT ISLAND TRAIL (CR)	LANDING ZONE	GIVEN	NO	1.74
09/01	3892	208 NE CRYSTAL ST (CR)	MISC FIRE	NONE	NO	0.4
09/03	3911	8624 W CRYSTAL ST (CR)	FIRE ALARM	NONE	NO	1.16
09/05	3938	2061 NW HWY 19 (CR)	MISC FIRE	NONE	YES	1.23
09/06	3938-1	KINGS BAY/THREE SISTERS (CR)	MISC FIRE	NONE	NO	0.5
09/09	4000	N CITRUS AVE & W DEEWOODS DR (CR)	VEHICLE ACCIDENT	GIVEN	NO	1.7
09/12	4028	9530 W FT ISLAND TRAIL (CR)	VEHICLE ACCIDENT	NONE	NO	1.92
09/13	4042	NE HWY 19 & N CITRUS AVE (CR)	VEHICLE ACCIDENT	NONE	NO	0.22
09/14	4057	700 N CITRUS AVE (CR)	FIRE ALARM	NONE	YES	0.7
09/14	4058	662 NE HWY 19 (CR)	MISC FIRE	NONE	NO	0.5
09/14	4067	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	NO	1.48
09/15	4074	NE 6 <sup>TH</sup> AVE & NE 11 <sup>TH</sup> ST (CR)	MISC FIRE	NONE	NO	0.78
09/15	4079	NE 3 <sup>RD</sup> AVE & NE 7 <sup>TH</sup> TERR (CR)	MISC FIRE	NONE	NO	0.44
09/15	4084	821 SE SERENDIPITY PL (CR)	FIRE ALARM	NONE	NO	1.54
09/16	4092	472 NE CRYSTAL ST (CR)	MISC FIRE	NONE	NO	0.64
09/16	4094	N SAILBOAT AVE & W STATE PARK ST (CR)	MISC FIRE	NONE	NO	2.61
09/18	4127	N CITRUS AVE & NE 11 <sup>TH</sup> ST (CR)	VEHICLE ACCIDENT	NONE	NO	0.38
09/20	4146	2040 N TWIX PT (INV)	STRUCTURE FIRE	GIVEN	YES	19.78
09/21	4159	1651 SE HWY 19 (CR)	EMS ASSIST	RECEIVED	NO	1.52
09/25	4221	W TIDEWATER CIR & N TALLAHASSEE RD (CR)	MISC FIRE	NONE	NO	1.76
09/26	4245	7090 W GULF TO LAKE HWY (CR)	VEHICLE ACCIDENT	GIVEN	YES	2.71
09/26	4246	2315 N SUNSHINE PATH (CR)	VEHICLE ACCIDENT	GIVEN	NO	2.37
09/27	4254	N TALLAHASSEE RD & STATE PARK DR (CR)	VEHICLE ACCIDENT	GIVEN	NO	2.25
09/27	4265	70 N SUCOAST BLVD (CR)	FIRE ALARM	NONE	NO	2.75
09/27	----	650 NW 3 <sup>RD</sup> AVE (CR)	TRAINING	----	1,000 Gal	----

09/29	4293	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	NO	1.51
09/30	4307	NE 5 <sup>TH</sup> TER & NE 3 <sup>RD</sup> AVE (CR)	VEHICLE FIRE	NONE	NO	0.51

**NOTE:** Those entries highlighted in "yellow" reflect responses by the CRFD which exceed five miles in a direct line. Those entries highlighted in "red" reflect water usage from hydrants located within the City of Crystal River. Total water consumption for this period was approximately 1,000 gallons.

**SUMMARY OF CALLS**

	<b>RESPONSES WITHIN THE CITY</b>	<b>RESPONSES OUTSIDE OF THE CITY</b>
Calls Where Mutual Aid Was Received	1	N/A
Calls Cancelled	2	2
Calls Where Mutual Aid Was Given	N/A	6
Calls With No Mutual Aid	20	N/A

# City of Crystal River



PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT  
Departmental Monthly Report

September 2018

# City of Crystal River



## DEPARTMENTAL MONTHLY REPORTS SUMMARY

OCTOBER 2018







## Departmental Monthly Reports Summary

### CITY MANAGER

**FINANCE DEPARTMENT:** No Report submitted by agenda deadline.

### **CLERK'S OFFICE:**

During the month of October Clerk's office staff attended and prepared minutes for 5 meetings, prepared agendas and 14 agenda items, handled several public records requests, handled 2 lot purchase/sales inquiries and 0 deed inquiries, 0 plot marking requests, prepared and filed 1 liens, prepared and filed 0 release of liens 0, filed 1 variance order, 1 vested rights petition, performed 12 notarizations, and the Clerk's office facilitated 0 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 and attended conference for continuing education. Clerk's office staff continues working to ensure that the city website is ADA compliant.

### **THREE SISTERS SPRINGS:**

Three Sisters Springs had a total of 541 visitors throughout the month of October; 297 fewer visitors than we had during October of 2017. This decrease in visitation was due to Hurricane Michael which caused the closure of Three Sisters Springs for six days, October 9<sup>th</sup> – October 14<sup>th</sup>.

In October the Three Sisters Springs Team worked on revamping the Three Sisters Springs Center. New interpretative posters were framed and hung in the Center, along with a large chalkboard used to display manatee counts, gulf water temperatures and tide schedules. A picture board was created to encourage visitors to follow our social media pages and to share photos of their visit to the springs. A new brochure display was created and local dive shops and outfitters were contacted to display promotional materials for their businesses. This program will be ongoing as we reach out to other business; restaurants, shops, etc... to display promotional materials. The trolley waiting area was completed. The parking lot was sealed and decorative walls were installed along with a line management system. New picnic tables were added to this area as well.

This month on social media:

- Facebook:
  - New followers: 213
  - Total followers: 27,345
  - Post with the most people reached: "Boardwalk Views" reached 15,000 people.
- Instagram:
  - New followers: 265
  - Total followers: 4,172
  - Post with the most people reached: "Anyone else super excited for manatee season?" on 10/04/18 reached 2,871 people.

**PUBLIC WORKS:**

**Parks:**

- Paving improvements have been completed at Hunter Springs Park and Copeland Park; DPW will soon be installing drainage, striping, and wheel-stops.

**Personnel:**

- The Maintenance Worker II position has been filled; still seeking viable applicants for the Capital Projects Manager position.

**Facilities:**

- Seal-coating of the pedestrian area in front of the Visitor's Center has been completed.

**Public Water:**

- Staff continued assisting with the water meter replacement SRF application.
- The replacement generator for the water treatment plant site on Crystal Street was installed.

**Public Sewers:**

- The Lift Station #1 soil stabilization project on N. Citrus Ave. commenced and continues. As of this writing, approximately 175 cubic yards of Portland cement slurry has been injected.

**Solid Waste:**

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

**Community Redevelopment Area:**

- The Dixie Automotive soil remediation project on US-19 has been completed by the FDEP.

**Roads:**

- Nothing new to report.

**Drainage:**

- Nothing new to report.

**Grant Projects:**

- Nothing new to report.

**SPECIAL EVENTS:**

**ASSISTANT CITY MANAGER**  
**COMMUNITY SERVICES**

**FIRE DEPARTMENT:**

CRFD responded to 28 calls during the month of October, with 3 calls being canceled. There were 25 calls in city 1 of which was canceled, 3 outside of city calls 2 of which were canceled. Total water usage for the period was approximately 10,808 gallons.

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

**PERMITTING & INSPECTIONS: No Report submitted by agenda deadline.**

**Business Licensing**

There were 26 businesses that submitted paperwork to apply for a new business license and are pending or were approved for a business license in the City between October 1<sup>st</sup> and 31<sup>st</sup>, 2018:

- Fred's Dog Groomer (new owner registry), 855 NE 4<sup>th</sup> St.
- Assurity Life Insurance Co. (insurance), out of state
- Economy Preferred Insurance Co. (insurance), out of county
- Bond Safeguard Insurance Co. (insurance), out of state
- Wayne Bardsley (home occ - owner/manager of property)
- Anchored Souls (retail), 15 NW Hwy 19
- Nails by Debbie at Sassified Salon & Boutique (cosmetology/nails) 430 NE 3<sup>rd</sup> St, Suite 4
- Lollygaggers (new owner - restaurant/bar), 744 SE US Hwy 19
- Janot Vilardell (1099-Captain)
- John Dixon (1099-Captain)
- Matthew Tarrance (1099-Captain)
- Dennis Ferderer (1099-Captain)
- Mariah Ellis (1099-Captain)
- Sam Green (1099-Captain)
- Michele Christian (1099-cosmetology/hair), 430 NE 3<sup>rd</sup> St., Suite 4
- Ideal Properties of Florida (Out of Co Registration for Property Mgt.)
- Langley Health Services (medical health), 547 SE Fort Island Trail, Suites C-E
- Tyler Duncan Painting (home occupation – painting, power washing, popcorn removal)
- Porch Pickup (retail), 1330 SE Hwy 19
- O'Brien Insurance (insurance), 831 NE Hwy 19
- Gulf Coast Sports AE&S (admin office), 3442 N Citrus Ave.
- Captain John Bazo (fishing charter), 614 NW Hwy 19
- The Wrappos (vehicle wraps), 1113 NE 5<sup>th</sup> St.
- AECOM Technical Services (civil engineering – pending approval)
- Axles Eats (food truck) – pending approval
- The Skinny Fryer (food truck) – pending approval

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

716 have active business licenses.

9 additional businesses were identified during the renewal process as terminated.

60 remaining businesses of the 686 businesses notified for renewal have not applied to renew their license yet by the end of October. (8.7%).

94 total pending licenses.

**Code Enforcement**

- 22 cases opened
- 7 complaint investigated
- 0 cases prepared for hearings
- 0 cases heard at hearings
- 26 cases closed

- 0 cases referred to Citrus County
- Vacation rentals: 1 new vacation rental discovered.
- Worked with the Building and Planning Department regarding cases with permit and building/zoning violations in attempt to gain compliance.
- Identified a few businesses operating in the city without licenses and reported them to Business Licensing.
- Maintained sign ordinance in the right of way.

**Park Rangers**

**Hunter Springs Park:**

Number of visitors at the park at 1 pm on the following weekends:

10/6- 180	10/7- 162
10/13- 197	10/14- 94
10/20- 140	10/21- 90
10/27- 55	10/28- 50

Notified Sheriff Office of graffiti on picnic tables and possible drug activity, CCSO generated report# 2018-136673. A few problems with alcohol were handled by Park Rangers.

**Kings Bay Park:** Received reports from Public Works that people were sleeping on top of the picnic tables overnight and were still there asleep in the morning when the parks opened. CCSO was notified. Parks observed someone asleep on top of the tables in the morning Parks spoke to the person. CCSO arrived and advised the person to not sleep in the park, that it isn't allowed. Parks staff assisted Water Patrol with retrieving trees that had fallen in the canal.

**LeGrone Park:** Received report of a man and woman engaging in sexual activity in the restroom. Park Rangers increased patrol during that time frame which put a stop to the activity. Followed-up with citizens who made some of the reports, updating them on the status and advising them to call CCSO at the time the activity is taking place for law enforcement action if it starts up again. Park staff continued normal patrol.

**Little Springs Park (Creative Park):** Nothing to report.

**Riverwalk:** Park Rangers walk the trail almost every day, inspecting for any problems. No issues discovered.

**Three Sisters Springs:** Park Rangers present almost daily. Nothing to report.

**Yeoman Park:** Nothing to report.

**General:** Hurricane Michael preparations included taking video and photos of various facilities in the city and removed batteries from the pay stations. After the storm passed we returned to place batteries back into the pay stations and experienced problems with all of them. Park Rangers worked diligently to get all back online, however three (2 at Hunter and 1 at Kings Bay) were not coming back online. A service call was requested for Cale' to respond with new parts to complete repairs. Two at Hunter needed new printers and a mother board and the one at Kings Bay needed a new printer.

Parks staff assisted the Special Events Coordinator with the Remembering Our Fallen memorial being set up at the corner of Citrus and US 19. Park Rangers also set the generator at night to illuminate the memorial.

A local vendor reported graffiti on the Kings Bay Bridge. Park staff notified the Citrus County Sheriff's Office (there was a fingerprint in the paint), took photos, and notified the Assistant City Manager and the Public Works Superintendent.

CCSO generated report# 2018-147622. It was also noted that behind the plaza located at 579 SE Hwy 19 there was graffiti, very similar in nature as to the graffiti on the bridge. Park staff responded and took a photo, sending it to Code Enforcement who notified the owner of the plaza. The owner chose not to report it to CCSO. The graffiti was removed in both places.

### Water Patrol

Water Patrol continued daily patrols on the waterways within city limits. Officers continued to observe and document potential violations and provided educational materials and outreach to the public and partners.

Transported distressed kayakers caught in foul weather prior to Hurricane Michael back to Hunter Springs Park.

Observed a disabled vessel near Three Sisters entangled in the float boom/turbidity curtain near the dredging operations. The vessel and passengers were transported safely back to port.

Staff observed a man swimming in the middle of the bay without any safety equipment. He was attempting to swim nearly a mile from his disabled vessel back to his dinghy. Water Patrol safely transported him back to his dinghy, helped him get it started, and made certain he got back to the boat safely as he wanted to try to fix it.

Staff was notified by a concerned parent there were several children kayaking who were overdue. The parent assisted Water Patrol in locating the children, finding them near Three Sisters and safely returning them home.

Staff recovered debris due to storm surge and seasonal high tides from the water.

Staff provided additional assistance to USFWS volunteers/staff and City Park Rangers during peak times.

Staff responded to calls for service relating to the following concerns: Usage of city docks at Kings Bay Park and Pete's Pier boat ramp, vessel speeds, non-compliant visitors at Three Sisters.

# City of Crystal River



## DEPARTMENTAL MONTHLY REPORTS

October 2018

# City of Crystal River



CITY MANAGER

October 2018



# City of Crystal River



## FINANCE DEPARTMENT Departmental Monthly Report

October 2018



# City of Crystal River



## CLERK'S OFFICE DEPARTMENT Departmental Monthly Report

October 2018



## City Clerk's Monthly Report

-----  
**October 2018**

### Meetings Resulting in Official Minutes:

- 10/02/18 Waterfronts Advisory Board Meeting
- 10/04/18 Planning Commission Meeting
- 10/08/18 CRA and Council Meetings
- 10/22/18 Council Meeting

### Public Records Requests:

**Cemetery:** 2 Plot Location Inquiries

**Bid Opening(s):** None

### Lien Activity:

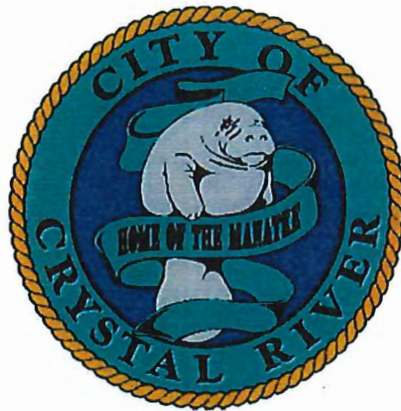
<b>Releases Filed</b>	▪ 0
<b>Liens</b>	▪ 1
<b>Other</b>	▪ 1 Variance Order/ 1 Vested Rights Petition

**Agendas and Items Prepped :** 5 Agendas and 14 Items

### Other

- Public Notarizations – 12
- Scheduled and published all advertising notices of meetings, ordinances, workshops, etc. as required.
- Scanned and uploaded all necessary items to website and for various departments
- Bi-weekly timesheet entries for relevant departments
- Prepared monthly departmental report summaries
- Facilitation of legal and IT requests
- Cellphone account and device management
- Social media management
- Hurricane Hermine & Irma- FEMA financial reporting and follow-up
- Hurricane Michael- preparation/FEMA documentation/EOC representation
- Printer and postage reports
- Golf Cart Registration Program duties
- Election-related tasks
- Coordination with Special Events on Fallen Heroes Memorial Event Planning & Execution
- City Website- ADA compliance and calendar updates
- Attendance to the FACC Annual Conference and Training
- Records Management duties (destruction/retention/documentation/digitization)
- Legislative Management Software implementation prep work

# City of Crystal River



## PUBLIC WORKS DEPARTMENT Departmental Monthly Report

October 2018



# City of Crystal River

## DEPARTMENT of PUBLIC WORKS

123 Northwest Highway 19  
Crystal River, Florida 34428  
Telephone: (352) 795-4216  
Facsimile: (352) 795-6351

### MEMORANDUM

To: Dave Burnell, City Manager  
From: Beau Keene, P.E. – Public Works Director /s/ **BEK**  
Date: November 5, 2018  
RE: **DPW Monthly Report ~ October 2018**

---

#### Parks:

- Paving improvements have been completed at Hunter Springs Park and Copeland Park; DPW will soon be installing drainage, striping, and wheel-stops.

#### Personnel:

- The Maintenance Worker II position has been filled; still seeking viable applicants for the Capital Projects Manager position.

#### Facilities:

- Seal-coating of the pedestrian area in front of the Visitor's Center has been completed.

#### Public Water:

- Staff continued assisting with the water meter replacement SRF application.
- The replacement generator for the water treatment plant site on Crystal Street was installed.

#### Public Sewers:

- The Lift Station #1 soil stabilization project on N. Citrus Ave. commenced and continues. As of this writing, approximately 175 cubic yards of Portland cement slurry has been injected.

#### Solid Waste:

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

#### Community Redevelopment Area:

- The Dixie Automotive soil remediation project on US-19 has been completed by the FDEP.

#### Roads:

- Nothing new to report.

#### Drainage:

- Nothing new to report.

#### Grant Projects:

- Nothing new to report.



# City of Crystal River



## SPECIAL EVENTS DEPARTMENT Departmental Monthly Report

October 2018

# City of Crystal River



## THREE SISTERS Monthly Report

October 2018

## THREE SISTERS SPRINGS

---

Three Sisters Springs had a total of 541 visitors throughout the month of October, 297 fewer visitors than we had during October of 2017. This decrease in visitation was due to Hurricane Michael which caused the closure of Three Sisters Springs for six days, October 9- – October 14<sup>th</sup>.

In October the Three Sisters Springs Team worked on revamping the Three Sisters Springs Center. New interpretative posters were framed and hung in the Center, along with a large chalkboard used to display manatee counts, gulf water temperatures and tide schedules. A picture board was created to encourage visitors to follow our social media pages and to share photos of their visit to the springs. A new brochure display was created and local dive shops and outfitters were contacted to display promotional materials for their businesses. This program will be ongoing as we reach out to other business; restaurants, shops, etc... to display promotional materials. The trolley waiting area was completed. The parking lot was sealed and decorative walls were installed along with a line management system. New picnic tables were added to this area as well.

This month on social media:

- Facebook:
  - New followers: 213
  - Total followers: 27,345
  - Post with the most people reached: “Boardwalk Views” reached 15,000 people.
- Instagram:
  - New followers: 265
  - Total followers: 4,172
  - Post with the most people reached: “Anyone else super excited for manatee season?” on 10/04/18 reached 2,871 people.



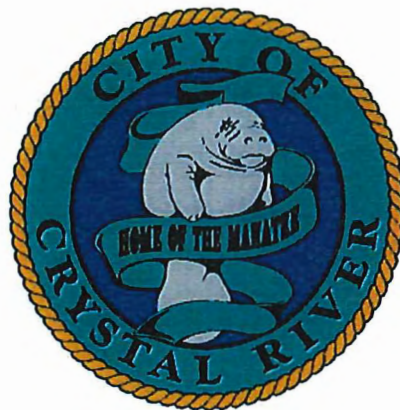
# City of Crystal River



ASSISTANT CITY MANAGER  
COMMUNITY SERVICES DEPARTMENT  
Departmental Monthly Report

October 2018

# City of Crystal River



## COMMUNITY SERVICES Departmental Monthly Report

October 2018

## Community Services Dept. Monthly Report October 2018

### Business Licensing

There were 26 businesses that submitted paperwork to apply for a new business license and are pending or were approved for a business license in the City between October 1<sup>st</sup> and 31<sup>st</sup>, 2018:

- Fred's Dog Groomer (new owner registry), 855 NE 4<sup>th</sup> St.
- Assurity Life Insurance Co. (insurance), out of state
- Economy Preferred Insurance Co. (insurance), out of county
- Bond Safeguard Insurance Co. (insurance), out of state
- Wayne Bardsley (home occ - owner/manager of property)
- Anchored Souls (retail), 15 NW Hwy 19
- Nails by Debbie at Sassified Salon & Boutique (cosmetology/nails) 430 NE 3<sup>rd</sup> St, Suite 4
- Lollygaggers (new owner - restaurant/bar), 744 SE US Hwy 19
- Janot Vilardell (1099-Captain)
- John Dixon (1099-Captain)
- Matthew Tarrance (1099-Captain)
- Dennis Ferderer (1099-Captain)
- Mariah Ellis (1099-Captain)
- Sam Green (1099-Captain)
- Michele Christian (1099-cosmetology/hair), 430 NE 3<sup>rd</sup> St., Suite 4
- Ideal Properties of Florida (Out of Co Registration for Property Mgt.)
- Langley Health Services (medical health), 547 SE Fort Island Trail, Suites C-E
- Tyler Duncan Painting (home occupation – painting, power washing, popcorn removal)
- Porch Pickup (retail), 1330 SE Hwy 19
- O'Brien Insurance (insurance), 831 NE Hwy 19
- Gulf Coast Sports AE&S (admin office), 3442 N Citrus Ave.
- Captain John Bazo (fishing charter), 614 NW Hwy 19
- The Wrappos (vehicle wraps), 1113 NE 5<sup>th</sup> St.
- AECOM Technical Services (civil engineering – pending approval)
- Axles Eats (food truck) – pending approval
- The Skinny Fryer (food truck) – pending approval

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

716 have active business licenses.

9 additional businesses were identified during the renewal process as terminated.

60 remaining businesses of the 686 businesses notified for renewal have not applied to renew their license yet by the end of October. (8.7%).

94 total pending licenses.

### Code Enforcement

- 22 cases opened
- 7 complaint investigated
- 0 cases prepared for hearings
- 0 cases heard at hearings
- 26 cases closed
- 0 cases referred to Citrus County
- Vacation rentals: 1 new vacation rental discovered.
  
- Worked with the Building and Planning Department regarding cases with permit and building/zoning violations in attempt to gain compliance.

**Community Services Dept. Monthly Report  
October 2018**

- Identified a few businesses operating in the city without licenses and reported them to Business Licensing.
- Maintained sign ordinance in the right of way.

**Park Rangers**

**Hunter Springs Park:**

Number of visitors at the park at 1 pm on the following weekends:

10/6- 180	10/7- 162
10/13- 197	10/14- 94
10/20- 140	10/21- 90
10/27- 55	10/28- 50

Notified Sheriff Office of graffiti on picnic tables and possible drug activity, CCSO generated report# 2018-136673. A few problems with alcohol were handled by Park Rangers.

**Kings Bay Park:** Received reports from Public Works that people were sleeping on top of the picnic tables overnight and were still there asleep in the morning when the parks opened. CCSO was notified. Parks observed someone asleep on top of the tables in the morning Parks spoke to the person. CCSO arrived and advised the person to not sleep in the park, that it isn't allowed. Parks staff assisted Water Patrol with retrieving trees that had fallen in the canal.

**LeGrone Park:** Received report of a man and woman engaging in sexual activity in the restroom. Park Rangers increased patrol during that time frame which put a stop to the activity. Followed-up with citizens who made some of the reports, updating them on the status and advising them to call CCSO at the time the activity is taking place for law enforcement action if it starts up again. Park staff continued normal patrol.

**Little Springs Park (Creative Park):** Nothing to report.

**Riverwalk:** Park Rangers walk the trail almost every day, inspecting for any problems. No issues discovered.

**Three Sisters Springs:** Park Rangers present almost daily. Nothing to report.

**Yeoman Park:** Nothing to report.

**General:** Hurricane Michael preparations included taking video and photos of various facilities in the city and removed batteries from the pay stations. After the storm passed we returned to place batteries back into the pay stations and experienced problems with all of them. Park Rangers worked diligently to get all back online, however three (2 at Hunter and 1 at Kings Bay) were not coming back online. A service call was requested for Cale' to respond with new parts to complete repairs. Two at Hunter needed new printers and a mother board and the one at Kings Bay needed a new printer.

Parks staff assisted the Special Events Coordinator with the Remembering Our Fallen memorial being set up at the corner of Citrus and US 19. Park Rangers also set the generator at night to illuminate the memorial.

**Community Services Dept. Monthly Report**  
**October 2018**

A local vendor reported graffiti on the Kings Bay Bridge. Park staff notified the Citrus County Sheriff's Office (there was a fingerprint in the paint), took photos, and notified the Assistant City Manager and the Public Works Superintendent.

CCSO generated report# 2018-147622. It was also noted that behind the plaza located at 579 SE Hwy 19 there was graffiti, very similar in nature as to the graffiti on the bridge. Park staff responded and took a photo, sending it to Code Enforcement who notified the owner of the plaza. The owner chose not to report it to CCSO. The graffiti was removed in both places.

**Water Patrol**

Water Patrol continued daily patrols on the waterways within city limits. Officers continued to observe and document potential violations and provided educational materials and outreach to the public and partners.

Transported distressed kayakers caught in foul weather prior to Hurricane Michael back to Hunter Springs Park.

Observed a disabled vessel near Three Sisters entangled in the float boom/turbidity curtain near the dredging operations. The vessel and passengers were transported safely back to port.

Staff observed a man swimming in the middle of the bay without any safety equipment. He was attempting to swim nearly a mile from his disabled vessel back to his dinghy. Water Patrol safely transported him back to his dinghy, helped him get it started, and made certain he got back to the boat safely as he wanted to try to fix it.

Staff was notified by a concerned parent there were several children kayaking who were overdue. The parent assisted Water Patrol in locating the children, finding them near Three Sisters and safely returning them home.

Staff recovered debris due to storm surge and seasonal high tides from the water.

Staff provided additional assistance to USFWS volunteers/staff and City Park Rangers during peak times.

Staff responded to calls for service relating to the following concerns: Usage of city docks at Kings Bay Park and Pete's Pier boat ramp, vessel speeds, non-compliant visitors at Three Sisters.

# **City of Crystal River**



## FIRE DEPARTMENT Departmental Monthly Report

October 2018

# CRYSTAL RIVER FIRE DEPARTMENT

## Monthly Incident Summary

Station 1

October 1-31, 2018

Prepared by: R. Wilkinson

Call Type	CRFD Response Inside City	CRFD Response Outside City	Mutual Aid Provided to CRFD # of Units Responding	
			# Calls	# Units
Structure Fire	1	2	1	1
Vehicle Fire	1			
Miscellaneous Fire				
Brush Fire				
Unauthorized Burn				
Fire Alarm	3			
Vehicle Accident	8	1	1	1
Hit & Run				
EMS Assist	7			
Landing Zone Set-Up				
Urgent WBC				
Non-Urgent WBC				
HAZMAT	2		2	6
Public Service	3			
Thru Incident #4770				
TOTAL CALLS	25	3		
Combined Responses Inside/Outside City Limits	28			
Canceled	1	2		

CRYSTAL RIVER FIRE DEPARTMENT  
OCTOBER 2018  
CALL-OUT LOG

Chief: "Jack" Dumas, III

Prepared by: Richard Wilkinson

DATE	INC#	ADDRESS	INCIDENT TYPE	MUTUAL AID	CANCELLED? WATER USAGE	DISTANCE
10/02	4338	805 NE 3 <sup>RD</sup> ST (CR)	EMS ASSIST	NONE	NO	1.05
10/03	4353	200 N SUNCOAST BLVD (CR)	VEHICLE ACCIDENT	NONE	NO	0.76
10/03	4354	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	NO	1.48
10/04	4371	SE FT ISLAND TRAIL/SE HWY 19 (CR)	HAZARDOUS COND	RECEIVED	NO	1.55
10/06	4395	200 N SUNCOAST BLVD (CR)	VEHICLE FIRE	NONE	NO 250 GAL	0.76
10/07	4406	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	YES	1.48
10/08	----	34 NE CRYSTAL ST (CR)	PUBLIC SERVICE	-----	9,558 GAL	0.27
10/08	4418	2380 NW HWY 19 (CR)	VEHICLE ACCIDENT	GIVEN	NO	1.47
10/08	4424	1651 SE HWY 19 (CR)	VEHICLE ACCIDENT	NONE	NO	1.53
10/09	4424-1	CRYSTAL RIVER-MANDATORY EVAC DETAIL	PUBLIC SERVICE	NONE	NO	\\\\\\\\
10/09	4424-2	136 NE 12 <sup>TH</sup> AVE (CR) – EVAC PATIENTS DETAIL	PUBLIC SERVICE	NONE	NO	1.48
10/09	4441	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	NO	1.48
10/09	4445	140 N SUNCOAST BLVD (CR)	FIRE ALARM	NONE	NO	2.71
10/11	4469	4310 N STOKES WAY (CR)	STRUCTURE FIRE	GIVEN	YES	2.2
10/11	4469-1	136 NE 12 <sup>TH</sup> AVE (CR)	PUBLIC SERIVCE	NONE	NO	1.48
10/13	4498	136 NE 12 <sup>TH</sup> AVE (CR)	EMS ASSIST	NONE	NO	1.48
10/14	4510	US HWY 19 & PENN DR (CR)	VEHICLE ACCIDENT	NONE	NO	2.98
10/14	4523	NE 5 <sup>TH</sup> ST & NE 8 <sup>TH</sup> AVE (CR)	VEHICLE ACCIDENT	NONE	NO	0.98
10/22	4626	1103 N SUNCOAST BLVD (CR)	FIRE ALARM	NONE	NO	1.86
10/22	4633	10982 W TIDEWATER CIRCLE (CR)	STRUCTURE FIRE	RECEIVED	NO	1.97
10/22	4634	NW HWY 19 & NW 19 <sup>TH</sup> ST (CR)	VEHICLE ACCIDENT	RECEIVED	NO	1.06
10/23	4643	420 N SUNCOAST BLVD (CR)	VEHICLE ACCIDENT	NONE	NO	2.52
10/23	4651	120 NE HWY 19 (CR)	VEHICLE ACCIDENT	NONE	NO	0.81
10/25	4670	1801 NW HWY 19 (CR)	FIRE ALARM	NONE	NO	0.76



10/25	---	N CITRUS AVE & HWY 19	WAR MEMORIAL	NON	1000 GAL	0.27
10/25	4676	517 NE 5 <sup>TH</sup> ST (CR)	VEHICLE ACCIDENT	NONE	NO	0.66
10/25	4680	334 NE 5 <sup>TH</sup> ST (CR)	HAZMAT	RECEIVED	NO	0.58
10/27	4708	7733 W 7 RIVERS DR (CR)	STRUCTURE FIRE	GIVEN	YES	3.2
10/29	4739	750 NE 3 <sup>RD</sup> ST (CR)	EMS ASSIST	NONE	NO	0.98
10/31	4770	750 SE HWY 19 (CR)	EMS ASSIST	NONE	NO	1.04

**NOTE:** During this period, CRFD did not receive any calls which exceeded five miles in a direct line of sight from the station. Those entries highlighted in "red" reflect water usage from hydrants located within the City of Crystal River. Be advised that the above entry on 10/08 at 34 NE Crystal St was for a private business where the owner requested the water and will be billed accordingly. Total water consumption for this period was approximately 10,808 gallons.

**SUMMARY OF CALLS**

	<b>RESPONSES WITHIN THE CITY</b>	<b>RESPONSES OUTSIDE OF THE CITY</b>
Calls Where Mutual Aid Was Received	2	N/A
Calls Cancelled	1	2
Calls Where Mutual Aid Was Given	N/A	3
Calls With No Mutual Aid	25	N/A

# City of Crystal River



PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT  
Departmental Monthly Report

October 2018

**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 5C

**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 3<sup>rd</sup> 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.

**Funding Information:**

Project Cost:

Funding Source:

Amount Available:

**Finance Department Approval:** \_\_\_\_\_

**Approvals:**

  
\_\_\_\_\_  
Originating Department

  
\_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Attorney (if applicable)

**Attachments:** Special Event Permit and Road Closure Request

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_

<b>APPLICANT INFORMATION</b>	
ORGANIZATION NAME	Blooms 4 You Inc.(dba) Best Florida Fest
CONTACT PERSON #1	Lisa Yeater
TITLE	Event Coordinator
ADDRESS	4064 N Concord DR Crystal River, FL 34428
PHONE NUMBERS	352-875-6499
E-MAIL ADDRESS	Lisa@bestfloridafest.com
CONTACT PERSON #2	Mike Yeater
TITLE	Vendor Coordinator
ADDRESS	4064 N Concord Dr. Crystal River, FL 34428
PHONE NUMBER	419-265-6334
E-MAIL ADDRESS	Mike@bestfloridafest.com
ORGANIZATION WEBSITE	www.BestFloridaFest.com
IS ORG 501-C	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, must provide documentation
GROUP LIABILITY INS.	<input type="checkbox"/> YES <input type="checkbox"/> NO
INSURED COMPANY	30 days out
POLICY NUMBER	
<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>	

<b>EVENT INFORMATION</b>	
NAME OF EVENT	Rockin' Kings Bay
TYPE OF EVENT	Concert
EVENT DATE(S)	Feb 9, 2019
EVENT TIMES	3pm   9pm
EVENT DATE(S)	
EVENT TIMES	
EVENT LOCATION	Kings Bay
ADDRESS	268 NW 3rd St Crystal River FL 34428
DESCRIPTION OF EVENT	Concert - Saving Abel & others 2-4 food trucks Beer / Wine tent sold by Citrus County Blessings - profits received.

# OF PEOPLE EXPECTED	1000-2000			
FEES INVOLVED	ENTRANCE	\$ 20	DONATION	\$ TBD
	VENDOR	\$ TBD	BOOTH	\$
	OTHERS	\$		
PROCEEDS BENEFIT	Citrus County Blessings/Best Florida Fest			
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 type="checkbox"/> YES	<input checked="" 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	268 NW 3rd ST Crystal River FL 34428
REQUESTING ELECTRIC FROM CITY SITES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
LOCATION(S)	Kings Bay
WASTE PLAN	Trash Cans
WASTE HAULER	Advanced Disposal
RESTROOM FACILITIES	<input type="checkbox"/> ON PROPERTY <input checked="" type="checkbox"/> PORTABLE FACILITIES
Based on Sales	If portable, Company name: Advanced Disposal
# OF RESTROOMS	TBD # OF HANDICAPPED
SECURITY	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If alcohol is served, CCSO must be hired
SECURITY COMPANY	Citrus County Sheriff's office
# OF PERSONS	TBD
PARKING LOCATION(S)	1. Downtown City lots 2. 3.
TOTAL SPACES	100 +
HANDICAPPED SPACES	4 +
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	Shuttle based on ticket sales



<b>APPLICATION CHECKLIST</b>	
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. <i>30 days out</i>	
501 (c) 3 Determination letter- <i>if applicable N/A</i>	
Liquor license <i>30 days out</i>	
Signed documentation of contact with businesses and/or residents directly impacted by event. Private property letter of consent <i>N/A</i>	
✓	Road closure request form
✓	Signage request (outside of code ordinance)
✓	Meeting with City staff if required
Additional parking location letter(s) <i>TBD based on ticket sales</i>	
Tent permit, if applicable <i>N/A</i>	
Special event fee, <i>due after approval of event by council</i> <b>\$500.00</b>	

<b>SPECIAL EVENT FEE SCHEDULE</b>			
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

Best Florida Fest

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

Rockin Kings Bay

to be held on the 9 day of February, 20 19 until the

9 day of February, 20 19, during the hours of

3:00pm - 9:00pm.

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: \_\_\_\_\_

Permittee: \_\_\_\_\_  
(Name of Organization)

Signed By: \_\_\_\_\_  
(Contact person)

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

City of Crystal River

Signed By: YMBallin  
(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 Yeater  
Signature

10.2.18  
Date

Lisa Yeater  
Printed Name

Address:  
4064 N Concord Dr.

Telephone:  
352-875-6499

Crystal River, FL 34428

E-mail:  
Lisa@bestfloridafest.com





Office Use Only

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

*mp Ballu*

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

*mp Ballu*

*10.16.18*

Special Events

Date

City Manager/City Clerk

Date

Council Date: \_\_\_\_\_

*removed from consent -  
10.22.18 / 11.12.18*

Approved \_\_\_\_\_

Denied \_\_\_\_\_

## ROAD CLOSURE INFORMATION

EVENT NAME	Rockini Kings Bay		
DATES OF CLOSURES	Feb 9, 2019		
	From	From	From
TIMES OF CLOSURES	12pm	10pm	
<i>Include set up and breakdown in dates and times</i>			
REQUESTED ROAD #1	NW 3rd St		
START	Median		
END	End		
REQUESTED ROAD #2	Birewalk		
START	NE 5th St.		
END	Kings Bay Park		
REQUESTED ROAD #3			
START			
END			
REQUESTED ROAD #4			
START			
END			
REQUESTED ROAD #5			
START			
END			

## Water Barricades

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:

\$125 for Fire Truck  
\$4.76/1000 gallons of water

BARRICADE COMPANY	N/A
DELIVERY DATE	
DELIVERY LOCATION	
FINAL ROAD CLOSURE TIME	

Road Closure map required with this permit

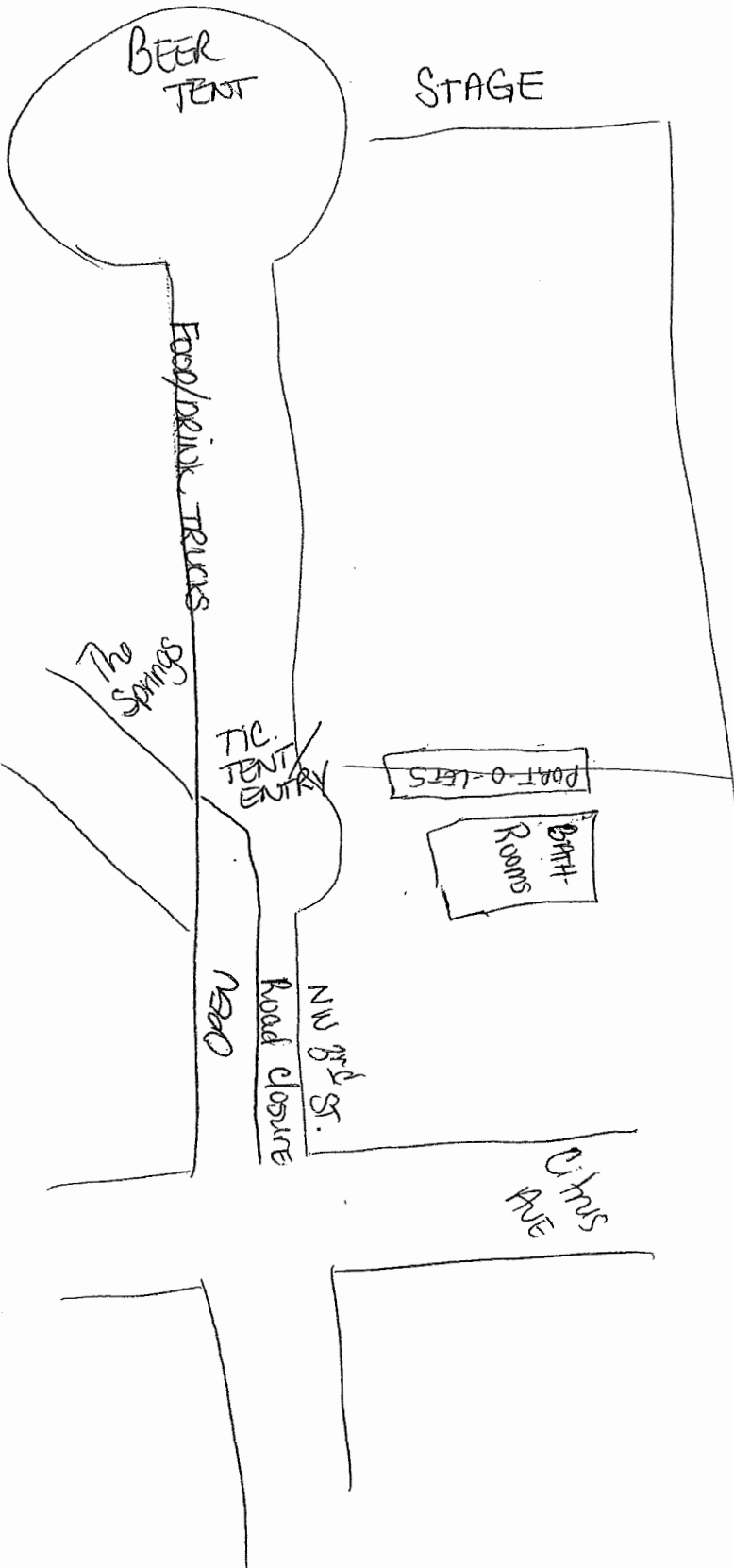
Road closure requests must be submitted with special events permits and are approved when special event permits are approved by The City of Crystal River Council.

## OUTSIDE CODE ORDINANCE SIGNAGE REQUESTS

Sign #1	8' x 4' Banner
# Requested	2
Location(s)	Citrus Ave / 19 ✓
Size	8' x 4'
Sign #2	
# Requested	6
Location(s)	1 mile radius
Size	18 x 24
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 use from the City of Crystal River. This application is not for use of personal event signs that you are wanting to use for your event.

Reviewed new signage ✓



**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 5D

**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 7<sup>th</sup> Avenue; the parade will begin at 10:00am along SR 44 to NE 10<sup>th</sup> 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.

**Funding Information:** N/A


Project Cost:

Funding Source:

Amount Available:

**Finance Department Approval:** \_\_\_\_\_

**Approvals:**

  
\_\_\_\_\_

Originating Department

  
\_\_\_\_\_

City Manager

City Attorney (if applicable)

**Attachments:**

Special Event Permit and Road Closure Request

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_

**ORIGINAL**

APPLICANT INFORMATION	
ORGANIZATION NAME	George Washington Carver Community Center, Inc
CONTACT PERSON #1	Daniel Epstein
TITLE	Chair Person
ADDRESS	45 N Country Club Dr Crystal River, FL 34429
PHONE NUMBERS	352-613-4478
E-MAIL ADDRESS	eppa@aol.com
CONTACT PERSON #2	George Ann Jackson
TITLE	Secretary
ADDRESS	P.O. Box 2614 Crystal River FL 34423
PHONE NUMBER	352/212 2665
E-MAIL ADDRESS	gjacks2@tampabay-fl.com
ORGANIZATION WEBSITE	
IS ORG 501-C	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, must provide documentation
GROUP LIABILITY INS.	<input type="checkbox"/> YES <input type="checkbox"/> NO
INSURED COMPANY	
POLICY NUMBER	
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.	

EVENT INFORMATION	
NAME OF EVENT	Martin Luther King Jr 2019 Parade/Picnic
TYPE OF EVENT	Parade
EVENT DATE(S)	Jan 21, 2019
EVENT TIMES	11:00
EVENT DATE(S)	Jan 21, 2019
EVENT TIMES	12:00
EVENT LOCATION	Copeland Park
ADDRESS	850 NE 3rd St Crystal River FL 34429
DESCRIPTION OF EVENT	MLK Jr- Parade Begins @ 11:00 Picnic 12:00pm



# OF PEOPLE EXPECTED				
FEES INVOLVED	ENTRANCE	\$	DONATION	\$
	VENDOR	\$	BOOTH	\$
	OTHERS	\$		
PROCEEDS BENEFIT				
OPEN TO THE PUBLIC	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
FOOD SALES	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		
ALCOHOL SALES	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		
REQUESTING OPEN CONTAINER WAIVER	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		
MERCHANDISE VENDORS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		
MUSICIANS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		

<b>EVENT SERVICES</b>			
REQUESTING CITY PROPERTY FOR EVENT	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, list property name and address below
	PROPERTY ADDRESS	Copeland Park	
REQUESTING ELECTRIC FROM CITY SITES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	And Water Usage for the day
LOCATION(S)	Copeland park		
WASTE PLAN	Requesting city event Boxes 10		
WASTE HAULER			
RESTROOM FACILITIES	<input checked="" type="checkbox"/> ON PROPERTY	PORTABLE FACILITIES	
	If portable, Company name		
# OF RESTROOMS	4	# OF HANDICAPPED	2
SECURITY	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If alcohol is served, CCSO must be hired
SECURITY COMPANY	CCSO		
# OF PERSONS	10		
PARKING LOCATION(S)	1. Copeland Park Area		
	2. Roadside Parking		
	3.		
TOTAL SPACES			
HANDICAPPED SPACES			
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			

<b>APPLICATION CHECKLIST</b>	
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>
X	Liquor license
X	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>

<b>SPECIAL EVENT FEE SCHEDULE</b>			
Non-Profit		For-Profit	
Special Event	\$50.00	Special Event	\$150.00
Festival, with road closures and/or alcohol sales	\$250.00 <i>waived</i>	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

George Washington Carver Community Center Inc  
(a \_\_\_ person, \_\_\_ corporation,  partnership), hereinafter called "the Permittee," for a special event, described as

to be held on the 21 day of January, 2019 until the  
21 day of January, 2019, during the hours of  
11:00AM - 4pm.

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: 10/15/2018

Permittee: George Washington Carver <sup>Community</sup> Center INC  
(Name of Organization)

Signed By: [Signature]  
(Contact person)

Print Name: Daniel Epstein

Print Title: Chair person

City of Crystal River

Signed By: [Signature]  
(City Designee)

Print Name: Leslie Ballin

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.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Office Use Only**

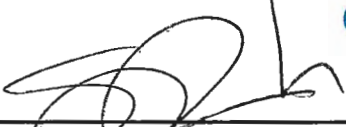

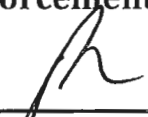

**RECEIVED**  
**OCT 30 2018**

Date Received: \_\_\_\_\_ By: UMB

Via:  E-mail  Fax  In Person  Mail

**Office Use Only**

**City Staff Approval**

	<u>11/1/18</u>
<b>Sheriff's Department</b>	<b>Date</b>
	<u>11/6/18</u>
<b>Fire Department</b>	<b>Date</b>
<u>via email</u>	<u>10.30.18</u>
<b>Community Planning</b>	<b>Date</b>
<u>via email</u>	<u>10.30.18</u>
<b>Code Enforcement</b>	<b>Date</b>
	<u>11/6/18</u>
<b>Public Works</b>	<b>Date</b>
	<u>10.30.18</u>
<b>Special Events</b>	<b>Date</b>
<b>City Manager/City Clerk</b>	<b>Date</b>

**Council Date:** Nov. 13, 2018

**Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_



~~Jan 16th 2,~~

Jan 21, 2019

MLK Day Parade 2019



Tent & Setup

# Site Plans - Copeland Park

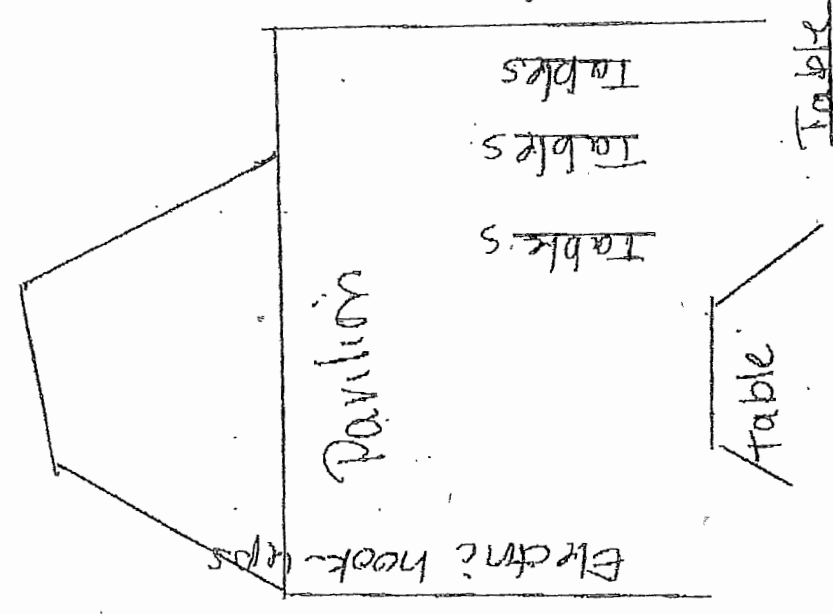
07/28/2014 15:00

background

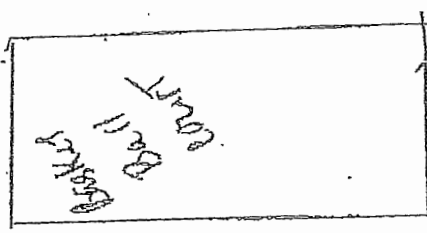
Booth  
Office  
Base

parking on 9th Avenue

Vendors



chairs  
chairs  
Vendors  
Vendors



Parking on 8th Ave (Parking lot)

Garage sign on fence  
Handicap parking noted

Parking on 3rd Street (Handicap parking)

1 DJ

2 Blow up Slide

3 Food Tent

4 Food Prep Area

5 Handicap Parking

6 Education Area

7 Power location

8 Water Location

MCK Parade 2019

Legend





CITY OF CRYSTAL RIVER

Special Event Permit

Road Closure &  
Signage Request Form



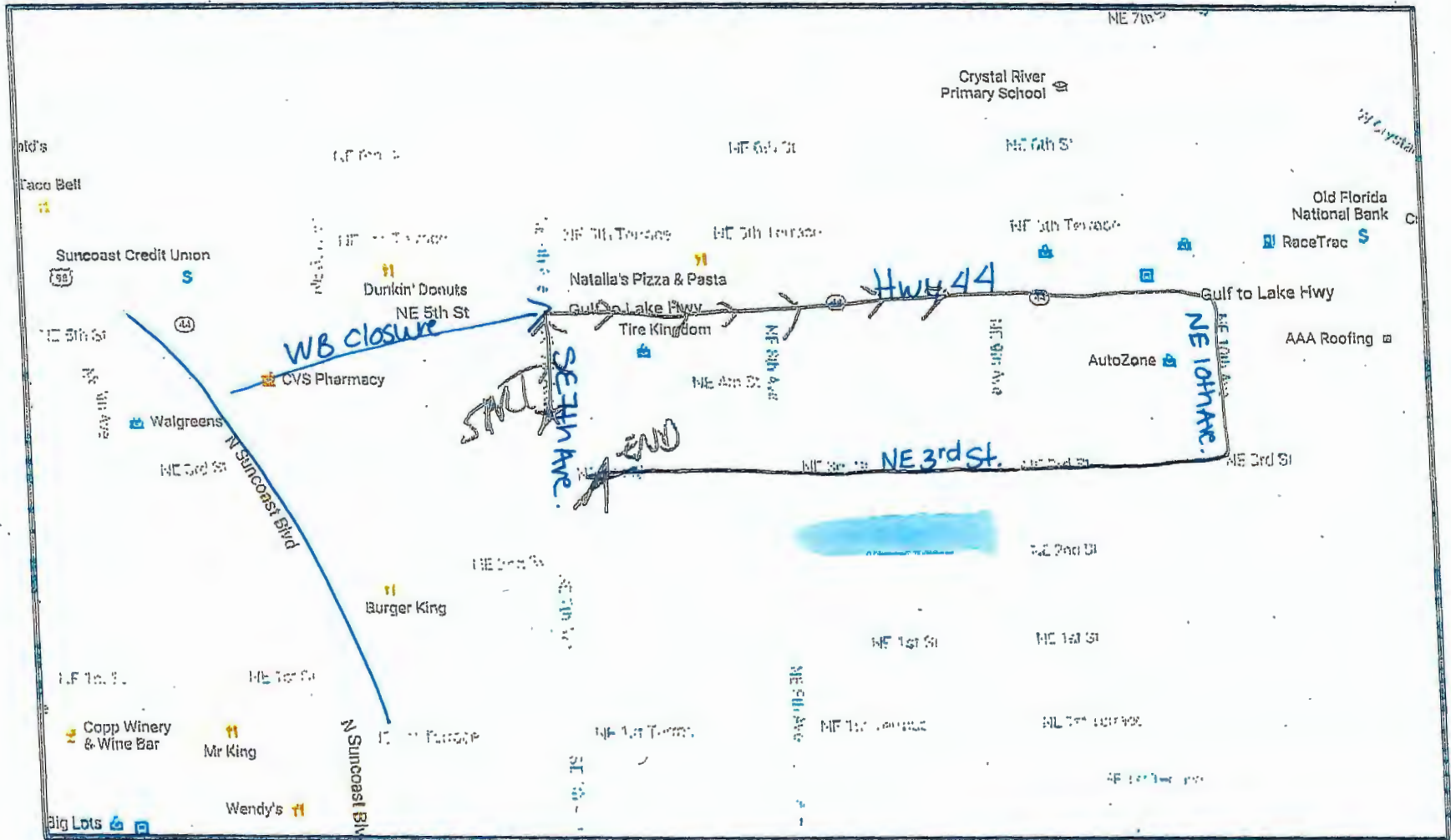
<b>ROAD CLOSURE INFORMATION</b>			
EVENT NAME	MLK Parade		
DATES OF CLOSURES	Jan 21, 2018		
	From	From	From
TIMES OF CLOSURES	<del>9:00 AM</del>	9:00 AM	12:30 pm
<i>Include set up and breakdown in dates and times</i>			
REQUESTED ROAD #1	SE 7th Ave		
START	<del>SE 7th Ave</del> HWY 44		
END	NE 2nd St		
REQUESTED ROAD #2	HWY 44 West bound		
START	HWY 19		
END	NE 10th Ave		
REQUESTED ROAD #3	NE 3rd St		
START	NE 10th Ave		
END	NE 7th Ave		
REQUESTED ROAD #4			
START			
END			
REQUESTED ROAD #5			
START			
END			

<b>Water Barricades</b>	
<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.

MLK Day Parade Route  
January 21, 2019  
~~January 5, 2019~~



**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 5E

**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

**Funding Information:**

Project Cost: NA  
Funding Source:  
Amount Available:

**Finance Department Approval:** \_\_\_\_\_

**Approvals:**

  
\_\_\_\_\_  
Originating Department

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Attorney (if applicable)

**Attachments:** County Letter

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



**OFFICE OF THE COUNTY ADMINISTRATOR**  
**Citrus County Board of County Commissioners**  
**Executive Offices**



3600 W. Sovereign Path, Lecanto, FL 34461  
Phone: (352) 527-5205 Fax: (352) 527-5204

*"We will be a user-friendly and common sense organization dedicated to responsive citizen services."*

EOL 18-75

November 1, 2018

Dave Burnell, City Manager  
City of Crystal River  
123 NW HWY 19  
Crystal River, FL 34428

Re: Gas Tax Interlocal Agreement

Dear ~~Mr.~~ Burnell: *Dave*

As you are aware the City of Crystal River and Citrus County entered into gas tax interlocal agreement on November 1, 2005. Per County Resolution No. 2015-182, the County is required to hold a public hearing on the terms of the gas tax interlocal agreement every two years. The City is invited to attend the public hearing that will be held during the regular Board of County Commissioners' meeting on December 18, 2018.

At this time, the County is not recommending any changes to the distribution of the gas tax. The distribution of the gas tax per the interlocal agreement is as follows:

- City of Inverness: 5.55%
- City of Crystal River: 3.50%
- Citrus County: 90.95%

Should either City desire to renegotiate the distribution in the gas tax interlocal agreements, then the County would entertain revising the distribution based on one of the two methods mentioned in Florida Statute 336.025. The first method is distribution based on population, and the second is distribution based on transportation expenditures of the immediately preceding five years. We believe under either of those formulas the cities would receive less funding.

The County looks forward to our continued partnership regarding the Gas Tax Interlocal agreement with the City of Crystal River.

Sincerely,

Charles R. Oliver  
County Administrator

Cc: Citrus County Commissioners  
Erin Dohren, Intern Director, Department of Management and Budget  
Randall S. Olney, PE, Public Works Director

**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 7A

Requested Motion: Table for final reading Ordinance 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.

**Funding Information:**

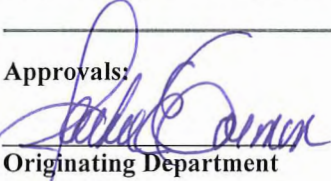
Project Cost:

Funding Source:

Amount Available:

**Finance Department Approval:** \_\_\_\_\_

Approvals:

  
 \_\_\_\_\_  
 Originating Department

  
 \_\_\_\_\_  
 City Manager

\_\_\_\_\_  
 City Attorney (if applicable)

**Attachments:** Ordinance 18-O-15

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



# CRYSTAL RIVER CITY COUNCIL

## Agenda Item Summary

Meeting Date: October 22, 2018

Agenda Item Number: 7B

**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.

**Funding Information:**

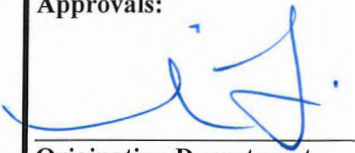
Project Cost: NA

Funding Source:

Amount Available:

Finance Department Approval: \_\_\_\_\_

**Approvals:**



\_\_\_\_\_  
Originating Department



\_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Attorney (if applicable)

Attachments: Ordinance No. 18-O-16

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



**ORDINANCE NO. 18-O-16**

**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.**

**WHEREAS**, the City of Crystal River, Florida is vested with home rule authority pursuant to Article VII, Section 2 of the Constitution of the State of Florida and Chapter 166, Florida Statutes, to enact ordinances;

**WHEREAS**, this Ordinance is enacted pursuant to the home rule powers of the City of Crystal River, Florida as set forth at Article VIII, Section 2, of the Constitution of the State of Florida; Chapter 100, Florida Statutes; Chapter 101, Florida Statutes, Chapter 166, Florida Statutes, and other applicable controlling law;

**WHEREAS**, the City Council of the City of Crystal River, Florida desires to amend its Code of Ordinances, relating to private yards and lots in order to address certain private yard maintenance and growing vegetation problems occurring in residential areas, and to provide for more effective enforcement;

**WHEREAS**, the City Council finds that the accumulation of debris, trash, garbage and other similar items, and overgrowth of weeds and vegetation which exceed a height of twenty-four (24) inches both constitute a public health hazard in that such accumulation and overgrowth leads to the harboring of rodents, propagation of mosquitos, and other public nuisances; and

**WHEREAS**, the City of Crystal River, Florida has provided all notices required under Florida law for the consideration and adoption of this Ordinance.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA, AS FOLLOWS:**

**SECTION 1. PURPOSE.**

The purpose of this Ordinance is to amend the City of Crystal River Code of Ordinances, Chapter 12, "Streets and Sidewalks", specifically amending Article III "Private Yards and Lots", to regulate notice of prohibited conditions which violates maintenance standards for private yards and lots, and enforcement of code standards.

**SECTION 2. AUTHORITY.**

A. The City Council is authorized to amend the Crystal River Code of Ordinances pursuant to Article III of the City Charter of the City of Crystal River and Part II, Code of Ordinances, Chapter 1, General Provisions, of the Code of Ordinances of the City of Crystal

River, and as otherwise authorized by applicable Florida Statutes.

B. The City Council of the City of Crystal River, Florida, hereby adopts and incorporates into this Ordinance the recitals (Whereas clauses) set forth herein as the legislative and administrative findings and intent of the City Council, *in haec verba*.

D. The City of Crystal River, Florida, has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance.

### **SECTION 3. AMENDMENT OF CHAPTER 14 ARTICLE I.**

The Code of Ordinances of the City of Crystal River, Florida, Chapter 10 "Health, Sanitation, and Public Welfare", Article I, "In General", is hereby amended and restated to read as follows. (*Changes are noted in strikethrough and underline.*)

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.~~

(Ord. No. 96-0-20, § 1, 12-2-96)

### **SECTION 4. AMENDMENT OF CHAPTER 14, ARTICLE III.**

The Code of Ordinances of the City of Crystal River, Florida, Chapter 14 "Streets and Sidewalks", Article III, "Private Yards and Lots", is hereby amended and restated to read as follows. (*Changes are noted in strikethrough and underline.*)

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)

(Ord. No. 07-0-45, § 1, 9-24-2007)

(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 lean 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.

#### **SECTION 5. REPEAL OF CONFLICTING ORDINANCES.**

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 6. SEVERABILITY**

The sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence or paragraph or section of this ordinance shall be declared unconstitutional by the 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 Ordinance.

**SECTION 7. CODIFICATION**

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. The word "Ordinance," or similar words may be changed to "section," "article," or other appropriate word or phrase and the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; provided, however, that Sections 1, 2, 5, 6, 7 and 8 shall not be codified. The Code codifier is granted liberal authority to rescind those sections of the Code declared null and void as set forth herein, within the City's Code of Ordinances.

**SECTION 8. EFFECTIVE DATE**

This Ordinance shall become effective immediately upon passage.

This Ordinance was introduced and placed on first reading on the \_\_\_ day of \_\_\_\_\_, 2018, and upon motion duly made and seconded was passed on first reading.

This Ordinance was introduced and placed on second reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, and upon motion duly made and seconded was passed and adopted on second reading.

Attest: \_\_\_\_\_  
Mia Fink, CMC, City Clerk

By: \_\_\_\_\_  
Jim Farley, Mayor

PASSED on First Reading \_\_\_\_\_

NOTICE Published on \_\_\_\_\_

PASSED on Second & Final Reading \_\_\_\_\_

Approved as to form for the

VOTE OF COUNCIL:

reliance of the City of Crystal River  
only:

---

Jennifer C. Rey, City Attorney

Brown \_\_\_\_\_  
Gudis \_\_\_\_\_  
Holmes \_\_\_\_\_  
Farley \_\_\_\_\_  
Fitzgerald \_\_\_\_\_

**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number 9A

**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.

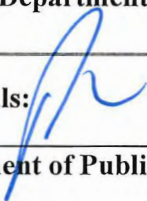
**Funding Information:**

Project Cost:	\$ 104,629.31
Funding Source:	403-43650-63000-1343B (W&S CIP – Hwy19 Widening Utility Relocate)
Amount Available:	\$ 250,000.00

**Finance Department Approval:**



**Approvals:**





Department of Public Works

City Manager

City Attorney (if applicable)

**Attachment:** Letter Request from FDOT dated May 29, 2018 (received August 30, 2018)

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



## Florida Department of Transportation

RICK SCOTT  
GOVERNOR

11201 North McKinley Drive  
Tampa, FL 33612-6456

MIKE DEW  
SECRETARY

May 29, 2018

Mr. Beau Keene, P.E.  
123 NW Hwy. 19  
Crystal River, FL 34428

**RE: FPID: 405822-3-56-02**  
**Description: US 19 Green Acres to Jump Ct**  
**Crystal River Utilities UWHCA REVISED (8/29/18) Bid Reconciliation**

Dear Mr. Keene:

In reference to the above project, please find enclosed one (1) copy of the bid tabs for your review. If you are in agreement with the low bid amount, please be prepared to submit the following by no later than June 6, 2018.

- 1) Letter from Crystal River Utilities accepting the low bid amounts with 2% Construction Engineering and Administrative Charges (Allowances), and 10% Contingency.
- 2) Acceptance of the low bid amounts of the following: Bid amount \$650,293.50, 2% CEA Allowances of \$13,005.87 and 10% Contingency of \$66,329.94. These amounts bring the grand total of the Joint Project Agreement to \$729,629.31. Your current balance of \$625,000.00 is less than the new amount.

If you choose to accept this low bid amount for the work to be performed by the FDOT's Contractor, please deposit **\$104,629.31** with the FDOT to match the new amount of the UWHCA agreement.

Your cooperation will be greatly appreciated and if I can be of any further assistance, please contact me at (352) 584-2660.

Sincerely,

Joshua Kelly  
Utility Construction Coordinator

cc. Daniel Hunter, District Utility Administrator

Received 8/30/18 via email Joshua Kelly  
to Keene. For some reason, they left the  
date of this letter as 5/29/18. This new amount  
is based on DAB's actual bid numbers. -Keene



**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

**Meeting Date:** November 13, 2018

**Agenda Item Number:** 9B

**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.

**Funding Information:**

Project Cost: \$23,002.80

Funding Source: 301-31539-64000 (General Fund CIP – Capital Other Equipment)

Amount Available: \$26,000.00

**Finance Department Approval:** Michelle K. Russell

**Approvals:**

  
Originating Department

  
City Manager

\_\_\_\_\_  
City Attorney (if applicable)

**Attachment:** Beard Equipment Co. Quote No. 29090-18301 (complete supporting documentation is available upon request)

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_





# ED202 Edger

TRACTOR COMPATIBILITY KEY:

3400

4500



The ED202 Edger is designed to edge sidewalks, curbs, and cart paths as well as edging and maintaining flower and mulch beds. Edging can be done on either the right or left side per the operator's choice.

For hard ground edging, three 42 lb. (19 kg) weights may be added. The Multi-Position swivel wheel can be adjusted to various heights to follow a variety of terrain.

For the maximum in productivity and performance, a bidirectional blower can be added. This allows you to edge and blow debris from the area being edged all in one efficient pass. The blower has multiple positions including right, left or down which adds to its versatility. The ED202 mounts quickly, utilizing the Ventrac Mount System.

## STANDARD FEATURES

- Reversible Cutting Disc for Edging or Bed Shaping
- Right or Left side Edging Capability
- 2 position telescoping arm
- Weight Bar
- Ventrac Mount System

## Optional Accessories

- Debris Blower (4500 Tractor only)
- Suitcase Weights



## SPECIFICATIONS

Stock Code 39.55332

Disc Diameter 20 inches (51 cm)

Max Cutting Depth 6 inches (15 cm)

### Optional Accessories

Suitcase Weight (fits up to 3) 47.0115

Blower 70.8020\*

### Dimensions

Length 45 inches (114 cm)

Min. Width 54 inches (137 cm)

Max. Width 66 inches (168 cm)

Height 21 inches (54 cm)

Weight 200 lbs (83 kg)

Weight w/ Optional Blower\* 230 lbs (101 kg)

\* 4500 Tractor only

All specifications subject to change without notice or obligation



500 Venture Drive  
Orrville, OH 44667  
1.866.836.8722

Fax: 330.683.0000  
www.ventrac.com  
info@ventrac.com



# Pricing Quote

Quote #: 29090-18301

Date Quoted: October 29, 2018  
Quote Expires: November 29, 2018

### Prepared For:

Ron  
City of Crystal River  
123 US-19  
Crystal River, Fl. 34428

### Prepared By:

BEARD EQUIPMENT COMPANY  
2480 E I-65 SERVICE ROAD N  
MOBILE, AL 36617

Thank you for the opportunity to quote the following Ventrac product(s) for your review. I have added the items that we feel would best serve your needs. Please feel free to contact me with any questions.

QTY	Model #	Description	Florida	Total
1	4500Y (39.51209)	Ventrac Tractor: KN, 4500Y Kubota D902	19,836.00	19,836.00
1	ED202 (39.55332)	Attachment: EDGER ED, ED202 Edger	1,900.95***	1,900.95
1	70.8020	Accessory: Kit, Opt Blower ED	1,017.90	1,017.90
3	47.0115	Accessory: ADDITIONAL WEIGHTS Weight, Suitcase - 42 LBS w/Box	82.65	247.95

\*\*\* Item is open market with contract discount applied.

**TOTAL USD \$ 23,002.80**

### Notes:

To initiate purchase, simply sign this quote then scan and email back to [cnsmith@beardequipment.com](mailto:cnsmith@beardequipment.com)



SIGNATURE

DATE

**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 9C

**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

**Funding Information:**

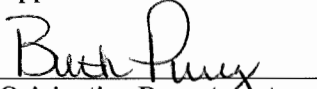
Project Cost: NA

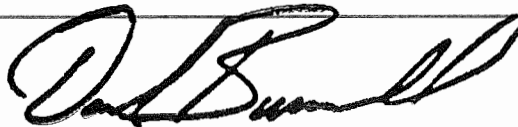
Funding Source:

Amount Available:

**Finance Department Approval:** \_\_\_\_\_

**Approvals:**





Originating Department

City Manager

City Attorney (if applicable)

Attachments: Group Pricing Comparison Document

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_

Group Pricing Comparison

Attraction	Reg. Price		School Group		Tour Group		
	Adult	Child	Adult	Child	Adult	Child	
Zoo Tampa	\$36.95	\$27.95	\$17.50	\$10.50	NA	NA	
Homosassa Springs State Park	\$13.00	\$5.00	\$9.10	\$3.50	\$9.10	\$3.50	Groups of 10+
Tampa Aquairum	\$27.95	\$23.95	\$9	\$9	\$9	\$9	
Blue Springs State Park	\$6 per vehicle (2-8 people) \$4 single occupant		\$2	\$2	\$2	\$2	30 people or less
	\$2 pedestrians, bicyclist & additional vehicle occupants			\$60			Over 30 people
Uncle Donald's Farm	\$11.75	\$10	\$9.75	\$9.75	\$9.75	\$9.75	Groups of 15+

**CRYSTAL RIVER CITY COUNCIL**

**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 9D

**Requested Motion: 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.**

**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

**Staff Recommendation:** Approve the requested motion.

**Funding Information:**

Project Cost:	\$ 130,000.00 (additional)
Funding Source:	W&S CIP Inflow & Infiltration
Amount Available:	\$ 100,000.00
Funding Source:	W&S CIP Water Plant – Ground Storage Tank Coating
Amount Available:	\$ 75,000.00

**Finance Department Approval:**

*Michelle H. Russell*

**Approvals:**

*[Signature]* *[Signature]*

**Originating Department**

**City Manager**

**City Attorney (if applicable)**

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

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



**RESOLUTION NO. 19-R-03**

**A RESOLUTION OF THE CITY OF CRYSTAL RIVER, FLORIDA,  
AUTHORIZING THE TRANSFER OF FUNDS FROM WATER & SEWER CIP  
INFLOW AND INFILTRATION IN THE AMOUNT OF \$100,000 AND WATER &  
SEWER CIP WATER PLANT GROUND STORAGE TANK COATING IN THE  
AMOUNT OF \$30,000 TO  
PROVIDE FUNDING TO LRE GROUND SERVICES, INC. OF AN  
ADDITIONAL AMOUNT OF \$130,000.00 TO INCREASE EXISTING  
PURCHASE ORDER #2018-624 DUE TO GROUT SLURRY OVER-RUNS FOR  
THE LIFT STATION #1 SOIL STABILIZATION PROJECT.**

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

**WHEREAS**, 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. The engineer estimates that an additional 215 to 460 CY will be required to complete the remaining injection points. 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.  
; and,

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Crystal River, Florida at a regular meeting held on the 13th day of November, 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: \_\_\_\_\_  
Jim Farley, Mayor

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

\_\_\_\_\_  
Jennifer Rey, City Attorney

VOTE OF COUNCIL:

Farley \_\_\_\_\_  
Brown \_\_\_\_\_  
Holmes \_\_\_\_\_  
Fitzpatrick \_\_\_\_\_  
Gudis \_\_\_\_\_

**BUDGET AMENDMENTS**  
**November 13, 2018**  
**EXHIBIT A**

**Budget Resolution 19-R-03**

<b>Account #</b>	<b>Description</b>	<b>Current</b>	<b>Change</b>	<b>Revised Budget</b>
-	From W&S CIP Inflow & Infiltration Project	\$ 100,000.00	\$-100,000.00	\$ 0.00
To	W&S CIP Water Plant Ground Storage Tank Coating	\$ 75,000.00	\$- 30,000.00	\$ 45,000.00

To appropriate funding to authorize the increase of Purchase Order #2018-624 for LRE Ground Services, Inc. for the grout slurry over-runs for Lift Station #1 soil stabilization project.



**RE&A**

Engineering Solutions + Architectural Design

November 6, 2018

L.R.E Ground Services, Inc.  
P.O. Box 10263  
Brooksville, FL 34603

Attention: Mr. Paul Grey

Reference: **SUMMARY OF STABILIZATION GROUT QUANTITY OVERAGE**  
**Lift Station No.1 – Slurry Grout Soil Stabilization**  
**North Citrus Avenue & Northwest 10th Street**  
**Crystal River, Citrus County, Florida 34428**  
**RE&A Project No. 2825-18-008-A**

Dear Mr. Grey:

Ramos Engineering & Associates, L.L.C. (RE&A) performed one (1) soil boring to explore the subsurface conditions adjacent to the subject pump station as it was understood that previous soil stabilization had been attempted with polyurethane injection due to localized settlement. Surface depressions were observed primarily to the east of the existing referenced lift station and a location was selected within the larger of the depressions to perform the testing. The finding of the subsurface exploration revealed very loose to loose sand from land surface to boring termination of 30 feet and a grout injection program consisting of sixty-four (64) grout injection points extending to 25 feet was recommended. For specific finding and recommendations refer to Ramos Engineering and Associates, "Report of Subsidence Exploration", RE&A Project No. 2825-18-008-SE, dated July 18, 2018. The purpose of the subsurface investigation was to evaluate existing conditions to propose remedial recommendations to stabilize the soil surrounding and to a certain extent beneath the lift station.

Subsequent to the investigation RE&A was requested to develop remediation plans to stabilize the very loose to loose sands. RE&A developed the remediation plans consisting of sixty-four (64) injection points and an estimate of thirty-five (35) cubic yards of slurry grout.

---

1211 tech boulevard, suite 119, tampa, florida 33619-7846; phone 813-453-0935 facsimile 813-653-1792

[www.ramosengineering.com](http://www.ramosengineering.com)

The sixty-four (64) injection points were divided into thirty (30) primary points 2 feet away from the structure and thirty-four (34) secondary points 5 feet away from the structure and staggered between the primary points.

Grout injection activities commenced on/or about October 22, 2018, on the southwest corner of the lift station, one of the first points P-31 took 10.9 cubic yards of grout and a second point P-27 took 4 cubic yards of grout. Based on the grout take encountered during the injection process at point P-31, it was understood that the subsurface conditions varied from those encountered in the boring performed east of the southeast corner of the lift station. It is common for soil conditions to vary between soil borings and obviously the lesser number of borings the greater potential for unknow variabilities. Refer to attached Sheet No. 1, for the location of grout injection points.

A review of grouting operations to date reveal that twenty-one (21) grout points have been completed, one (1) grout point was started and not completed and forty-two grout points remain to be injected with grout injections depths varying from 20 to 40 feet below existing ground surface elevation. Four (4) areas, labeled 1 through 4, have been identified through the injection program to have had very loose soil conditions and/or cavities based on the amount of grout that has been injected to stabilize the soils in these areas. It needs to be noted that it is common for grout quantities to vary significantly during soil stabilization programs due to variabilities in the soils and cavities. Refer to attached Sheet No. 1, for the location of these areas.

To date a total of 239 cubic yards of grout have been injected to stabilize the subsurface soils of which the largest quantities have been injected into four (4) areas; Area No. 1 appears to contain the largest quantity of unstable soil with has taken 92.9 cubic yards of grout, Area No. 2 has taken 31.8 cubic yards of grout, Area No. 3 has taken 27.8 cubic yards of grout and Area No. 4 has taken 15.6 cubic yards of grout. The average grout take per liner feet is 0.59 cubic yards and the average point injection is 10.6 cubic yards. It needs to be noted that not all the points within the identified areas have been injection with grout, only the ones highlighted in yellow and documented in Table I have been grouted to date. For grout quantities refer to attached Table I – Grout Quantities.

Based on the grout quantities injected to date and if significant cavities are not encountered it is estimated that an additional 215 to 460 cubic yards of slurry grout will be needed with an associated production period of 10 to 20 days.

RE&A appreciates the opportunity to be of service on this very important project to the City of Crystal River and L.R.E. Ground Services, Inc.

Very truly yours,  
Ramos Engineering and Associates, L.L.C.  
Digitally signed by Gilberto Ramos  
Date: 2018.11.06 22:10:50 -05'00  
Gilberto Ramos, P.E., M. ASCE, LEED AP  
Chief Engineer

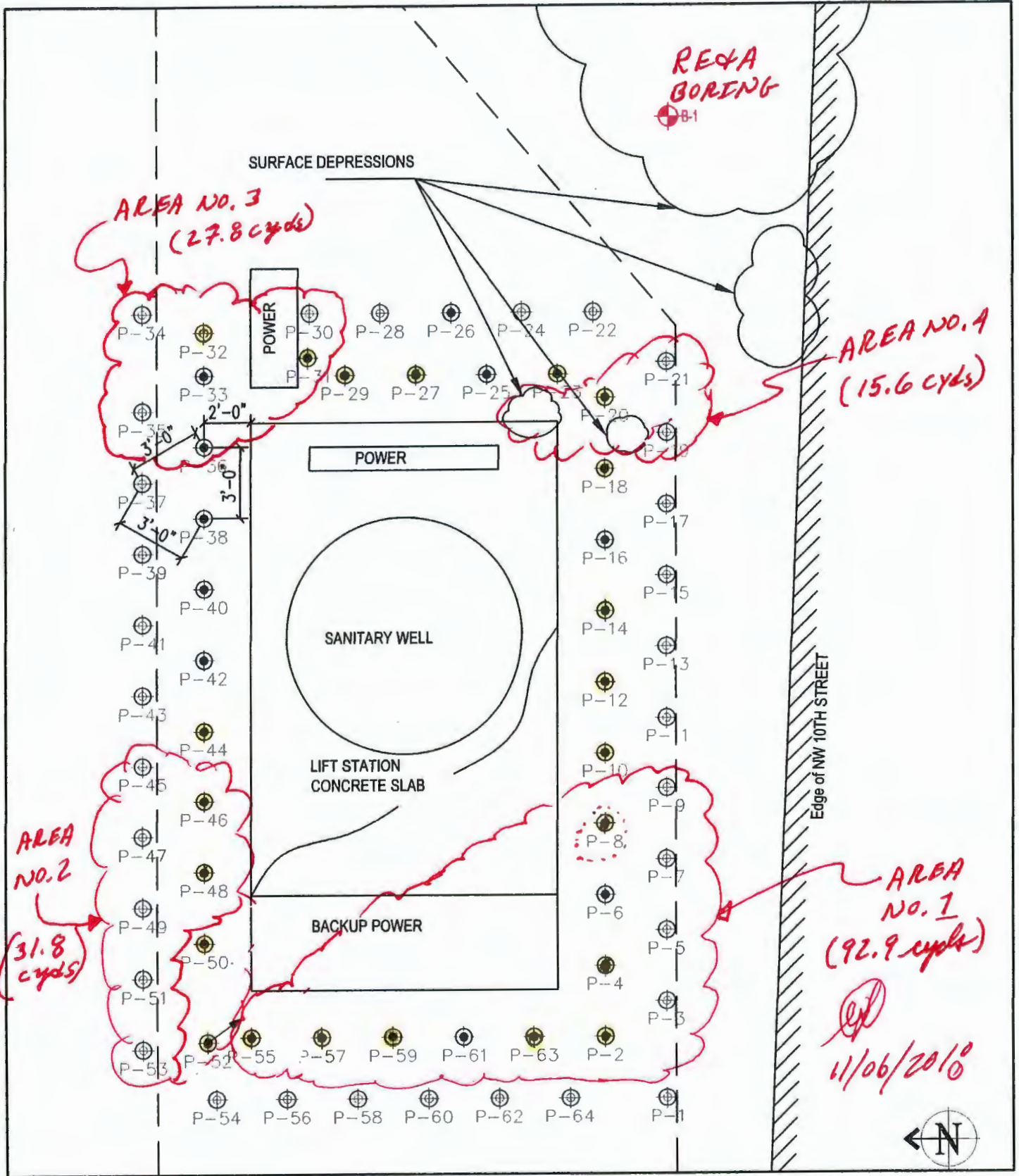


This PDF document has been electronically signed and sealed by Gilberto Ramos, P.E. using Digital Signature and Date. Digital Signature can only be authenticated by clicking on the name of the professional. Printed copies of this document are not considered signed and sealed, and cannot be relied upon as such.

Cc: (1) File

Enclosures: Grout Injection Point Plan – Sheet No. AB-1  
Grout Quantities – Table I





1211 Tech Blvd, Ste 119  
 Tampa, Florida 33619  
 p: (813) 453-0935  
 f: (813) 653-1792  
 www.amosengineering.com

LIFT STATION No. 1  
 City of Crystal River  
 N Citrus Ave & NW 10th St  
 Crystal River, FL

GROUT INJECTION  
 POINT PLAN

SCALE:  $\frac{3}{16}'' = 1'-0''$   
 DESIGNED BY: CK  
 DRAWN BY: CK  
 CHECKED BY: G.R.  
 PROJ. NO. 2825-18-008-A-GE

SHEET NO.  
**AB-1**  
 Date:  
 November 6, 2018

AREA NO. 1  
 (92.9 cyds)  
 11/06/2010

TABLE I - GROUT QUANTITIES

Point ID	Depths grouted (ft)	Date Grouting Start	Date Grouting completed	Grout Qty (cy)	Qty/lft
P-2	20-1	30-Oct	31-Oct	17.4	0.92
P-4	29-1	29-Oct	31-Oct	14.3	0.51
P-8	40-0	18-Oct	29-Oct	23.7	1.48
P-10	24-1	25-Oct	25-Oct	1.1	0.05
P-12	24-1	25-Oct	25-Oct	1.5	0.07
P-14	34-2	22-Oct	25-Oct	7.7	1.93
P-18	26-2	24-Oct	24-Oct	5.7	0.22
P-20	26-1	23-Oct	25-Oct	15.6	0.62
P-23	23-1	26-Oct	26-Oct	3.1	0.14
P-27	24-1	22-Oct	22-Oct	4	0.17
P-29	24-3	22-Oct	23-Oct	3.2	0.15
P-31	29-10	19-Oct	22-Oct	10.9	0.68
P-32	27-27	5-Nov	ON-GOING	17.1	17.10
P-44	21-1	5-Nov	5-Nov	1	0.05
P-46	21-1	5-Nov	5-Nov	13	0.65
P-48	21-1	2-Nov	5-Nov	18.8	0.94
P-50	22-2	2-Nov	2-Nov	1.3	0.07
P-52	21-1	2-Nov	2-Nov	3.9	0.20
P-55	20-1	1-Nov	2-Nov	22	1.10
P-57	22-2	1-Nov	1-Nov	9.8	0.49
P-59	20-1	31-Oct	1-Nov	6.4	0.64
P-63	28-1	29-Oct	31-Oct	37.5	1.39

Total (cy)	239
Avg per lft (cy)	0.59
avg per point (cy)	10.6
Points completed	21
Remaining Points	43



**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 9E

**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.

**Funding Information:**

Project Cost: N/A

Funding Source:

Amount Available: \_\_\_\_\_

**Finance Department Approval:** \_\_\_\_\_

**Approvals:**



\_\_\_\_\_  
Originating Department

\_\_\_\_\_  
City Manager

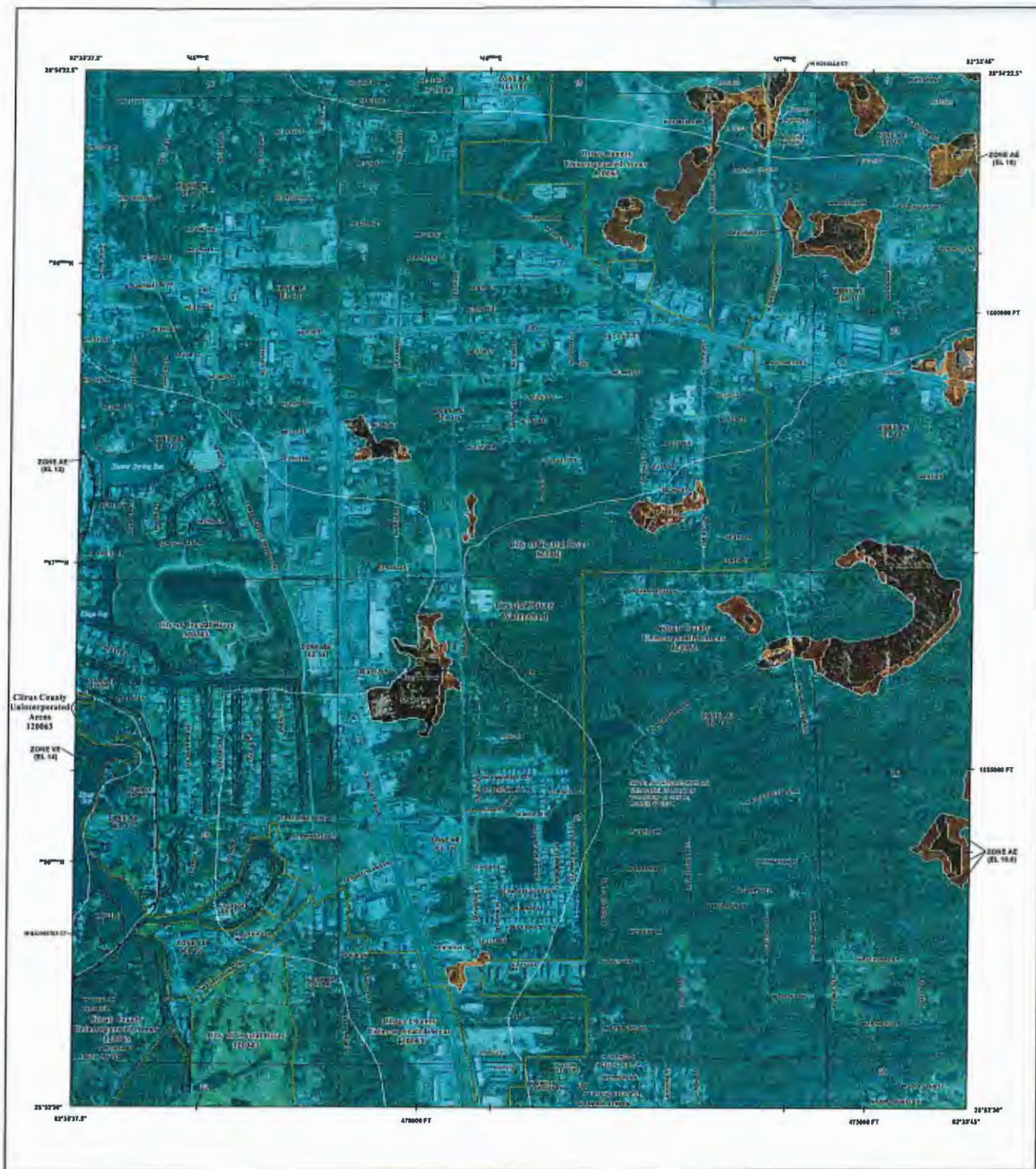
\_\_\_\_\_  
City Attorney (if applicable)

**Attachments:**

FEMA Preliminary Maps

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



**FLOOD HAZARD INFORMATION**

SEE FIG REPORT FOR DETAILED LEGEND AND INDEX MAP FOR PANEL LAYOUT. THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT [HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)



**NOTES TO USERS**

For information and questions about this Flood Insurance Rate Map (FIRM), or other products associated with the FIRM, including historic products, the current map data for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) to general, please call the FEMA Risk Information Exchange at 1-877-FEMA-HELP (1-877-368-7247) or visit the FEMA Flood Map Service Center website at [www.fema.gov](http://www.fema.gov). Additional products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and digital versions of the map. Many of these products can be ordered or obtained directly from the website.

Continuing products and an updated FIRM panel area should be ordered upon the release of the current panel as well as the current FIRM data. There may be errors already shown the Flood Map Service Center at the number listed above.

For assembly and coordinate use, refer to the Flood Insurance Study Report for this jurisdiction.

The assembly of flood insurance is available in 600 increments, and you may request or call the National Flood Insurance Program at 1-800-425-6243.

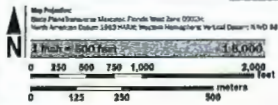
Some map information shown on this FIRM was obtained in digital format by the Federal Department of Transportation and Census Bureau's program, and not from original topographic data in 2017 by the U.S. Department of Agriculture. Flood hazard data is not available for 2.5-mile radius areas of drainage. The data was only provided by the U.S. Department of Agriculture. Flood hazard data is not available for 2.5-mile radius areas of drainage. The data was only provided by the U.S. Department of Agriculture. Flood hazard data is not available for 2.5-mile radius areas of drainage. The data was only provided by the U.S. Department of Agriculture.

LIMIT OF MODERATE WAVE ACTION (LMA) has been established by 4.11m of Moderate Wave Action (MWA). The LMA represents the approximate maximum level of the LS and wave height. The width of wave hazards follows Zone VE and the LMA is on between the shoreline and the LMA. For areas where Zone VE is not identified, it will be similar to, but less severe than, Zone VE.

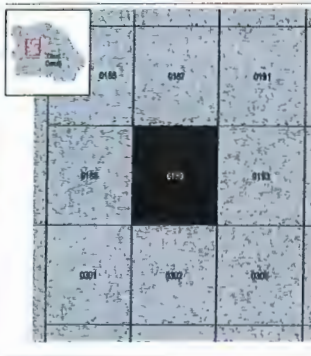
--- Limit of Moderate Wave Action (LMA)

- - - - - Watershed Boundary

**SCALE**



**PANEL LOCATOR**

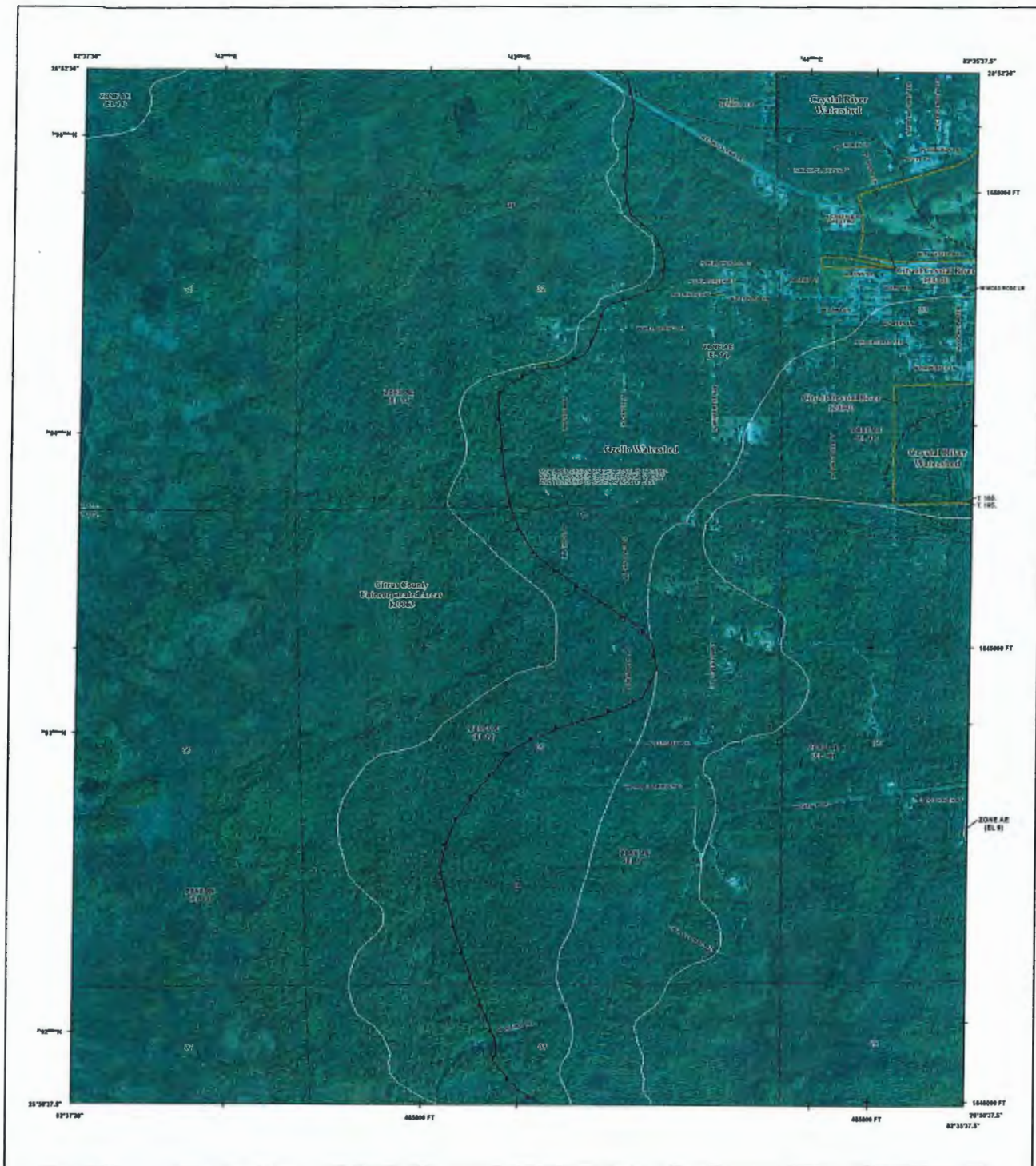


**NATIONAL FLOOD INSURANCE PROGRAM**  
**FLOOD INSURANCE RATE MAP**  
**FLORIDA**  
**FLORIDA**  
**AND INCORPORATED AREAS**  
**Panel 189 of 505**

**PRELIMINARY**  
**9/29/2018**

VERSION NUMBER  
**2.4.3.2**  
 MAP NUMBER  
**12017C0189E**  
 MAP REVISED





**FLOOD HAZARD INFORMATION**

SEE THE REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT  
 THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
 DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)

	Without Base Flood Elevation (BFE) Zone A-C, X, V, VE, A, H
	Regulatory Floodway
	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
	Future Conditions 1% Annual Chance Flood Hazard Zone X
	Area with Reduced Flood Risk due to Levee See Notes, Zone X
	Area with Flood Risk due to Levee Zone D
	Area of Minimal Flood Hazard Zone X
	Area of Undetermined Flood Hazard Zone D
	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
	Cross Sections with 1% Annual Chance Water Surface Elevation
	Coastal Transect
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary

**NOTES TO USERS**

For information and questions about the Flood Insurance Rate Map (FIRM), available products associated with the FIRM, including technical criteria, the contact map data for each FIRM panel used to create products, or the National Flood Insurance Program (NFIP) by permit, please call the FEMA Map Information Subcenter at 1-877-FEMA-HELP (1-877-369-6277) or visit the FEMA Flood Map Service Center website at [www.fema.gov](http://www.fema.gov). Additional products may include previously issued Letters of Map Change, if Flood Insurance Study Panel, and/or digital versions of this map. Many of these products can be viewed or downloaded from the website.

Communications regarding land use adjacent to FIRM panels must adhere to current maps of the information panel as well as the current FIRM data. These may be obtained directly from the Flood Map Service Center at the number listed above.

For assistance and county-level map data refer to the Flood Insurance Study Report for the jurisdiction.

In instances of flood insurance, it is recommended that you contact your insurance agent or call the National Flood Insurance Program at 1-800-648-6823.

Base map information shown on this FIRM was produced in digital format by the Florida Department of Transportation and Citrus County, Florida, was derived from digital orthorectification data in 2017 by the U.S. Department of Agriculture. Flood hazard symbols and map products will be updated with 2018 general average elevation. Flood hazard symbols were provided by the U.S. Department of Agriculture's Farm Service Agency. The data shown in 2017 was produced with a 1-meter ground sample distance.

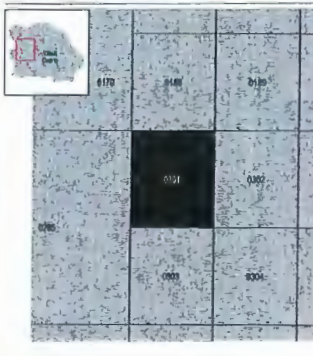
LIMIT OF MODERATE WAVE ACTION: Zone A-H has been divided by a Limit of Moderate Wave Action (LMWA). The LMWA represents the approximate seaward limit of 2 to 4-foot breaking waves. The effects of wave height between Zone VE and the LMWA (or between the dike/dike and the LMWA for areas where Zone VE is not identified) will be similar to, but less severe than, those in the Zone VE.

--- Limit of Moderate Wave Action (LMWA)  
 - - - - - Watershed Boundary

**SCALE**



**PANEL LOCATOR**



**FEMA**  
 National Flood Insurance Program

**NATIONAL FLOOD INSURANCE PROGRAM**  
 FLOOD INSURANCE RATE MAP  
 CITRUS COUNTY, FLORIDA  
 and Incorporated Areas  
 MAP 301 of 505

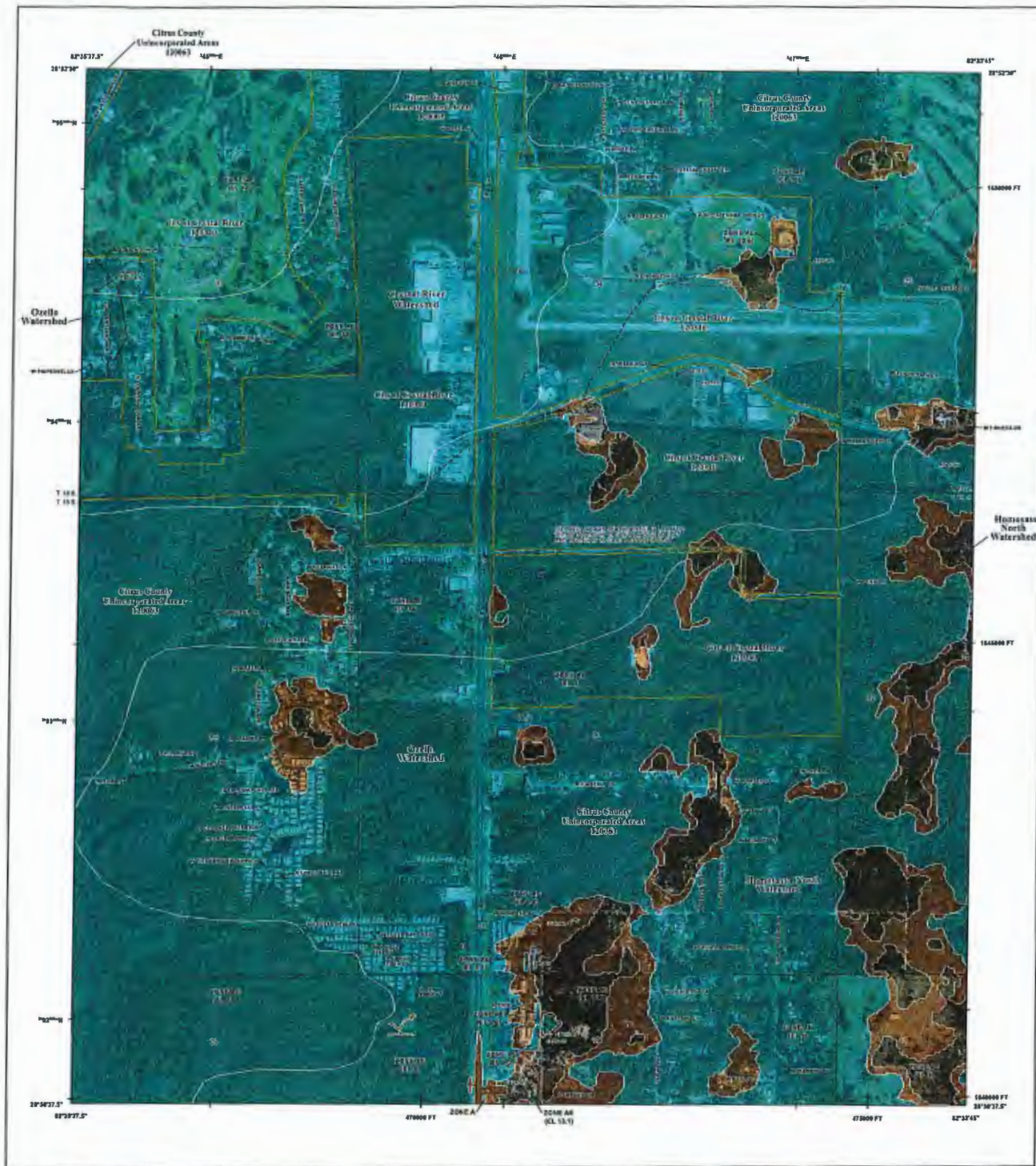
Partial Contents:  
 COMMUNITY: 33033  
 CITRUS COUNTY  
 CIVIC OVER CITY OF

MAPLETS PANEL: 33033  
 PANEL: 0101  
 SHEET: E

**PRELIMINARY**  
 9/29/2018

VERSION NUMBER: 2432  
 MAP NUMBER: 1207C0301E  
 MAP REVISED





**FLOOD HAZARD INFORMATION**

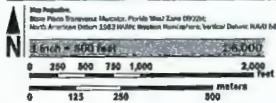
SEE THE REPORT FOR DETAILED LEGEND AND DESIGN FOR THIS PANEL LAYOUT. THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT [HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)

- SPECIAL FLOOD HAZARD AREAS**
  - Without Base Flood Elevation (BFE) Zone A, V, X, Y
  - Regulatory Floodway
  - 0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with average depth less than one foot or with drainage area of less than one square mile, Zone X
  - Chance Flood Hazard, Zone X
- OTHER AREAS OF FLOOD HAZARD**
  - Area with Reduced Flood Risk due to Levee, Zone X
  - Area with Flood Risk due to Levee, Zone D
  - Area of Minimal Flood Hazard, Zone X
  - Area of Undetermined Flood Hazard, Zone D
- OTHER AREAS**
  - Channel, Culvert, or Storm Sewer
  - Levee, Dike, or Floodwall
  - Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Transect
  - Coastal Transect Baseline
  - Profile Baseline
  - Hydrographic Feature
  - Base Flood Elevation Line (BFE)
- OTHER FEATURES**
  - Advisory Boundary

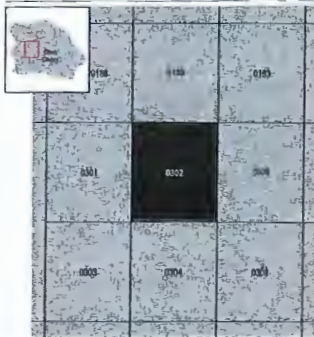
**NOTES TO USERS**

For information and questions about the Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including technical assistance, the current rate date for this FIRM panel, how to order products for the National Flood Insurance Program (NFIP) or private flood insurance, please contact the FEMA Map Information Exchange at 1-877-FEMA-MAP (3473) or visit the FEMA Map Information Exchange website at [www.fema.gov](http://www.fema.gov). Available products may include preliminary hazard maps of the United States, Flood Hazard Data Reports, and other digital products of this map. Many of these products can be ordered or obtained directly from the website. Consultations regarding flood risk assessment (FIRM) products may include a current copy of the relevant panel as well as the current FIRM data. These may be ordered directly from the Flood Map Service Center at the number listed above. For information and questions about the Flood Insurance Rate Map (FIRM) data, please contact the FEMA Map Information Exchange at 1-877-FEMA-MAP (3473) or visit the FEMA Map Information Exchange website at [www.fema.gov](http://www.fema.gov). The information and data on this map are derived from digital data provided by the Florida Department of Transportation and Citrus County, including data derived from digital topographic maps to 2017 by the U.S. Department of Agriculture, Farm Service Agency, and data produced with a 1:50,000 scale aerial photograph. Flood hazard data are also provided by the U.S. Department of Agriculture, Farm Service Agency, and data to 2017 and are produced with a 1:50,000 scale aerial photograph. The information and data on this map are derived from digital data provided by the Florida Department of Transportation and Citrus County, including data derived from digital topographic maps to 2017 by the U.S. Department of Agriculture, Farm Service Agency, and data produced with a 1:50,000 scale aerial photograph. Flood hazard data are also provided by the U.S. Department of Agriculture, Farm Service Agency, and data to 2017 and are produced with a 1:50,000 scale aerial photograph.

**SCALE**



**PANEL LOCATOR**



**NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP**

CITRUS COUNTY, FLORIDA and Incorporated Areas  
Panel 302 of 505



Panel Contains:  
COMMUNITY: 122081 8002  
OFFICIAL COUNTY: 122081 8002  
OFFICIAL COUNTY CITY: 122081 8002

**PRELIMINARY**  
9/29/2018

VERSION NUMBER: 24.3.2  
MAP NUMBER: 12017C0302E  
MAP REVISED:









**FLOOD HAZARD INFORMATION**

SEE THE REPORT FOR DETAILED LEGEND AND INDEX MAP FOR PANEL LAYOUT  
 THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
 DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://NSC.FEMA.GOV](https://nsc.fema.gov)

- SPECIAL FLOOD HAZARD AREAS**
  - Without Base Flood Elevation (BFE)  
Zone A, A99
  - 1% BFE or Depth Zone AE, AO, AH, VE, AR
  - Regulatory Floodway
  - 0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with average depth less than one foot or with drainage area of less than one square mile, Zone X
  - Future Conditions 1% Annual Chance Flood Hazard Zone X
  - Area with Reduced Flood Risk due to Levee See Notes, Zone X
  - Area with Flood Risk due to Levee Zone D
  - Area of Minimal Flood Hazard Zone X
  - Area of Undetermined Flood Hazard Zone D
- OTHER AREAS OF FLOOD HAZARD**
- OTHER AREAS**
- GENERAL STRUCTURES**
  - Channel, Culvert, or Storm Sewer
  - Levee, DDA, or Floodwall
  - Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Transect
  - Coastal Transect Baseline
  - Profile Baseline
  - Hydrographic Feature
  - Base Flood Elevation Line (BFE)
- OTHER FEATURES**
  - Limit of Study
  - Jurisdiction Boundary

**NOTES TO USERS**

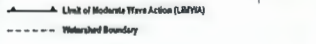
For information and questions about the Flood Hazard Rate Map (FHRM), please contact administrators at the FEMA, including their names, the contact email address for each FHRM panel, their fax number, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information Center at 1-877-FEMA-HELP (1-877-362-7262) or visit the FEMA Flood Map Service Center website at [www.fema.gov](http://www.fema.gov). Additional products may include preliminary hazard studies of map changes, 1% Flood Insurance Study (FIS) maps, and other products. Note of Flood products can be ordered or obtained directly from the website. Commission approval and an adjacent FHRM panel would create a current copy of the adjacent panel as well as the latest FHRM data. Please refer to the adjacent study from the Flood Map Service Center of the master panel above.

For community and contractor map being used in the Flood Hazard Study Report for this jurisdiction, the date of base information is provided in the community contact your insurance agent or call the National Flood Insurance Program at 1-877-362-7262.

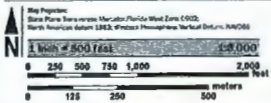
Base map information shown on the FHRM was provided in digital format by the Florida Department of Transportation and Citrus County. Imagery was derived from digital orthorectification from the 2012 by the U.S. Department of Agriculture Farm Service Agency and was produced with a 5-foot ground sample distance. Data imagery was also provided by the U.S. Department of Agriculture Farm Service Agency that was taken in 2011 and was produced with a 1-meter ground sample distance.

For community and contractor map being used in the Flood Hazard Study Report for this jurisdiction, the date of base information is provided in the community contact your insurance agent or call the National Flood Insurance Program at 1-877-362-7262.

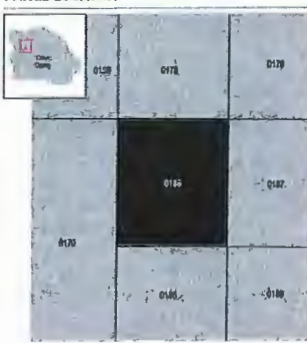
Base map information shown on the FHRM was provided in digital format by the Florida Department of Transportation and Citrus County. Imagery was derived from digital orthorectification from the 2012 by the U.S. Department of Agriculture Farm Service Agency and was produced with a 5-foot ground sample distance. Data imagery was also provided by the U.S. Department of Agriculture Farm Service Agency that was taken in 2011 and was produced with a 1-meter ground sample distance.



**SCALE**



**PANEL LOCATOR**



**FEMA**  
 National Flood Insurance Program

**NATIONAL FLOOD INSURANCE PROGRAM  
 FLOOD INSURANCE RATE MAP  
 CITRUS COUNTY,  
 FLORIDA  
 and Incorporated Areas**

Panel 186 of 505

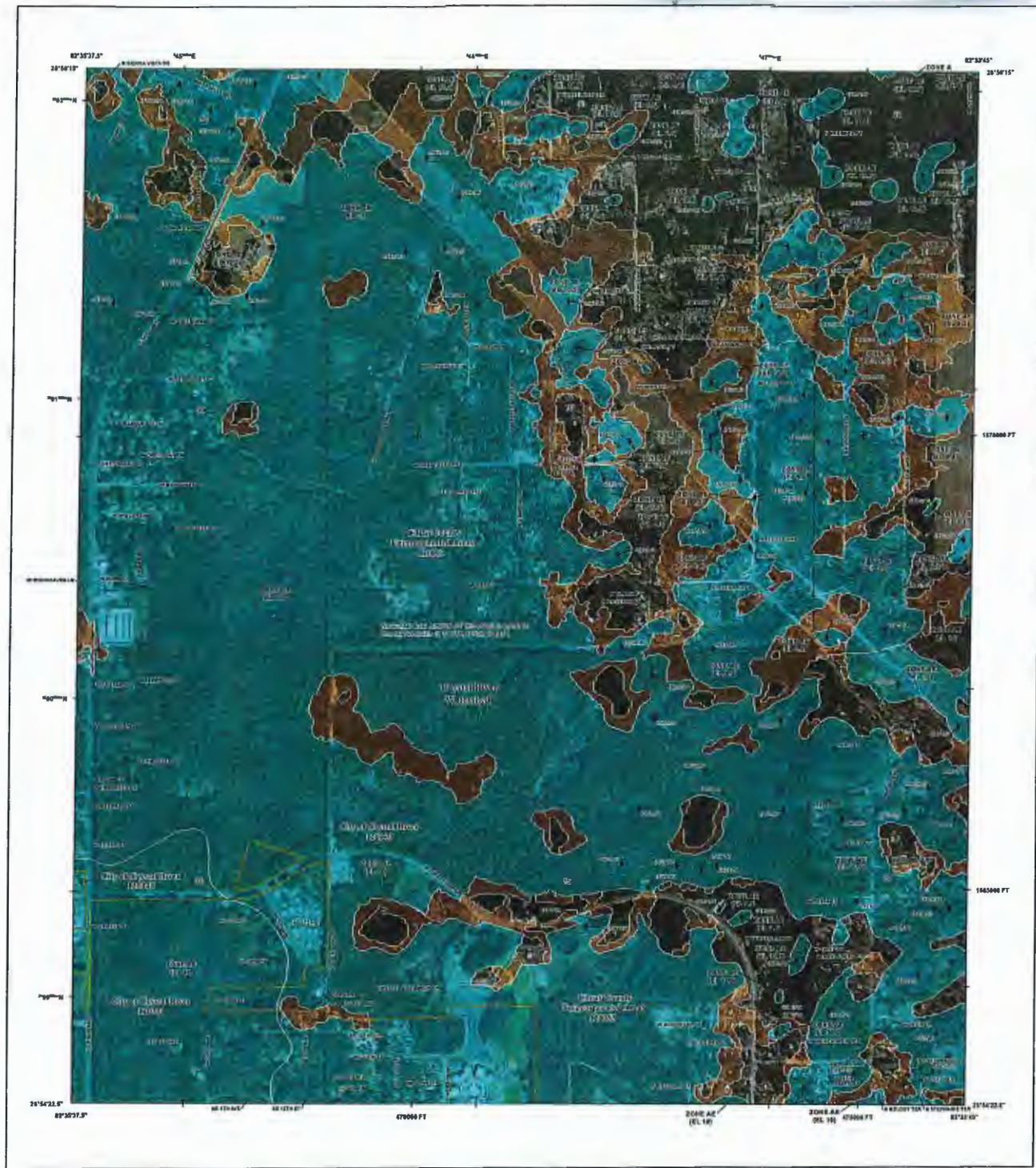
Panel Contains:  
 COMMUNITY  
 CITRUS COUNTY  
 CITRUS COUNTY, FLORIDA

NUMBER: 120563  
 PANEL: 0186  
 SHEET: 0186

**PRELIMINARY  
 9/29/2018**

VERSION NUMBER: 24.3.2  
 MAP NUMBER: 12017C0186E  
 MAP REVISED:





**FLOOD HAZARD INFORMATION**

SEE THIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR BEST PANEL LAYOUT  
 THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
 DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)

- SPECIAL FLOOD HAZARD AREAS**
- Without Base Flood Elevation (BFE) Zone AE, AO, AH, VE, AR
  - Regulatory Floodway
  - 0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with drainage depth less than one foot or with drainage areas of less than one square mile, Zone X
  - Future Conditions 1% Annual Chance Flood Hazard, Zone X
- OTHER AREAS OF FLOOD HAZARD**
- Area with Reduced Flood Risk due to Levee, Zone X
  - Area with Flood Risk due to Levee, Zone D
  - Area of Minimal Flood Hazard, Zone X
  - Area of Undetermined Flood Hazard, Zone D
- OTHER AREAS**
- Channel, Culvert, or Storm Sewer
  - Levee, Dike, or Floodwall
  - Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Transverse
  - Coastal Transverse Baseline
  - Profile Baseline
  - Hydrographic Feature
  - Base Flood Elevation Line (BFE)
  - Limit of Study
  - Subsidence Boundary

**NOTES TO USERS**

For information and questions about this Flood Insurance Rate Map (FIRM), available products, identified with the FIRM, including feature services, the current map date for each FIRM panel, how to order products, or the accuracy of any data, please contact the FEMA Flood Insurance Service Center at 1-877-FLOOD-9977 (1-877-366-3627) or the FEMA Flood Map Service Center website at [www.fema.gov](http://www.fema.gov). Additional products may be available through the National Flood Hazard Data Center, a Flood Insurance Service Center website at [www.fema.gov](http://www.fema.gov). Any data or information shown on this map, a Flood Insurance Rate Map, or any other product of this map, may be used for purposes not intended by FEMA. FEMA does not warrant the accuracy of any data or information shown on this map, a Flood Insurance Rate Map, or any other product of this map. Users of these products can be held liable or penalized directly from the provider.

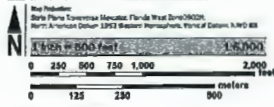
Coordinates appearing here on adjacent FIRM panels must align a correct copy of the adjacent panel as well as the correct FIRM data. There may be related directly from the Flood Map Service Center at the nearest field office.

The names of any and all geographic map data refer to the Flood Insurance Study Report for this jurisdiction.

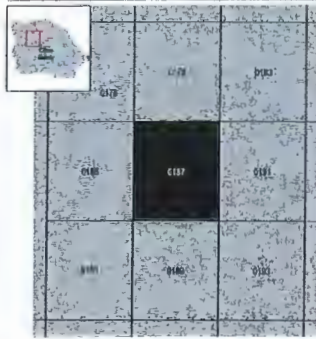
To address a flood insurance or other issue, please contact your insurance agent or call the National Flood Insurance Program at 1-800-354-7771.

Base map information shown on this FIRM was provided in digital format by the Florida Department of Transportation and Citrus County. Imagery was derived from digital orthorectified data as of 2017 by the U.S. Department of Agriculture Farm Service Agency and was produced with a 1:50,000 ground spatial reference. This imagery was then processed by the U.S. Department of Agriculture Farm Service Agency and was then to 2017 and was produced with a 1:50,000 ground spatial reference.

**SCALE**



**PANEL LOCATOR**



**NATIONAL FLOOD INSURANCE PROGRAM  
 FLOOD INSURANCE RATE MAP**

CITRUS COUNTY,  
 FLORIDA  
 and Incorporated Areas  
 Panel 187 of 805



Panel Code: PC  
 COMMUNITY  
 CITRUS COUNTY  
 OFFICIAL: [Name]

NUMBER: 130203  
 PANEL: 0187  
 SUBPANEL: 0187

**PRELIMINARY  
 9/29/2018**

VERSION NUMBER: 2.4.3.2  
 MAP NUMBER: 1201700187E  
 MAP REVISED:





**FLOOD HAZARD INFORMATION**

SEE THE REPORT FOR BEHIND LEADING AND REAR MAP FOR PANEL LOCATOR  
 THE INFORMATION DETECTED ON THIS MAP AND SUPPORTING  
 DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)

- SPECIAL FLOOD HAZARD AREAS**
  - Without Basic Flood Elevation (BFE) Zone AE, APD
  - With BFE or Depth Zone AE, AH, VE, AR
  - Regulatory Floodway
  - 0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
  - Future Conditions 1% Annual Chance Flood Hazard Zone X
  - Area with Reduced Flood Risk due to Levee See Notes, Zone X
  - Area with Flood Risk due to Levee Zone D
  - Area of Minimal Flood Hazard Zone X
  - Area of Undetermined Flood Hazard Zone D
- OTHER AREAS OF FLOOD HAZARD**
- OTHER AREAS**
  - Channel, Culvert, or Storm Sewer
  - Levee, Dike, or Floodwall
  - Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Traversed
  - Coastal Traversed Baseline
  - Profile Baseline
  - Hydrographic Feature
  - Base Flood Elevation Line (BFE)
  - Check of Study
  - Jurisdiction Boundary
- GENERAL STRUCTURES**
- OTHER FEATURES**

**NOTES TO USERS**

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including but not limited to the current and future Flood Insurance Study (FIS) and Flood Insurance Study (FIS) products, or the National Flood Insurance Program (NFIP) in general, please visit the FIRM User Information webpage at [www.flood.gov](http://www.flood.gov) or call the FEMA Flood Service Center website at [www.flood.gov](http://www.flood.gov). Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and digital versions of this map. Many of these products can be downloaded or obtained directly from the website.

Consultation regarding land use adjacent to floodplains should refer to the Floodplain Ordinance of the local jurisdiction. These may be obtained directly from the Floodplain Ordinance Center of the local jurisdiction.

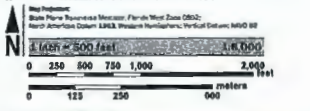
For accuracy and complete information refer to the Flood Insurance Study Report for this jurisdiction.

In instances of flood hazard areas, the FIRM is provided in digital format for the Public Department of Transportation and Citrus County, Gregory are defined from digital topographic data by the U.S. Department of Agriculture, Farm Service Agency and are provided with a check against specific drainage. Map imagery was also provided by the U.S. Department of Agriculture, Farm Service Agency. The version of 2017 was produced with a 1:1 meter ground resolution.

**LIMIT OF MODERATE WAVE ACTION (LIMWA)**  
 The LIMWA represents the approximate limit of the 1% flood backing area. The extent of wave hazard between Zone VE and the LIMWA is not shown. The extent of the LIMWA is shown where Zone VE is not identified or the extent is not shown where Zone VE is shown.

**--- Watershed Boundary**

**SCALE**



**PANEL LOCATOR**



**NATIONAL FLOOD INSURANCE PROGRAM**  
**FLOOD INSURANCE RATE MAP**  
**CITRUS COUNTY, FLORIDA**  
 and Incorporated Areas  
 Panel 188 of 505  
 Panel Contact: **MANDY PAUL BURTZ**  
 CITRUS COUNTY 130001 0188  
 CRYSTAL RIVER, FL 130001 0188

**PRELIMINARY**  
 9/29/2018

**VERSION NUMBER**  
 24.3.2  
**MAP NUMBER**  
 12017C0188  
**MAP REVISED**

**CRYSTAL RIVER CITY COUNCIL**  
**Agenda Item Summary**

Meeting Date: November 13, 2018

Agenda Item Number: 9F

---

**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

---

**Funding Information:**

Project Cost:

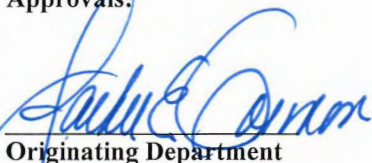
Funding Source:

Amount Available:

**Finance Department Approval:** \_\_\_\_\_

---

**Approvals:**

  
\_\_\_\_\_  
Originating Department

  
\_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Attorney (if applicable)

**Attachments:** Rejection Memo dated 11/7/18

---

**Council Action:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_ Other \_\_\_\_\_



# City of Crystal River

## PLANNING & COMMUNITY DEVELOPMENT

123 Northwest Highway 19  
Crystal River, Florida 34428  
Telephone: (352) 795-4216  
Facsimile: (352) 795-6351

---

---

### **REJECTION OF ALL BIDS**

Date: November 7, 2018

Bid No.: 18-B-03

Project Title: Hazard Mitigation Grant Program  
Mitigation Reconstruction Single Family Residence  
228 NE 3<sup>rd</sup> Street; Crystal River, FL

### **NOTICE TO ALL BIDDERS**

Be advised the City of Crystal River is rejecting all bids for the subject project as authorized by Section 3.f of the bid documents.