



Agenda
Crystal River City Council
Regular Council Meeting
Monday, March 25, 2019 at 7:00 PM
Council Chamber, City Hall

Joe Meek, Mayor
Ken Brown, Council Seat #1
Cindi Guy, Council Seat #2/ Vice Mayor
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
- B. Invocation
- C. Pledge of Allegiance
- D. Recognition of Elected Officials in Attendance

2. **ADOPTION OF AGENDA**

3. **PRESENTATIONS**

4. **UNFINISHED BUSINESS**

5. **APPROVAL OF CONSENT AGENDA**

- A. Motion to approve minutes from the City Council meeting held March 11, 2019
- B. Monthly Department Reports Summary
- C. Motion to approve special event permit and waiver of open container for Duck's Unlimited

6. **PUBLIC INPUT**

(Three Minute Time Limit)

7. **PUBLIC HEARING**

- A. Consideration of approval of Ordinance No. 16-O-05 Amending Appendix A, Land Development Code, Chapter 4, establishing a CRA Downtown Commercial Waterfront District on Final Reading

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING APPENDIX A, LAND DEVELOPMENT CODE, CHAPTER 4, BY ADDING SECTIONS 4.07.01 THROUGH 4.07.02, ENTITLED CRYSTAL RIVER REDEVELOPMENT AGENCY (CRA) DOWNTOWN COMMERCIAL WATERFRONT OVERLAY DISTRICT; TO INCLUDE SPECIFIC REGULATIONS INCLUDING ALLOWABLE USES, HEIGHT, SETBACKS, IMPERVIOUS SURFACE RATIO, PARKING STANDARDS AND STORMWATER CRITERIA FOR DEVELOPMENT WITHIN THE COMMERCIAL WATERFRONT DISTRICT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE
- B. Consideration of adoption of Ordinance No. 19-O-02 for a Small-Scale Land Use Amendment concerning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on Final Reading

QUASI-JUDICIAL

- AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING .28 ACRES (MOL) OF PROPERTY OWNED BY TULL HOLDINGS, LLC ALSO IDENTIFIED AS PARCEL ID 17E18S210070 00170 0010 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM CENTRAL BUSINESS DISTRICT (CBD) LAND USE TO MEDIUM DENSITY RESIDENTIAL (R-2) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
- C. Consideration of approval of Ordinance No.19-O-03 to amend the Official Zoning Map by rezoning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019

QUASI-JUDICIAL

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING .28 ACRES (MOL) OF PROPERTY OWNED BY TULL HOLDINGS, LLC ALSO IDENTIFIED AS PARCEL ID 17E18S210070 00170 0010 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- D. Consideration of adoption of Ordinance No. 19-O-04 for a Small-Scale Land Use Amendment for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading.

QUASI-JUDICIAL

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING .39 ACRES (MOL) OF PROPERTY OWNED BY GAIL STEARNS, TRUSTEE ALSO IDENTIFIED AS PARCEL ID 17E18S210140 0390 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO MEDIUM DENSITY RESIDENTIAL (MDR) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

- E. Consideration of adoption of Ordinance No. 19-O-05 to amend the Official Zoning Map of the City of Crystal River for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading.

QUASI-JUDICIAL

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING .39 ACRES (MOL) OF PROPERTY OWNED BY GAIL STEARNS, TRUSTEE ALSO IDENTIFIED AS PARCEL ID 17E18S210140 0390 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

- F. Consideration of adoption of Ordinance No. 19-O-06 for a Small-Scale Land Use Amendment for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading

QUASI-JUDICIAL

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING 1.09 ACRES (MOL) OF PROPERTY OWNED BY RHODA L. McMULLEN TRUST ALSO IDENTIFIED AS PARCEL ID 17E18S22 33300 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO HIGHWAY COMMERCIAL (HC) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND

PROVIDING AN EFFECTIVE DATE

- G. Consideration of adoption of Ordinance No. 19-O-07 for an amendment to the City of Crystal River Zoning Map for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading

QUASI-JUDICIAL

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING 1.09 ACRES (MOL) OF PROPERTY OWNED BY RHODA L. McMULLEN TRUST ALSO IDENTIFIED AS PARCEL ID 17E18S22 33300 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO HIGH INTENSITY COMMERCIAL (CH) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

8. CITY ATTORNEY

9. CITY MANAGER

- A. Discussion regarding development of a local ordinance related to vacant property registry
B. Discussion regarding options for traffic calming measures on Kings Bay Drive near the "humpback bridge"

10. CITY COUNCIL

- A. Consideration of a motion to approve a single City Manager candidate to extend a job offer

11. COMMITTEE REPORTS

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

12. COMMUNICATIONS

13. COUNCIL MEMBER REPORTS

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

14. PUBLIC INPUT

(Five Minute Time Limit)

15. ADJOURNMENT

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 5.A.

Requested Motion: Motion to approve minutes from the City Council meeting held March 11, 2019

ATTACHMENTS:

Description	Upload Date	Type
March 11 2019 City Council Meeting Minutes	3/19/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Fink, Mia	Approved	3/19/2019 - 12:33 PM



Minutes
Crystal River City Council
Regular Council Meeting
Monday, March 11, 2019 at 7:00 PM
Council Chamber, City Hall

1. CALL TO ORDER

Mayor Meek called the meeting to order at 7:03 p.m.

A. Roll Call

Council Members Present: Mayor Joe Meek, Vice Mayor Cindi Guy, Council member Pat Fitzpatrick, Council member Ken Brown, Council member Robert Holmes.

Council Members Absent: None

Staff Present: City Manager Dave Burnell; City Attorney Jennifer Rey, Esq.; City Clerk Mia Fink, CMC; Assistant City Manager, Jack Dumas; Finance Director, Michelle Russell; Special Events Coordinator, Leslie Bollin; Project Manager, Mark Livingston

B. Invocation

Council member Holmes led the invocation.

C. Pledge of Allegiance

Mayor Meek led in the Pledge of Allegiance.

D. Recognition of Elected Officials in Attendance

Mayor Meek recognized former City Council members Mike Gudis and Paula Wheeler.

2. ADOPTION OF AGENDA

Made by Council member Brown; Seconded by Council member Fitzpatrick

City Attorney Rey advised that Item 10C should be taken prior to items 10A and 10B. **Motion Passed**

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

Made by Council member Fitzpatrick; Seconded by Vice Mayor Guy

Motion Passed

A. **Motion to approve minutes from the Regular City Council meeting held February 25, 2019**

B. **Motion to approve a waiver of open container for Music Under the Stars**

C. **Motion to award a contract to Dragonworks Professional Fireworks Displays Unlimited in**

an amount up to \$16,000.00 for the 4th of July fireworks display, pursuant to Bid #19-RFP-02.

- D. **Motion to approve special event permit, road closure request and waiver of open container for the 2019 Kings Bay Fest**
- E. **Motion to award and authorize the issuance of a Notice to Proceed to Pave-Rite, Inc. under “Continuing Contract for Paving and Related Services, Solicitation 18-B-01” in an amount of \$16,508.02 for paving work associated with a new pickleball facility at Jim Legrone Park**
- F. **Motion to approve the rescheduling an FY 2020 Budget Workshop for Monday, April 8, 2019 at 1:00 p.m. to be held in the Council Chambers**

6. **PUBLIC INPUT**

Joe Tripp- 220 NE 11th- informed Council of a safety issue with a sidewalk at Kings Bay Park.

City Manager Burnell confirmed it would be addressed.

Marcia Chesnicka- W. Bay Path Dr.- Discussed traffic safety issues on Kings Bay Drive and potential solutions.

Carol Raym- 1290 NW 19th Ct.- Commented on city website improvements and Plantation Resort improvements.

Randy McConnell- 19 NE 2nd St.- expressed concerns regarding illegal parking near Hunter Springs Park and related enforcement.

Gail Kostelnick-2021 NW 13th St.- Inquired about pickle ball court project and Council member Brown provided clarification.

7. **PUBLIC HEARING**

- A. **Consideration of approval of Ordinance No. 19-O-02 for a Small-Scale Land Use Amendment concerning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No. 19-O-02 for a Small-Scale Land Use Amendment concerning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019.

Made by Council member Fitzpatrick; Seconded by Council member Brown
City Clerk Fink swore in all those wishing to testify for items 7A through 7G.

City Attorney Rey read the quasi-judicial procedure for items 7A through 7G.

Mayor Meek called for conflicts of interest and ex parte communications for item 7A. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record and confirming Planning Commission approval by a 4-1 vote.

Applicant Presentation: None.

Public Input: No one spoke for or against.

Council discussion:

Mr. Dumas addressed Council questions regarding owners knowledge of plans for adjacent lots owned by the City, current land use, and platted R.O.W.s.

Motion Passed

- B. Consideration of approval of Ordinance No.19-O-03 to amend the Official Zoning Map by rezoning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No.19-O-03 to amend the Official Zoning Map by rezoning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019.

Made by Council member Fitzpatrick; Seconded by Council member Brown

Mayor Meek called for conflicts of interest and ex parte communications for item 7B. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record and described the difference between a F.L.U.M. amendment and Zoning Map amendment.

Applicant Presentation: None.

Public Input: No one spoke for or against.

Council discussion: There was none.

Motion Passed

- C. Consideration of approval of Ordinance No. 19-O-04 for a Small-Scale Land Use Amendment for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No. 19-O-04 for a Small-Scale Land Use Amendment for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019.

Made by Council member Brown; Seconded by Vice Mayor Guy

Mayor Meek called for conflicts of interest and ex parte communications for item 7C. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record and addressed questions regarding the property location and current land use.

Applicant Presentation: None.

Public Input: No one spoke for or against.

Council discussion: There was none.

Motion Passed

- D. Consideration of approval of Ordinance No.19-O-05 to amend the Official Zoning Map of the City of Crystal River for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No.19-O-05 to amend the Official Zoning Map of the City of Crystal River for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019. Made by Vice Mayor Guy; Seconded by Council member Holmes

Mayor Meek called for conflicts of interest and ex parte communications for item 7D. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record and addressed questions regarding R2 density designation.

Applicant Presentation: None.

Public Input: No one spoke for or against.

Council discussion: There was none.

Motion Passed

- E. Consideration of approval of Ordinance No. 19-O-06 for a Small-Scale Land Use Amendment for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No. 19-O-06 for a Small-Scale Land Use Amendment for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019.

Made by Council member Brown; Seconded by Council member Fitzpatrick

Mayor Meek called for conflicts of interest and ex parte communications for item 7E. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record.

Applicant Presentation:

Clark Stillwell, 320 U.S. Hwy. 41, Inverness, FL 34450- Applicant

Representative- Discussed existing site, noting intent to unify parcel with adjacent, related land use and zoning amendment requirement and approval from Planning Commission. He also distributed a site plan (ATTACHMENT 3) to be consider for future approval and addressed Council questions regarding egress.

Public Input: No one spoke for or against.

Council discussion: There was none.

Motion Passed

- F. Consideration of approval of Ordinance No. 19-O-07 for an amendment to the City of Crystal River Zoning Map for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019**

Motion to approve Ordinance No. 19-O-07 for an amendment to the City of Crystal River Zoning Map for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019.

Made by Council member Fitzpatrick; Seconded by Council member Holmes

Mayor Meek called for conflicts of interest and ex parte communications for item 7F. There were none.

Staff Presentation: Assistant City Manager Jack Dumas presented the item, entering the staff report into record.

Applicant Presentation: None.

Public Input: No one spoke for or against.

Council discussion: There was none.

Motion Passed

- G. Consideration of approval of Ordinance No. 19-O-08 amending Chapter 4, “Site Design Requirements”, Section 4.05.06 “City Tree Board; Street Trees and Park Trees” on Final Reading**

Motion to read Ordinance No. 19-O-08 by title only.

Made by Council member Holmes; Seconded by Council member Fitzpatrick

Motion Passed

Motion to adopt Ordinance No. 19-O-08 amending Chapter 4, “Site Design Requirements”, Section 4.05.06 “City Tree Board; Street Trees and Park Trees” on Final Reading.

Made by Council member Holmes; Seconded by Council member Fitzpatrick

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

Council Discussion: There was none.

Motion Passed

8. CITY ATTORNEY

City Attorney Rey provided an status update regarding the Three Sisters Springs Draft Management Plan and Draft Management Agreement, to be provided to Council member Fitzpatrick prior to responding to USFWS.

9. CITY MANAGER

- A. Motion to approve the purchase of water leak detection equipment in the amount of \$14,678.00 from 64seconds, Inc. and to authorize U.S. Water Services Corporation to proceed with the leak detection study in the amount of \$9,400.00**

Made by Council member Holmes; Seconded by Council member Brown
City Manager Burnell provided a brief overview of the item. **Motion Passed**

- B. Update on Planning and Development Director Hiring**

City Manager Burnell provided a status update on the Planning and Development Services Director hiring process, confirming that among 11 applications considered, 7 were interviewed, with top three candidates up for final consideration.

10. CITY COUNCIL

- A. Council discussion and ranking of top candidate for City Manager selection**

Council members each ranked their top five candidates as follows:

Council member Holmes: Merve Waldrop, Ken Frink, Timothy Day, April Plank, Lyndon Bonner

Council member Fitzpatrick: Merve Waldrop, Ken Frink, Timothy Day, April Plank, Lyndon Bonner

Council member Brown: Andrew Hyatt, Ken Frink, James Morani, Lawrence McNaul, Michael Bonfield

Mayor Meek: Ken Frink, Merve Waldrop, Andrew Hyatt

Vice Mayor Guy: Andrew Hyatt, James Morani, Steve Burch, Ken Frink, Darin Girdler, Lawrence McNaul

Brief discussion was held regarding certain candidates' backgrounds.

City Attorney Rey tallied the results as follows:

Ken Frink received five recommendations

Andrew Hyatt, Lawrence McNaul and Merve Waldrop each received three recommendations.

Steve Burch, Lyndon Bonner and Darin Girdler each received two recommendations.

Timothy Day, April Plank and Michael Bonfield each received one recommendation.

Council consensus was reached to interview top four applicants Ken Frink, Andrew Hyatt, Lawrence McNaul and Merve Waldrop, as ranked.

Motion to approve top City Manager candidates as follows: Ken Frink, Andrew Hyatt, Lawrence McNaul and Merve Waldrop

Made by Council member Fitzpatrick; Seconded by Council member Brown
Motion Passed

- B. Discussion and consensus on interview schedule and interview questions**

Discussion was held regarding interview method, scheduling and questions.

Council consensus was reached to conduct one-on-one interviews throughout the day of March 25th, with an item on that City Council meeting agenda to enter into candidate negotiations.

Brief discussion was held regarding salary range, job experience and expertise in local issues.

Ms. Rey confirmed the draft interview schedule would be revised to accommodate four candidates, facilitate breaks and include time for candidates to meet with department heads and take a tour of the

city. Discussion was also held regarding the draft interview questions during which Ms. Rey provided clarification regarding appropriate types of interview questions.

Brief discussion was also held regarding authority to conduct candidate negotiations and Ms. Rey confirmed it would be a matter to be decided during the next meeting.

C. Discussion regarding draft City Manager Employment agreement

Ms. Rey confirmed no motion would be needed regarding the Draft City Manager Agreement, as the document is what is anticipated to be used for candidate negotiations, noting that terms do not include a moving allowance.

11. COMMITTEE REPORTS

A. Mayor Meek

B. Vice Mayor Guy

C. Council member Fitzpatrick

Commented on improved city relations with local business owners.

D. Council member Brown

Provided an overview of Waterfronts Advisory Board meeting items, including a student presentation regarding a seahorse project and a toilet rebate program.

He also inquired about the status of the Payment In Lieu of Taxes (PIL) discussion raised by Jim Baumstark, with City Manager Burnell confirming it would be discussed with the County Administrator.

E. Council member Holmes

12. COMMUNICATIONS

13. COUNCIL MEMBER REPORTS

A. Mayor Meek

B. Vice Mayor Guy

C. Council member Fitzpatrick

Commented on improved city relations with local business owners.

D. Council member Brown

Commented on the need for traffic calming on Kings Bay Drive, and new agenda packet format.

E. Council member Holmes

Commented on public records requests issues and ways to resolve.

14. PUBLIC INPUT

Randy McConnell- 19 NE 2nd St.- Discussed installation of parking signage near Hunter Springs Park, and dog-related issues in the park.

Mary Morgan- 124 N. Citrus Ave.-Inquired about parking signage to be installed near Hunter Springs Park, and related enforcement.

15. ADJOURNMENT

Mayor Meek adjourned the meeting at 8:54 p.m.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 5.B.

Requested Motion: Monthly Department Reports Summary

Summary:

CITY MANAGER

FINANCE DEPARTMENT:

General Fund: Revenues for the first five months of the fiscal year are running a little above budget. Revenues are slightly lower than normal for this time of year.

CIP: Revenues in the CIP fund are a little low. Expenditures are overall minimal for the first five months.

CRA: The CRA revenue (TIF Funds) were billed by the close of books for February. The only other revenue for the rest of the year will be from interest bank accounts and some grant funding.

Expenditures are primarily payroll, Riverwalk project and some signage.

Water/Sewer: Operating revenues are in line with the budget for the first five months and expenditures are in line as well.

Sanitation: Revenues are on track for the first five months.

Three Sisters: This fund is now in its third year and continues to see potential for the City. Revenues are up for the first five months in comparison to last year by approximately \$36,400. Expenditures are a little high due to buying a passenger van.

Overall the fund is maintaining itself.

HR/RISK MANAGEMENT SUPERVISOR:

Human Resource Activities:

- Received and reviewed 58 applications for Planning and Community Development Director
- Posted City Manager position on Gov HR, FL City/County Management Association, FL League of Cities, FL Government Finance Officers Association, Indeed, Employ Florida, and City Website
- Advertised, Interviewed and hired Maintenance I worker for Public Works
- Settled Workers Comp Case and terminated a Maintenance II worker for Public Works
- Job Description review delayed due to recruitment tasks for City Manager position

Risk Management Activities:

- Risk Assessment report has been delayed (approved by City Manager) due to recruitment tasks for City Manager position
- Scheduled appointment with Jon Rivera Public Risk Management in April; Michelle would like a quote for Liability Insurance from PRM. She and I will meet with Mr. Rivera

CLERK'S OFFICE:

During the month of February Clerk's office staff attended and prepared minutes for 4 meetings, prepared 4 agendas and 11 agenda items, handled 6 public records requests, handled lot purchase/sales inquiries and deed inquiries, plot marking requests, prepared and filed liens, prepared and filed release of liens, performed 23 notarizations, and the Clerk's office facilitated 1 bid opening. Clerk's office staff published advertising and notices of meetings, ordinances and workshops.

PUBLIC WORKS:

Parks:

- Citrus County's contractor (finally) repaired the water service to Yeoman's Park restroom. Indecent activities characteristic of this park resumed within days as witnessed by a DPW worker --- the gentlemen were run off and advised to take it somewhere else.

Personnel:

- The Groundskeeper position was filled.

Facilities:

- DPW continued with preparation of the FY19 fire house roof repair bid.

Public Utilities:

- The \$4.406M water meter replacement project was selected for SRF priority funding with 62.4% principal forgiveness.
- Shop drawing submittals were approved for the Lift Station #11 rehab project; work is expected to commence in March.
- The US-19 six-lane utility relocation project continues.
- Council approved the purchase of a replacement sewer jetter/cleaner.

Solid Waste:

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

Community Redevelopment Area:

- DPW continued with development of the Town Square concept plan.

Roads:

- Three Sisters Springs directional signs for the Paradise Point Road area were installed.

Drainage:

- Nothing new to report.

Grant Projects:

- The revised FEMA Hazard Mitigation Grant Program application for portable lift station bypass pumps was approved by Washington; a new agreement is expected to be presented to Council in April 2019.

SPECIAL EVENTS:

The special events department planned and executed an employee appreciation luncheon that was enjoyed by all city staff.

Special event permits were approved for: Pete's Pier boat auction. Limited-use permits were also processed for Bike Florida and Rotary Cleanup. We are busy planning for St. Patrick's Day on Citrus Avenue, an upcoming Music Under the Stars, Easter Egg Hunt at Hunter Springs and Kings Bay Fest.

THREE SISTERS SPRINGS:

Three Sisters Springs had a total of 9,302 visitors throughout the month of February. This was up 108% from February of 2018, with 4,879 more visitors. Three Sisters Springs Center and trolley tours were closed for the final USFWS Open House of the season on, February 9th.

This month on social media:

- Facebook:
 - o New followers: 1,388
 - o Total followers: 33,417
 - o Post with the most people reached: "Mondays mornings are for manatees", reached 23,072 people.
- Instagram:
 - o New followers: 331
 - o Total followers: 6,756
 - o Post with the most people reached: "It's almost impossible to watch a sunset and not dream." reached 2,704 people and generated 12 visits to our profile.

ASSISTANT CITY MANAGER

FIRE DEPARTMENT:

CRFD responded to 14 calls during the month of February, with 2 calls being canceled. There were 13 calls in city 2 of which was canceled, 1 outside of city calls 0 of which was canceled. Total water usage for the period was approximately 2,500 gallons.

PLANNING & DEVELOPMENT SERVICES: Planning & Zoning Director position was re-advertised during the

month of February.

PERMITTING & INSPECTIONS:

Building Permits There was a total of (43) permits issued this month – Grand Total - \$ 12,946.06

·	Building Permits	(21)
·	Roofing	(9)
·	Signs	(1)
·	Mechanical	(4)
·	Certificate of Use	(2)
·	Electric	(3)
·	Gas	<u>(3)</u>
Total		43

Ed Hollenbeck, Building Official - (84) Inspections
Richard Dolbow, Building Inspector (10) Inspections
Mike Dow, Fire Inspector - (03) Final Fire Inspections

Total Inspections - 97

COMMUNITY SERVICES

Business Licensing

There were 9 businesses that submitted paperwork to apply for a new business tax receipt in the City between February 1st and 28th, 2019.

The City of Crystal River currently has:

- 722 active business profiles for businesses operating in the city limits.
- 4 business profiles were terminated in the system.
- 3 remaining businesses of the 686 businesses notified for renewal have not paid their annual business tax (due 9/30/18) to the City of Crystal River by the end of January (0.4%). 2 are local to the City.
- 10 total business tax renewals are pending (1.3%).

14 total pending licenses: (4 new businesses).

Code Enforcement

- 11 new cases opened.
- 1 complaint investigated.
- 7 cases prepared for hearing.
- 6 cases closed.

Identified 1 vacation rental, continued to investigate to ensure compliance.

Worked to gain compliance on work without permit cases.

Completed five more FEMA courses.

Park Rangers:

Hunter Springs Park: A lot of activity was observed in the park, especially on Presidents' Day as school was out and the park was packed. A non-venomous snake in the swim area scared several people. A few problems were noted, such as two cones in the park were put in the water (a resident retrieved them). A broken pole under the boardwalk was reported to Public Works to fix. One of the split rail fences was broken and was reported to Public Works for repair. Pay stations are running very well, no problems reported, just a lot of questions regarding the use of them.

Jim Legrone Memorial Park: Public Works notified a Park Ranger that they were trespassing a person that has continually clogged up the toilets with extreme amount of toilet paper. The person's identity was noted so law enforcement can be called in case the subject returns to the park.

King's Bay Park: "Rockin' Kings Bay" concert in the park went very well. A small gator was observed by the board walk.

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

Pete's Pier: Reported problems with the treads on the floating dock and submitted a work order for them to be replaced to prevent someone from slipping on the aluminum. The stationary dock remains closed; application for the permit from DEP has made and repairs are scheduled for after manatee season.

Riverwalk: Park Rangers continue to walk the Riverwalk almost daily. Notified Public Works the irrigation system had been cut and one of two newly planted magnolias had fallen over.

Three Sisters Springs: Park Rangers continued patrol after park hours. Nothing was noted.

Yeoman Park: Opened Feb 25th after being closed for several months. Received positive comments from a resident who was glad to see it re-opened.

General: Park Ranger received a call from the front gate at Three Sisters Refuge requesting him to go to a nearby house regarding a dead bob cat. FWC was notified, however they were not interested in getting it. The Park Ranger responded to the house and took the bob cat to a remote area to bury it.

Water Patrol

Staff provided additional assistance to USFWS volunteers/staff and City Park Rangers during peak times. Assisted USFWS staff and volunteers during open house events. Aided FWS with removal of a dead manatee located near Bagley Cove. Continued to work with City business tax staff to bring ecotourism vessels into compliance. Investigated a reported of a loose from mooring/at-risk sailboat in Kings Bay; contact was made with the owner and vessel was relocated several days later without incident. Assisted FWC LE to locate and contact two adults spearfishing near Hunter Springs Park.

25 vessel speed concerns; 13 dive flag concerns; 31 paddle craft/swimmers or vessels in Manatee Sanctuaries; 2 vessels loose from mooring and/or adrift, or sunk; 5 bow riding concerns; 14 manatee interaction concerns; 10 lack of required safety equipment; 11 interference with navigation of another vessel; 6 alcohol present were prohibited; 2 paddle craft/ boat in swim area at Hunter Springs Park; 6 trespass at Three Sisters; 7 vessels observed w/o demarcation per ordinance; 6 jumpers from Kings Bay Bridge observed.

Staff Recommendation:

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Fink, Mia	Approved	3/21/2019 - 8:54 AM

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 5.C.

Requested Motion: Motion to approve special event permit and waiver of open container for Duck's Unlimited

Summary:

The Florida State Ducks Unlimited is requesting permission to use the pavilion at Kings Bay Park for their wild game cookout on April 5, 2019 from 3:00-10:00pm. The event is a family style picnic involving grills and cooking. The group is requesting a waiver of open container to be able to bring in their own alcohol for the event, there will be no sales of alcohol and a CCSO Deputy will be hired. This is the 3rd year for this event.

Staff Recommendation:

Staff recommends approval

ATTACHMENTS:

Description	Upload Date	Type
Duck's Unlimited Permit	3/21/2019	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Fink, Mia	Approved	3/21/2019 - 11:03 AM

APPLICANT INFORMATION	
ORGANIZATION NAME	FLORIDA STATE DUCKS UNLIMITED
CONTACT PERSON #1	TODD DUNNIGAN
TITLE	COMMITTEE CHAIR
ADDRESS	1 CHINABELLY CIRCE HOMECASSA FI 34446
PHONE NUMBERS	831.540-5192
E-MAIL ADDRESS	Todd.Dunnigan@gmail
CONTACT PERSON #2	BRETT BAINTE
TITLE	SENIOR Regional Director
ADDRESS	5524 CHENAULT AVE ORLANDO, FI 32839
PHONE NUMBER	407 851 1411
E-MAIL ADDRESS	B.BAINTE@DUCKS.ORG
ORGANIZATION WEBSITE	WWW.DUCKS.ORG
IS ORG 501-C	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, must provide documentation
GROUP LIABILITY INS.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INSURED COMPANY	LIBERTY INSURANCE CORP
POLICY NUMBER	TB7-291-464601-035
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	FL DO STATE CONVENTION WILD GAME COOKOUT
TYPE OF EVENT	Picnic
EVENT DATE(S)	APRIL 5th 2019
EVENT TIMES	3PM 10PM
EVENT DATE(S)	
EVENT TIMES	
EVENT LOCATION	Kings BAY PARK
ADDRESS	268 NW 3rd STREET CRYSTAL RIVER, FI
DESCRIPTION OF EVENT	FAMILY STYLE COOKOUT, START COOKING ABOUT 3PM
WILD GAME COOKOUT & Picnic	ATTENDEES ARRIVE 5PM, BBQ ALCOHOL WILL BE SERVED BUT NOT SOLD

# OF PEOPLE EXPECTED	100-125			
FEES INVOLVED	ENTRANCE	\$	DONATION	\$
	VENDOR	\$	BOOTH	\$
	OTHERS	\$		
PROCEEDS BENEFIT				
OPEN TO THE PUBLIC	<input type="checkbox"/> YES	<input checked="" 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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
MERCHANDISE VENDORS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		
MUSICIANS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO		

EVENT SERVICES			
REQUESTING CITY PROPERTY FOR EVENT	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, list property name and address below
	PROPERTY ADDRESS	KINGS BAY PARK 268 NW 3RD STREET	
REQUESTING ELECTRIC FROM CITY SITES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
LOCATION(S)	OUTLETS EXISTING ON SHELTER SUPPORT POLES		
WASTE PLAN	APPLICANT WILL DUMP WASTE IN CITY DUMPSTER		
WASTE HAULER	CITY CONTAINER		
RESTROOM FACILITIES	<input type="checkbox"/> ON PROPERTY	<input type="checkbox"/> PORTABLE FACILITIES	
	If portable, Company name		
# OF RESTROOMS		# OF HANDICAPPED	
SECURITY	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If alcohol is served, CCSO must be hired
SECURITY COMPANY	COUNTY SHERIFF		
# OF PERSONS			
PARKING LOCATION(S)	1.		
	2.		
	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			

APPLICATION CHECKLIST	
SITE PLAN (including)	A layout of the event site showing all structures with respect to existing buildings, property lines, roads, and walkways. A Google earth aerial map or other source will work as a base map.
	Proposed ingress and egress
	Tents, vendor booths; including food and beverage, restrooms, portable toilets, drinking fountains, tables, and rides.
	Parking areas: including number and location of handicapped spaces (must be 1 for every 25 regular spaces)
	Electrical and water hook ups
	Support vehicle locations and number of vehicles
	Signage
	Parade routes
<input checked="" type="checkbox"/>	Certificate of liability insurance, as stated above.
<input checked="" type="checkbox"/>	501 (c) 3 Determination letter- <i>if applicable</i>
<input checked="" type="checkbox"/>	Liquor license- Submission with map and approved license when obtained
<input checked="" type="checkbox"/>	Documentation of contact with businesses and/or residents directly impacted by event.
<input checked="" type="checkbox"/>	Mailings are acceptable; please include a copy of the letter and what properties will receive it.
<input checked="" type="checkbox"/>	Private property letter of consent
<input checked="" type="checkbox"/>	Road closure request form
<input checked="" type="checkbox"/>	Signage request (<i>outside of code ordinance</i>)
<input checked="" type="checkbox"/>	Meeting with City staff if required
<input checked="" type="checkbox"/>	Additional parking location letter(s)
<input checked="" type="checkbox"/>	Tent permit, if applicable (<i>tents over 900 square feet</i>)
	Special event fee, <i>due after approval of event by council</i>

SPECIAL EVENT FEE SCHEDULE			
Non-Profit		For-Profit	
Special Event	\$50.00	Special Event	\$150.00
Festival, with road closures and/or alcohol sales	\$250.00	Festival, with road closures and/or alcohol sales	\$500.00
Festival Cleanup*	\$150.00	Festival Cleanup*	\$150.00
Water Barricades	See Road Closure Form	Water Barricades	See Road Closure Form
Permits received less than 60 days prior to the event will incur an additional \$50.00 charge.			
Permits received less than 30 days prior to the event date will not be accepted.			
<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. Special event fee covers water and electrical use for one event day. Two day events may incur increased fees.</i>			

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

The City of Crystal River issues a Special Event Permit to

FLORIDA STATE DUCKS UNLIMITED

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

WILD GAME COOKOUT AT Kings Bay Park

to be held on the 5th day of APRIL, 2019 until the
___ day of _____, 20____, during the hours of

3:00 PM - 10:00 PM.

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 trial 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: DUCKS UNLIMITED
(Name of Organization)

Signed By: Michael Todd D
(Contact person)

Print Name: MICHAEL TODD DUNNICAN

Print Title: AREA CHAIRMAN

City of Crystal River

Signed By: Leslie Bollin
(City Designee)

Print Name: Leslie Bollin

Print Title: S.E.C

IF PERMITTEE IS A CORPORATION OR PARTNERSHIP:

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

Signature

Date

Printed Name

Address:

Telephone:

E-mail:

RECEIVED
MAR 19 2019

Office Use Only

Date Received: _____ By: YMB

Via: E-mail Fax In Person Mail

Office Use Only

City Staff Approval

SRh #0436 3/20/19
Sheriff's Department Date

[Signature] 3/19/19
Fire Department Date

[Signature] 3/19/19
Community Planning Date

via email 3.19.19
Code Enforcement Date

[Signature] 3/19/19
Public Works Date

[Signature] 3.19.19
Special Events Date

City Manager/City Clerk Date

Council Date: March 25, 2019

Approved _____ Denied _____



Consumer's Certificate of Exemption

DR-14
R. 10/15

Issued Pursuant to Chapter 212, Florida Statutes

85-8012621893C-7	01/31/2018	01/31/2023	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

DUCKS UNLIMITED INC
1 WATERFOWL WAY
MEMPHIS TN 38120-2350

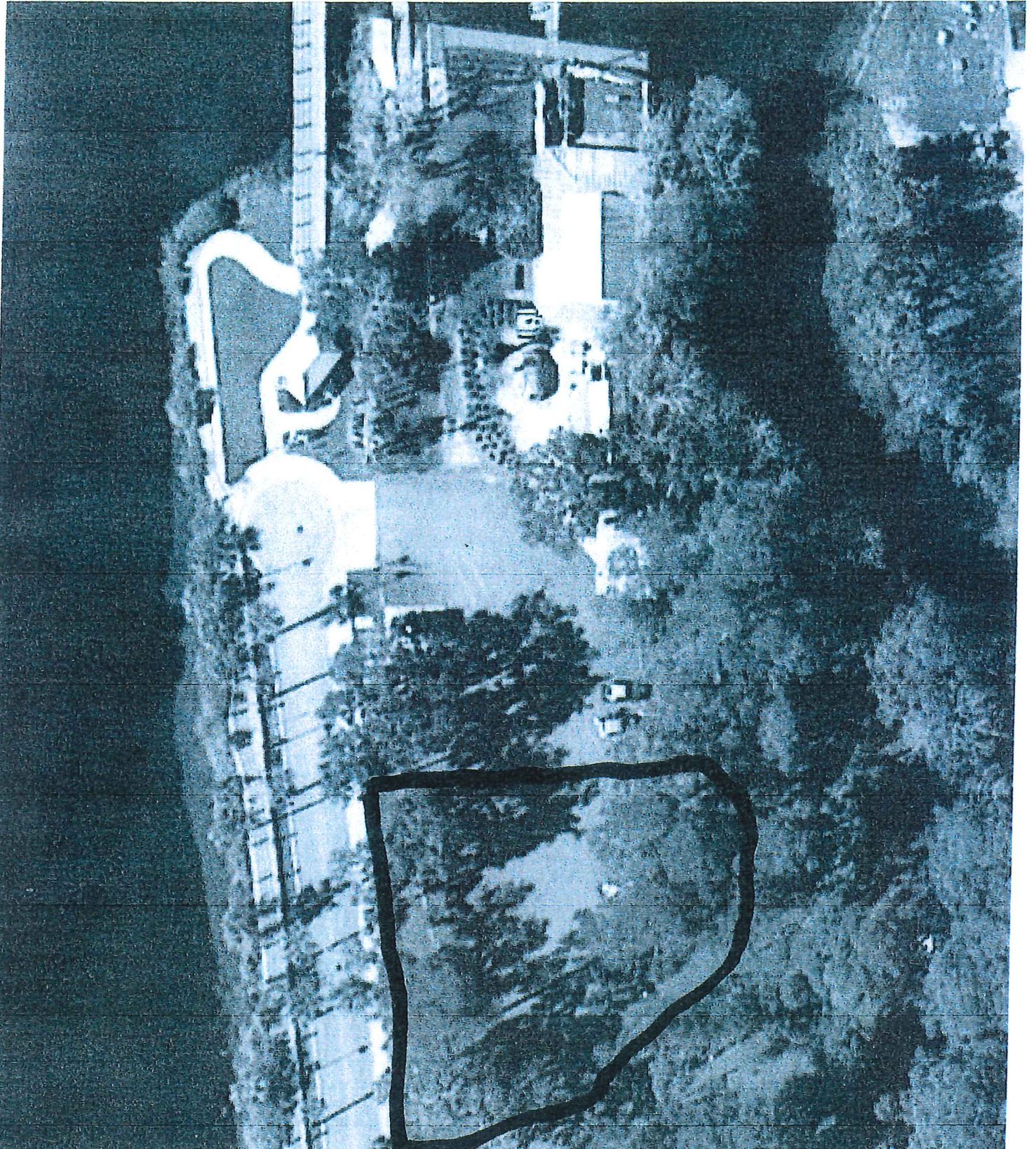
is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.A.

Requested Motion: Consideration of approval of Ordinance No. 16-O-05 Amending Appendix A, Land Development Code, Chapter 4, establishing a CRA Downtown Commercial Waterfront District on Final Reading

Summary:

Attached is Ordinance No. 16-O-05 Commercial Waterfront Overlay District for final review and approval. This Ordinance was recommended for approval with a 6-1 vote by the Planning Commission on November 3, 2016. On January 9, 2017 unanimously approved by City Council on First Reading, however due to delays in negotiations of easement agreements with affected property owners, Final Reading and adoption of the ordinance was delayed. Since that time, all effected property owners have entered into easement agreements and/or Memorandum's of Understanding authorizing staff to move forward with project permitting.

To recap the decisions made resulting from several workshops, the attached Ordinance includes regulations as follows:

1. Allowed and prohibited uses.
2. Height – Maximum 55' with 10' maximum allowance for appurtenances.
3. Setbacks – Same as allowed in CRA – May be waived on front and side provided emergency access is available. Waterfront setbacks may be reduced to allow for flexibility in design subject to approval by Planning & CRA Board.
4. Impervious Surface Ratio – Maximum 85%
5. Parking Standards – Plan must incorporate as much parking as possible onsite with alternative parking options listed for consideration prior to approval.
6. Stormwater Criteria – Best Management Practices must be demonstrated.
7. Suggestions for Building Placement and Orientation and Lot Dimension - Maintaining and improving views of the river are desired. Structures should be designed to allow views of the river from adjacent streets; massing and placement of buildings should maximize a cone of vision that includes a view of the riverfront and does not obscure the view from other developments. Treatment or river edges should be visually appealing from the river vantage point as well as from the shore.
8. Lot dimension will be adequate to accommodate a well-planned development with connected open space systems, pedestrian ways, and public activity areas. Lot width and depth shall be compatible with the predominant configuration of adjacent lots.

Staff Recommendation:

Staff recommends adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Ordinance No. 16-O-05 Commercial Waterfront Overlay District Ordinance	3/21/2019	Ordinance
Boundary Map	3/21/2019	Exhibit

REVIEWERS:

Department
Administration

Reviewer
Fink, Mia

Action
Approved

Date
3/21/2019 - 9:47 AM

ORDINANCE NO. 16 - O - 05

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING APPENDIX A, LAND DEVELOPMENT CODE, CHAPTER 4, BY ADDING SECTIONS 4.07.01 THROUGH 4.07.02, ENTITLED CRYSTAL RIVER REDEVELOPMENT AGENCY (CRA) DOWNTOWN COMMERCIAL WATERFRONT OVERLAY DISTRICT; TO INCLUDE SPECIFIC REGULATIONS INCLUDING ALLOWABLE USES, HEIGHT, SETBACKS, IMPERVIOUS SURFACE RATIO, PARKING STANDARDS AND STORMWATER CRITERIA FOR DEVELOPMENT WITHIN THE COMMERCIAL WATERFRONT DISTRICT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Downtown Commercial Waterfront Overlay District is being created with the intention of promoting private development, achieving a high degree of public use with parks, hotels, public assembly areas and river themed retail commercial uses. The character envisioned is an urban district with Industrial Fishing Village design elements, florida-friendly landscape treatments, lighting and especially designed as pedestrian originated for day and night uses with continuous public access to the water's edge. Flexibility is given to each parcel to allow harmonious development that is compatible with adjacent buildings; and

WHEREAS, the Planning Commission of the City of Crystal River, Florida, held a meeting on November 3, 2016 and voted to recommend to the City Council to approve the creation of an overlay district within the Community Redevelopment District entitled the Downtown Commercial Waterfront Overlay District, whose boundaries are identified on the attached Exhibit "A"; along with proposed development criteria regulating development within this district; and

WHEREAS, the Planning Commission of the City of Crystal River, Florida, has found the proposed Downtown Commercial Waterfront Overlay District to be in compliance with the City's Comprehensive Plan; and

WHEREAS, the City of Crystal River Community Redevelopment Agency has found that the proposed Overlay District is in compliance with the adopted CRA Plan; and

WHEREAS, the City of Crystal River Community Redevelopment Agency of the City of Crystal River, Florida held a meeting on November 14, 2016, and voted to recommend to the City Council to approve the creation of an overlay district within the Community Redevelopment District as described herein; and,

WHEREAS, the City of Crystal River City Council, after publication of a notice of its consideration of this ordinance, has determined that it is in the best interest of the health, safety and welfare of the City of Crystal River to approve the amendment:

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

SECTION 1. PURPOSE.

The purpose of this Ordinance is to add language pertaining to the City of Crystal River Commercial Waterfront District Overlay District, for the reasons set forth in the above “Whereas” clauses, which are incorporated herein, *in haec verba*.

SECTION 2. AUTHORITY.

The City of Crystal River 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.

SECTION 3. AMENDING THE CITY OF CRYSTAL RIVER CODE OF ORDINANCES, LAND DEVELOPMENT CODE AS FOLLOWS:

**CHAPTER 4.07.00 - CRYSTAL RIVER REDEVELOPMENT AGENCY (CRA)
DOWNTOWN COMMERCIAL WATERFRONT OVERLAY DISTRICT**

4.07.01. Purpose Statement. The Downtown Commercial Waterfront Overlay District is being created with the intention of promoting private development, achieving a high degree of public use with parks, hotels, public assembly areas and river themed retail commercial uses. The character envisioned is an urban district with Industrial Fishing Village design elements, florida-friendly landscape treatments, lighting and especially designed as pedestrian originated for day and night uses with continuous public access to the water’s edge. Flexibility is given to each parcel to allow harmonious development that is compatible with adjacent buildings.

4.07.02. Design Criteria.

ALLOWABLE USES:
MULTI-FAMILY PLANNED UNIT DEVELOPMENT'S
MIXED USE
MARINA
PARKS, PUBLIC & PRIVATE
PROFESSIONAL SERVICE/OFFICE
PROFESIONAL OFFICES, STUDIOS, OTHER GENERAL OFFICES (NO MEDICAL OR LAB; TATOO PARLORS, PAWN SHOPS OR FLEA MARKETS; BAIL BONDS OR KNIFE/GUN SHOPS)
CULTURAL CENTERS (MUSEUMS, AQUARIUMS, GALLERIES, ETC.)
RESTAURANT/BAR/LOUNGE
HOTELS/MOTELS
PERSONAL SERVICE ESTABLISHMENTS (BEAUTY, BARBER, TAILOR, ETC.)
PRIVATE CLUBS/LOUNGES
RETAIL STORES (EXCEPT AUTOMOTIVE)
FISHERY, COMMERCIAL & RETAIL
SPECIALTY FOOD STORE (BAKERY, DELI, ETC.)
RESORT HOUSING UNITS
WATER-DEPENDENT USES
PUBLIC PARKING FACILITIES
BAIL BONDS, RESALE, PAWN, TATTOO PARLORS

HEIGHT: 55' with 10' allowance for appurtenances (cupolas, decorative rooftop, façade, etc).

SETBACKS: Setbacks can be waived on the front and/or side provided emergency access is available to at least one entrance. Waterfront setbacks may be reduced to allow for flexibility; however, approval must be obtained from the Planning Board and the Community Redevelopment Agency.

IMPERVIOUS SURFACE RATIO (ISR): 85% provided stormwater regulations discussed in this chapter is met.

Commercial Floor Area Ratio (F.A.R.): 0

Parking Standards: An effort will be made to include as much parking as possible on-site and alternative parking options being taken into consideration. It is important to the City of Crystal River CRA to assist with redevelopment efforts by providing site design flexibility, while maintaining a high level of aesthetic quality. The CRA has developed parking throughout the CRA District allowing for more flexibility in building area and open space around King's Bay, therefore allowing a reduction in the amount of required parking spaces.

Building Placement and Orientation – the design character of a building's site and the manner in which it functions are some of the most important considerations for properties along the waterfront. The primary objective is to create an environment that is attractive to pedestrians, has a comfortable scale and provides visual interest while ~~and~~ maintains the character of the waterfront setting.

Provide double-fronted buildings with a pedestrian friendly façade and entrance on both the street and waterfront side

Where two or more buildings will be located on a site, arrange them to define an outdoor space. Clustering buildings to create active open spaces such as plazas and courtyards are encouraged between structures and along waterfront edges.

~~Single buildings are to be sited allowing visibility of the water from the roadway. Careful consideration of the existing and proposed future adjacent structures is essential in siting the proposed building. To maintain a significant view of the corridor from the street to the waterfront consideration must be made to shift the building to one side of the site.~~

Standards for lot dimensions: There shall be no minimum lot width or lot depth, provided that the following requirements are met: a) Lot width and lot depth shall be sufficient and adequate to accommodate a well planned development with connected open space systems, pedestrian ways, and public activity areas, and b) lot width and depth shall be compatible with the predominant configuration of lots in the surrounding properties. All development is done in a way that does not impede on neighboring lots.

Stormwater:

Purpose - To provide updated design standards for stormwater management systems within the Waterfront District that more directly focus on the reduction of the nutrients of concern identified in Kings Bay.

Regulation - Within the Waterfront District, the requirements of Land Development Code Section 6.03.04.C.7 regarding meeting pre-development runoff conditions shall not apply if the applicant can demonstrate to the City's satisfaction that the project site discharges directly to King's Bay and the project's stormwater discharge does not adversely affect any offsite properties. Such justification shall be made through engineering drawings and calculations signed and sealed by a professional engineer registered in the State of Florida.

Within the Waterfront District, the requirements shall be as follows:

1. All stormwater treatment systems shall meet the permit requirements of the Environmental Resource Permit as issued to the City of Crystal River by the Southwest Florida Water Management District, and subject to the requirements of 62-330.055, F.A.C. This permit requires each applicant to provide a stormwater management system that meets the target pollutant loadings for Total Nitrogen (TN) and Total Phosphorous (TP) prior to discharge to Kings Bay.
2. The applicant shall submit plans and calculations prepared by a registered professional engineer that demonstrate the post-development pollutant loadings anticipated for TN and TP. Those pollutant loadings shall meet or exceed the target loadings identified in the Conceptual ERP, or an agreed-upon loading if approved by the City of Crystal River.
3. The applicant shall also obtain a General Permit for Construction for the project site through the Southwest Florida Water Management District pursuant to 62-330.450, F.A.C. and provide it to the City as a precedent for approval of the stormwater management plan.
4. To the greatest extent practicable the applicant shall incorporate the use of Best Management Practices in the stormwater treatment system to provide greater assurance to the City of Crystal River that all systems will eliminate direct discharge of untreated stormwater to Kings Bay and eliminate direct discharge conditions that will result in erosion or sedimentation at the outfall to Kings Bay.

SECTION 4. CODIFICATION.

It is the intention of the City Council of the City of Crystal River that the provisions of this Ordinance shall become and be made a part of the City of Crystal River Land Development Code, with the exception of Sections 2, 4, 5 and 6. The word "ordinance" 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.

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. EFFECTIVE DATE

This Ordinance shall become effective immediately upon passage by the City of Crystal River City Council.

This Ordinance was introduced and placed on first reading on the ____ day of _____, 2017, 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 _____, 2019, and upon motion duly made and seconded was passed and adopted on second reading.

CITY OF CRYSTAL RIVER, FLORIDA

Attest: _____
Mia Fink, City Clerk

By: _____
Joe Meek, Mayor

PASSED on First Reading _____

NOTICE Published on _____

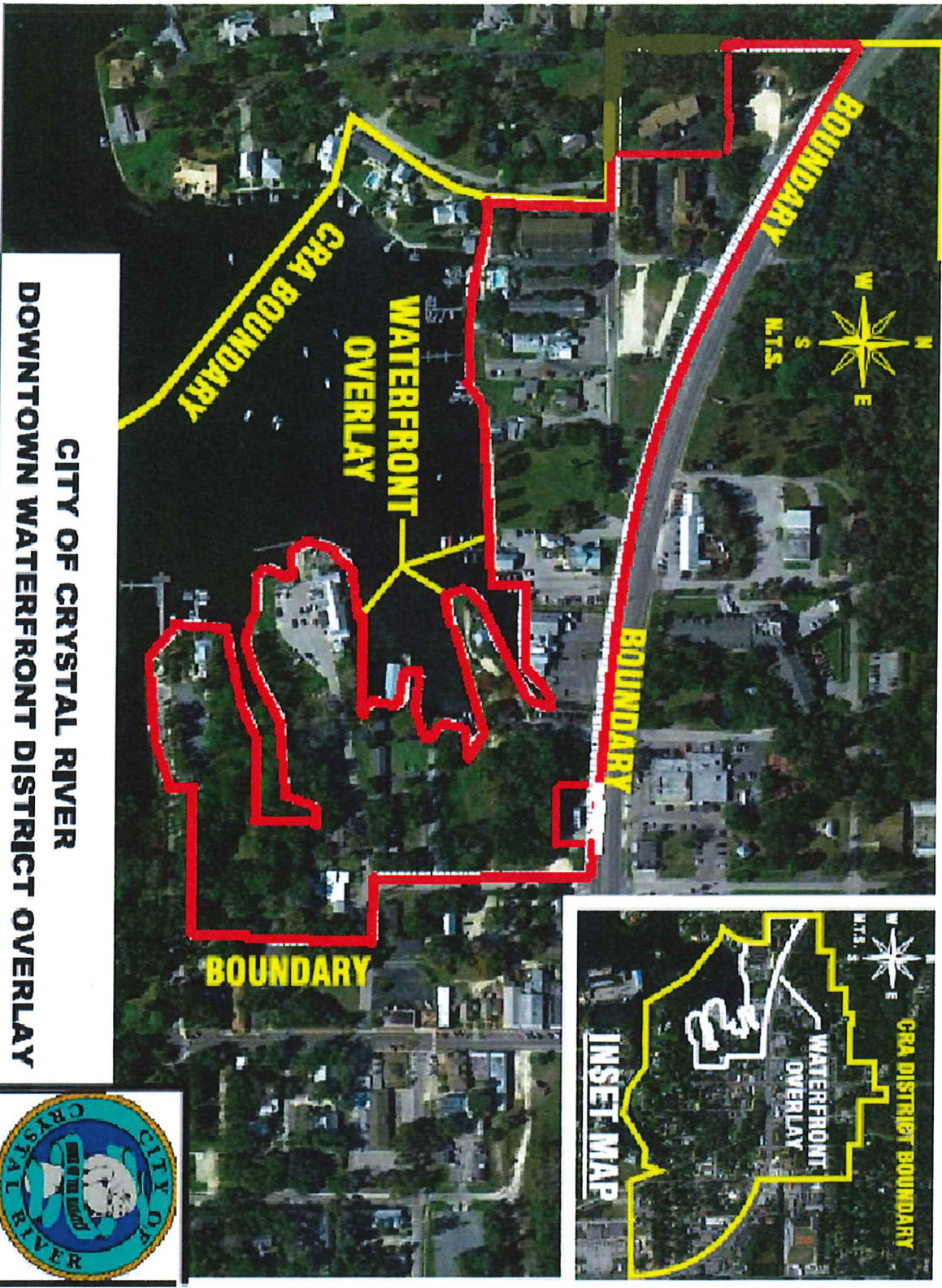
PASSED on Second & Final Reading _____

Approved as to form for the
reliance of the City of Crystal River
only:

Jennifer C. Rey, City Attorney

VOTE OF COUNCIL:

Holmes _____
Guy _____
Brown _____
Meek _____
Fitzpatrick _____



CITY OF CRYSTAL RIVER
DOWNTOWN WATERFRONT DISTRICT OVERLAY



CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.B.

Requested Motion: Consideration of adoption of Ordinance No. 19-O-02 for a Small-Scale Land Use Amendment concerning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on Final Reading

Summary:

Request motion to adopt attached Ordinance 19-O-02 for a Small-Scale Land Use Amendment concerning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on Final Reading.

The staff report (attached) demonstrated the change from Commercial land use to Residential land use is compatible with the area, a mix of commercial and residential and with the CRA's intention to allow infill of residential and commercial development.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 4-1 on March 7, 2019. City Council approved on First Reading during the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
 - 2) Staff also finds that the same intent can be met with a FLUM reclassification to Office/Service Commercial (O/SC) the purpose of which is: “to provide for professional offices, personal services, and limited retail uses. Within the Community Redevelopment Area, single-family residential uses are allowable. . .” (emphasis added). Further the Neighborhood Business Residential (NBR) zoning use is “established for a mix of residential uses, except for resort housing units, and compatible small-scale business, commercial, and institutional uses. The O/SC land use and NBR zoning allows for more flexibility of the property; either designation excludes “resort housing units”. Therefore staff recommends the property’s Future Land Use designation be changed to O/SC and the Zoning designation be changed to NBR, allowing the most flexible use of the property within the CRA district.
-

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-02 - TULL FLUM CHANGE REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-02 STAFF REPORT	3/7/2019	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:35 AM

ORDINANCE 19-O-02

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING .28 ACRES (MOL) OF PROPERTY OWNED BY TULL HOLDINGS, LLC ALSO IDENTIFIED AS PARCEL ID 17E18S210070 00170 0010 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM CENTRAL BUSINESS DISTRICT (CBD) LAND USE TO MEDIUM DENSITY RESIDENTIAL (R-2) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS the City Council of the City of Crystal River, Florida recognizes the need to plan for orderly growth and development; and

WHEREAS, a small-scale amendment may be adopted only under the conditions set forth in Chapter 163, Florida Statutes, and other provisions of State and local law; and

WHEREAS, the proposed small-scale amendment was advertised as required by the Florida Statutes and the Crystal River Land Development Code; and

WHEREAS, Tull Holdings, LLC, owner, are requesting an amendment to the Future Land Use Element of the City's Comprehensive Plan, changing .28 acres (MOL) from Central Business District (CBD) Land Use to Medium Density Residential (R-2) Land Use (see attached Exhibit A); and

WHEREAS, in accordance with the law, the proposed amendment was required to be reviewed by the City's Local Planning Agency at a duly advertised meeting, scheduled on March 7, 2019, and the Local Planning Agency has determined such application to be consistent with the Comprehensive Plan and appropriate to the future land uses within the City; and

WHEREAS, the City of Crystal River has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that adoption of this Ordinance is in the best interests of the health, safety, and welfare of the citizens of Crystal River.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA THAT THE CITY'S COMPREHENSIVE PLAN IS AMENDED AS FOLLOWS:

SECTION 1. PURPOSE

The purpose of this Ordinance is to allow a small scale amendment to the Comprehensive Plan of the City of Crystal River, Florida, for .28 acres (MOL) of property, owned by Tull Holdings, LLC, from Central Business

District (CBD) Land Use to Medium Density Residential (R-2) Land Use for the reasons set forth in the above "WHEREAS" clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River City Council is authorized to amend the Crystal River Comprehensive Plan 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.

The City Council of the City of Crystal River, Florida, hereby adopts and incorporates into this Ordinance the memorandum and application packet relating to the proposed amendments to the Future Land Use Map of the City of Crystal River, as if fully restated herein, in their entirety.

SECTION 3. FUTURE LAND USE MAP AMENDED

The amendments to the Future Land Use Map of the Comprehensive Plan of the City of Crystal River (also shown on Exhibit "A") as set forth herein are hereby adopted:

LEGAL DESCRIPTION

CRYSTAL CITY ADD TO CRYSTAL RIVER LOT 1 & W1/2 OF LOT 2 BLK
17 DESC IN OR BK 159 PGS 16 & 18 & LE IN OR BK 2176 PG
2301

SECTION 4. CODIFICATION/INSTRUCTIONS TO CODE CODIFIER/EXHIBITS

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River Comprehensive Plan of the City of Crystal River, Florida. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Comprehensive Plan in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim

SECTION 5. SEVERABILITY

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not be construed as to render unconstitutional or invalid the remaining provision of the Ordinance.

SECTION 6. EFFECTIVE DATE

This Ordinance shall become effective thirty-one (31) days after adoption if no challenge is filed. If this Ordinance is challenged within thirty (30) days after adoption, small scale development amendments do not

become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining that the adopted small-scale development amendment is in compliance with the law.

No development orders, development permits, or land uses dependent on the Comprehensive Plan amendments set forth in this Ordinance may be issued or commence before it has become effective.

APPROVED on the first reading after due public notice and public hearing the _____ day of _____, 2019.

APPROVED on the second reading after due public notice and public hearing the _____ day of _____, 2019.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

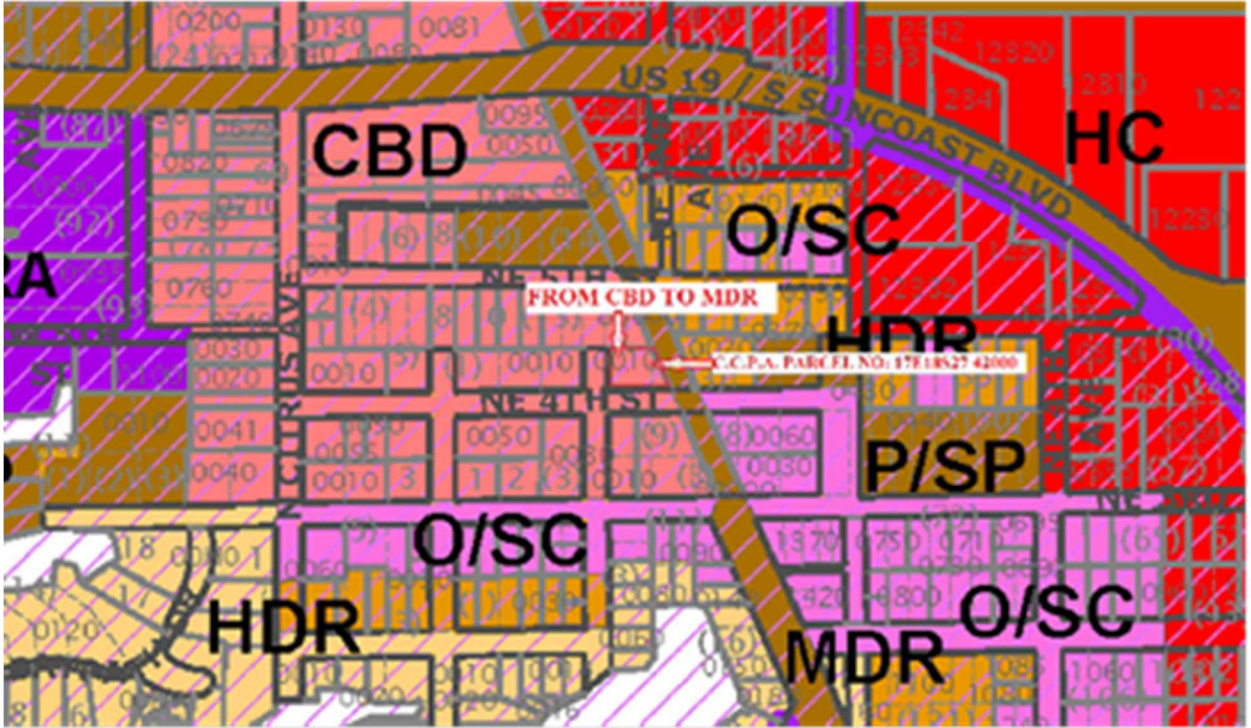
VOTE OF COUNCIL:

Brown _____
Guy _____
Holmes _____
Fitzpatrick _____
Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

FROM CENTRAL BUSINESS DISTRICT (CBD) LAND USE TO MEDIUM DENSITY RESIDENTIAL (R-2) LAND USE





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-011
PZ19-0007

Applicant: Tull Holdings, LLC

Request: A request to amend the Future Land Use map for .28 acres (MOL) from Central Business District (CBD) to Medium Density Residential (MDR) Land Use.

A request to amend the Zoning Map for .28 acres (MOL) from General Commercial (CG) to Medium Density Residential (R-2) Zoning.

1. **General Description:**

LOCATION: NE 4th Street ACREAGE: .28
PARCEL ALTKEY: 1075203 PARCEL NUMBER: 17E18S210070-00170-0017

2. **Land Use & Zoning:**

EXISTING LAND USE: CBD PROPOSED LAND USE: MDR ORD: 19-O-02
EXISTING ZONING: CG PROPOSED ZONING: R-2 ORD: 19-O-03

3. **Background:**

The proposed Small Scale Future Land Use Map and Re-zoning amendments are requested by Tull Holdings, LLC to enable the applicants to construct a small vacation home. The property is located within the CRA district.

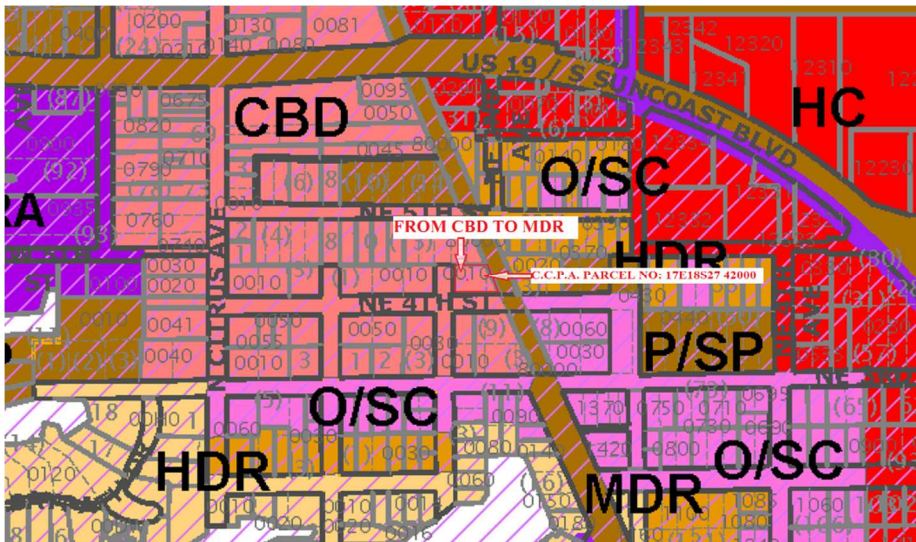
4. **Location:**

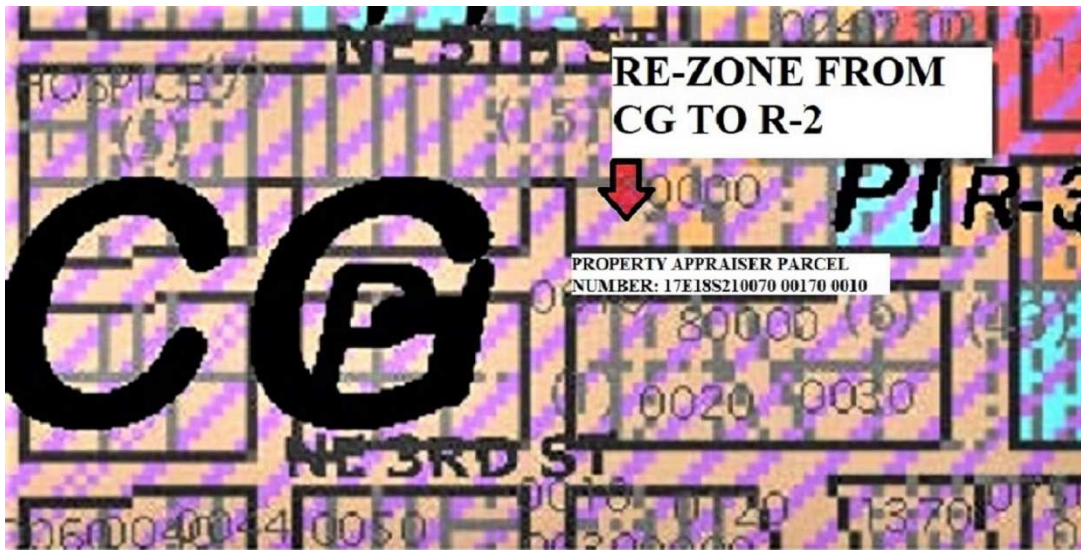
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	CBD	CG
South	CBD	CG
East	HDR	CG
West	CBD	CG

NE 4TH ST - TULL HOLDINGS LLC - ALTKEY: 1075203



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the CRA district is intended to allow infill residential and commercial development.

FLUM and Re-zoning: The requested amendment to the MDR designation provides “a location for single- and multi-family residential development and customary residential accessory uses incidental to the residential uses on site.” Under this designation the requested R-2 zoning designation is allowable for construction of a family vacation home.

7. **Recommendation:**

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff also finds that the same intent can be met with a FLUM reclassification to Office/Service Commercial (O/SC) the purpose of which is: “to provide for professional offices, personal services, and limited retail uses. Within the Community Redevelopment Area, single-family residential uses are allowable. . .” (emphasis added).

Further the Neighborhood Business Residential (NBR) zoning use is “established for a mix of residential uses, except for resort housing units, and compatible small-scale business, commercial, and institutional uses. The O/SC land use and NBR zoning allows for more flexibility of the property; either designation excludes “resort housing units”. Therefore staff recommends the property’s Future Land Use designation be changed to O/SC and the Zoning designation be changed to NBR, allowing the most flexible use of the property within the CRA district.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.C.

Requested Motion: Consideration of approval of Ordinance No.19-O-03 to amend the Official Zoning Map by rezoning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on First Reading and setting a public hearing for March 25, 2019

Summary:

Request motion to approve attached Ordinance 19-O-03 to amend the Official Zoning Map by rezoning .28 acres (MOL) of property owned by Tull Holdings, LLC located at the corner of NE 4th Street and NE 2nd Avenue, Crystal River, Florida on Final Reading.

The staff report (attached) demonstrates the change from Commercial Zoning to Residential Zoning is compatible with the area, a mix of commercial and residential and with the CRA's intention to allow infill of residential and commercial development.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 4-1 on March 7, 2019. City Council also approved the ordinance on first reading sat the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff also finds that the same intent can be met with a FLUM reclassification to Office/Service Commercial (O/SC) the purpose of which is: “to provide for professional offices, personal services, and limited retail uses. Within the Community Redevelopment Area, single-family residential uses are allowable. . .” (emphasis added).

Further the Neighborhood Business Residential (NBR) zoning use is “established for a mix of residential uses, except for resort housing units, and compatible small-scale business, commercial, and institutional uses. The O/SC land use and NBR zoning allows for more flexibility of the property; either designation excludes “resort housing units”. Therefore staff recommends the property’s Future Land Use designation be changed to O/SC and the Zoning designation be changed to NBR, allowing the most flexible use of the property within the CRA district.

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-03 TULL ZONING CHANGE REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-03 STAFF REPORT	3/7/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:47 AM

ORDINANCE 19-O-03

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING .28 ACRES (MOL) OF PROPERTY OWNED BY TULL HOLDINGS, LLC ALSO IDENTIFIED AS PARCEL ID 17E18S210070 00170 0010 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the proposed rezoning was advertised as required by the Florida Statutes, and the City of Crystal River Land Development Code; and

WHEREAS, the City of Crystal River Planning Commission held a public hearing on March 7, 2019 to consider a request that the zoning classification be changed on a parcel of land identified as Parcel ID 17E18S210070 00170 0010 in the Official Records of the Citrus County Property Appraiser, Crystal River, Florida, as described in Section 3; and

WHEREAS, the City of Crystal River Planning Commission voted _____ to recommend to the City Council that the request to amend the official zoning map be approved; and

WHEREAS, the City Council of the City of Crystal River, Florida, after publication of a notice of its consideration of this ordinance, held two readings of this ordinance and public hearings as required by law; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that the requested change of zoning is consistent with the City of Crystal River Comprehensive Plan and Future Land Use Map, and

WHEREAS, the City Council of the City of Crystal River, Florida has further determined that approval of the requested zoning change is in the best interests of the health, safety and welfare of the citizens of Crystal River, Florida.

NOW THEREFORE, BE IT ORDAINED 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 official zoning map of the City of Crystal River, Florida, for the parcel of land identified as Parcel ID 17E18S210070 00170 0010 in the Official Records of the Citrus County Property Appraiser from General Commercial (CG) Zoning to Medium Density

Residential (R-2) Zoning for the reasons set forth in the above “**WHEREAS**” clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River 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.

SECTION 3. ZONING MAP AMENDMENT

The official zoning map of the City of Crystal River is hereby amended to change the zoning designation on the following described properties from General Commercial (CG) Zoning to Medium Density Residential (R-2) Zoning

LEGAL DESCRIPTION

CRYSTAL CITY ADD TO CRYSTAL RIVER LOT 1 & W1/2 OF LOT 2 BLK
17 DESC IN OR BK 159 PGS 16 & 18 & LE IN OR BK 2176 PG
2301

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River, Florida, Official Zoning Map. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City of Crystal River, Florida, is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Official Zoning Map in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim.

SECTION 5. REPEAL OF CONFLICTING ORDINANCES

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 6. SEVERABILITY

The sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, 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. EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption by the Crystal River City Council.

THIS ORDINANCE was introduced and placed on first reading on the _____ day of _____, 2019, 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 _____, 2019, and upon motion duly made and seconded was passed on second reading.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

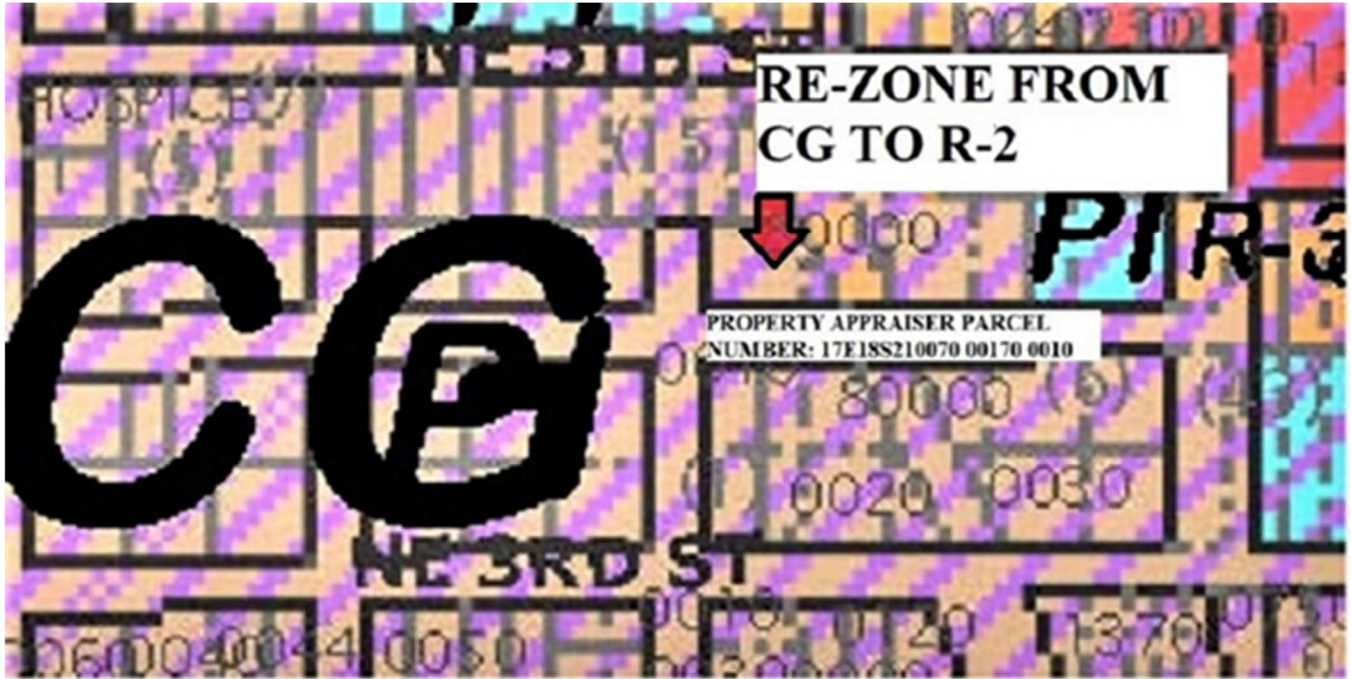
VOTE OF COUNCIL:

- Brown _____
- Guy _____
- Holmes _____
- Fitzpatrick _____
- Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2)
ZONING





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-011
PZ19-0007

Applicant: Tull Holdings, LLC

Request: A request to amend the Future Land Use map for .28 acres (MOL) from Central Business District (CBD) to Medium Density Residential (MDR) Land Use.

A request to amend the Zoning Map for .28 acres (MOL) from General Commercial (CG) to Medium Density Residential (R-2) Zoning.

1. General Description:

LOCATION: NE 4th Street ACREAGE: .28
PARCEL ALTKEY: 1075203 PARCEL NUMBER: 17E18S210070-00170-0017

2. Land Use & Zoning:

EXISTING LAND USE: CBD PROPOSED LAND USE: MDR ORD: 19-O-02
EXISTING ZONING: CG PROPOSED ZONING: R-2 ORD: 19-O-03

3. Background:

The proposed Small Scale Future Land Use Map and Re-zoning amendments are requested by Tull Holdings, LLC to enable the applicants to construct a small vacation home. The property is located within the CRA district.

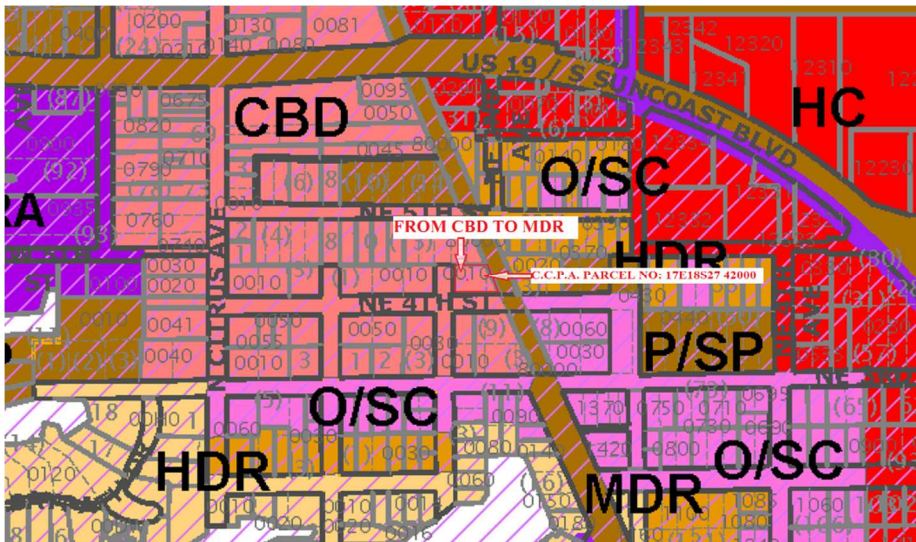
4. Location:

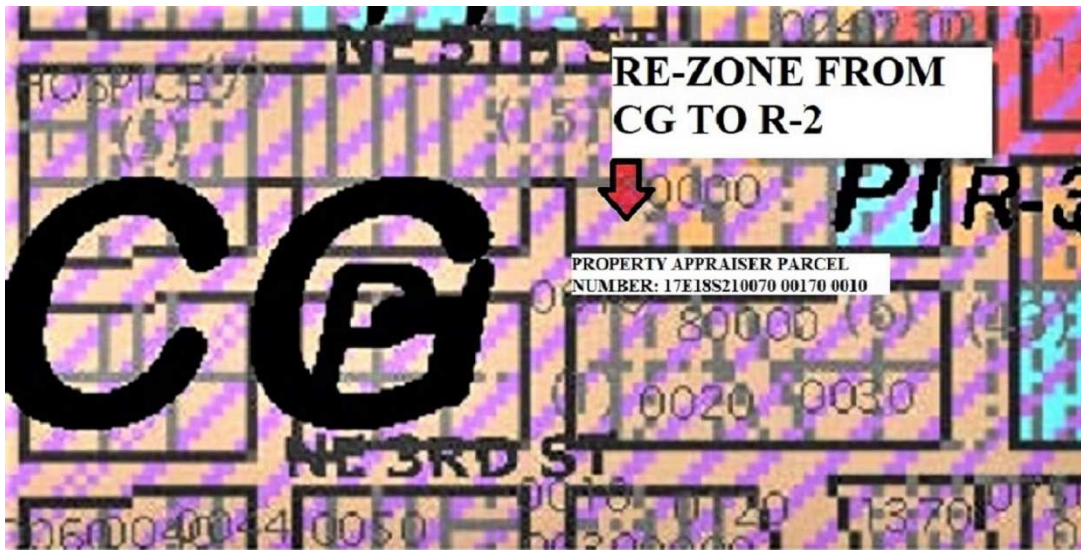
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	CBD	CG
South	CBD	CG
East	HDR	CG
West	CBD	CG

NE 4TH ST - TULL HOLDINGS LLC - ALTKEY: 1075203



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the CRA district is intended to allow infill residential and commercial development.

FLUM and Re-zoning: The requested amendment to the MDR designation provides “a location for single- and multi-family residential development and customary residential accessory uses incidental to the residential uses on site.” Under this designation the requested R-2 zoning designation is allowable for construction of a family vacation home.

7. **Recommendation:**

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff also finds that the same intent can be met with a FLUM reclassification to Office/Service Commercial (O/SC) the purpose of which is: “to provide for professional offices, personal services, and limited retail uses. Within the Community Redevelopment Area, single-family residential uses are allowable. . .” (emphasis added).

Further the Neighborhood Business Residential (NBR) zoning use is “established for a mix of residential uses, except for resort housing units, and compatible small-scale business, commercial, and institutional uses. The O/SC land use and NBR zoning allows for more flexibility of the property; either designation excludes “resort housing units”. Therefore staff recommends the property’s Future Land Use designation be changed to O/SC and the Zoning designation be changed to NBR, allowing the most flexible use of the property within the CRA district.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.D.

Requested Motion: Consideration of adoption of Ordinance No. 19-O-04 for a Small-Scale Land Use Amendment for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading.

Summary:

Request motion to adopt attached Ordinance No. 19-O-04 for a Small-Scale Land Use Amendment for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading.

The staff report (attached) demonstrates the change from Commercial Land Use to Residential Land Use is compatible with the area, a mix of commercial and residential uses and with the CRA's intention to allow infill of residential and commercial development.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 5-0 on March 7, 2019. Council also approved the ordinance on First Reading during the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
 - 2) Staff recommends approval of the requested land use and zoning map amendments. However, changing the Future Land Use to High Density Residential will allow for the rezoning of the property to R-3 allowing for additional flexibility of the property and the highest and best use of property. Either designation excludes "resort housing units".
-

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-04 STEARNS FLUM AMENDMENT REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-04 STAFF REPORT	3/7/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:49 AM

ORDINANCE 19-O-04

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING .39 ACRES (MOL) OF PROPERTY OWNED BY GAIL STEARNS, TRUSTEE ALSO IDENTIFIED AS PARCEL ID 17E18S210140 0390 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO MEDIUM DENSITY RESIDENTIAL (MDR) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS the City Council of the City of Crystal River, Florida recognizes the need to plan for orderly growth and development; and

WHEREAS, a small-scale amendment may be adopted only under the conditions set forth in Chapter 163, Florida Statutes, and other provisions of State and local law; and

WHEREAS, the proposed small-scale amendment was advertised as required by the Florida Statutes and the Crystal River Land Development Code; and

WHEREAS, Gail Stearns, Trustee, owner, are requesting an amendment to the Future Land Use Element of the City's Comprehensive Plan, changing .39 acres (MOL) from Office/Service Commercial (O/SC) Land Use to Medium Density Residential (R-2) Land Use (see attached Exhibit A); and

WHEREAS, in accordance with the law, the proposed amendment was required to be reviewed by the City's Local Planning Agency at a duly advertised meeting, scheduled on March 7, 2019, and the Local Planning Agency has determined such application to be consistent with the Comprehensive Plan and appropriate to the future land uses within the City; and

WHEREAS, the City of Crystal River has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that adoption of this Ordinance is in the best interests of the health, safety, and welfare of the citizens of Crystal River.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA THAT THE CITY'S COMPREHENSIVE PLAN IS AMENDED AS FOLLOWS:

SECTION 1. PURPOSE

The purpose of this Ordinance is to allow a small scale amendment to the Comprehensive Plan of the City of Crystal River, Florida, for .39 acres (MOL) owned by Gail Stearns, Trustee from Office/Service Commercial

(O/SC) Land Use to Medium Density Residential (R-2) Land Use for the reasons set forth in the above "WHEREAS" clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River City Council is authorized to amend the Crystal River Comprehensive Plan 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.

The City Council of the City of Crystal River, Florida, hereby adopts and incorporates into this Ordinance the memorandum and application packet relating to the proposed amendments to the Future Land Use Map of the City of Crystal River, as if fully restated herein, in their entirety.

SECTION 3. FUTURE LAND USE MAP AMENDED

The amendments to the Future Land Use Map of the Comprehensive Plan of the City of Crystal River (also shown on Exhibit "A") as set forth herein are hereby adopted:

LEGAL DESCRIPTION

BAYVIEW HOMES CO 1ST ADD TO CRYSTAL RIVER PB 1 PG 34 LOTS
39 & 40

SECTION 4. CODIFICATION/INSTRUCTIONS TO CODE CODIFIER/EXHIBITS

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River Comprehensive Plan of the City of Crystal River, Florida. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Comprehensive Plan in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim

SECTION 5. SEVERABILITY

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not be construed as to render unconstitutional or invalid the remaining provision of the Ordinance.

SECTION 6. EFFECTIVE DATE

This Ordinance shall become effective thirty-one (31) days after adoption if no challenge is filed. If this Ordinance is challenged within thirty (30) days after adoption, small scale development amendments do not

become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining that the adopted small-scale development amendment is in compliance with the law.

No development orders, development permits, or land uses dependent on the Comprehensive Plan amendments set forth in this Ordinance may be issued or commence before it has become effective.

APPROVED on the first reading after due public notice and public hearing the _____ day of _____, 2019.

APPROVED on the second reading after due public notice and public hearing the _____ day of _____, 2019.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

VOTE OF COUNCIL:

Brown _____
Guy _____
Holmes _____
Fitzpatrick _____
Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO MEDIUM DENSITY RESIDENTIAL (R-2) LAND USE





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-0003
Applicant: Gail Stearns, Trustee
Request: A request to amend the Future Land Use map for .39 acres (MOL) from Office/Service Commercial (O/SC) to Medium Density Residential (MDR) Land Use.

A request to amend the Zoning Map for .39 acres (MOL) from General Commercial (CG) to Medium Density Residential (R-2) Zoning.

1. **General Description:**

LOCATION: 322,324, and 326 NE 5th Street ACREAGE: .39
PARCEL ALTKEY: 1075203 PARCEL NUMBER: 17E18S210140 0390

2. **Land Use & Zoning:**

EXISTING LAND USE: O/SC PROPOSED LAND USE: MDR ORD: 19-O-04
EXISTING ZONING: CG PROPOSED ZONING: R-2 ORD: 19-O-05

3. **Background:**

The proposed Small Scale Future Lane Use Map and Re-zoning amendments are requested by Gail Stearns, Trustee owing to the property’s location being a poor site for office and commercial space, would rather use the property for housing/apartments. The property is located within the CRA district.

4. **Location:**

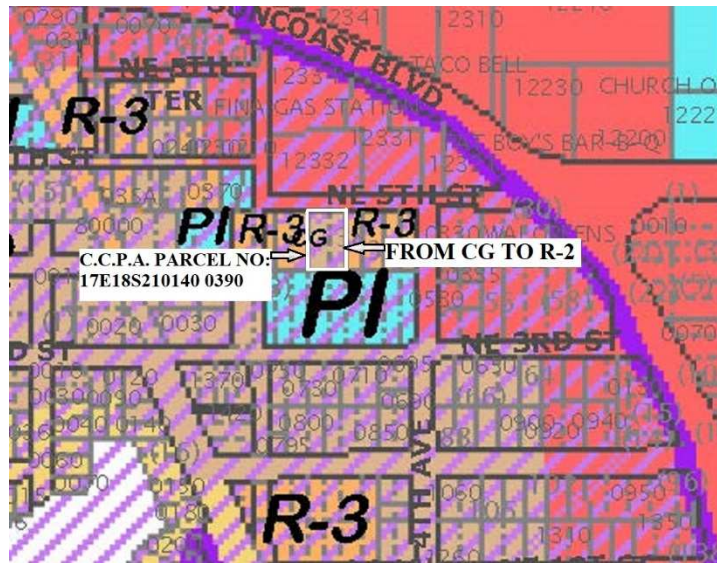
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	HC	CH
South	P/SP	PI
East	HDR	R-3
West	HDR	R-3

322, 324, & 326 NE 5TH STREET - GAIL STEARNS, TRUSTEE -



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the CRA district is intended to allow infill residential and commercial development.

FLUM and Re-zoning: The requested amendment to the MDR designation provides “a location for single- and multi-family residential development and customary residential accessory uses incidental to the residential uses on site.” Under this designation the requested R-2 zoning use allows multi-family residential units.

7. **Recommendation:**

- 1) Staff finds the request compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff recommends approval of the requested land use and zoning map amendments. However, changing the Future Land Use to High Density Residential will allow for the rezoning of the property to R-3 allowing for additional flexibility of the property and the highest and best use of property. Either designation excludes “resort housing units”.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.E.

Requested Motion: Consideration of adoption of Ordinance No.19-O-05 to amend the Official Zoning Map of the City of Crystal River for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading.

Summary:

Request motion to adopt attached Ordinance 19-O-05 to amend the Official Zoning Map of the City of Crystal River for .39 acres (MOL) of property owned by Gail Stearns, Trustee located at 322, 324, & 326 NE 5th Street between Three Sisters Springs Trail and NE 4th Avenue, Crystal River, Florida on Final Reading .

The staff report (attached) demonstrates the change from Commercial Zoning to Residential Zoning is compatible with the area, a mix of commercial and residential uses and with the CRA's intention to allow infill of residential and commercial development.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 5-0 on March 7, 2019. City Council also approved the ordinance on first reading at the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
 - 2) Staff recommends approval of the requested land use and zoning map amendments. However, changing the Future Land Use to High Density Residential will allow for the rezoning of the property to R-3 allowing for additional flexibility of the property and the highest and best use of property. Either designation excludes "resort housing units".
-

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-05 STEARNS ZONING AMENDMENT REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-05 STEARNS STAFF REPORT	3/7/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:49 AM

ORDINANCE 19-O-05

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING .39 ACRES (MOL) OF PROPERTY OWNED BY GAIL STEARNS, TRUSTEE ALSO IDENTIFIED AS PARCEL ID 17E18S210140 0390 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the proposed rezoning was advertised as required by the Florida Statutes, and the City of Crystal River Land Development Code; and

WHEREAS, the City of Crystal River Planning Commission held a public hearing on March 7, 2019 to consider a request that the zoning classification be changed on a parcel of land identified as Parcel ID 17E18S210140 0390 in the Official Records of the Citrus County Property Appraiser, Crystal River, Florida, as described in Section 3; and

WHEREAS, the City of Crystal River Planning Commission voted _____ to recommend to the City Council that the request to amend the official zoning map be approved; and

WHEREAS, the City Council of the City of Crystal River, Florida, after publication of a notice of its consideration of this ordinance, held two readings of this ordinance and public hearings as required by law; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that the requested change of zoning is consistent with the City of Crystal River Comprehensive Plan and Future Land Use Map, and

WHEREAS, the City Council of the City of Crystal River, Florida has further determined that approval of the requested zoning change is in the best interests of the health, safety, and welfare of the citizens of Crystal River, Florida.

NOW THEREFORE, BE IT ORDAINED 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 official zoning map of the City of Crystal River, Florida, for the parcel of land identified as Parcel ID 17E18S210140 0390 in the Official Records of the Citrus County Property Appraiser from General Commercial (CG) Zoning to Medium Density Residential

(R-2) Zoning for the reasons set forth in the above “**WHEREAS**” clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River 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.

SECTION 3. ZONING MAP AMENDMENT

The official zoning map of the City of Crystal River is hereby amended to change the zoning designation on the following described properties from General Commercial (CG) Zoning to Medium Density Residential (R-2) Zoning.

LEGAL DESCRIPTION

BAYVIEW HOMES CO 1ST ADD TO CRYSTAL RIVER PB 1 PG 34 LOTS
39 & 40

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River, Florida, Official Zoning Map. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City of Crystal River, Florida, is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Official Zoning Map in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim.

SECTION 5. REPEAL OF CONFLICTING ORDINANCES

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 6. SEVERABILITY

The sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, 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. EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption by the Crystal River City Council.

THIS ORDINANCE was introduced and placed on first reading on the _____ day of _____, 2019, 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 _____, 2019, and upon motion duly made and seconded was passed on second reading.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

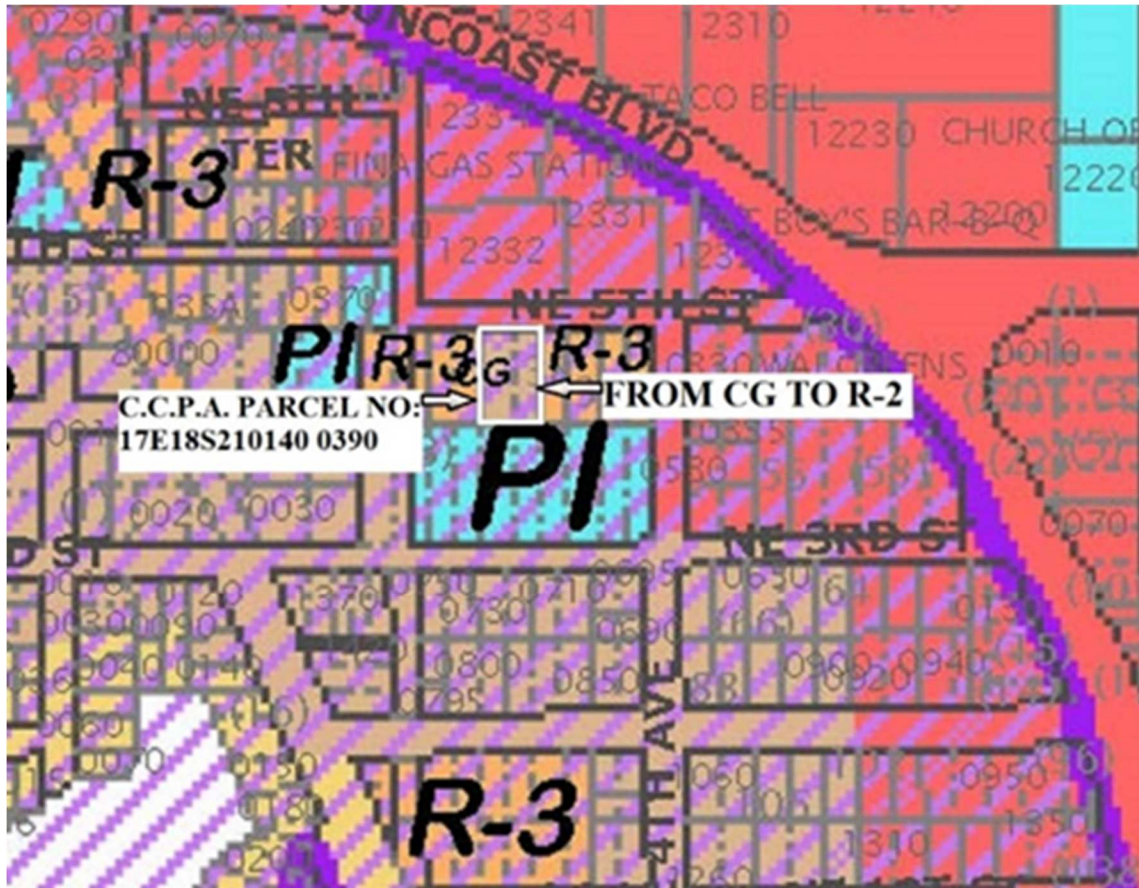
VOTE OF COUNCIL:

- Brown _____
- Guy _____
- Holmes _____
- Fitzpatrick _____
- Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2)
ZONING





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-0003
Applicant: Gail Stearns, Trustee
Request: A request to amend the Future Land Use map for .39 acres (MOL) from Office/Service Commercial (O/SC) to Medium Density Residential (MDR) Land Use.

A request to amend the Zoning Map for .39 acres (MOL) from General Commercial (CG) to Medium Density Residential (R-2) Zoning.

1. **General Description:**

LOCATION: 322,324, and 326 NE 5th Street ACREAGE: .39
PARCEL ALTKEY: 1075203 PARCEL NUMBER: 17E18S210140 0390

2. **Land Use & Zoning:**

EXISTING LAND USE: O/SC PROPOSED LAND USE: MDR ORD: 19-O-04
EXISTING ZONING: CG PROPOSED ZONING: R-2 ORD: 19-O-05

3. **Background:**

The proposed Small Scale Future Lane Use Map and Re-zoning amendments are requested by Gail Stearns, Trustee owing to the property’s location being a poor site for office and commercial space, would rather use the property for housing/apartments. The property is located within the CRA district.

4. **Location:**

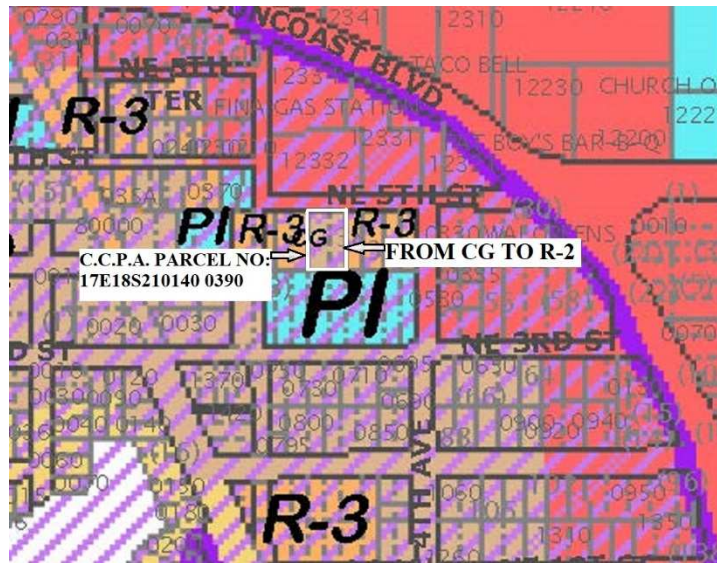
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	HC	CH
South	P/SP	PI
East	HDR	R-3
West	HDR	R-3

322, 324, & 326 NE 5TH STREET - GAIL STEARNS, TRUSTEE -



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the CRA district is intended to allow infill residential and commercial development.

FLUM and Re-zoning: The requested amendment to the MDR designation provides “a location for single- and multi-family residential development and customary residential accessory uses incidental to the residential uses on site.” Under this designation the requested R-2 zoning use allows multi-family residential units.

7. **Recommendation:**

- 1) Staff finds the request compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff recommends approval of the requested land use and zoning map amendments. However, changing the Future Land Use to High Density Residential will allow for the rezoning of the property to R-3 allowing for additional flexibility of the property and the highest and best use of property. Either designation excludes “resort housing units”.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.F.

Requested Motion: Consideration of adoption of Ordinance No. 19-O-06 for a Small-Scale Land Use Amendment for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading

Summary:

Request motion to adopt attached Ordinance 19-O-06 for a Small-Scale Land Use Amendment for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading.

The staff report (attached) demonstrates the change from Office/Service Commercial Land Use to Highway Commercial Land Use is compatible with the area, a mix of commercial and high density residential land uses.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 5-0 on March 7, 2019. City Council also approved the ordinance on first reading during the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
 - 2) Staff recommends approval of the requested land use and zoning map amendments.
-

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-06 McMULLEN FLUM AMENDMENT REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-06 McMULLEN STAFF REPORT	3/7/2019	Backup Material
Attachement 3- Site Plan	3/19/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:50 AM

ORDINANCE 19-O-06

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, PROVIDING FOR A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN, RECLASSIFYING 1.09 ACRES (MOL) OF PROPERTY OWNED BY RHODA L. McMULLEN TRUST ALSO IDENTIFIED AS PARCEL ID 17E18S22 33300 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO HIGHWAY COMMERCIAL (HC) LAND USE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS the City Council of the City of Crystal River, Florida recognizes the need to plan for orderly growth and development; and

WHEREAS, a small-scale amendment may be adopted only under the conditions set forth in Chapter 163, Florida Statutes, and other provisions of State and local law; and

WHEREAS, the proposed small-scale amendment was advertised as required by the Florida Statutes and the Crystal River Land Development Code; and

WHEREAS, Rhoda L. McMullen Trust, owner, is requesting an amendment to the Future Land Use Element of the City's Comprehensive Plan, changing 1.09 acres (MOL) from Office/Service Commercial (O/SC) Land Use to Highway Commercial (HC) Land Use (see attached Exhibit A); and

WHEREAS, in accordance with the law, the proposed amendment was required to be reviewed by the City's Local Planning Agency at a duly advertised meeting, scheduled on March 7, 2019, and the Local Planning Agency has determined such application to be consistent with the Comprehensive Plan and appropriate to the future land uses within the City; and

WHEREAS, the City of Crystal River has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that adoption of this Ordinance is in the best interests of the health, safety, and welfare of the citizens of Crystal River.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL RIVER, FLORIDA THAT THE CITY'S COMPREHENSIVE PLAN IS AMENDED AS FOLLOWS:

SECTION 1. PURPOSE

The purpose of this Ordinance is to allow a small scale amendment to the Comprehensive Plan of the City of Crystal River, Florida, for 1.09 acres (MOL) of property, owned by Rhoda L. McMullen Trust, from

Office/Service Commercial (O/SC) Land Use To Highway Commercial (HC) Land Use for the reasons set forth in the above "**WHEREAS**" clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River City Council is authorized to amend the Crystal River Comprehensive Plan 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.

The City Council of the City of Crystal River, Florida, hereby adopts and incorporates into this Ordinance the memorandum and application packet relating to the proposed amendments to the Future Land Use Map of the City of Crystal River, as if fully restated herein, in their entirety.

SECTION 3. FUTURE LAND USE MAP AMENDED

The amendments to the Future Land Use Map of the Comprehensive Plan of the City of Crystal River (also shown on Exhibit "A") as set forth herein are hereby adopted:

LEGAL DESCRIPTION

COM AT SE COR OF W1/2 OF SW1/4 OF SW1/4 22-18-17, TH N 0 DEG 56M 19SW AL E LN OF W1/2 OF SW1/4 OF SW1/4 469.35 FT TO NE COR OF LANDS DESC IN OR BK 310 PG 275, TH S 89 DEG 13M 57S W AL N LN OF SD LANDS 50 FT TO POB BEING ON W R/W LN OF 50 FT WD RD & BEING ON W LN OF LANDS DESC IN OR BK 517 PG 496, TH S 89 DEG 13M 57S W AL N LN 132.72 FT TO SE COR OF LANDS DESC IN OR BK 137 PG 351, TH N 1 DEG 20M 38S W AL E LN OF LANDS DESC IN OR BK 28 PG 22 & OR BK 48 PG 287 530.08 FT TO NE COR OF LANDS DESC IN OR BK 48 PG 287 BEING SW COR OF LANDS DESC IN ORBK 247 PG 724 136.55 FT TO W R/W LN & W LN OF LANDS DESC IN OR BK 517 PG 496, TH S 0 DEG 56M 19S E AL W LN & R/W PAR TO E LN OF W1/2 OF SW1/4 OF SW1/4 534.89 FT TO POB DESC IN OR BK 872 PG 1818 & OR BK 2279 PG 1519 -- 1993 LESS OUTS: OR BK 941 PG 1753(33300-0070)

SECTION 4. CODIFICATION/INSTRUCTIONS TO CODE CODIFIER/EXHIBITS

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River Comprehensive Plan of the City of Crystal River, Florida. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Comprehensive Plan in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim

SECTION 5. SEVERABILITY

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not be construed as to render unconstitutional or invalid the remaining provision of the Ordinance.

SECTION 6. EFFECTIVE DATE

This Ordinance shall become effective thirty-one (31) days after adoption if no challenge is filed. If this Ordinance is challenged within thirty (30) days after adoption, small scale development amendments do not become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining that the adopted small-scale development amendment is in compliance with the law.

No development orders, development permits, or land uses dependent on the Comprehensive Plan amendments set forth in this Ordinance may be issued or commence before it has become effective.

APPROVED on the first reading after due public notice and public hearing the _____ day of _____, 2019.

APPROVED on the second reading after due public notice and public hearing the _____ day of _____, 2019.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

VOTE OF COUNCIL:

- Brown _____
- Guy _____
- Holmes _____
- Fitzpatrick _____
- Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

**FROM OFFICE/SERVICE COMMERCIAL (O/SC) LAND USE TO HIGHWAY COMMERCIAL (HC)
LAND USE**





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-0012
PZ19-0013

Applicant: Rhoda L. McMullen Trust c/o the Law Office of Clark A. Stillwell

Request: A request to amend the Future Land Use map for 1.09 acres (MOL) from Office/Service Commercial (O/SC) to Highway Commercial (HC) Land Use.

A request to amend the Zoning Map for 1.09 acres (MOL) from General Commercial (CG) to High Intensity Commercial (CH) Zoning.

1. General Description:

LOCATION: NE 7th Avenue
PARCEL ALTKEY: 1078181

ACREAGE: 1.09
PARCEL NUMBER: 17E18S22 33300

2. Land Use & Zoning:

EXISTING LAND USE: O/SC PROPOSED LAND USE: HC ORD: 19-O-06
EXISTING ZONING: CG PROPOSED ZONING: CH ORD: 19-O-07

3. Background:

The proposed Small Scale Future Lane Use Map and Re-zoning amendments are requested by the Rhoda L. McMullen Trust to enable development of the property owner’s multiple parcels as one site. The property is not located within the CRA district.

4. Location:

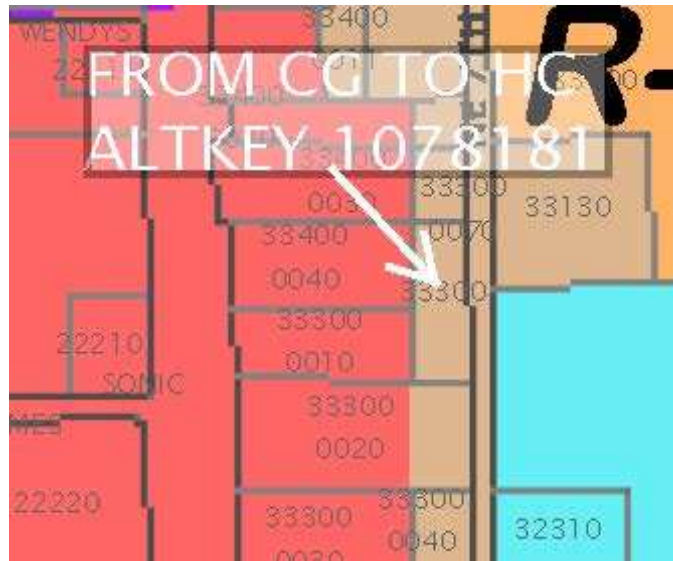
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	HC & O/SC	CH & CH
South	HC & O/SC	CH & CH
East	O/SC & PSP	CG & PI
West	HC	CH

NE 7TH AVE - McMULLEN - ALTKEY: 1078181



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the Highway Commercial district is intended for “retail uses, professional offices, vehicle sales, service, and repair, service stations, restaurants, convenience stores, lodging, financial institutions, theaters, and entertainment uses. Light assembly, essential services and utilities are allowable, subject to supplemental development and design standards.”

FLUM and Re-zoning: The requested amendment to the HC FLUM designation allows development of “large-scale business, commercial, light assembly and institutional uses, associated accessory structures, and essential public services.” The CH zoning designation is authorized in the HC land use.

Per Land Development Code 10.00.06(B)

“When two (2) or more lots are developed under unified control and design, all such lots shall have the same zoning district classification.” (emphasis added)

7. **Recommendation:**

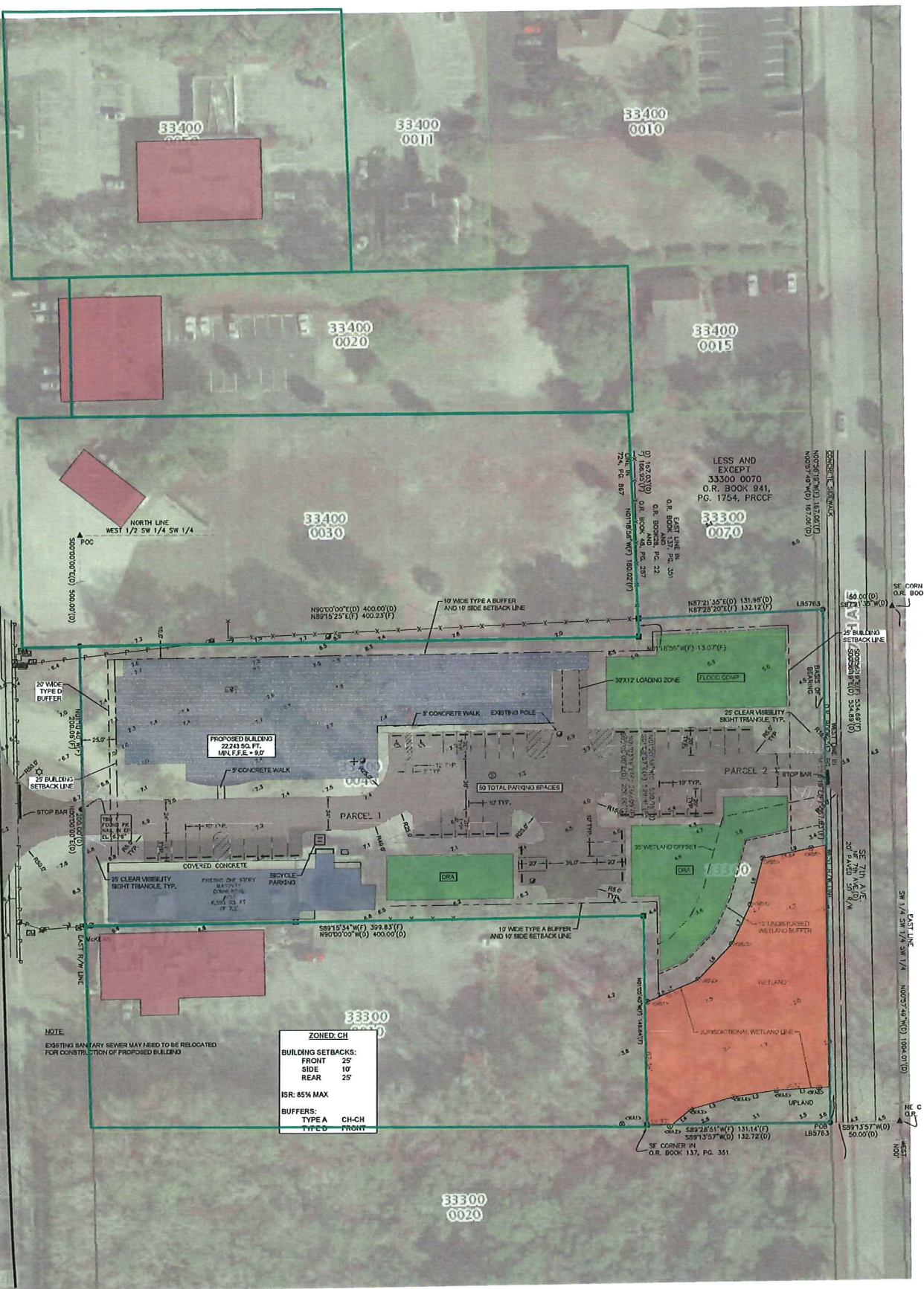
- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff recommends approval of the requested land use and zoning map amendments.

US19/S SUNCOAST BLVD

U.S. HIGHWAY NO. 19
SUNCOAST BLVD.
PAVED R/W WITH VEHES

U.S. HIGHWAY NO. 19
SUNCOAST BLVD.
PAVED R/W WITH VEHES

U.S. HIGHWAY NO. 19
SUNCOAST BLVD.
PAVED R/W WITH VEHES



NOTE
EXISTING SANITARY SEWER MAY NEED TO BE RELOCATED
FOR CONSTRUCTION OF PROPOSED BUILDING

ZONED: CH

BUILDING SETBACKS:	
FRONT	25'
SIDE	10'
REAR	25'
ISR: 65% MAX	
BUFFERS:	
TYPE A	CH-CH
TYPE D	FRONT

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30' PAVED R/W

NE CORN
O.R. BOOK

WEST
NO. 1

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 7.G.

Requested Motion: Consideration of adoption of Ordinance No. 19-O-07 for an amendment to the City of Crystal River Zoning Map for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading

Summary:

Request motion to adopt attached Ordinance 19-O-07 for an amendment to the City of Crystal River Zoning Map for 1.09 acres (MOL) of property owned by Rhoda L. McMullen Trust located at NE 7th Avenue between NE 1st Terrace and SE 5th Terrace, Crystal River, Florida on Final Reading.

The staff report (attached) demonstrates the change from General Commercial to High Intensity Commercial Zoning is compatible with the area, a mix of commercial and high density residential zoning.

Property owners within 300' have been notified and a Notice was published in the Chronicle. The Planning Commission recommended approval by a vote of 5-0 on March 7, 2019. City Council also approved the ordinance on first reading at the public hearing held March 11, 2019.

Staff Recommendation:

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
 - 2) Staff recommends approval of the requested land use and zoning map amendments.
-

ATTACHMENTS:

Description	Upload Date	Type
ORDINANCE 19-O-07 McMULLEN ZONING AMENDMENT REQUEST	3/7/2019	Ordinance
ORDINANCE 19-O-07 McMULLEN STAFF REPORT	3/7/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning and Zoning	Fink, Mia	Approved	3/21/2019 - 9:51 AM

ORDINANCE 19-O-07

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING 1.09 ACRES (MOL) OF PROPERTY OWNED BY RHODA L. McMULLEN TRUST ALSO IDENTIFIED AS PARCEL ID 17E18S22 33300 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM GENERAL COMMERCIAL (CG) ZONING TO HIGH INTENSITY COMMERCIAL (CH) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the proposed rezoning was advertised as required by the Florida Statutes, and the City of Crystal River Land Development Code; and

WHEREAS, the City of Crystal River Planning Commission held a public hearing on March 7, 2019 to consider a request that the zoning classification be changed on a parcel of land identified as Parcel ID 17E18S22 33300 in the Official Records of the Citrus County Property Appraiser, Crystal River, Florida, as described in Section 3; and

WHEREAS, the City of Crystal River Planning Commission voted _____ to recommend to the City Council that the request to amend the official zoning map be approved; and

WHEREAS, the City Council of the City of Crystal River, Florida, after publication of a notice of its consideration of this ordinance, held two readings of this ordinance and public hearings as required by law; and

WHEREAS, the City Council of the City of Crystal River, Florida, has determined that the requested change of zoning is consistent with the City of Crystal River Comprehensive Plan and Future Land Use Map, and

WHEREAS, the City Council of the City of Crystal River, Florida has further determined that approval of the requested zoning change is in the best interests of the health, safety, and welfare of the citizens of Crystal River, Florida.

NOW THEREFORE, BE IT ORDAINED 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 official zoning map of the City of Crystal River, Florida, for the parcel of land identified as Parcel ID 17E18S210140 0390 in the Official Records of the Citrus County Property Appraiser from General Commercial (CG) Zoning to High Intensity Commercial

(Ch) Zoning for the reasons set forth in the above “**WHEREAS**” clauses, which are incorporated herein, in haec verba.

SECTION 2. AUTHORITY

The City of Crystal River 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.

SECTION 3. ZONING MAP AMENDMENT

The official zoning map of the City of Crystal River is hereby amended to change the zoning designation on the following described properties from General Commercial (CG) Zoning to High Intensity Commercial (Ch) Zoning.

LEGAL DESCRIPTION

COM AT SE COR OF W1/2 OF SW1/4 OF SW1/4 22-18-17, TH N 0 DEG 56M 19SW AL E LN OF W1/2 OF SW1/4 OF SW1/4 469.35 FT TO NE COR OF LANDS DESC IN OR BK 310 PG 275, TH S 89 DEG 13M 57S W AL N LN OF SD LANDS 50 FT TO POB BEING ON W R/W LN OF 50 FT WD RD & BEING ON W LN OF LANDS DESC IN OR BK 517 PG 496, TH S 89 DEG 13M 57S W AL N LN 132.72 FT TO SE COR OF LANDS DESC IN OR BK 137 PG 351, TH N 1 DEG 20M 38S W AL E LN OF LANDS DESC IN OR BK 28 PG 22 & OR BK 48 PG 287 530.08 FT TO NE COR OF LANDS DESC IN OR BK 48 PG 287 BEING SW COR OF LANDS DESC IN ORBK 247 PG 724 136.55 FT TO W R/W LN & W LN OF LANDS DESC IN OR BK 517 PG 496, TH S 0 DEG 56M 19S E AL W LN & R/W PAR TO E LN OF W1/2 OF SW1/4 OF SW1/4 534.89 FT TO POB DESC IN OR BK 872 PG 1818 & OR BK 2279 PG 1519 -- 1993 LESS OUTS: OR BK 941 PG 1753(33300-0070)

It is the intention of the City Council of the City of Crystal River, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Crystal River, Florida, Official Zoning Map. The actual text of the Sections to this Ordinance need not be codified. The Code codifier of the City of Crystal River, Florida, is given broad and liberal authority to appropriately codify the Exhibits into the provisions of the City of Crystal River Official Zoning Map in a format that can be readily published and distributed in a useable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, are hereby granted the authority to take any and all necessary and appropriate actions to accomplish the provisions of this Section. The Exhibits to this Ordinance are hereby incorporated herein by the references thereto as if fully set forth herein verbatim.

SECTION 5. REPEAL OF CONFLICTING ORDINANCES

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 6. SEVERABILITY

The sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, 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. EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption by the Crystal River City Council.

THIS ORDINANCE was introduced and placed on first reading on the _____ day of _____, 2019, 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 _____, 2019, and upon motion duly made and seconded was passed on second reading.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

PASSED on First Reading _____, 2019

NOTICE Published on _____, 2019

PASSED on Second & Final Reading _____, 2019

Approved as to form for the
Reliance of the City of Crystal River
only:

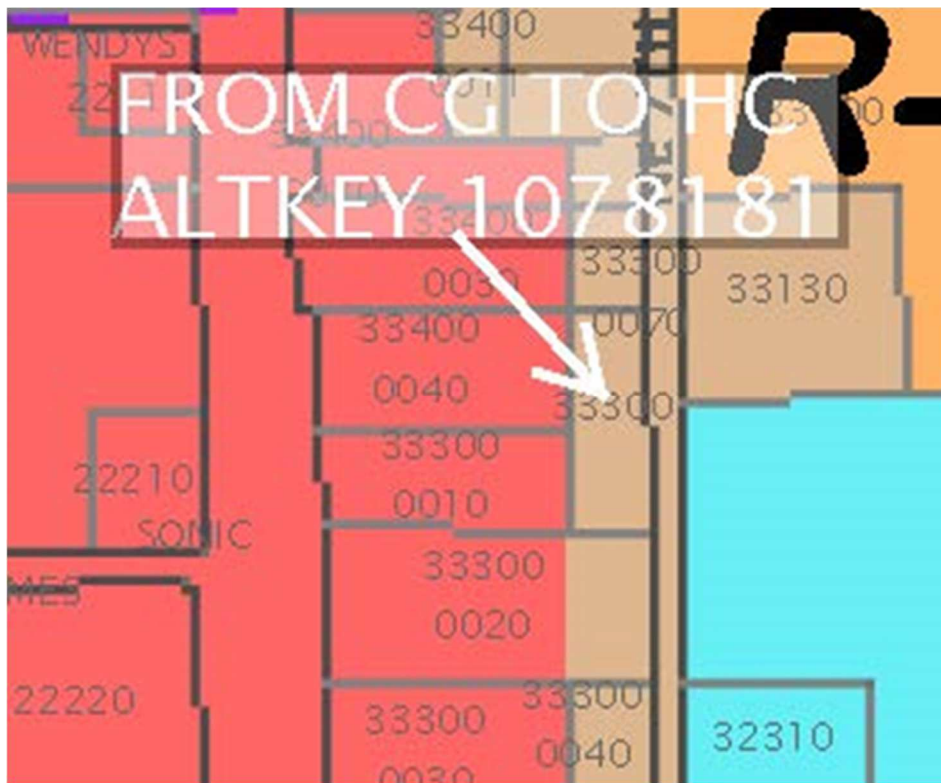
VOTE OF COUNCIL:

Brown _____
Guy _____
Holmes _____
Fitzpatrick _____
Meek _____

Jennifer Rey, City Attorney

EXHIBIT "A"

FROM GENERAL COMMERCIAL (CG) ZONING TO MEDIUM DENSITY RESIDENTIAL (R-2) ZONING





**CITY OF CRYSTAL RIVER
COMMUNITY DEVELOPMENT DEPARTMENT**

STAFF REPORT

**REQUEST FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT
and ZONING CHANGE**

Case Number: PZ19-0012
PZ19-0013

Applicant: Rhoda L. McMullen Trust c/o the Law Office of Clark A. Stillwell

Request: A request to amend the Future Land Use map for 1.09 acres (MOL) from Office/Service Commercial (O/SC) to Highway Commercial (HC) Land Use.

A request to amend the Zoning Map for 1.09 acres (MOL) from General Commercial (CG) to High Intensity Commercial (CH) Zoning.

1. General Description:

LOCATION: NE 7th Avenue
PARCEL ALTKEY: 1078181

ACREAGE: 1.09
PARCEL NUMBER: 17E18S22 33300

2. Land Use & Zoning:

EXISTING LAND USE: O/SC PROPOSED LAND USE: HC ORD: 19-O-06
EXISTING ZONING: CG PROPOSED ZONING: CH ORD: 19-O-07

3. Background:

The proposed Small Scale Future Lane Use Map and Re-zoning amendments are requested by the Rhoda L. McMullen Trust to enable development of the property owner’s multiple parcels as one site. The property is not located within the CRA district.

4. Location:

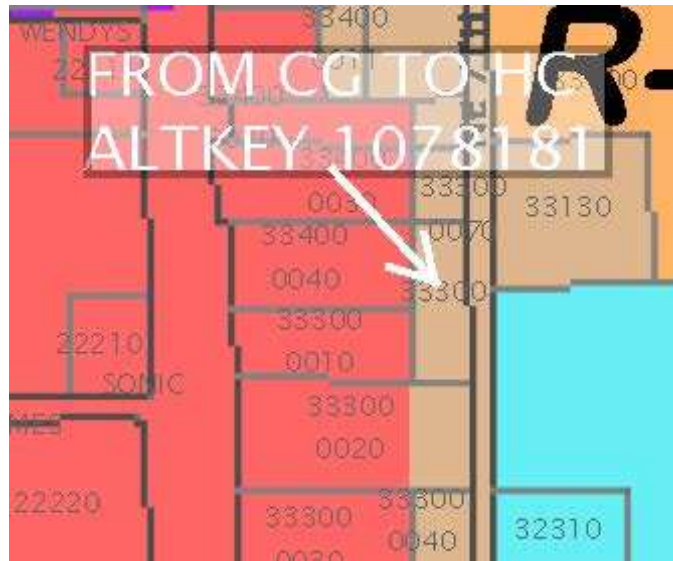
<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	HC & O/SC	CH & CH
South	HC & O/SC	CH & CH
East	O/SC & PSP	CG & PI
West	HC	CH

NE 7TH AVE - McMULLEN - ALTKEY: 1078181



5. LAND USE AND ZONING MAP CHANGES:





6. **Discussion:**

Comprehensive Plan: The Future Land Use Element (Goals, Objectives, and Polies) states that the Highway Commercial district is intended for “retail uses, professional offices, vehicle sales, service, and repair, service stations, restaurants, convenience stores, lodging, financial institutions, theaters, and entertainment uses. Light assembly, essential services and utilities are allowable, subject to supplemental development and design standards.”

FLUM and Re-zoning: The requested amendment to the HC FLUM designation allows development of “large-scale business, commercial, light assembly and institutional uses, associated accessory structures, and essential public services.” The CH zoning designation is authorized in the HC land use.

Per Land Development Code 10.00.06(B)

“When two (2) or more lots are developed under unified control and design, all such lots shall have the same zoning district classification.” (emphasis added)

7. **Recommendation:**

- 1) Staff finds the request to be compliant with the Comprehensive Plan, Future Land Use Map, and Zoning Map.
- 2) Staff recommends approval of the requested land use and zoning map amendments.

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 9.A.

Requested Motion: Discussion regarding development of a local ordinance related to vacant property registry

Summary:

In the fourth quarter of 2018 Crystal River Main Street brought together a group comprised of both the public and private sectors representatives to collaborate on developing a framework for a Vacant Property Registry. The results of the effort are summarized below.

Purpose of proposing a new Ordinance for Vacant Property:

- Avoid appearance of blight and disinvestment.
- Protect property values in the area.
- Avoid the appearance of a community in decline.
- Maintains safe community, not conducive to crime, vagrants.
- Supports community revitalization.
- Creates a format of accountability to maintain vacant buildings.
- Lessens costs of public security, trash, inspections and complaints.

Major Element Suggestions:

- Ordinance applies to vacant non-residential and/or commercial building only not residential or vacant lands at this time.
- Applicable to all forms of ownership; individual, corporate entity or bank
- Define "vacancy" - 60 days or more of non-occupation, all lawful activity has ceased. For multiple tenant building, it applies if 75% of the total building is vacant.
- Define "abandon" one year after it has been determined vacant and in a not habitable or able to be occupied/leased. This may include no maintenance or manager is evident and code violations exist. Damages more severe would move to the current Abatement Ordinance.
- Notification to owners and financier of status of the structure and site.
- Ordinance would be handled by Code Enforcement in conjunction with Planning and Development.
- Need to develop a Special Taxing District to increase City's standing in the lien process to improve recouping of taxpayer expenses.

Registration Requirements:

- Ordinance requires vacancy registration by owner.
- Can be determined by evidence of vacancy by Code Enforcement.
- Registration form develop for reporting.
- Registration Fee - \$300.00 first year, and doubles each subsequent year of vacancy up to a maximum of \$4,800.00. (per unit of multi-tenant buildings. Increase of fine stops if substantial improvement action is taken, current fee stays in place.
- City to charge a minimum of \$500.00/month or if actual cost is higher fee is cost plus 25% if maintenance is required on vacant building site.

Develop standards of care/maintenance:

- Windows not broken or boarded up (60 day maximum time for repair from date of notice.
- Roof has no leaks, fascia and soffit in place with no rot.
- Building is secure, doors lock.
- Overall appearance does not show signs of be vacant or abandon.
- Local manager required of vacant/abandon buildings.
- Fire walls in place, sprinklers are functional.

Inspections:

Code enforcement drive by monthly.

Building Inspector complete an external inspection annually.

Interior inspection every three years for building under 10,000 square feet, annually for buildings over 10,000 square feet.

Annual fire inspections for building over 10,000 square feet.

Proof of annual sprinkler inspection if applicable.

Violations:

To be handle by Code Enforcement system with Building Official support as required.

Cross reference Condemnation and Abatement Ordinance for extreme cases.

Special Taxes District needs to be adopted to reduce costs to the city long-term.

Exceptions/Delay of Enforcement:

Catastrophic Events - floods, hurricanes

Building permits have been issued.

Fire as long as site has been action is taken to secure property and maintain overall site. Maintains contact with the city on progress to repair, replace or demolish.

Build becomes occupied and properly maintained after being classified as vacant.

Appeal via the City Hearing Officer and other court actionsl

Staff Recommendation:

Staff is seeking feedback on the concept and specific components on which the ordinance could be based.

Funding Information:

Project Cost: NA

Funding Source: NA

Amount Available:

REVIEWERS:

Department	Reviewer	Action	Date
City Manager	Fink, Mia	Approved	3/21/2019 - 10:01 AM

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 9.B.

Requested Motion: Discussion regarding options for traffic calming measures on Kings Bay Drive near the "humpback bridge"

Summary:

Staff would like to respond to a request received during Public Input for speed humps on Kings Bay Drive near the "humpback bridge".

Vertical treatments for traffic calming on urban public roads typically include:

Speed Hump ~ parabolic humps 3 - 4" high and about 14' long

Speed Table ~ same height but with tapered transition edges and a flat top long enough for a car to level out

Speed Cushions ~ same height but narrow enough to allow emergency vehicles to straddle for quick response

Note that rumble strips are better suited to rural areas where they are commonly used as advance warning; Staff believes they would be way too noisy for this location. Of note, rumble strips were tried in the 1990s near the intersection leading to Pete's Pier but public outcry led to their removal within a few short weeks.

Speed humps/tables/cushions are not recommended at this location for the following reasons:

- 1) Potential for accidental deployment of air bags (which could result in injury or death)

- 2) Delay in emergency response time and adverse patient comfort (speed cushions obviate these concerns but all of the other listed considerations still factor)

- 3) Increase in noise (deceleration/acceleration, hopping boxes in delivery trucks, thumping boats and lawn equipment on clanky trailers, etc.). Note that noise is exacerbated at this location since sound carries very well along canal corridors --- especially during the peaceful evening hours

4) Increase in fuel consumption and emissions/air pollution

5) Increase in vehicle wear and tear

6) Potential for decrease in property values of nearby homes

7) Potential increase in exposure to liability due to jarring of those susceptible to spinal injuries or a catastrophic loss of control for the occasional motorcyclist bent on “catching air” over the bridge.

See attached DPW memo from 2000 also recommending against installing speed humps at this location.

The area of Kings Bay Drive at the Hump Bridge is already posted at 15 MPH. CCSO has already increased speed patrol in this area.

Staff Recommendation:

REVIEWERS:

Department	Reviewer	Action	Date
Public Works	Fink, Mia	Approved	3/21/2019 - 11:11 AM

CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: March 25, 2019

Agenda Item Number: 10.A.

Requested Motion: Consideration of a motion to approve a single City Manager candidate to extend a job offer

ATTACHMENTS:

Description	Upload Date	Type
City Manager Selection & Contract Negotiation Memo	3/21/2019	Cover Memo
Application Packet- Frink	3/21/2019	Backup Material
Application Packet- Hyatt	3/21/2019	Backup Material
Application Packet- McNaul	3/21/2019	Backup Material
Application Packet Waldrop	3/21/2019	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Fink, Mia	Approved	3/21/2019 - 10:44 AM



We mean businessSM

MEMORANDUM

TO: CRYSTAL RIVER CITY COUNCIL

**FROM: JENNIFER C. REY, ESQ.
THE HOGAN LAW FIRM, LLC
AS CITY ATTORNEY**

RE: CITY MANAGER SELECTION & CONTRACT NEGOTIATION

DATE: MARCH 21, 2019

The Council has selected four candidates for interview on March 25, 2019. A schedule for in-person interviews and meetings with staff has been prepared for each candidate. Staff is providing City Council Members with a complete set of application materials, interview questions, schedule and information on references and credentialing checks completed to date.

At the Council meeting on Monday, March 25, 2019, City Council will be undertaking the next step in the recruitment and selection process. After considering the short-listed candidates, the City Council is asked to make a determination on how to proceed. Options to consider are as follows:

- A. Consider a motion to approve a single candidate to extend a job offer.
 - 1. In this case, the Council is also asked to specifically by affirmative vote authorize the Mayor to undertake contract negotiations with the finalist.
 - 2. Staff will contemporaneously proceed to complete the background screening process for the finalist.
 - 3. A proposed contract will then be prepared and brought back at the next regular meeting of the City Council for consideration and approval. Final background screening information will be provided to City Council for their review and information.
 - 4. City Council may wish to consider identifying an alternative finalist in the event the finalist declines the offer.


- B. In the event the City Council is not able to decide on one finalist, the Council could further narrow down the short-list to two candidates and then identify further screening and selection activities to help Council reach a finalist.

- C. In the event the City Council does not select any of the short-listed candidates, the Council is asked to provide direction to staff on how the Council desires to proceed: (a) revisit the existing applicant pool, (b) close this search, and commence a new one, or (c) hire a headhunting or executive recruitment service. These are just three options the Council may wish to consider in the event a finalist is not identified from the existing shortlist of candidates.

Should you have any questions, please feel free to contact me.

Ken Frink, P.E.



 klf@tampabay.rr.com

February 22, 2019

The Honorable Joe Meek, Mayor
and Members of the Crystal River City Council
Crystal River City Hall
123 NW HWY 19
Crystal River, Florida 34428

Dear Mayor Meek and esteemed City Council members:

Crystal River is an amazing one of a kind place that my family and I have considered home for well over forty years. After graduating from Crystal River High School in 1984, my college education and early career took me away for a brief period of time. Realizing quickly that the Crystal River area is where my heart remained, I returned home. Since coming back to Citrus County almost 25 years ago, I have proudly served our community, creating a positive and lasting impact.

As can be seen on the attached resume and job application, my education, extensive government and private experiences, professional engineering abilities, as well as my local community involvement have provided me with the credentials that are a perfect fit for the City. Being the next manager of the City of Crystal River is the natural choice for me to use that experience and help you take the City to great places. I look forward to working with you to develop and implement a plan that will have a positive impact on Crystal River; A plan that understands the past but looks forward to the future.

I am passionate about this opportunity of leading the City. Please allow me the opportunity to meet with you personally so you can hear, first-hand, my past experiences and abilities.

Sincerely,




Ken Frink

Ken Frink, P.E.

Executive Manager



 klf@tampabay.rr.com



 www.linkedin.com/in/ken-frink



Florida Registered Professional
Engineer #47750

Highly technical, yet down to earth, executive manager and professional engineer with the ability to bring people together; solving complex issues through the development of relationships, unique solutions, and community buy-in by utilizing highly developed creative thinking and consensus building skills.



Experience

2013 - present

- **Division Director**

Southwest Florida Water Management District

Responsibilities:

- Executive-level manager responsible for 147 employees and overseeing the District's flood control assets that protect municipalities such as the City of Tampa, Temple Terrace, and Citrus County from catastrophic flooding; the management of nearly 450,000 acres of conservation and recreational lands, and the data acquisition efforts necessary to study, understand, and protect the State's most fundamental asset; water.
- Member of the District's eight-member Executive Management Team participating in policy discussions, organizational planning, and decision making.
- Develop and maintain relationships with a thirteen-member governing board; identifying, fostering, and following through with board initiatives.
- Policy group's executive sponsor to the District's Emergency Operations Organization leading the response to hurricanes Hermine, Irma, and the 2017 wildfires.

2010 - 2013

- **Assistant County Administrator/Public Works Director**

Citrus County Board of County Commissioners

Responsibilities:

- Responsible for five county departments including Public Works, Planning and Development, Systems Management, Water Resources, and Utility Regulation, while also serving as the County's Public Works Director.
- Completed an overhaul of portions of the County Land Development Code that were arduous and difficult for the general public to understand and follow.
- Developed relationships with and guided numerous citizens, businesses, and developers through County processes to promote successful projects.
- Responsible for the County's Emergency Management preparation and response.

Ken Frink, P.E.

Executive Manager



klf@tampabay.rr.com



www.linkedin.com/in/ken-frink



Florida Registered Professional
Engineer #47750



Professional References

- **Les Cook**

Citrus County Property Appraiser
210 N. Apopka Ave., Suite 200
Inverness, FL 34450
352-341-6600

- **Tom Davis**

Past Owner, Crystal Aero Group
P.O. Box 2050
Crystal River, FL 34423
352-634-0975

- **Jeff Dawsy**

Past Citrus County Sheriff

- **Kennedy Smith**

Owner, Cedar Creek Assisted Living
9775 West Wynn Court
Crystal River, FL 34446
352-302-0965

CITY OF CRYSTAL RIVER
 123 NWHWY 19
 CRYSTAL RIVER, FL
 24428-3999

EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

Position(s) Applied For City Manager		Date of Application 2/22/2019
How Did You Learn About Us?		
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Relative	<input type="checkbox"/> Inquiry
<input type="checkbox"/> Employment Agency	<input checked="" type="checkbox"/> Friend	<input checked="" type="checkbox"/> Other <u>Article in Chronicle</u>
Last Name Frink		Middle Name Ken
Address	Number	Street
City		State
Zip Code		
Telephone Number(s)		Driver's License Number
		Issued By

Best time to contact you at home is: Any AM PM

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
 If Yes, give date 1996

Have you ever been employed with us before? Yes No
 If Yes, give date _____

Do any of your friends or relatives, other than spouse, work here? Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status
Proof of citizenship or immigration status will be required upon employment. Yes No

Date available for work 4/29/19 What is your desired salary range? \$110,000 - \$120,000

Are you available to work: Full-Time (please indicate 1 2 3 shift)
 Part-Time (please indicate Mornings Afternoon Evenings)
 Temporary (please indicate dates available ___/___/___ - ___/___/___)

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Have you been convicted of a felony within the last five years? Yes No
A criminal record does not constitute an automatic bar to employment and will be considered only as it relates to the job in question.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer	Southwest Florida Water Mgmt District		Dates Employed		Work Performed	
				From	To		
	Address	2379 Broad Street, Brooksville, FL 34604		8/2013	Present		See attached resume
	Telephone Number(s)	352-796-7211		Hourly Rate/Salary			
				Starting	Final		
Job Title	Division Director	Supervisor	Amanda Rice				
	Reason for Leaving	Currently Employed		\$125,000	\$139,000		
2.	Employer	Citrus County BOCC		Dates Employed		Work Performed	
				From	To		
	Address	3600 Sovereign Path, Lecanto FL 34461		8/2010	8/2013		See attached resume
	Telephone Number(s)	352-527-5200		Hourly Rate/Salary			
				Starting	Final		
Job Title	Assistant County Administrator	Supervisor	Brad Thorpe				
	Reason for Leaving	Job Opportunity/Career Advancement		\$89,000	\$99,500		
3.	Employer	Burrell Engineering		Dates Employed		Work Performed	
				From	To		
	Address	12005 N. Florida Avenue Dunnellon, FL 34434		8/2005	8/2010		See attached resume
	Telephone Number(s)	352-489-4144		Hourly Rate/Salary			
				Starting	Final		
Job Title	Vice President	Supervisor	Troy Burrell				
	Reason for Leaving	Downturn in Economy		\$90,000	\$102,000		
4.	Employer	Citrus County BOCC		Dates Employed		Work Performed	
				From	To		
	Address	3600 Sovereign Path, Lecanto FL 34461		6/1996	8/2005		See attached resume
	Telephone Number(s)	352-527-5200		Hourly Rate/Salary			
				Starting	Final		
Job Title	Public Works Dir.	Supervisor	Ken Saunders				
	Reason for Leaving	Become Partner in Engineering Firm		\$42,700	\$79,600		

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Chairman, Citrus County Mosquito Control Board (2008 - 2010)

Executive Board of Directors, Citrus County Chamber of Commerce (2012 - 2013)

National Society of Professional Engineers

Past Member, Citrus/Hernando Waterways Restoration Council

Past Member, Citrus County Stakeholders Advisory Group

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Ken Frink

Signature of Applicant

2/22/2019

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes No

Remarks _____

INTERVIEWER DATE

Employed Yes No Date of Employment _____

Job Title _____ Hourly Rate/
Salary _____ Department _____

By _____

NAME AND TITLE

DATE

This Application For Employment is sold for general use throughout the United States. Amsterdam Printing and Litho assumes no responsibility for the use of said form or any questions which, when asked by the employer of the job applicant, may violate State and/or Federal Law.

Andrew E. Hyatt

March 6, 2019

Mayor and City Council
123 NW Highway 19
Crystal River, Florida 34428

REF: City Manager - City of Crystal River, Florida

Dear Mayor and Council,

This letter will serve as a formal request for consideration as the City Manager with the City of Crystal River, Florida. Currently, I am the City Manager of Neptune Beach, Florida; previous positions have included, City Manager of East Ridge, Tennessee, City Manager of Fairview, Tennessee, City Manager of Etowah, Tennessee, Community Development Manager of Deerfield Beach, Florida and Senior Administrative Assistant for the City of Jacksonville, Florida.

During my career, I have had a myriad of responsibilities including City Administration, Human Resources, Customer Service, Equal Employment Opportunity, Ethics Officer, Disciplinary Review/Actions, Purchasing, Payroll, Benefits, Civil Service Rules Review Committee and other responsibilities. I have worked within a Civil Service system, represented by the American Federation of State, County, and Municipal Employees (AFSCME) union and hired more than 500 seasonal workers. I have either managed or assisted in managing budgets as little as \$750,000 and more than \$23 million; and had the unique distinction of working in a city with one of the largest parks system in the United States.

As City Manager of Neptune Beach, I have developed a Strategic and Business Plan. In addition, as Community Development Manager in Deerfield Beach, I developed the five-year master plan for community development, resulting in a streamlined process for the Target Area of the city utilizing federal and state funding. By simplifying the process, we became more customer focused, this allowed for detailed input from the local target community. I understand the issue a city faces in a land locked area. I have served as City Manager in small cities – populations of 2,250, 7,720, 7,100 and 21,000 – and know of the struggles to maximize tax dollars. I am familiar with Crystal River and understand the expectations of the next City Manager. Those expectations are unique to Crystal River, and I believe I am the type of a manager that can work with the City Council to maintain the level of excellence Crystal River has grown accustomed to and maintain its status as one of the best City's to work, live, and play in America.

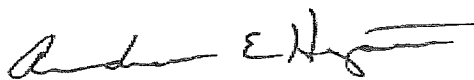
Throughout my career, I have focused on making a difference as a public administrator. Through my government experience, I feel I have developed a balanced and objective approach to municipal management. As you can see on my resume, I have made an effort to continually improve professionally. As part of that process I returned to graduate school at the University of Tennessee at Chattanooga to obtain my Master of Public Administration degree. I have also obtained the required certification by National Incident Management System (NIMS).

I am a visionary and the type of manager that does not involve himself in the political arena, choosing instead to focus on making the city the most efficient, effective, results oriented and quality municipal government in America. I am a public servant and to that end I work to strengthen the organization and to lead by example. I subscribe to the team approach to problem-solving and work hard at team building. In addition, I am a hands-on manager who is capable of multi-tasking to get the work accomplished while empowering staff to provide leadership over their respective area of responsibility. Although City Hall has set hours, I am the type of City Manager that does not have set hours. The City requires the City Manager's undivided attention and I am that type of Manager.

With over twenty-seven (27) years of highly responsible management and leadership experience in both the private and public sector; almost seventeen (17) years have been in municipal government, and more than eleven (11) years as a City Manager. My education includes a Masters Degree in Public Administration, a Bachelors Degree in Political Science: Public Administration and an Associate of Applied Science Degree in General Business. I possess excellent oral and written communication skills as well as strong computer skills. I would like the opportunity to discuss further with you my qualifications for possible employment with the City of Crystal River.

Thank you for your consideration. I feel that my experience and qualifications make me the best candidate for City Manager of Crystal River. I look forward to speaking with you in the near future. I can be contacted at _____ via email at andrewhyatt59@gmail.com.

Respectfully,



Andrew E. Hyatt

Attachment

ANDREW E. HYATT

Email: andrewhyatt59@gmail.com

OBJECTIVE

Developing, Managing & Monitoring Programs That Move Initiatives Forward for Government Organizations

CAREER PROFILE

Track record of accomplishments during 17-year career in government. Sharp understanding of government budget management/accounting, government procurement and contract management, and public policy. Proactive professional, effective in communicating and building relationships with all intermediaries – government officials, corporations, interest groups, citizens, colleagues, staff, and management. Politically sensitive practitioner of principal-centered leadership and strong proponent of an empowerment management style. Master of Public Administration.

Core Competencies

- Program Development & Management
- Budgeting & Financial Oversight
- Strategic Planning & Goal Setting
- Policy & Procedure Development
- Public & Private Partnerships
- Government Relations (Federal, State & Local)
- Grant Development & Funding
- Reports, Position Papers & Publications
- Legislative Affairs
- Human Resource Management
- Employee Hiring, Training & Mentoring
- Project Lifecycle Management

GOVERNMENT EXPERIENCE

City Manager
CITY OF NEPTUNE BEACH
116 First Street
Neptune Beach, Florida 32266
Supervisor: City Council (904.270.2400)

JUL 2015 to Present
50 hours/week

Chief Administrative Officer in charge of managing a full-service municipal corporation. Responsible for the day-to day city-wide operations for a full-service city with a permanent population of approximately 7,200, 75 employees, operating budget of \$5.3 million and fifteen (15) separate funds totaling over \$12 million. Prepare City budget and business plan for coordination of policy development, planning and implementation of City goals and objectives; policies and procedures for providing City services; management and analysis of programs and services. Represented the City to business organizations, civic associations, developers, other governmental entities and the general public. Develop programs for grant applications and provide policy recommendations to the City Council. Interact and build partnerships with local/state/federal elected officials and maintain involvement in government, outside group, and private industry discussions on issues involving the City.

Accomplishments

- Successful in saving dollars by utilizing staff for projects like installing new sidewalks, parking spaces without going through the RFP process
- Restructured top tier of Police Department, hired a Police Chief
- Successfully negotiated the Bargaining Agreements with the FOP and Local 630 Employee Union.
- Developed a plan to create additional parking spaces in the Town Center
- Negotiated a new Solid Waste contract with Waste Pro
- Restructured organizational chart to include Deputy City Manager, Deputy Director, Commanders without adding additional positions
- Prepare five (5) year strategic plan
- Developed Park Master Plan
- Completed construction on a community building
- Successful is several grants for the park and infrastructure.

- Developed Goals, Objectives and Performance Measures for each department to better track the progress of the departments and to assist in the evaluation of each employee.
- Resolved Tipping Fee issue with the City of Jacksonville, along with the City Attorney
- Established a format for evaluating each employee annually to include performance measures. Annual evaluations take place September
- Developed the following policies: Whistleblower, Compensatory Time, Internal Control, Cell Phone, Ethics, Take Home Vehicle, Compute/Internet Use, Cell Phone Use, Merit Increase, Social Media, Tobacco Use
- Worked with staff in preparation of and clean up of Hurricane Matthew and Hurricane Irma

City Manager
CITY OF EAST RIDGE
 1517 Tombras Avenue
 East Ridge, Tennessee 37412
 Supervisor: City Council (423.867.7711)

OCT 2013 to JUN 2015
 50 hours/week

Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and business plan which included goals and objectives, develop programs for grant applications, and provide policy recommendations to the City Council. Gather data from various sources to be included in position papers in response to the Councilman's request for information on sensitive issues. Interact and build partnerships with local/federal elected officials and maintain involvement in government, outside group, and private industry discussions on controversial issues.

Accomplishments

- Successful in negotiations with Developer for the Jordan Crossing development to include a Bass Pro store.
- Successful in negotiations with Developer for a Wal-Mart Neighborhood store.
- Received Local Parks and Recreation Fund grant for playground.
- Implemented Border Region Legislation.
- Created an effective communication tool by preparing a monthly publication to the Council regarding organizational progress and upcoming projects and concerns.
- Implemented a merit-based Performance Measures evaluation program.
- Recruited and hired a Police Chief, Fire Chief and City Treasurer.
- Reviewed and rewrote City Employee Handbook.
- Revived Industrial Development Board (IDB).
- Developed inventory for leasable/for sale/or sale-lease space.
- Instituted a Pay Plan which includes Grades and steps for budgeting purposes.
- Oversee multiple projects throughout the city to include Economic Development/Redevelopment, Parks & Recreation, Paving/Resurfacing, Traffic light installation.
- Project Manager for relocation of a Fire Station.

City Manager
CITY OF FAIRVIEW
 7100 City Center Way
 Fairview, Tennessee 37062
 Supervisor: Board of Commissioners (615.387.6084)

JAN 2010 to OCT 2013
 50 hours/week

Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and strategic plan, oversee development of programs for grant applications, and provide policy recommendations to the City Commission. Gather data from various sources to be included in position papers in response to the Commissioner's request for information on sensitive issues. Interact and build partnerships with local/federal elected officials and maintain involvement in government, outside group, and private industry discussions on controversial issues.

Accomplishments

- Prepared Five-Year Strategic Plan.
- Empowered staff to implement changes within the organization by including them in executive decisions.
- Received a Local Parks & Recreation Fund grant for a Greenway Project.
- Received funding for Safe Routes to Schools sidewalk project.
- Received funding from MPO Active Transportation Program for resurfacing.
- Met with and prepared communications to U.S. Senators and Congress on policy issues (e.g., economic/community development, funding sources). Brief elected officials on policy impact of appropriations.

Andrew E. Hyatt

- Consistently meet 24 to 48-hour deadlines for information on issues from prospective industries/businesses requiring utility and tax information.
- Reduced tax rate by 7.5% in FY 2012.
- Improved employee morale by utilizing walk around management style.
- Instrumental in establishing Economic Task Force.
- Spearheaded project management efforts for design of 1,046-acre office/industrial park.
- Successful in negotiations with Landowner and Wal-Mart for construction of the Fairview Super Center.
- Obtained TDOT R.O.W. mowing contract.
- Received 4.17 out of possible 5 on 2012 Performance Evaluation (December 2012).

OCT 2007 to DEC 2009
50 hours/week

City Manager**CITY OF ETOWAH**

723 Ohio Avenue

Etowah, Tennessee 37331

Supervisor: Board of Commissioners (423.263.2202)

Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and 5-year strategic plan, develop programs for grant applications, and provide policy recommendations to the City Commission. Gather data from various sources to be included in position papers in response to the Commissioner's request for information on sensitive issues. Interact and build partnerships with local/federal elected officials and maintain involvement in government, outside group, and private industry discussions on controversial issues.

Member of Executive Committee of McMinn County Economic Development Authority, Director of the Emergency Operations Center, and Project Manager for 2 renovation projects – Streetscape and Community Center. Oversee Finance, HR, Building Inspection, Zoning, Code Enforcement, Fire, Police, Parks & Recreation, Purchasing, and Library. Departments. Educate, develop, train, and mentor staff. Develop and implement programs based on new or revised laws/regulations.

Accomplishments

- Prepared standard operating procedures manuals for each position in the city with all necessary components (e.g., City Mission, Department Mission, Position Purpose, Employee Evaluations/Training, Organizational Charts, etc.); actively involved in analyzing and revising SOPs and operational policies as necessary.
- Prepared first balanced budget (FY10) in eleven years, since FY00.
- Generated total cost savings of over \$90K by creating temporary concrete finisher and carpenter positions.
- Delivered cost savings of over \$5K annually by leasing a vehicle for City travel – reducing the number of claims for mileage reimbursement and \$400 car allowance for City Manager.
- Received grant for a Wellness Center and obtained a \$75K, 3-year grant for hiring a Recreation Director – representing a cost savings of \$50K over 2 years for the City.
- Reduced overtime 67.17% in 1 fiscal year.
- Created an effective communication tool by preparing a monthly publication to the Commissioners regarding organizational progress and upcoming projects and concerns.
- Empowered staff to implement changes within the organization by including them in executive decisions.
- Strengthened employee performance and morale; emphasized the importance of immediate and constant feedback to employees and investigated employees' complaints/concerns with the highest attention to detail.
- Met with and prepared communications to U.S. Senators and Congress on policy issues (e.g., economic/community development, funding sources). Briefed elected officials on policy impact of appropriation.
- Briefed Commissioner on a pending sale of a county-owned hospital to private investors; sale of the hospital was successful and is proving to be a beneficial deal for the community.
- Consistently met 24 to 48-hour deadlines for information on issues from prospective industries/businesses requiring utility and tax information.

MAR 2004 to OCT 2007
45 hours/week

Community Development Manager**CITY OF DEERFIELD BEACH – PLANNING AND GROWTH MANAGEMENT DEPT.**

150 SE Second Avenue

Deerfield Beach, Florida 33441

Supervisor: Jerry Ferguson, Director (954.480.4211)

Managed a diverse range of initiatives for this beachfront community, including fiscal analysis, program budgeting, and economic development functions. Provided fiscal oversight for grant funded programs and produced information on grant opportunities and programs to management, other organizations, and City Commission. Provided Commissioners with

information on HUD and State Housing Initiative Partnership programs to answer constituent concerns. Represented the City Manager and Director of Planning on boards, commissions, and committees. Team leader in preparing short/long-term goals, and key member of the management staff and liaison for citizen advisory boards; brainstormed with management team on issues affecting the community. Supervised and evaluated the performance of a 4-person staff. Member of Emergency Operations Center team and member of the Hurricane Emergency Preparedness team. Interfaced with federal, state, and local officials.

Accomplishments

- Delivered savings of over \$20K in consulting fees for the City by taking the initiative to author its 5-year (2005-2009) Consolidated Action Plan.
- Initiated, obtained, managed and administered federal, state, and county grants for programs/projects, including Community Development Block Grant (CDBG), State Housing Initiative Partnership (SHIP), and First Time Homebuyer/Home Rehab programs.
- Grew the number of first time homebuyer recipients over 400% in 1 year.
- Increased minor home repair recipients over 600% in 1 year.
- Increased productivity and reduced time spent on a waiting list from 2 years to 12 weeks by restructuring the division and assigning specific duties.
- Allowed a free flow of space, created atmosphere of cooperation and teamwork, and reduced application/waiting period by 40% through spearheading a reorganization of the office.
- Acted as a liaison between City Manager's office and community members affected by proposed programs.

Sales Consultant

GOBER ENTERPRISES

7501 Phillips Highway

Jacksonville, Florida 32256

Supervisor: Rob Walker, Owner (904.296.1356)

JUL 2002 to MAR 2004

45 hours/week

Provide consultation and sales presentations to homeowner's and businesses throughout Northeast Florida. Prepare production orders and follow up with production progress. Interact with manufacturing personnel on production of shutters and blinds. Prepare quarterly sales projections.

Senior Administrative Assistant, Human Resources

CITY OF JACKSONVILLE – PARKS AND RECREATION DEPT.

117 West Duval Street

Jacksonville, Florida 32202

Supervisor: Debra Igou, Director (904.630.1287)

APR 2000 to JUN 2002

45 hours/week

Drove HR initiatives that had a tremendous impact on improving organizational performance. Handled primary HR functions, including personnel, payroll, permitting, purchasing, employee relations, training, EO/EA, ethics, permitting, budget/cost control, employee evaluations, Adopt-A-Park Program, and citizen communications. Implemented, analyzed, and evaluated program effectiveness on an ongoing basis.

Incorporated laws related to Ethics, EEO, ADA, and Sexual Harassment into the organization through staff education and training. Performed contract administrative functions, including the monitoring of bids to ensure adherence to contract requirements. Participated in various committees (e.g., Training, EEO, Employee Satisfaction, Ethics); Sterling Quality Award team member for the City of Jacksonville.

Accomplishments

- Played a key role in improving the City into a quality organization. Worked on the Sterling Quality Human Resources Team while the city competed for the Sterling Quality Award; advised senior staff on necessary changes.
- Saved the city over \$5K annually by implementing a paperless format system for tracking evaluations, discipline, leave time, and training for all employees' department-wide.
- Produced and completed reports within tight deadlines for upcoming legislative meetings.
- Formulated ethics policy for the entire city (including elected officials) affecting over 8500 employees.
- Prepared new employees for success by creating an evaluation document that was adopted by the Sterling Quality team to be used as a communication tool during new employees' 6-month probation period.
- Secured funding for City projects by interfacing and forming partnerships with local/federal government officials.

Andrew E. Hyatt

- Enabled management to execute informed hiring decisions by compiling and presenting thorough information on potential candidates.

JUN 1994 to DEC 1996
45 hours/week

Administrator
SOUTH AIKEN CHRISTIAN SCHOOL
980 Dougherty Road
Aiken, South Carolina 29803
Supervisor: School Board (803.648.7871)

ADDITIONAL EXPERIENCE

CITY OF CLEVELAND, TN/UNIVERSITY OF TENNESSEE AT CHATTANOOGA, TN (AUG 1998 to MAY 1999)

- Graduate Assistant (AUG 1998 to DEC 1999) University of Tennessee at Chattanooga
- County Planning (JUL 1999 to DEC 1999) Bradley County, Tennessee
- City Manager's Office (JAN 2000 to MAR 2000) City of Cleveland, Tennessee
- Conducted research for tenured professors, assisted in annual budget and capital improvement projects; prepared 2020 growth plan.

PRIVATE INDUSTRY (1989 – 1994)

CARLISLE GEAUGA COMPANY (Injection and Blow Molding) Trenton, SC
PILLOWTEX (Textiles) Dallas, TX
INTERFACE, INC (Textiles) LaGrange, GA
MILLIKEN & COMPANY (Textiles) LaGrange, GA

EDUCATION

UNIVERSITY OF TENNESSEE AT CHATTANOOGA, TENNESSEE
Master of Public Administration
Bachelor of Science, Political Science: Public Administration

CLEVELAND STATE COMMUNITY COLLEGE, CLEVELAND, TENNESSEE
Associate of Applied Science, Business Management

MEMBERSHIPS

- International City Manager Association (Member since 1998)
- Tennessee City Manager Association (Member since 2007)
- Florida City/County Manager Association (Member since July 2015)
- Beaches Chamber of Commerce Board of Directors (Member since July 2015)

ADDITIONAL CERTIFICATIONS

ICMA Credentialed City Manager JAN 2019
National Incident Management System (NIMS) Certified

Cathleen Moran

From: no-replycrystalriverapplications@gmail.com
Sent: Wednesday, March 6, 2019 11:16 AM
To: Cathleen Moran
Subject: Applications

Name
Andrew Hyatt

Address

City, State & Zip

Phone Number

Email:
andrewhyatt59@gmail.com

Date of Application
March 6, 2019

Position Applied for?
City Manager

How Did you Learn About Us?
Other

If other, where?
Florida League of Cities website

Driver's License Number / Issuing State

Best Time to Reach you
anytime

If you are under 18 years of age, can you provide required proof of eligibility to work?
N/A

Have you ever filed an application with us before?
No

When?
Have you ever been employed with us before?
No

When?

N/A

Do any of your friends or relatives, other than spouse, work here?

No

Are you currently employed?

Yes

May we contact your present employer?

No

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status?

No

Date Available for work?

after a 90 day notice

What is your desired salary range?

\$110,00 - \$125,000

Are you available to work?

Full Time

Are you currently on "lay-off" status and subject to recall?

No

Can you travel if a job requires it?

No

Have you ever been convicted of a felony within the last five years?

No

Highest level of education

Graduate Professional

Course of Study

Master of Public Administration

Years Completed

2

Employer & Phone Number

City of Neptune Beach (FL) 904-270-2400

Dates of Employment

July 2015 - present

Work Performed

Chief Administrative Officer in charge of managing a full-service municipal corporation. Responsible for the day-to day city-wide operations for a full-service city with a permanent population of approximately 7,200, 75 employees, operating budget of \$5.3 million and fifteen (15) separate funds totaling over \$12 million

Reason for Leaving:
Career opportunity

Employer & Phone Number
City of East Ridge (TN) 423-867-7711

Dates of Employment
October 2013 - June 2015

Work Performed
Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and business plan which included goals and objectives, develop programs for grant applications, and provide policy recommendations to the City Council.

Reason for Leaving:
Accepted position with Neptune Beach

Employer & Phone Number
City of Fairview (TN) 615-387-6084

Dates of Employment
January 2010 - October 2013

Work Performed
Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and business plan which included goals and objectives, develop programs for grant applications, and provide policy recommendations to the City Council.

Reason for Leaving:
Accept position with East Ridge

Employer & Phone Number
City of Etowah (TN) 423-263-2202

Dates of Employment
October 2007 - December 2009

Work Performed
Chief Administrative Officer in charge of managing a full-service municipal corporation. Prepare City budget and business plan which included goals and objectives, develop programs for grant applications, and provide policy recommendations to the City Council.

Reason for Leaving:
Accept position with Fairview

Specialized Skills
PC/MAC
Spreadsheet

Other Qualifications

Note to applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED OF THE REQUIREMENTS OF

THE JOB FOR WHICH YOU ARE APPLYING. Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied?
Yes

Reference Name & Phone Number
Patrick Krechowski 904-738-5240

Reference Name & Phone Number
John Jolly 904-534-9700

Reference Name & Phone Number
Rory Diamond 904-891-5011

Applicant's Statement: I certify that answers given herein are true and complete. I authorize a background investigation, including but not limited to criminal offenses. Furthermore, I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that his "at will" employment relationship may not be changed by any written document or by conduct unless such is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.
I agree to a background check

Signature
Andrew E Hyatt

***** Email Details *****
From IP address: 98.224.40.238
Submitted date: 3/6/2019 10:15:53 AM ID: 227

Lawrence W. McNaul

lwmcnaul@gmail.com • 641-990-4785 • linkedin.com/in/lawrence-mcnaul-958734126/

February 12, 2019

City of Crystal River

It is with great enthusiasm I am submitting my resume for the Crystal River, City Manager position. Given my extensive background in governance and city management, I am confident that my skill set and background align perfectly with your search.

Leveraging my education, and hands-on experience of regulatory, organizational, and government management practices, I can contribute efficient, accurate, and productive project results. I can also provide you with relief knowing your organization will operate efficiently under my leadership as I am passionate about blending frontline operations with backend strategic planning to prompt overall success.

Additionally, my unparalleled ability to establish and maintain cross-collaborative cultures among executive organizations and stakeholders has transformed me into a proactive change agent and mentor. I excel in demanding, highly visible environments and these qualities attract me to your community.

A snapshot of my career-wide successes thus far would highlight:

- Proven track record of leadership, in managing utilities, departments, operations, organizations and staffs and driving progress towards organizational objectives.
- Expertise in government financial management and in securing funding.
- Highly effective in developing strategies for improving departments, operations, and communities.

My wife Shannon and I have always aspired to work and live on the east coast, however military deployments and commitments during the past 15 years made living in Iowa near family the best option. Retired from the military, we are now at the place in our personal and professional lives where we are ready to relocate and continue our successes. I look forward to the opportunity to discuss with you in person how my background and personality would make me an asset to the City of Crystal River. Until then, thank you for your consideration and for reviewing the attached documents.

Sincerely,

Lawrence W McNaul

Lawrence W. McNaul

Attachment: Resume

Lawrence W. McNaul

lwmcnaul@gmail.com • 641-990-4785 • linkedin.com/in/lawrence-mcnaul-958734126/

City Manager / Executive Leadership

Seasoned Certified Public Manager, with a Master's in Public Administration I am goal-focused professional with demonstrated track record of government relations, securing funding, providing superior financial management, overseeing government and law enforcement operations, and developing cities and departments. Strong leader with success in directing teams, overseeing multiple projects, developing innovative strategies, and accomplishing objectives.

- Strategic Planning and Implementation
 - Cost Analysis and Reduction
 - Financial / Budget Management
 - Government Leadership
 - Relationship Management
 - Law Enforcement Expertise
 - Regulatory Compliance
 - Turnaround / Change Management
-

Career Experience

City of West Liberty, West Liberty, IA

City Manager, 2013 – Present

Direct and oversee all management of the City including its general accounting and \$15M operation budget. Supervise and manage the routine operations of 9 department heads, 40 fulltime, and 30 seasonal employees. Provide transformational leadership to correct and improve systems and processes, including financial errors and reorganizing the structure of the city. Collaborate with developers, economic development professionals, and maintain partnerships with both public and private parties. Ensure quality and control in all departments including Financial Administration, Electric, Solid Waste, Water & Sewer Enterprise Utilities, Planning and Zoning, Police, Public Works, Parks and Recreation Departments.

Key Contributions:

- Implemented curbside recycling and Material Recycling Facility operations that effectively reduced landfill fees and utilized labor more efficiently (2018).
- Saved over \$350k for the Waste Water Treatment Plant operations and implemented a transition to a municipal operated plant (2018).
- Conceptualized and completed a \$3.6M street including water and sewer rehab (2017).
- Ensured \$4.1M in funding and spearheaded an upgrade for electrical transformer and switch gear (2016).
- Increased cash balances for Electric Utility by over 200% and allowed the City to enter into a revenue bond for a new transformer and switch gear (2015).
- Reversed Solid Waste's negative fund (-\$750k) to a positive balance of \$400k in 2 years ultimately leading to building a Material Recycling Center with additional revenue (2014).
- Spearheaded financing of a large-scale water project and implemented a more conservative model by utilizing State Revolving and effectively saved more than \$600M (2014).
- Conceptualized a State Revolving Loan Fund for the Waste Water Treatment plant (\$2.4M upgrade) (2014).

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Police Chief, 2013 – 2014

Managed all the routine operations for the city's police department. Provided leadership and supervision to officers and staff. Collaborated with city management and leaders to identify city needs and develop strategies. Implemented improved purchasing practices and funding methods while maintaining department budgets.

Key Contributions:

- Developed, streamlined, and implemented numerous policies and procedures for the department.
- Re-instituted the Reserve Officer program and hired local officers.
- Selected as the City Manager after recognition of leadership abilities and asked to hire my replacement.

Poweshiek County Sheriff's Office, Montezuma, IA

Chief Deputy, 2001 – 2013

Supervised and directed operations within the Sheriff's Department and managed over 35 employees and a \$3M budget. Ensured regulatory compliance and safe practices in all operations including Patrol, Investigations, E-911 Communications, Jail Divisions and the Civil Department. Conducted job performance evaluations and multiple HR functions. Also oversaw internal and external strategic planning to coincide with county and state visioning for law enforcement agencies. During this time I was also Interim County Emergency Manager while full time search was conducted.

Key Contributions:

- Secured and acquired over \$750k in grants and private foundations to fund technology, equipment, and special projects to enhance law enforcement efforts.
- Spearheaded the development and training of the Poweshiek County Emergency Response team (ERT).
- Oversaw the project, design and development of operations for the \$9M County Public Safety Center project (2008).
- Built a County Public Safety Center by securing a Local Option Sales Tax and the bonding processes (2006).
- Acted as project manager and oversaw staffing and training of a County Wide Communications effort and merged two dispatch centers (2010).

Additional Appointments

Team Rubicon Regional Deputy Field Operations Manager, (Volunteer), Team Rubicon Disaster Operations and Response, Multiple Locations, IA 2008 – Current

Army National Guard Captain Military Intelligence/Commander (Retired), Multiple Deployments and Assignments, 1989 – 2015 *Full Military Resume Available Upon Request*

Supervisor Sergeant, Detective Sergeant, Narcotics Investigator, and Police Officer, City of Grinnell Police Department, Grinnell, IA, 1995 – 2001

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Education and Credentials

Master of Public Administration
Drake University – Des Moines, IA
**Bachelor of Science, Public Administration &
Management**
Excelsior College – Albany, NY

National Certified Public Manager
Drake University – Des Moines, IA
Law Enforcement Executive
Northwestern University, School of Police
Staff and Command - Evanston, IL

Professional Trainings

League of Cities Business Conference, 2018
Iowa State University Planning and Zoning, 2018
Iowa Municipal Managers Institute Spring Conference, 2017
ICS 200 Single Resources and Initial Action Incident, 2017
ICS 800 National Response Framework, 2017
Iowa Municipal League of Cities, 2016
Iowa Municipal Managers Institute Spring Conference, 2016
Employment Law, 2016
Iowa Municipal Managers Leadership Summit, 2014
Electronic Systems & Engineering, 2014
Municipal Leadership Academy, 2013
Iowa League of Cities Municipal Budgeting Session, 2013
FBI Fraud Prevention for Business Owners, 2013
Leadership Conference 2013
Iowa Police Chiefs Executive Training Conference, 2012
Missing Children Seminar for Chief Executives, 2011
US Secret Service Principles of Protection, 2011
Negotiating Labor & Management Contracts 2008
Spanish for Law Enforcement 2008
Military Intelligence and All Source Tactical Intelligence School 2005
Principles of Labor Negotiations 2005
Poweshiek Leadership Program, 2004
Reid Interview and Interrogations Certified, 2000
First Line Leadership, 2000

Awards and Recognitions

Commendation Letter, POTUS, *Operation Hermes* 2016
Bronze Star recipient, *Operation Enduring Freedom* 2011
Combat Action Badge, *Operation Enduring Freedom* 2011
Bronze Star recipient, *Operation Iraqi Freedom* 2007
German Armed Forces Proficiency Badge, *German Army* 2006
Commendation Letter, State of Iowa, DVA/SAC 2006
Commendation of Valor, City of Grinnell, 1998
Commendation of Valor, City of Chania, Crete Greece, 1993
Commendation, Flag Officer *Operation Desert Storm* 1991

CITY OF CRYSTAL RIVER
 123 NWHWY 19
 CRYSTAL RIVER, FL
 24428-3999

EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

Position(s) Applied For City Manager			Date of Application 2/25/19
How Did You Learn About Us?	<input type="checkbox"/> Relative	<input type="checkbox"/> Inquiry	
<input checked="" type="checkbox"/> Advertisement	<input type="checkbox"/> Friend	<input type="checkbox"/> Other	
<input type="checkbox"/> Employment Agency			

Last Name McNaul	First Name Lawrence	Middle Name Wade
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Address	Number	Street	City	State	Zip Code

Telephone Number(s)	Driver's License Number	Issued By

Best time to contact you at home is:

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No

If Yes, give date _____

Have you ever been employed with us before? Yes No

If Yes, give date _____

Do any of your friends or relatives, other than spouse, work here? Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status
Proof of citizenship or immigration status will be required upon employment. Yes No

Date available for work **04/08/19** What is your desired salary range? **\$125,000**

Are you available to work: Full-Time (please indicate 1 2 3 shift)
 Part-Time (please indicate Mornings Afternoon Evenings)
 Temporary (please indicate dates available **04/08/19 - 04/08/19**)

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Have you been convicted of a felony within the last five years? Yes No

A criminal record does not constitute an automatic bar to employment and will be considered only as it relates to the job in question.

EDUCATION

	Name and Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School	Montezuma Comm	Gen Ed	8	Yes
High School	Montezuma Comm	Gen Ed	4	Yes
Undergraduate College	Excelsior College	Admin/Management	4	B.S.
Graduate Professional	Drake University	Public Admin	2	M.P.A.
Other (Specify)	Drake University	National Accredited Public Manager	2	CPM

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training received in the United States military.

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer	City of West Liberty		Dates Employed		Work Performed	
	Address	409 N Calhoun St West Liberty, IA		From	To		
	Telephone Number(s)			Hourly Rate/Salary			
	Job Title	City MGR	Supervisor	Mayor	Starting		Final
	Reason for Leaving	Relocated/Prof Development		78K	95K		Day to Day Operations Gen Mgr Utilities
2.	Employer	Poweshiek County		Dates Employed		Work Performed	
	Address	4802 Barnes City RD		From	To		
	Telephone Number(s)			Hourly Rate/Salary			
	Job Title	Chief Deputy	Supervisor	Sheriff, Sheets	Starting		Final
	Reason for Leaving	Professional Development					Day to Day Operations Patrol, Jail, Civil, E-911, Investigations, Project Mgr 11,000,000 upgrade
3.	Employer			Dates Employed		Work Performed	
	Address			From	To		
	Telephone Number(s)			Hourly Rate/Salary			
	Job Title		Supervisor		Starting		Final
	Reason for Leaving						
4.	Employer			Dates Employed		Work Performed	
	Address			From	To		
	Telephone Number(s)			Hourly Rate/Salary			
	Job Title		Supervisor		Starting		Final
	Reason for Leaving						

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.
You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

ADDITIONAL INFORMATION

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

Disaster response preparedness, Chainsaw Operations,

SPECIALIZED SKILLS (CHECK SKILLS/EQUIPMENT OPERATED)

<input type="checkbox"/> Terminal	<input type="checkbox"/> Spreadsheet	Production/Mobile Machinery (list)	Other (list)
<input type="checkbox"/> PC/MAC	<input type="checkbox"/> Word Processing	_____	_____
<input type="checkbox"/> Typewriter	<input type="checkbox"/> Shorthand	_____	_____
WPM ____	WPM ____	_____	_____
		_____	_____

State any additional information you feel may be helpful to us in considering your application.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given. YES NO

REFERENCES

1. Kay Smelik	(641) 236-2600
(Name)	Phone #
520 4th Ave Grinnell, IA	
(Address)	
2. Lee Geertz	(319) 627-2418
(Name)	Phone #
409 N Calhoun St West Liberty, IA	
(Address)	
3. Bill Menner	
(Name)	Phone #
(Address)	

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Lawrence McNaul

Signature of Applicant

2/25/19

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes No

Remarks _____

Employed Yes No Date of Employment _____

Job Title _____ Hourly Rate/
Salary _____ Department _____

By _____ NAME AND TITLE DATE

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FOR PERSONNEL DEPARTMENT USE ONLY

Position(s) Applied For Is Open: Yes No

Position(s) Considered For: _____

Date _____

NAME: _____

POSITION: _____

DATE: _____

/ /

February 14, 2019

Honorable Joe Meek
Mayor
City of Crystal River
123 NW Hwy 19
Crystal River, FL 34428

Dear Mayor Meek,

I am applying for the position of City Manager for the City of Crystal River. I have had extensive experience in local government management in Florida and Georgia. I also served in several capacities in the City of Crystal River in the 1980's and 90's including as City Manager.

Crystal River was very important in training me up as a young man starting my career in local government. I'd like to bring my experience back to the City that was so gracious to me.

Sincerely,

Merv Waldrop

Merv Waldrop
County Administrator
Burke County, Georgia

RESUME
TONY MERVIN "MERV" WALDROP

Telephone: 706-554-2324 work

Address:

Email: mervga@yahoo.com

Date of Birth:

EDUCATION:

THE UNIVERSITY OF GEORGIA

Athens, Georgia
Degree – Bachelor of Arts
Major – Geography
June 1983

JONES COUNTY HIGH SCHOOL

Gray, Georgia
Graduated: June 1979

EMPLOYMENT EXPERIENCE:

2001 to Present: BURKE COUNTY BOARD OF COMMISSIONERS, Waynesboro, Georgia

COUNTY ADMINISTRATOR

Duties: As Administrator for the County, I serve as chief budget officer and personnel director. Duties include preparing and monitoring the annual budget, custodianship of the records of the county, reviewing and approving purchase orders, insuring that the county policies are followed. I have worked on selection and implementation of a new financial program to bring county into compliance with the uniform chart of accounts and GASB 34 requirements. I have worked on various projects involving Special Purpose Local Option Sales Tax including a new Judicial Center, recreation facilities and road paving. I have served as the county's representative on the Indigent Defense Committee, Library Board, and Workforce Investment Board. I have worked on a team recruiting several new industries to Burke County.

REFERENCES:

Adam Nelson
Fleming and Nelson
631 Ronald Reagan Drive
Evans, GA 30809
706-434-8770

Preston Conner
Southern Bank
855 Liberty Street
Waynesboro, GA 30830
706-437-9977

Charlie Story
Story & Associates
625 N Liberty St
Waynesboro, GA 30830
706-554-6621

Jackson E. Cox
Attorney At Law
Waynesboro, Georgia
706-554-7070

Cathleen Moran

From: no-replycrystalriverapplications@gmail.com
Sent: Thursday, February 14, 2019 6:51 PM
To: Cathleen Moran
Subject: Applications

Name
MERV WALDROP

Address

City, State & Zip

Phone Number
--

Email:
mervga@yahoo.com

Date of Application
FEB 14, 2019

Position Applied for?
CITY MANAGER

How Did you Learn About Us?
Friend

If other, where?
ALSO FLORIDA LEAGUE OF CITIES LISTING

Driver's License Number / Issuing State

Best Time to Reach you
ANYTIME

If you are under 18 years of age, can you provide required proof of eligibility to work?
N/A

Have you ever filed an application with us before?
Yes

When?
1985

Have you ever been employed with us before?

Reason for Leaving:
STILL EMPLOYED

Employer & Phone Number
MERIWETHER COUNTY BOARD OF COMMISSIONERS 706-672-1314

Dates of Employment
1993 TO 2001

Work Performed
COUNTY ADMINISTRATOR

Reason for Leaving:
FOUND BETTER POSITION

Employer & Phone Number
CITY OF CRYSTAL RIVER 352-795-4216

Dates of Employment
1985 TO 1993

Work Performed
CITY MANAGER, PLANNING DIRECTOR, PLANNER

Reason for Leaving:
TO BE CLOSER TO FAMILY IN GEORGIA

Employer & Phone Number
JONES COUNTY BOARD OF COMMISSIONERS

Dates of Employment
1984 TO 1985

Work Performed
COUNTY CLERK

Reason for Leaving:
FOUND BETTER POSITION IN FLORIDA

Specialized Skills
PC/MAC
Spreadsheet
Word processing

Other Qualifications

Note to applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED OF THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING. Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied?

Yes

Reference Name & Phone Number