



**Minutes of the  
Crystal River City Council  
Regular Council Meeting  
Monday, February 25<sup>th</sup>, 2019 @ 7:00 p.m.  
Council Chamber, City Hall**

**1. CALL TO ORDER**

Mayor Meek called the meeting to order at 7:00 p.m.

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

**Council Absent:** None

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

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

Mayor Meek recognized Inverness City Council member Ken Hinkle.

**2. ADOPTION OF AGENDA**

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

**3. PRESENTATIONS**

A. *State of the City Address.....Mayor Meek*

Mayor Meek made his 2019 Annual State of the City Address (ATTACHMENT "A").

**4. UNFINISHED BUSINESS**

**5. APPROVAL OF CONSENT AGENDA**

A. Motion to approve minutes from the Regular City Council meeting held February 11, 2019

B. Monthly Departmental Report Summary for the month of January

C. Motion to approve a Special Event Permit for Pete's Pier for Boat Auction

**Background:** [Agenda Sheet **Requested Motion: Motion to approve a special event permit submitted by Pete's Pier for a Boat Auction.**

**Summary:** Pete's Pier has submitted a special event permit for a boat auction to be held on March 15<sup>th</sup> and March 22, 2019. The auction will take place on the Pete's Pier property. Parking for the event will be at the grass lot outside Pete's Pier and shuttle parking from Kings Bay Plaza. Both lots will be manned and supervised by Pete's Pier staff. Normal operations to Pete's Pier and the City boat ramp will remain open.

**Staff Recommendation:** Staff recommends approval.

End of Agenda Sheet]

D. Motion to approve the setting of a Budget Workshop for Wednesday, March 27, 2019 at 1:00 p.m.

**Background:** [Agenda Sheet **Requested Motion: Motion to approve the scheduling an FY 2020 Budget Workshop for Wednesday, March 27, 201 at 1:00 p.m. to be held in the Council Chambers.**

**Summary:** Traditionally, Council holds their first Budget Workshop prior to the April Council meeting. All Councilmembers have been contacted and a quorum is available for this time and date.

**Staff Recommendation:** Approval of the meeting for the date listed above. End of Agenda Sheet]

E. Motion to approve the setting of an Executive Session for Thursday, June 27<sup>th</sup> at 1:00 p.m.

**Background:** [Agenda Sheet **Requested Motion: Motion to schedule an Executive Session to discuss labor negotiations for Thursday, June 27<sup>th</sup> at 1:00 p.m.**

**Summary:** Once a year prior to finalization of the budget City Council meets in executive session to discuss labor related costs and issues. Staff is working to reschedule this session prior to the second FY 20 Budget Workshop. The agenda item is only to set date and time. All Council members have been contacted and a majority has indicated availability for the proposed time and date.

**Staff Recommendation:** Approval of the meeting date and time listed above. End of Agenda Sheet]

F. Update regarding Citrus County Hurricane & All Hazards Expo Participation

**Background:** [Agenda Sheet **Requested Motion: None- Information regarding participation in the Citrus County Hurricane and All Hazards Expo.**

**Summary:** City Staff will be participating in the Annual Hurricane & All Hazards Expo at the National Guard Armory from 9:00 a.m. to 1:00 p.m. on May 11, 2019. This will be the second year that the City has participated in the Expo. Staff will be providing hurricane information along with some City promotional items.

**Staff Recommendation:** N/A.

End of Agenda Sheet]

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

## **6. PUBLIC INPUT**

*(Time Limit of Three Minutes)*

**Ray Jones- 10 NE 4<sup>th</sup> Street- Unit 3-** Followed up with Council members on a previous request for assistance with a legal matter originating in Michigan, with staff confirming previous referrals given to multiple legal aid organizations. et-up and lost job, reached out to MFCLS – left me a stack of papers

**Phillis Rosetti- 209 SE Paradise Point Road-** Inquired about installation status of a recently purchased parking meter and inquired about Executive Session purpose, with Council and staff providing updates and clarification.

**Pete Langlois-1123 SE 3<sup>rd</sup> Avenue-** Commented on city website, offering to assist with any future re-design.

**Dee Atkins-3851 N. Nokomis Point-** Commented on Mr. Langlois' web design skills.

Millie Bresnahan- 1801 NW US Highway 19- Invited Council members to mall for a tour and offered meeting space.

Linda Soyka- Spoke in favor of generating more traffic at the Crystal River Mall.

## **7. PUBLIC HEARING**

- A. Consideration of motion to approve Ordinance No.19-O-08 Amending Chapter 4, "Site Design Requirements", Section 4.05.06 "City Tree Board; Street Trees and Park Trees" on First Reading and Setting a Public Hearing for March 11, 2019 at 7:00 p.m.

**Motion to read the ordinance by title only was made by Council member Holmes; seconded by Council member Brown. Motion carried unanimously.**

### **AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING APPENDIX A LAND DEVELOPMENT CODE, CHAPTER 4 SITE DESIGN REQUIREMENTS, SECTION 4.05.06 CITY TREE BOARD; STREET TREES AND PARK TREES; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.**

Background: [Agenda Sheet Requested Motion: Motion to approve Ordinance No. 19-O-08 amending Chapter 4, "Site Design Requirements", Section 4.05.06 "City Tree Board; Street Trees and Park Trees" on First Reading and Setting a Public Hearing for March 11, 2019 at 7:00 p.m.

**Summary:** After nearly year of being unable to hold Tree Board meetings due to lack of a quorum and the City's staff desires not to lose the Tree City status, it is necessary to amend City Code to dissolve the City Tree Board and have Public Works Department assume responsibility for the Care of the City Trees.

To ensure the City did not lose the Tree City status staff contacted Will Liner, Urban Forestry Program Manager, of the Florida Arbor Day Foundation to inquire how to maintain our current Tree City Status without the Tree Board. Mr. Liner graciously helped with the transition of dissolving the Tree Board and Public Works Department assuming full responsibility and care for the City Trees.

Mr. Liner reviewed the proposed ordinance as changed and responded with some information to considered and that "the ordinance looked great and meets all the criteria of the Tree City USA program".

**Staff Recommendation: Approval.**

End of Agenda Sheet]

**City Manager Burnell provided a brief overview of the item.**

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

**Motion to approve Ordinance No. 19-O-08 amending Chapter 4, "Site Design Requirements", Section 4.05.06 "City Tree Board; Street Trees and Park Trees" on First Reading and Setting a Public Hearing for March 11, 2019 at 7:00 p.m. on First Reading was made by Council member Fitzpatrick; seconded by Council member Brown.**

Council discussion: There was none.

**Motion carried unanimously.**

## **8. CITY ATTORNEY**

A. Update regarding City Manager search

Ms. Rey reviewed items on which Council consensus must still be reached, including draft interview questions and proposed schedule, noting the scheduling decision could be based on total number of applications received, which staff members are screening for completeness and minimum qualifications. Ms. Rey also confirmed that the A.G.O. request regarding short-term rentals had been submitted to the Attorney General's Office.

**9. CITY MANAGER**

A. Withlacoochee Regional Water Supply Authority Update

**Background:** [Agenda Sheet] **Requested Motion: None- Update regarding Withlacoochee Regional Water Supply Authority Board.**

**Summary:** In January the Withlacoochee Regional Water Authority (WRWSA) voted Inverness Council Member onto the board and removed the Crystal River board member. Upon determinations made by Crystal River's Attorney and Citrus County's Attorney, this was not permissible under an Interlocal Agreement between City of Crystal River and City of Inverness addressing WRWSA representation. WRWSA does not dictate or determine the City seats on the board, making the actions taken by the board inappropriate and not authorized under the agreement between Crystal River and Inverness.

On February 20, 2019 a special meeting was held by WRWSA to hire a lawyer litigate a recent action taken against the board by Sumter County. In that meeting representatives from both cities were present and did not leave their board seats or stand down. Councilmember Brown firmly repeated that he was going to remain on the board and had not and will not relinquish the seat. He asserted that the actions taken by the board and City of Inverness to remove City of Crystal River did not follow the Withlacoochee Regional Water Supply Authority or City of Inverness Charter or Interlocal Agreement to take such action.

**Staff Recommendation:** NA

End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item and Council member Brown discussed the meeting, Interlocal Agreement with the City of Inverness regarding WRWSA representation, and ongoing negotiation efforts between the managers of both cities. Council consensus was also reached for Council member Brown to continue representing the City on the WRWSA Board. Ms. Rey confirmed that the City would not pursue legal action and provided clarification regarding a legal action filed by one of the counties represented on the Board regarding a budget related vote.

B. Discussion on 2020 Law Enforcement Services Agreement with Citrus County Sheriff's Office

**Background:** [Agenda Sheet] **Requested Motion: None. Discussion on 2020 Law Enforcement Services Agreement with Citrus County Sheriff's Office.**

**Summary:** During the February 11, 2019 City Council Meeting it was requested that the 2020 law enforcement services contract be discussed in a public meeting to determine how to proceed for the next budget cycle.

The City has been under contract with Citrus County Sheriffs for enhanced community protection services for over ten (10) years originally as a cost saving to the City. In the past Councilmembers have supported the continuance of the contract but during several budget workshops, open to the public, have looked for reduction in costs and improved services. In the last five (5) years the cost has been reduced through the elimination of one (1) Sheriff Deputy assigned directly to Crystal River. In 2017 the City negotiated a part-time on-water Sheriff Deputy and purchased a boat for that patrol duty.

City Council also considered establishing a new police department over the last few years, even holding a special workshop to consider the matter, though costs appeared to be an impediment to moving in that direction, and no clear guidance was given at that time.

**Staff Recommendation: If City Council wants to pursue any direction staff would work on that request. A workshop before the first budget meeting maybe appropriate for this issue.** End of Agenda Sheet]

City Manager Burnell provided a brief overview of the item. Council discussion was held regarding reviewing contract specifics, patrolling and enforcement methods, and options including elimination of the enhanced services and city police department creation. Staff was directed to provide Council members with the current contract for review to be brought back for discussion at the March 25th meeting.

#### C. Riverwalk Update

**Background:** [Agenda Sheet] **Requested Motion: None. Update regarding Riverwalk.**

**Summary:** The Mayor and City Manager presented the status of the Riverwalk Project to the Citrus County Board of County Commissioners on February 12, 2019. The public discussion was positive and the Commissioners' showed continued support in funding the project under the R.E.S.T.O.R.E. Act Funding from Pot 1. Funding is available for the project in the amount of \$2.1 million dollars (+/- \$300,000). The exact funding amount will be determined by the timing of project completion. Staff is planning to move forward based on a \$2.1 million-dollar commitment.

The engineering firms involved are now restarting the project and completing responses for the required environmental permitting.

Legal staff is preparing final documents for the signoff related to easements and riparian rights on the two remaining sites.

**Staff Recommendation:** NA

End of Agenda Sheet]

City Manager Burnell provided a brief status update regarding the Riverwalk project.

## 10. CITY COUNCIL

### 11. COMMITTEE REPORTS

#### A. Mayor Meek

- *Citrus County Board of County Commissioners*

#### B. Council member Fitzpatrick

- *Citrus County Community Charitable Foundation*
- *Metropolitan Planning Organization* – Reported on appointment of County Commissioner Jeff Kinnard to MPO Planning Board Chair, upcoming long-range planning workshop, and vote to adopt resolution supporting parkway extension past Citrus County.
- *Three Sisters Springs Coordination Committee*- Reported on recent meeting to discuss 65% completion plans for site development, noting delayed construction to begin in March.

Ms. Rey also provided a status update regarding the management plan and management agreement. Council member Brown

- *Waterfronts Advisory Board*
- *Crystal River Main Street*- Reported on meeting during which items including Town Square options were discussed, noting suggestions including curvy sidewalks, fountain near barrier, and increased seating and shade. He also confirmed support of City Hall relocation to area behind the current city hall. He also confirmed Main Street was assisting with NW 3<sup>rd</sup> St. Boat Ramp relocation decision.
- *Library Governing Advisory Board*

- *Withlacoochee Regional Water Supply Authority*

C. Vice Mayor Guy

- *Tourist Development Council* – Reported on Board vote against funding multi-use path on Fort Island Trail, commending TDC staff.
- *Florida League of Cities*- Expressed concerns with job posting glitches on website.

D. Council member Holmes

- *Keep Citrus County Beautiful*-Reported meeting was held with no quorum.
- *Springs Coast Steering Committee*- Reported on upcoming meeting scheduled for April 8th to discuss project prioritizations.

**12. COMMUNICATIONS**

Council member Brown congratulated Crystal River Watersports Guardian Guide Designation, reading requirements and reported on Crystal River Boat Builders concerns regarding Chamber Building demo.

**13. COUNCIL MEMBER REPORTS**

A. Mayor Meek - Recapped on upcoming items, including CRA item for revised Town Square Conceptual Design update. City Manager Burnell confirmed projected cost may come later and inquired about incorporating Main Street comments reported by Council member Brown, including curvy sidewalks, fountain near barrier, seating and shade. Mayor Meek also noted need for consideration of future City Hall location on an upcoming agenda. Council member Fitzpatrick inquired about cell tower relocation, on which City Manager Burnell provided an update. Mayor Meek also noted upcoming City manager selection process. Further discussion was also held regarding relocating Boat Builders and Council member Brown requested an update regarding the Longley property purchase status.

B. Council member Fitzpatrick

Commented on Chronicle article regarding Crystal River Boat Builders and need to provide notice for relocation.

C. Council member Brown

Reiterated need for Longley property update.

D. Vice Mayor Guy

E. Council member Holmes

Discussed utilization of spray field during power plant outages and requested point of contact and plans for Wawa development. He also expressed Riverwalk-related parking concerns, with Mayor Meek confirming plans to install clear signage to redirect Riverwalk parking to public lots.

**14. PUBLIC INPUT**

*(Five Minute Time Limit)*

*Michael Gudis-fmr. Crystal River Council member- 253 N West Bay Path Drive-* Expressed concerns with Wawa impact on traffic.

Ray Jones-10 NE 4<sup>th</sup> Street- Unit 3- Thanked Council for assistance.

Christy Croteau-1123 SE 3<sup>rd</sup> Ave- Suggested native plants for Town Square landscaping, concurred with Mr. Gudis' traffic concerns, and discussed CCSO contract review.

Ken Hinkle- Inverness City Council member- 403 W. Ray Street- Discussed setting up a joint meeting between City of Crystal River and City of Inverness, noting his upcoming appointment as President of Inverness City Council. -

Shane Henry- Discussed CCSO contract review, suggesting comparative data analysis for items including on the water enforcement.

Keith Raym- 1290 NW 19<sup>th</sup> Ct- Discussed CCSO contract review, suggesting that thought be put into it, and discussed Crystal River Police Department and need for more D.U.I. arrests.

Pete Langlois- Discussed CCSO contract review, suggesting data analysis related to call volume, discussed ways to levy tourist tax funding and suggested considering code enforcement issues when planning for Riverwalk.

Gail Kostelnick- 2021 NW 13<sup>th</sup> Street- Expressed concerns with city website, noting link issues on Florida League of Cities Website and discussed desire to assist with City manager search, suggesting residential requirement.

## **15. ADJOURNMENT**

Mayor Meek adjourned the meeting at 8:48 p.m.

## ATTACHMENT "A"

### 2019 State of the City of Crystal River

I am excited to announce the state of the city of Crystal River is strong. Because of the hard work of City Council and City staff, 2018 was a year of action, and 2019 will see even more positive movement.

2018 saw a long list of accomplishments, which include:

Completion of Riverwalk Phase 1 (Landward portion)

A Focus on Sheriff's Office on-water enforcement- 3-5 days per week patrols in city -purchased boat

Three Sisters Springs- draft management agreement and funding agreement for on-site improvements

Pumphouse Restoration project through Historic preservation grant funding (partnered with Main Street & U.S. Water) with second Historic Preservation Grant awarded

Golf Cart Registration program

Business Licensing program improvements

Three Sisters Springs Trolley improvements (wrapping, purchase of passenger van in lieu of leasing second trolley)

Completion of Hunter Springs Park expansion

Our Fallen Heroes Memorial- first time hosted in Florida

Purchase of a new fire truck

City hall relocation needs assessment funding



### **2018 Code Revisions:**

Providing for installation of fences on vacant lots

Eliminated 2 acre minimum for P.U.D.s

Established Residential Neighborhood Permit Parking Zone (“Michigan Town”)

Improved maintenance standards for residential lots (grass height reduction)

Approval of Kingswood R.V. park P.U.D.

### **Grants Awarded:**

\$400,000 for Three Sisters Springs Refuge on-site improvements for road and parking area development (legislative appropriation)

\$25,000.00- Florida Department of Economic Opportunity (FDEO)

Competitive Florida Partnership grant funding... grant to assist with developing a long-term strategy to expand access in existing public (or private) spaces to accommodate commercial activities while preserving the integrity of our waterfront neighborhoods. If it is found that the demand in the selected waterfront area is greater than what can be reasonably accommodated in existing public and private facilities, the master plan will identify potential properties that could be acquired in the future to accommodate additional waterfront access.

\$40,000 for FDEO Community Planning Technical Assistance Grant

The grants provide communities the opportunity to develop innovative planning and development strategies to promote a diverse economy, vibrant rural and suburban areas and meet the requirements of the Community Planning Act, while protecting environmentally sensitive areas.

FEMA HMGP (Hazard Mitigation grant program) Funding-

\$2.6 million Sanitary Sewer Infiltration Project: addresses the problem of increased infiltration during flood events directly at the lift stations by retrofitting sanitary lift stations

## Water and Sewer Expansion Projects- FDEP funding:

### \$6.5 million for Southern Sewer Expansion

The first project is called the Southern Sewer Project that will eliminate 7.8 tons of nitrogen per year into the aquifer. There are 706 residential units and 16 commercial properties. The expected cost approximately 6.5 million dollars. It is funded by DEP at the rate of 50%, SWFWMD 25% and assessment of 25%. Timeline of the project is 2018 – 2021. There is an attached illustration of the areas being included.

### \$5.49 million for Indian Waters Sewer Expansion

The second project is called the Indian Waters Sewer Expansion Grant Project that will eliminate 3.0 tons of nitrogen per year. Many of the residences are on canals and all are near to the Indian River. It includes taking an older privately held package plant which directly outfalls into the river. The expected cost is \$5.5 million dollars. It is funded by DEP at the 50% of the cost, SWFWMD 25% and assessment of 25%.

Moving forward 2019 is proving to be a year of action in Crystal River. In just the first two months of 2019, city council and staff have worked on the following:

Riverwalk Phase II Easements/M.O.U. sign-offs- \$2.1 R.E.S.T.O.R.E. Act funding through Citrus County for Phase II (Waterward portion)

Bayside Conceptual Plan- staff developed, Council approved

Town Square Conceptual Design and decision to locate a new Town Square park at US 19 and Citrus Avenue

Moving forward with the old Chamber building Demolition for Parking Expansion and Citrus Ave Rear building Access

Coming up in 2019 the city will work on the following:

Water Upgrade Meter Upgrade Facilities Plan to address Potable Water Loss Project (\$4.4 million total cost) FDEP funding of \$2.7 million-

Vacant Property Registry ordinance development (through Main Street partnership)

Establishment of Special Taxing District to cover demolition expenses  
Adoption of CRA Overlay District ordinance  
Legislative management software implementation (NOVUS Agenda)  
Crosstown Trail Connector  
Streamlining/optimizing permitting processes  
Utility Relocation for U.S. 19 improvement project  
Address the proposed new FEMA Flood maps and the impact on the city.

In addition to all the exciting projects and initiatives in the city, from a financial standpoint, the city is in excellent condition. Crystal River has maintained a low millage rate at 4.5 mills. The city continues to maintain healthy undesignated reserves and is in a strong financial position from a Utilities and Community Redevelopment Agency standpoint.

While there is much work to be done ahead, 2019 will be a year of action and movement in Crystal River. The city will be hiring a new City manager and Planning and Development Director, two key positions in the operation of our government. In addition, the city will be moving forward with implementing the adopted Bayside Master plan, the water portion of the Riverwalk, deciding a location for a new City hall, and building a new Town Square park in the heart of downtown.

It is an honor and privilege to serve our city, and on behalf of city Council, I am proud to report the state of the city of Crystal River is strong!

Mayor Joe Meek