

City of Crystal River



Minutes from the
Regular Council Meeting held
Monday, September 10th, 2018
@ 7:00 p.m.



**Minutes of the
Crystal River City Council
Regular Council Meeting
Monday, September 10th, 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 members Present: Mayor Farley, Vice Mayor Brown, Council member Fitzpatrick, Council member Holmes

Council members absent: Council member Gudis.

Staff Present: Assistant City Manager Jack Dumas, City Attorney Rey, City Clerk Fink, Finance Director Michelle Russell, Public Works Director Beau Keene, and Planning and Development Services Director Jackie Gorman

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

2. ADOPTION OF AGENDA

Fitzpatrick; Brown

3. PRESENTATIONS

A. Save Our Waters Week Proclamation.....Keep Citrus County Beautiful
Mayor Farley presented the proclamation to Susie Metcalfe, Curt Ebitz and Randy Messer. Ms. Metcalfe acknowledged Mr. Ebitz 23 year involvement, since the initial Save Our Waters Week, announced that it is the first year with Keep Citrus County Beautiful as the organizers, and provided information regarding scheduled activities including Environmental Jeopardy, 28th Annual Lakes, Rivers and Coastal Clean-Up, and Three Sisters Springs Walking Tour (ATTACHMENT A).

B. Recovery Month Proclamation.....Renee Teaster, Anti-Drug Coalition of Citrus County
Mayor Farley presented the proclamation to Renee Teaster and Joan Trehy. Ms. Trehy discussed National Recovery Month aimed to end stigma of recovering from mental health and addictions, and distributed information regarding an upcoming Citrus Recovery Walk, including Celebration Walk, Community Resources and Guest Speakers (ATTACHMENT B).

C. Constitution Week Proclamation.....Daughters of the American Revolution
Mayor Farley presented the proclamation (*previously listed as September 11 Memorial Proclamation in error*) to Dale Merrill, Esq., who announced planned distribution of free Constitutions at local schools and libraries throughout Citrus County from September 17-21. (ATTACHMENT C).

D. CCSO Quarterly Report.....Captain Ryan Glaze

Captain Ryan Glaze presented the report and addressed Council questions regarding number of calls for service and on the water citations. Vice Mayor Brown requested inclusion of an additional category for on-the-water citations.

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes from the Budget Workshop held August 24th, 2018

Motion to approve the consent agenda was made by Council member Fitzpatrick; seconded by Council member Holmes. Motion carried 4-0.

6. PUBLIC INPUT

(Time Limit of Three Minutes)

Tom Gotterup- 6083 W Fairhope Court- Confirmed that students that could not afford cost of scuba certification program would be subsidized by himself, Ms. Morgan and/or Mr. Engiles.

Pamela Drilca- 915 NE 2nd Street- Expressed concerns, as a new resident, drainage issues and lack of drainage pipe in her back yard.

Assistant City Manager Jack Dumas briefed Council members on ongoing efforts to address those issues identified in that area, noting completion of analysis, identification of issues plans for a recommended solution to be brought forth at an upcoming meeting.

7. PUBLIC HEARING

A. Adoption of Resolution No. 18-R-20 Setting a Tentative Millage Rate of 4.5 Mills for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final Millage Rate for September 25, 2018 at 6:00 p.m.

Background: [Agenda Sheet Requested Motion(s):

A. Adoption of Resolution No. 18-R-20 Setting a Tentative Millage Rate of 4.5 Mills for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final Millage Rate for September 25, 2018 at 6:00 p.m.

B. Adoption of Resolution No. 18-R-22, Adopting the Tentative Budget for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final FY 2018/2019 Budget for September 25, 2018 at 6:00 p.m.

C. Adoption of Resolution No. 18-R-21, Adopting the Tentative Budget for the Community Redevelopment Agency for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final CRA Budget for FY 2018/2019 for September 25, 2018 at 6:00 p.m.

Summary: State statutes establish certain procedural steps that must be followed in adopting the City budget. Two public hearings are required, and the calculation/discussion of a rolled-back rate must be the first substantive issue discussed at the public hearings. At the second public hearing, adoption of the final millage rate and the final budget must be by separate votes, with the final millage rate being adopted prior to the adoption of the final budget.

The roll-back rate for FY 2018/2019 has been determined to 4.2618 mills. The millage rate being proposed for FY 2018/2019 is 4.5 mills, reflecting no increase from the adopted rate for FY 2017/2018. The final General Fund budget for FY 2018/2019 totals \$4,776,466.

A copy of the final FY 2018/2019 budget documents are attached as is a budget transmittal memorandum. Budget detail material has previously been presented to Council during budget workshops.

Staff Recommendation: Staff recommends approval of the three proposed resolutions.
End of Agenda Sheet]

Motion to approve Resolution No. 18-R-20 Setting a Tentative Millage Rate of 4.5 Mills for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final Millage Rate for September 25, 2018 at 6:00 p.m. was made by Council member Fitzpatrick; seconded by Council member Holmes.

Public Hearing:

Phil Jannarone- 1405 SE 5th Avenue- Noted property value increase and possible consideration of roll back or millage rate reduction.

Vice Mayor Brown noted concerns regarding potential loss of property tax revenues if additional exemption is implemented.

Motion carried 4-0.

B. Adoption of Resolution No. 18-R-22, Adopting the Tentative Budget for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final FY2018/2019 Budget for September 25, 2018 at 6:00 p.m.

Motion to approve Resolution No. 18-R-22, Adopting the Tentative Budget for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final FY 2018/2019 Budget for September 25, 2018 at 6:00 p.m. was made by Council member Fitzpatrick; seconded by Vice Mayor Brown.

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

Motion carried 4-0.

C. Adoption of Resolution No. 18-R-21, Adopting the Tentative Budget for the Community Redevelopment Agency for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final CRA Budget for FY2018/2019 for September 25, 2018 at 6:00 p.m.

Motion to approve Resolution No. 18-R-21, Adopting the Tentative Budget for the Community Redevelopment Agency for FY 2018/2019 on First Public Hearing and setting the Final Public Hearing Date for Adoption of the Final CRA Budget for FY 2018/2019 for September 25, 2018 at 6:00 p.m. was made by Council member Fitzpatrick; seconded by Council member Holmes.

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

Motion carried 4-0.

D. Consideration of approval of Ordinance No. 18-O-14 amending Chapter 15 of the Code of Ordinances "Traffic" on First Reading and setting a public hearing for Monday, September 24, 2018 at 7:00 p.m.

Motion to read by title only was made by Council member Fitzpatrick; seconded by Mayor Farley. Motion carried.

AN ORDINANCE THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA; AMENDING CHAPTER 15, TRAFFIC, BY CREATING ARTICLE VII - RESIDENTIAL NEIGHBORHOOD PERMIT PARKING ZONE; 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-14 amending Chapter 15, "Traffic", by creating a Residential Neighborhood Permit Parking Zone for the Michigan Town area on First Reading and setting a public hearing for September 24, 2018.

Summary: Staff previously discussed the need to regulate parking around Hunter Springs Park due to the parking issues affecting the "Michigan Town" neighborhood.

Currently there is a problem with the chronic non-resident parking along their streets as a result of the "spill over" from the recreators at Hunter Springs Park and the quality of life in this neighborhood is declining. One solution to this problem would be to create a no parking zone except for residents and their guests.

Attached please find Ordinance 18-O-14 that creates a "Decal-only" parking zone for a certain area around the park for your review. This type of restrictive parking is common in other cities that experience spill overs from nearby nonresidential activity areas and works alongside of existing parking requirements already established in the city's Code.

This Ordinance will serve as a temporary solution until such time as we have the complete street study done for the downtown area.

Planning Commission held their Public Hearing on September 6, 2018. Results of this meeting are being confirmed at this September 10th City Council meeting.

Staff Recommendation: Approval

End of Agenda Sheet]

Assistant City Manager Jack Dumas provided a brief overview of the item.

Motion to approve Ordinance No. 18-O-14 amending Chapter 15, "Traffic", by creating a Residential Neighborhood Permit Parking Zone for the Michigan Town area on First Reading and setting a public hearing for September 24, 2018 was made by Vice Mayor Brown; seconded by Council member Fitzpatrick.

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

Motion carried 4-0.

8. CITY ATTORNEY

9. CITY MANAGER

A. Motion to approve draft Purchasing Policy Revisions

Background: [Agenda Sheet Requested Motion: Motion to approve draft City of Crystal River Purchasing Policy revisions.

Summary: Staff recently attended a training offered by Department of Treasury to eligible RESTORE Act funding recipients on Post Federal Award Requirements, Procurement Standards and Sub-recipient

Monitoring, and Management for Federal Awards. As an eligible sub-recipient for RESTORE Act funding through Citrus County, both the pass-through and sub-recipient entities are subject to federal sub-recipient monitoring requirements. Monitoring activities include a sub-recipient risk assessment conducted by Citrus County Office of Management Budget. Recommendations included an update to the City of Crystal River Purchasing Policy to ensure implementation of statutory changes to the Code of Federal Regulations .

Specifically, 2 CFR 200 Subpart D- Post Federal Award Requirements addresses Standards for Financial Program Management. The standards address the following areas: §200.300 Statutory and National Policy Requirements, § 200.301 Performance Measurement, § 200.302 Financial Management, § 200.303 Internal Controls, § 200.304 Bonds, § 200.305 Payments, § 200.306 Cost Sharing or Matching, § 200.307 Program Income, § 200.308 Revision of Budget and Program Plans, and § 200.309 Period of Performance.

This draft update to the Purchasing Policy is being brought before Council to ensure adherence to these statutory guidelines and minimize financial audit risk, as required.

Staff Recommendation: Information only.

End of Agenda Sheet]

Assistant City Manager Jack Dumas provided a brief overview of the item, noting that subsequent updates would be made to the draft document.

Motion to approve draft City of Crystal River Purchasing Policy revisions was made by Council member Holmes; seconded by Council member Fitzpatrick. Motion carried 4-0.

B. Motion to approve draft "City of Crystal River Grants Administration Manual"

Background: [Agenda Sheet Requested Motion: Motion to approve draft City of Crystal River Grants Administration Manual.

Summary: Staff recently attended a training offered by Department of Treasury to eligible RESTORE Act funding recipients on Post Federal Award Requirements, Procurement Standards and Sub-recipient Monitoring, and Management for Federal Awards. As an eligible sub-recipient for RESTORE Act funding through Citrus County, both the pass-through and sub-recipient entities are subject to federal sub-recipient monitoring requirements. Monitoring activities include a sub-recipient risk assessment conducted by Citrus County Office of Management Budget. Recommendations included an update to the City of Crystal River Purchasing Policy to ensure implementation of statutory changes to the Code of Federal Regulations.

An additional recommendation based on the Sub-recipient Risk Assessment was to adopt a Grants Administration Manual, laying out internal processes for identification of suitable funding sources, submission of grant applications and proposals and post-award and program administration.

This draft Grants Administration Manual is being brought before Council to ensure adherence to a variety of statutory guidelines and minimize financial audit risk, as required. Additional appendices, including Grant Application Review Form and Grant Release Checklist will subsequently completed as staff continues development of this internal document.

Staff Recommendation: Information only.

End of Agenda Sheet]

Assistant City Manager Jack Dumas provided a brief overview of the item.

Motion to approve draft City of Crystal River Grants Administration Manual was made by Vice Mayor Brown; seconded by Council member Fitzpatrick. Motion carried 4-0.

C. Update regarding Cross Connection Control and F.O.G. (Fats, Oils, Grease) Ordinance Workshop

Background: [Agenda Sheet Information Only: Update regarding Cross Connection Control and F.O.G. (Fats, Oils, Grease) Ordinance Workshop

Summary: The City held a Public Workshop September 6, 2018 on options to modify/add changes to Ordinances related to backflow prevention and grease/oil controls in the water distribution and wastewater collection systems. The Workshop is to educate/clarify and take feedback of the improvements options in the public water and wastewater systems.

The water distribution aspect is part of an overall project to reduce water loss, improve security of the water system, improve reliability and improve water usage metering.

The discussion on the amount of oils and greases entering the wastewater system is currently problematic for reliability of the collection system and overall treatment of wastewater. It is a problem caused by dumping of oils and greases without systems to remove them prior to leaving the property, this is primarily commercial operations. This Workshop is to explain the problem, discuss possible solutions and hear concerns related to this from the public. There is also a public educational aspect to discuss related to not dump greases and oils directly down the drain.

This Agenda Item was written prior to the workshop, and staff will give a verbal update of the meeting.

Staff Recommendation: NA

End of Agenda Sheet]

Assistant City Manager Jack Dumas provided a brief overview of the item and Mayor Farley noted that the city would incur no cost for this grant-funded ordinance development or implementation.

10. CITY COUNCIL

11. COMMITTEE REPORTS

A. Mayor Farley

- *Waterfronts Advisory Board*- reported on business from the September 4th meeting, including straw-free initiative discussion, and potential WRWSA grant for toilet rebate program.

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*

- *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*- Reported on business from the September 10 meeting, including upcoming grant reimbursement, America Recycles Day and Save Our Waters Week planning, School Science nights planning and One-Bag-at-a-Time events.
- *Springs Coast Steering Committee*

Assistant City Manager Jack Dumas raised a discussion regarding status of the FDEP excavation project located at the Cross-Town Trail, including a recent pre-construction meeting with FDEP and SWFWMD officials, with new contractors to proceed with additional caution, and permitting status. He also updated Council on the Wawa project, reporting ongoing efforts by the contractor to ensure prevention of offsite turbidity discharge and staff correspondence with ownership.

Council discussion was held regarding communications received regarding observed turbidity, potential methods of recourse for damages, with City Attorney Rey noting contract-based contingencies, and methods to ensure similar issues do not occur in the future, including stipulations included with site plan upon approval.

12. COMMUNICATIONS

13. COUNCIL MEMBER REPORTS

- A. Mayor Farley
- B. Vice Mayor Brown

Spoke regarding the recent coverage of the scuba certification program and subsidy for students in need, and inquired about the status of the City Hall feasibility study, and Mr. Dumas confirmed that Long and Associates staff were on site during the past week.

- C. Council member Fitzpatrick
- D. Council member Gudis
- E. Council member Holmes

14. PUBLIC INPUT

Mary Morgan- Crystal River- Spoke in favor of creating a no parking zone on Citrus Avenue from 3rd Street to Bay Path Drive.


15. ADJOURNMENT

Mayor Farley adjourned the meeting at 8:01 p.m.

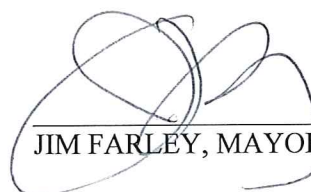
CITY OF CRYSTAL RIVER



ATTEST:



 MIA FINK, CITY CLERK



 JIM FARLEY, MAYOR

Keep Citrus County's Waters Beautiful

ATTACHMENT "A"

23rd Annual Save Our Waters Week

FEATURED ACTIVITIES

All activities are free
unless otherwise noted.

Sept. 15-22, 2018

Saturday, Sept. 15, sunrise to 11:30 a.m.
28th Annual Lakes, Rivers and Coastal Cleanup.
Groups/organizations are encouraged to volunteer.
Registration deadline: Sept. 8.
Visit <http://tinyurl.com/jc67swka> for an application.
More info call 352-527-7620 or email
tracey.ivkovic@citrusbocc.com.

Saturday, Sept. 15, lunch served at 11:30 a.m.
Eastside Volunteer Appreciation Cookout.
All registered cleanup volunteers welcome.
Lake Hernando Beach, 3699 E. Orange Dr., Hernando.
Call (352) 419-1569 for information. FREE.

Saturday, Sept. 15, lunch served at noon.
Westside Volunteer Appreciation Cookout.
All registered cleanup volunteers welcome.
Sponsored by and located at
American Pro Diving Center,
821 S.E. US 19, Crystal River.
Call (352) 419-1569 for information. FREE.

FREE Presentation on "All You Ever Wanted to Know About Recycling" at libraries across the county.

Location, date/time as follows:

Homosassa - Monday, Sept. 17 at 5:30-6:30 p.m.,
Coastal Region - Tuesday, Sept. 18 at 5:30-6:30 p.m.,
Central Ridge - Thursday, Sept. 20 at 5:30-6:30 p.m.,
Floral City - Friday, Sept. 21 at 3:30-4:30 p.m.,
Lakes Region - Saturday, Sept. 22 at 3:30-4:30 p.m.
Call (352) 746-9077 for more information.

Monday, Sept. 17, Tour at 8 a.m.
Walking Tour of Three Sisters Springs Projects with the Southwest Florida Water Management District.
Tour the Three Sisters Springs Wetland Treatment Project and Bank Stabilization Project with a springs expert.
601 Three Sisters Springs Trail, Crystal River.
Call (352) 796-7211, ext. 4768 or email
Michele.Sager@WaterMatters.org to register.
Capacity: 30. FREE.

Tuesday, Sept. 18, Tours at 8 a.m., 10 a.m. & noon.
Kayak Tours.
Paddle through quiet canals to Three Sisters Springs and back.
Launch from A Crystal River Kayak Company,
1422 Bldg. B, S.E. US 19, Crystal River.
Call (352) 795-2255 (option 1 for registration).
Capacity: 10 people per tour.
Cost: \$10 - refunded at end of tour.

Tuesday, Sept. 18, Tours at 10 a.m.-1 p.m. & 3-6 p.m.
Guided Eco-Tour with Hunter Springs Kayaks on Hall's River.
Cruise through the incredible backwaters of Homosassa and get a rare chance to see unspoiled Old Florida.
Reserve your seat by Sept. 16. Call (352) 228-4715.
Visit www.hunterspringskayaks.com/unique-guided-tours or email Taela@hunterspringskayak.com.
Capacity: 10. FREE.

Tuesday, Sept. 18 Tours 10:30 a.m. and 1:30 pm.
Heritage Eco Boat Tours @ Crystal River Preserve State Park.
Experience the Estuary boat tour on the Crystal River.
Depart from Crystal River Preserve State Park,
3266 N. Sailboat Ave., Crystal River.
Call (352) 228-6028 advance registration required.
Capacity: 24 people per tour. FREE.
Sponsored by the Friends of Crystal River Parks, Inc.
Donations appreciated.

Wednesday, Sept. 19, 5:30 p.m.
Local High Schools Environmental Jeopardy Competition.
Local high schools compete in testing their environmental knowledge. Public invited.
Event held at Conference Center,
College of Central Florida, Citrus Campus,
3800 S. Lecanto Hwy, Lecanto.
Call (352) 613-6850 for information. FREE.

Wednesday, Sept. 19, 7 p.m.
Local Middle Schools Environmental Jeopardy Competition.
Local middle schools compete in testing their environmental knowledge. Public invited.
Event held at Conference Center,
College of Central Florida, Citrus Campus,
3800 S. Lecanto Hwy, Lecanto.
Call (352) 613-6850 for information. FREE.

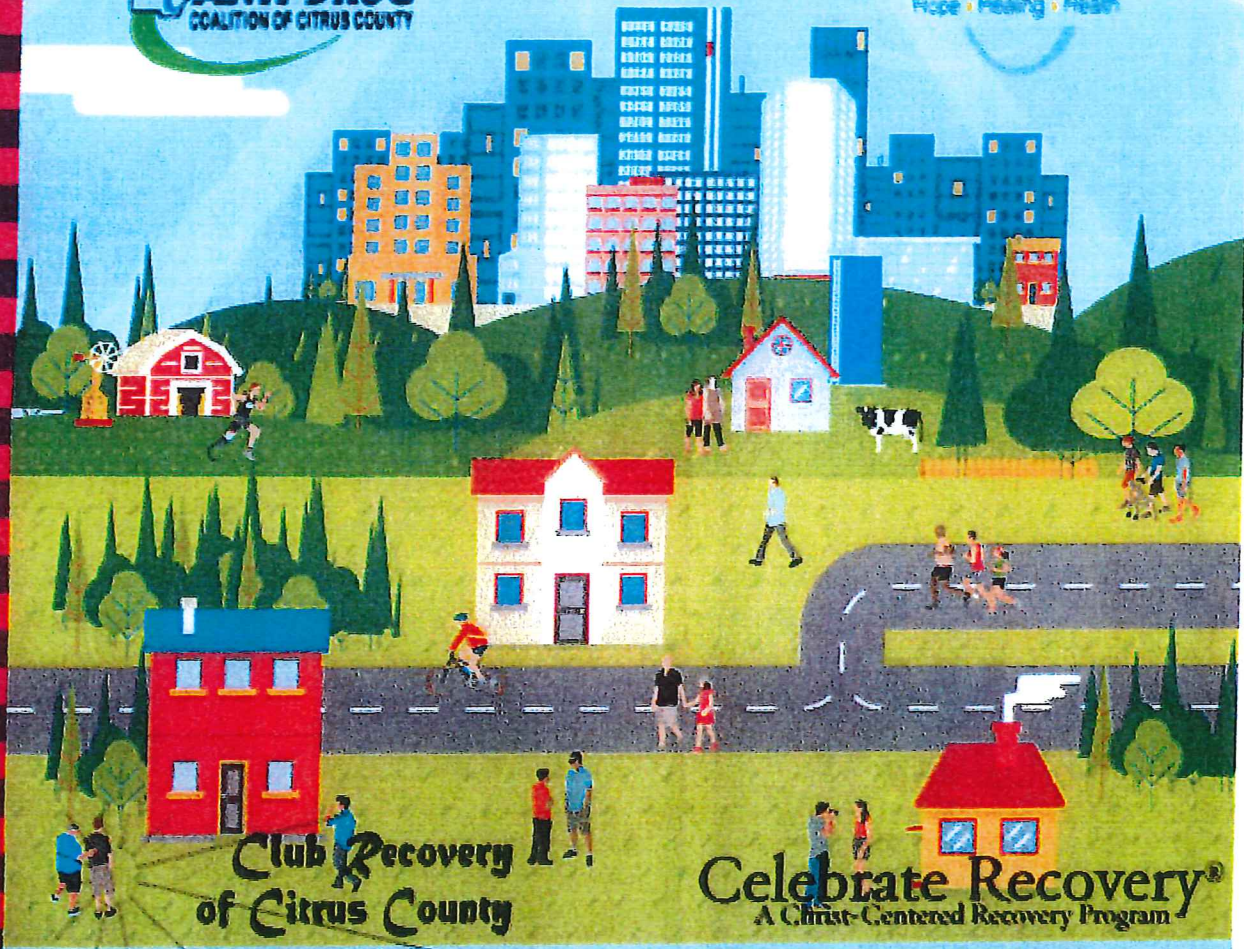
Thursday, Sept. 20 Tours at 10:30 a.m. and 1:30 p.m.
Heritage Eco Boat Tours @ Crystal River Preserve State Park.
Experience the Estuary boat tour on the Crystal River.
Depart from Crystal River Preserve State Park,
3266 N. Sailboat Ave., Crystal River.
Call (352) 228-6028 advance registration required.
Capacity: 24 people per tour.
Complimentary, sponsored by the Friends of Crystal River Parks, Inc.
Donations appreciated.

Friday, Sept. 21 at 8:30 a.m. to noon.
Archaeo-Eco Kayak Tour.
Explore archeological sites on the shores or beneath the surface of the Crystal and Salt Rivers with the Florida Public Archaeology Network and Florida Aquatic Preserves staff.
Depart State Park, 3266 N. Sailboat Ave., Crystal River.
Contact Nigel Rudolph at snrudolph@usf.edu.
Limited capacity, please email for registration.
Cost: \$25/rent, \$20 bring your own boat.

Saturday, Sept. 22 from 9 a.m. to noon.
Sixth annual National Estuaries Day Celebration.
Come learn about local estuary communities, their importance, and about the plants and animals that call them home through a wide variety of activities for both kids and adults. Get up close and personal with local marine life in a touch tank, participate in a kids casting clinic, or have your face painted at one of the many booths set up at the Visitor's Center. PLUS a FREE boat ride over to the Marine Science Station to explore the beautiful grounds, the Aquarium, and climb the Estuary Tower to get a bird's eye view of our expansive estuary system! No reservations required.
More information call Jamie Letendre at (352) 228-6032. All visitors must park at the Crystal River Preserve State Park Visitor Center.
3266 North Sailboat Avenue, Crystal River

Saturday, Sept. 22 from 2-3:30 p.m.
Water: The Life of Florida PRESENTATION
by Eric Flagg, springs activists, professor, co-owner Jellyfish Smack Productions, documentary film production company producing numerous documentaries relating to environmental topics.
Location: Old Courthouse Heritage Museum - Inverness.
Register at (352) 341-6428.
Capacity: 150 people. FREE.
Sponsored in part by the Inverness Cultural Heritage Council.

JOIN THE VOICES FOR RECOVERY STRENGTHEN FAMILIES AND COMMUNITIES



Club Recovery
of Citrus County

Celebrate Recovery®
A Christ-Centered Recovery Program

Citrus Recovery Walk

Celebrating the Gains Made By Those in Recovery
Tuesday, September 18th 6:00pm
RiverWalk & King's Bay Park

Celebration Walk, Community Resources, Guest Speakers

Meet up at the Entrance to the RiverWalk in
Crystal River across from City Hall at 5:45pm,
Walk begins at 6pm to King's Bay Park for
Event - For more information call 601-6620.

National
Recovery Month
Prevention • Advocacy • Treatment • Education • People • Progress
september 2018



Proclamation

Whereas, Our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America; and

Whereas, It is fitting and proper to officially recognize this magnificent document and the anniversary of its two hundred and twenty-eight year since the drafting on September 17 by the Constitutional Convention; and

Whereas, it is fitting and proper to remember the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities afforded us in this unique document whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17th through 23rd, ; and

Whereas, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution week now;

THEREFORE, I Jim Farley, Mayor of the City of Crystal River, county of Citrus, state of Florida do hereby proclaim September 17th through 23rd, 2018 to be

"Constitution Week"

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Crystal River to be affixed this 10th day of September in the year of our Lord Two Thousand Eighteen.

*Jim Farley, Mayor
City of Crystal River*

ATTEST:

Mia Fink,
City Clerk

SEAL