



Agenda

Crystal River City Council Meeting

Regular Meeting Agenda

Monday, March 23, 2026 at 5:30 PM
Citrus County Welcome Center

Joe Meek, Mayor
Chris Ensing, Vice Mayor/Council Seat #3
Gabrielle Satchell, Council Seat #1
Mindi Hastings, Council Seat #2
Robert Holmes, Council Seat #5

Audra Curts-Whann, City Manager
Rob Batsel, 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.
 - B. If you must speak to someone in the audience, please speak softly or go out into the hallway.
 - C. Personal comments/remarks, directed to Council or the public, are not allowed and are considered out of order.
2. Public Comment:
 - A. The general public will be allowed three (3) minutes to speak during the Public Input section at the beginning of the meeting and five (5) minutes to speak during the Public Input section at the end of the meeting.

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

- A. Brain Awareness Month Proclamation
- B. "Nature Coast Forever Land Conservation Program"

4. UNFINISHED BUSINESS

5. PUBLIC INPUT

(Three Minute Time Limit)

6. APPROVAL OF CONSENT AGENDA

- A. Motion to approve minutes of the City Council meeting held March 9, 2026
- B. Monthly Departmental Report Summary for the month of February
- C. Motion to approve the setting of a workshop to discuss matters related to new City Hall and Kings Bay for Wednesday, April 22, 2026 at 1:00 p.m.
- D. Motion to approve "Agreement for Conducting Municipal Election" between the Citrus County Supervisor of Elections Office (SOE) and the City of Crystal River(City) at a cost of \$1,000

7. PUBLIC HEARING

- A. Consideration of an unlisted dissimilar use application to allow an automotive dealership to be located within the Urban Center 1 Zone at 3540 North Citrus Ave, specifically, parcel 17E18S210010 4860 as identified in the records of the Citrus County Property Appraiser.
QUASI-JUDICIAL

8. INTRODUCTION AND FIRST READING OF ORDINANCES

- A. Introduction of Ordinance 26-O-07 (Application PA26-0001) for the voluntary contraction (de-annexation) of a 44.17-acre parcel addressed as 161 North Country Club Drive, as petitioned by Sarah Foti.
AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, FOR THE VOLUNTARY CONTRACTION (DE-ANNEXATION) OF THE CITY BOUNDARY BY DE-ANNEXING 44.17 ACRES MOL OF REAL PROPERTY ADDRESSED AS 161 NORTH COUNTRY CLUB DRIVE, CRYSTAL RIVER, FLORIDA, MORE PARTICULARLY AND LEGALLY DESCRIBED IN EXHIBIT A, ATTACHED HERETO AND FULLY INCORPORATED HEREIN BY THIS REFERENCE; PROVIDING FOR THE AMENDMENT OF CITY BOUNDARIES TO CONTRACT THE SUBJECT PROPERTY FROM THE CITY BOUNDARIES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.
- B. Introduction of Ordinance 26-O-03 (Application No. PCA26-0001) for an amendment of the Future Land Use Map for 3.05 acres, addressed 1075 North Suncoast Blvd, owned by Gulf Coast RV and Boat Storage LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.

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 BY RECLASSIFYING A PORTION OF A PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM SPECIAL DISTRICT TO URBAN CENTER LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- C. [Introduction of Ordinance 26-O-06 \(Application No. PZM26-0001\) for an amendment of the Official Zoning Map for 3.05 acres addressed as 1075 North Suncoast Blvd, owned by Gulf Coast RV and Boat Storage LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item.](#)

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING A PORTION OF PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY A PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM INDUSTRIAL TO URBAN CENTER 2 ZONING DISTRICT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- D. [Introduction of Ordinance 26-O-04 \(Application No. PCA26-0002\) for an amendment of the Future Land Use Map for 1.04 acres addressed 1154 NE 1st Street, owned by Alizzi Investment LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.](#)

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 BY RECLASSIFYING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY ALIZZI INVESTMENT LLC FROM SUBURBAN NEIGHBORHOOD TO THE URBAN NEIGHBORHOOD LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- E. [Introduction of Ordinance 26-O-05 \(Application No. PZM26-0002\) for an amendment of the Official Zoning Map for 1.04 acres addressed as 1154 NE 1st Street, owned by Alizzi Investment LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item.](#)

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY FINNELL PROPERTIES LLC FROM SUBURBAN

NEIGHBORHOOD 1 TO THE URBAN NEIGHBORHOOD 2 ZONE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

9. CITY ATTORNEY

- A. Update regarding agreement with 579 US Highway 19, LLC

10. CITY MANAGER

- A. GrantWorks discussion and prioritization of funding opportunities
- B. Motion to adopt Resolution No. 26-R-11 and approve Kimley Horn IPO No. 3 for the 5th St. Streetscape Design Project in the amount of \$48,700.00
- C. Motion to approve an Individual Project Supplement to the Master Agreement for Professional Services with Ayres and Associates in the amount of \$173,275.00 for Additional Project Management and Construction Observation Services - Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing)

11. CITY COUNCIL

- A. Discussion regarding City position on proposed development of parcel located at 7355 N. Citrus Avenue
- B. Discussion regarding City position on proposed development of artificial intelligence data center development in Holder

12. COUNCIL MEMBER AND COMMITTEE REPORTS

- A. Mayor Meek
- B. Vice Mayor Ensing
- C. Council member Satchell
- D. Council member Hastings
- E. Council member Holmes

13. PUBLIC INPUT

(Five Minute Time Limit)

14. ADJOURNMENT

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 3.A.

Requested Motion: Brain Awareness Month Proclamation

ATTACHMENTS:

Description

[Brain Awareness Month Proclamation](#)

PROCLAMATION

WHEREAS, Brain Awareness month is an international campaign, coordinated by the Dana Alliance for Brain Initiatives; and

WHEREAS, this organization is working to increase public awareness of the progress, promise, and benefits of brain research; and

WHEREAS, more than 1500 organizations in 55 countries participate, including scientific institutions, patient advocacy groups, schools, hospitals, government agencies and service groups; and

WHEREAS, this collaborative effort offers a rare opportunity for the groups to focus attention on their specific messages such as successful aging, early childhood development and medical research funding; and

WHEREAS, again, this year, the Pilot Club of Crystal River is participating in Brain Awareness Month by launching publicity to demonstrate our many and varied activities in the brain awareness filed, including educating children in Brain Safety with the acclaimed "Brain Minders" puppet demonstrations in community events and festivals; and Brain-O games at assisted living facilities; and

WHEREAS, this participation also includes Pick Me Ups for 1st Responders, Sheriff's Office, and Cypress Cove Assisted Living Personnel; this participation also includes scholarships for Withlacoochee Technical College students, and monetary donations to various charitable organizations such as: NAMI, Coping with Dementia, the Pilot Scholarship House Foundation, B.A.S.I.C.S United Inc., The Homeless Veterans Coalition, Wreaths across America, American Legion Post 155, Girls State and Daystar. This year we had the privilege of adding a new organization to support by donating \$750.00 to the Citrus County Fire Department Cadettes Academy from proceeds of our new calendar fundraiser; as well as a donation and support to the newly formed Achievement Rehabilitation Center, ABA Clinic in Inverness;

NOW, THEREFORE, I, Chris Ensing, Vice Mayor of the City of Crystal River, Florida, do hereby proclaim March 2026, as:

Brain Awareness Month

In witness whereof, I have hereunto set my hand and caused to be affixed the official seal of the City of Crystal River, Florida, this 23rd day of March 2026.

Attest:

Mia Fink, City Clerk



Chris Ensing, Vice Mayor

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 3.B.

Requested Motion: "Nature Coast Forever Land Conservation Program"

Summary:

Ramesh Buch, North Florida Land Trust, Director of Conservation Acquisitions to present on the Citrus County Forever Nature Coast Conservation Greenprint, as previously prepared for the Citrus County BOCC and presented in March of 2026.

ATTACHMENTS:

Description

[Citrus County BOCC Presentation.pptx](#)



Citrus County Forever Nature Coast Conservation Greenprint

March 10, 2026



CITRUS COUNTY

NATURE COAST FOREVER LAND CONSERVATION PROGRAM
A GREENPRINT FOR SUCCESS



NORTH FLORIDA
LAND TRUST

Ver: 02/04/2026

KAYAKS AT THREE SISTERS SPRINGS. NATIONAL GEOGRAPHIC APRIL 2013



NORTH FLORIDA
LAND TRUST



NORTH FLORIDA LAND TRUST

Founded in 1999

Our Mission

To preserve and enhance our quality of life by protecting North Florida's irreplaceable natural environment.

Our Vision

We Envision:

North Floridians feel more connected to and have a stronger appreciation for our unique native environment.

The North Florida Land Trust implements collaborative approaches for long-term solutions commensurate with rapid growth. By protecting more of North Florida's farms, forests, and natural areas, we maintain traditions, enhance lives, and sustain our expanding communities.

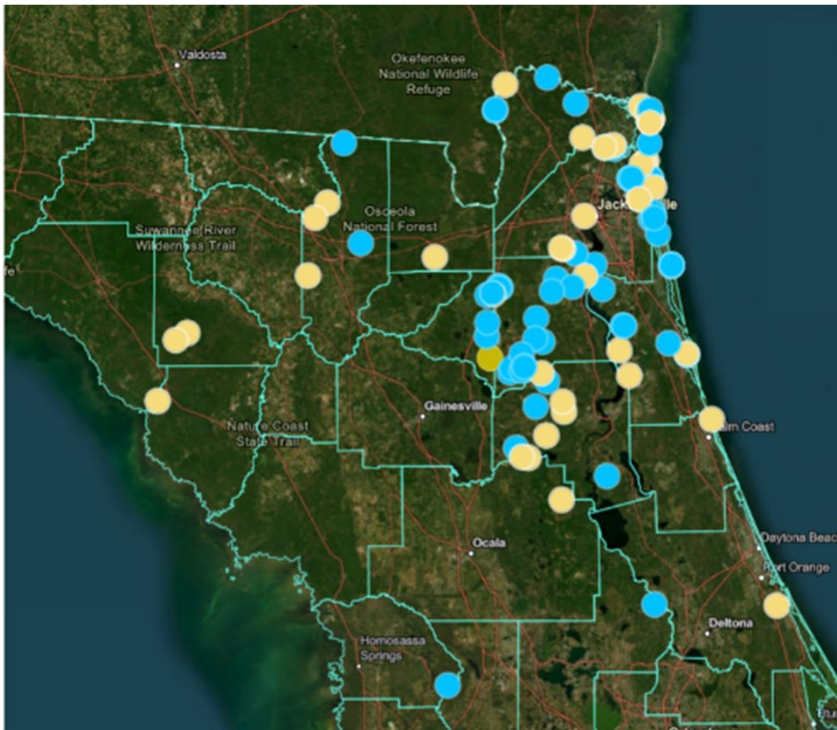
18 Staff



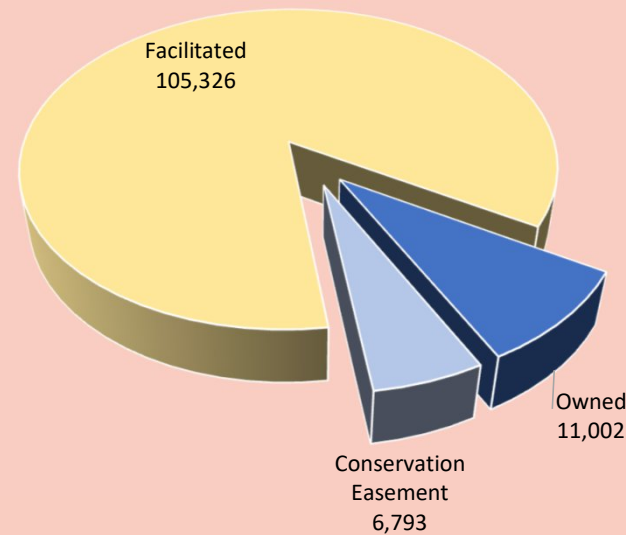
NORTH FLORIDA LAND TRUST

Core Focus Area includes:

Baker, Bradford, Clay, Columbia, Duval, Flagler, Hamilton, Lake, Marion, Nassau, Putnam, St. Johns, Union, Volusia



123,551 Acres Protected



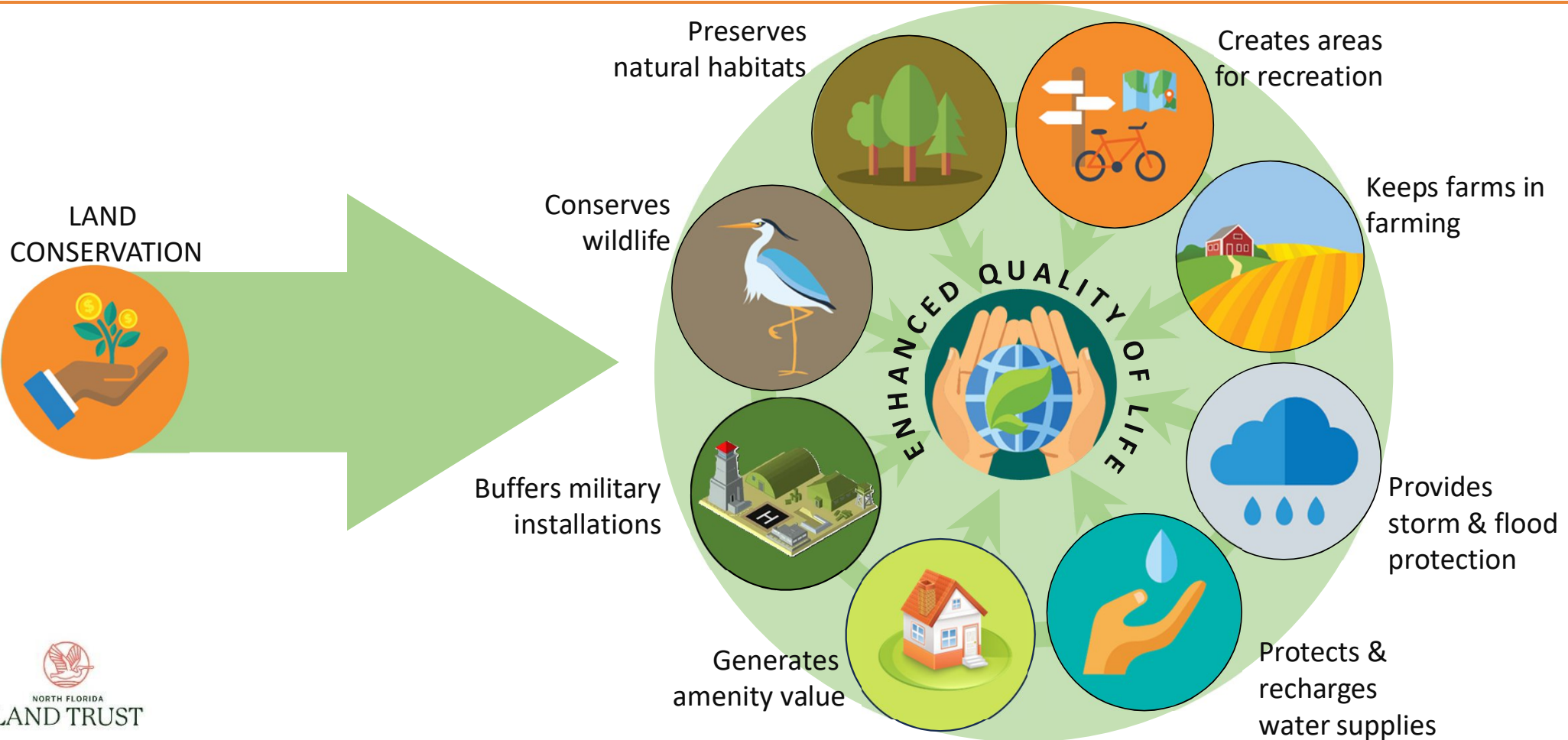
Owned: 45 properties

Conservation Easements: 15

Facilitated transactions: 47



BENEFITS OF LAND CONSERVATION



NORTH FLORIDA
LAND TRUST



METRICS

	LOCAL	LOCAL %	STATE	STATE %	FEDERAL	FEDERAL %	PRIVATE	PRIVATE %	TOTAL	COUNTY AREA	COUNTY IN CONSERVATION %
Citrus	310	0.08%	124,900	33.42%	9,050	2.42%	510	0.14%	134,770	373,760	36.06%
State Average 2026	8,313	1.61%	92,703	17.03%	58,717	8.51%	5,418	1.05%	165,151	515,297	28.20%

* FNAI 2026. No Military Acreages included.

COUNTY	LOCAL	STATE	FEDERAL	PRIVATE	TOTAL
Citrus	310	124,900	9,050	510	134,770
To Meet State Average	6,000	63,670	31,809	3,934	31,809
Deficit	5,690	(61,230)	22,759	3,424	(102,962)

* by Percent





COMMUNITY CONSERVATION - “GREENPRINTING”

1. Uses SUBJECT MATTER EXPERTS to identify benefits being lost and should be protected
2. Translates those benefits into CONSERVATION VALUES based on SCIENCE
3. Prioritizes those values using COMMUNITY INPUT
4. Provides RECOMMENDATIONS to achieve protection of VALUES – “Line of Sight”

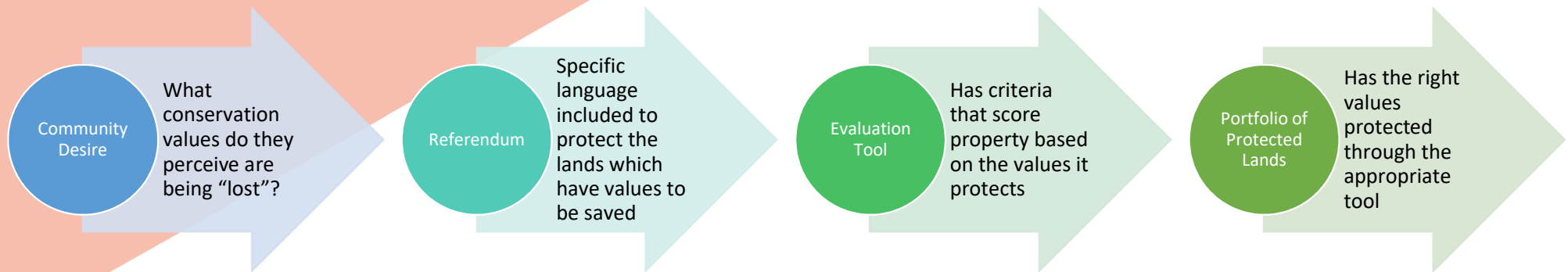
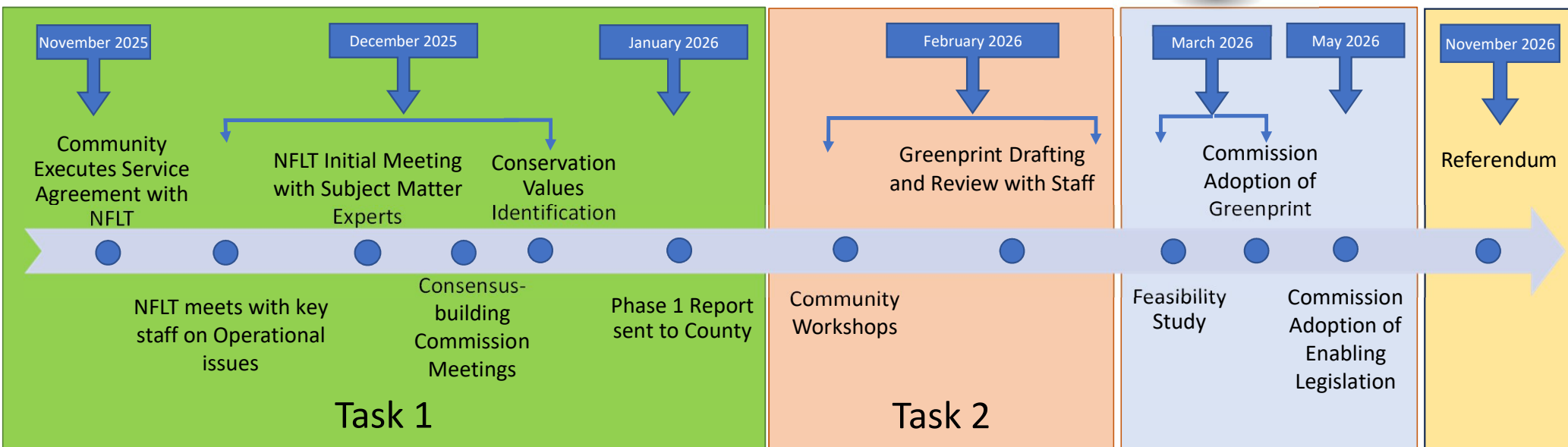


Image courtesy of Michael Drummond



PROCESS & TIMEFRAME





REFERENDUM EXAMPLE

ACQUISITION AND MANAGEMENT OF WATER RESOURCES AND ENVIRONMENTAL LANDS BOND REFERENDUM

To acquire, preserve, protect, manage, and restore, water resources, environmental lands and important fish and wildlife habitat, shall Polk County levy an additional 0.20 mill ad valorem tax and issue bonds payable therefrom in one or more series in an aggregate principal amount not exceeding \$75 million, excluding previously-authorized indebtedness, maturing no later than 20 years from the date of issuance of such bonds, bearing interest not exceeding the maximum lawful rate?

_____ YES, FOR BONDS

_____ NO, AGAINST BONDS



Since 1999 in Florida:

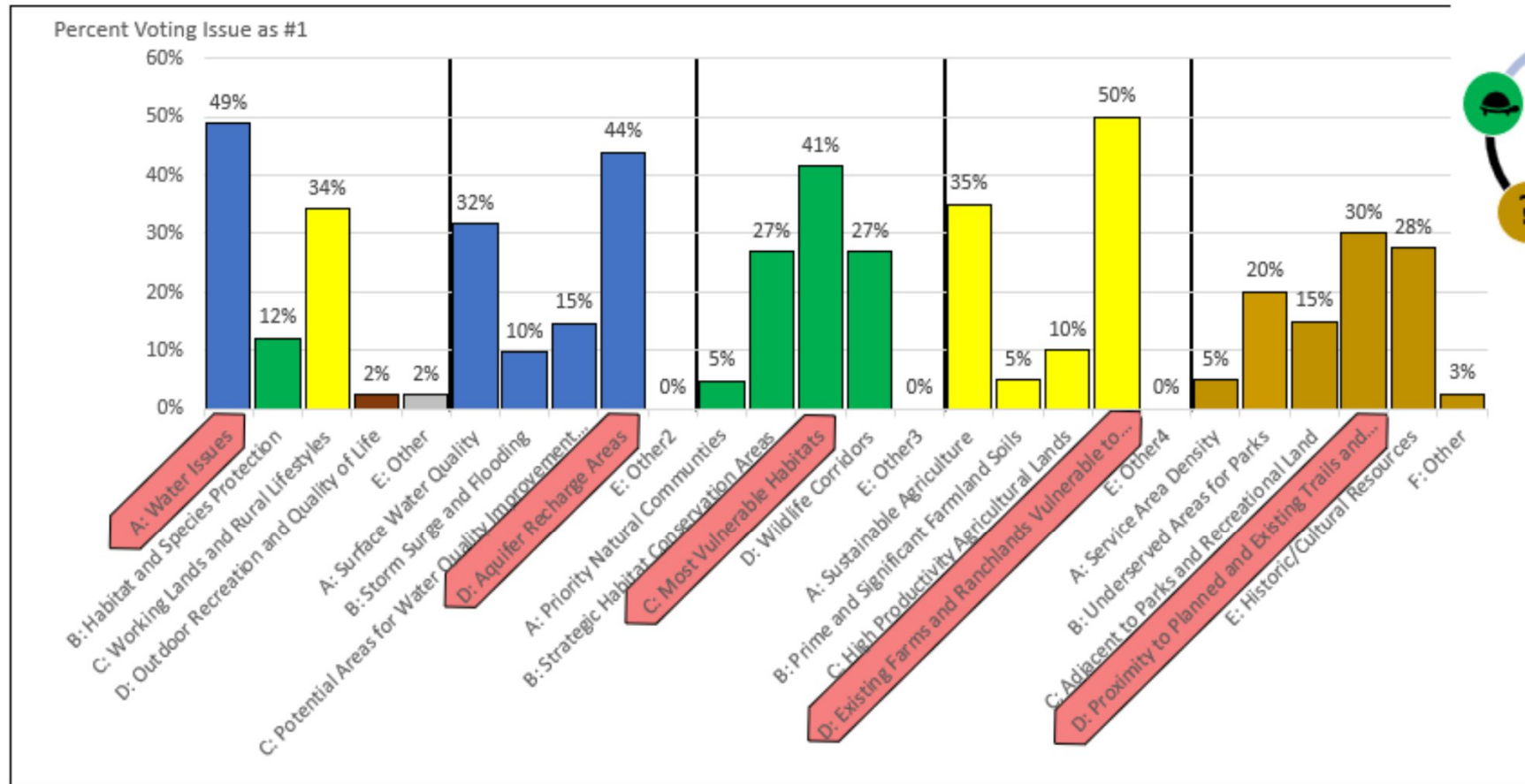
- 105/123 Referenda passed (85%)
- Average Margin 2:1 (64%) in favor
- \$5.5 Billion in voter-approved funds
- 27 Counties passed 73 of 84 Referenda

www.Landvote.org



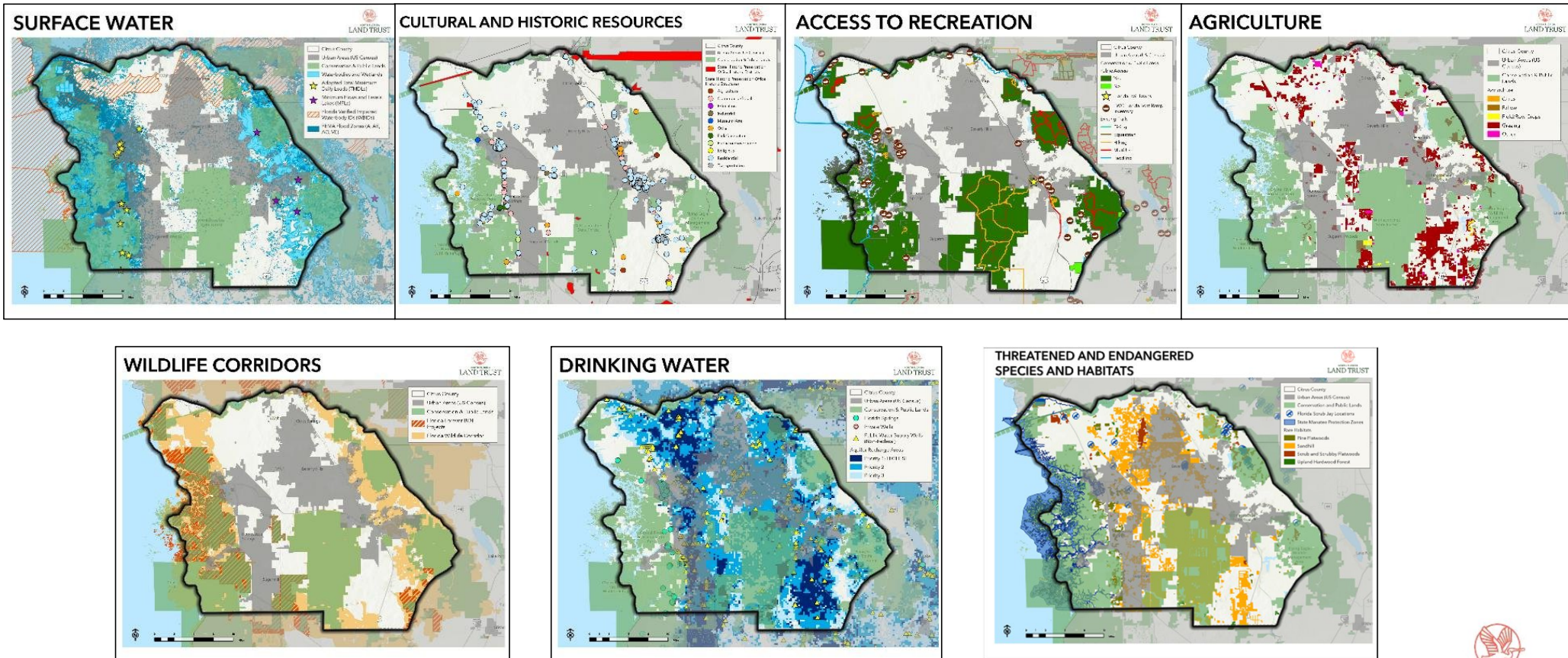


CONSERVATION VALUES: SME RESULTS





CONSERVATION VALUES: PICK THREE





CONSERVATION VALUES PRIORTIZATION

Polling results (number of votes for Theme)	County Commission	Community Workshops			Online 2/1/2026- 2/17/2026	Sum of Public	Total	Percent
		Citrus Springs 2/3/2026	Crystal River 2/4/2026	Lecanto 2/5/2026				
Conservation Theme	Votes							
Access to Recreation	2	0	5	11	97	113	115	19%
Agriculture	2	9	12	8	183	212	214	35%
Cultural and Historic Resources	1.5	5	5	3	69	82	84	14%
Drinking Water	5	26	24	34	394	478	483	79%
Surface Water Features	1	13	23	11	220	267	268	44%
Threatened & Endangered Species and Habitats	0	13	8	29	272	322	322	53%
Wildlife & Conservation Corridors	3.5	12	18	27	285	342	346	57%
Number of Participants:	5	26	32	41	507	605	610	100%

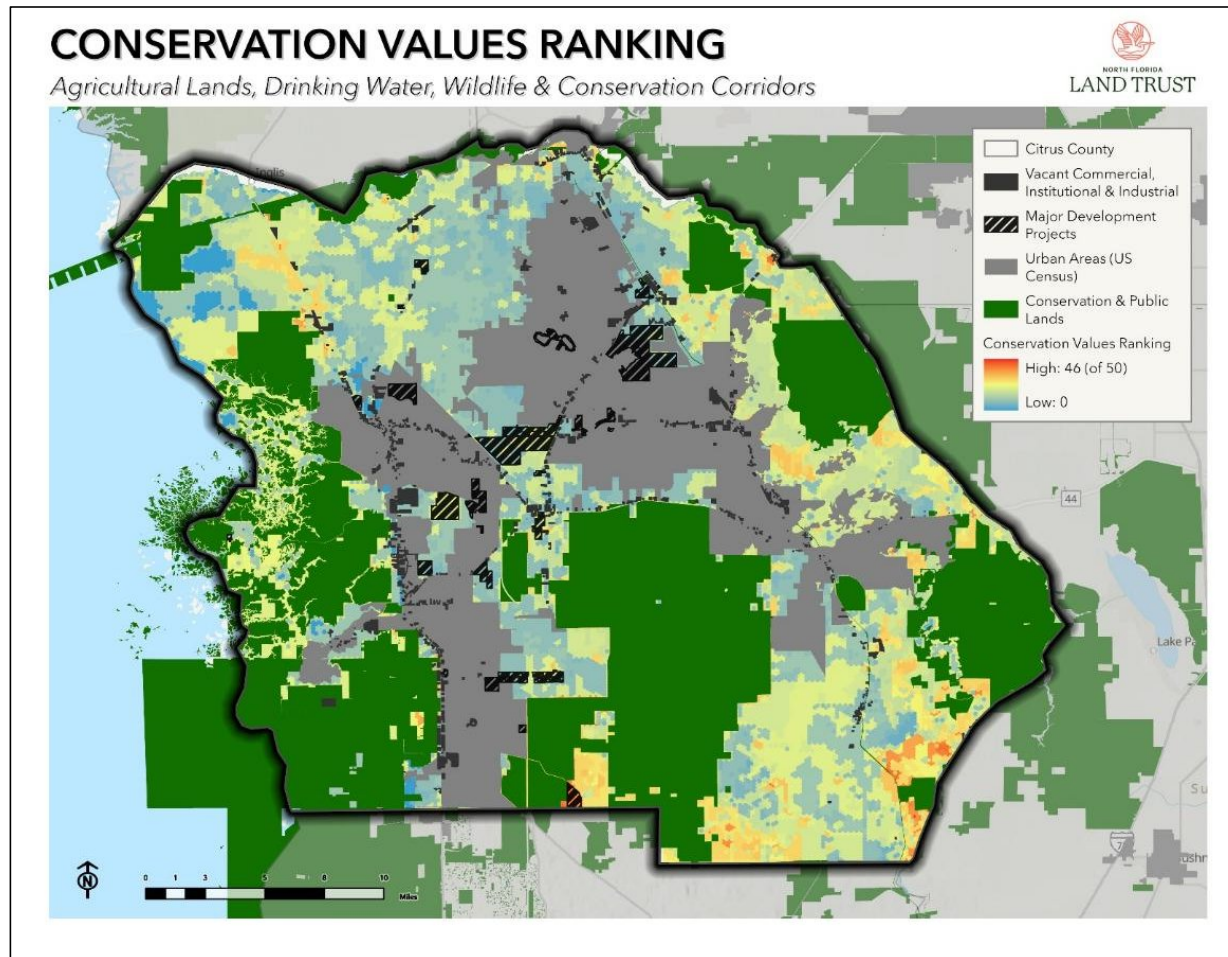


Conservation Theme	County Commission Rank	Combined Public Rank	Average Rank
	Rank Order		
Access to Recreation	3	6	4.5
Agriculture	3	5	4.0
Cultural and Historic Resources	5	7	6.0
Drinking Water	1	1	1.0
Surface Water Features	6	4	5.0
Threatened & Endangered Species and Habitats	7	3	5.0
Wildlife & Conservation Corridors	2	2	2.0





CITRUS COUNTY CONSERVATION VALUES HEAT MAP





REFERENDUM EXAMPLE

THE NATURE COAST FOREVER LANDS & RESOURCES PROTECTION BOND REFERENDUM

To acquire, preserve, protect, manage, and restore, water resources, agricultural lands and important wildlife corridors, shall Citrus County levy an additional _____ tax and issue bonds payable therefrom in one or more series in an aggregate principal amount not exceeding \$ _____ million, excluding previously-authorized indebtedness, maturing no later than _____ years from the date of issuance of such bonds, bearing interest not exceeding the maximum lawful rate?

_____ YES, FOR BONDS

_____ NO, AGAINST BONDS





CITRUS COUNTY CONSERVATION MANUAL



Ver: 02/04/2024

- Roles
 - Citrus County Board of County Commissioners
 - Citrus County Land Conservation Committee
- Nominating Properties
- Initial Office Review
- The Nomination Pool
- Evaluation Of Properties & the Land Conservation Program Property Decision Matrix
- The Eligibility Pool
- The Priority Pool
- The Active Acquisition List
- Acquisition of Conservation Lands
- Final BOCC action
- Stewardship of Acquired Property





CITRUS COUNTY CONSERVATION MANUAL

 Citrus County Nature Coast Forever	
1 Applicant Information	
Conservation Lands Program	
Applicant Name: Land Acquisition Project Nomination Form	
Street Address:	
City:	State: FL Zip:
Phone:	Fax: Email:
Applicant Signature: _____ Date: ____/____/____	
2 Property Owner Verification	
Does the Applicant have any property ownership interest in the project? (Please check one) No ☐ Skip to #4 Yes ☐ Please sign and date #3	
3 Access Authorization	
By signing below, I as the property owner, authorize County staff to access said property at reasonable hours and upon reasonable notice for the purpose of conducting such review as may be necessary to determine eligibility of the property (Valid only for property owner to authorize access) Owner Signature: _____ Date: ____/____/____	
4 Property Owner Information	
Owner Name: _____	
Street Address: _____	
City:	State: Zip:
Phone:	Fax: Email:
5 Owner's Authorized Agent (if applicable)	
Agent's name: _____	
Street Address: _____	
City:	State: Zip:
Phone:	Fax: Email:
6 Project Information	
General Location (address, intersection, etc.): _____	
Check box if this is this a Conservation Easement or Purchase of Development Rights Projects ☐	
Tax Parcel Acreage (if known):	Proposed Project Acreage (if known):
Tax Parcel Number (if known):	Please check here if this is a multiparcel project (A map outlining the project area or a list of the additional parcel numbers would assist staff's evaluation of the project) ☐
Section/Township/Range (if known):	Zoning Designation (if known):
Future Land Use Map Designation (if known):	
7 Project Description Describe the property's ecological significance, natural resources, scenic beauty, wildlife habitat etc. _____ _____ _____	
Please Do Not Write Below This Line. Staff Use Only	
Time/Date Stamp	Please Return This Form to: _____ Application Number: _____
Questions? Contact the Conservation Lands staff at the address above or by our email	
Reviewed by: _____	
Thank you!	

Citrus County Land Conservation Program Property Decision Matrix					
Project Name - Property - Date					
CATEGORY	Criterion	WEIGHTING	Enter Criteria Value Based on Site Inspection	Average Criteria Score	Average Criteria Score Multiplied by Relative Importance
(I-1) PROTECTION OF DRINKING WATER RESOURCES	A. Whether the property has geologic/hydrologic conditions that would easily enable contamination of vulnerable aquifers that have value as drinking water sources.		5		
	B. Whether the property serves an important groundwater recharge function.		5		
	C. Whether the property is in the catchment area for a community drinking water well or more than 5 individual private drinking water wells.		5		
(I-2) PROTECTION OF FARMS & WORKING FORESTS	A. Whether the property is in active agricultural use and follows Best Management Practices.		5		
	B. Whether the property is used for more than one agricultural product.		5		
	C. Whether the property has been in agricultural use for generations.		5		
	D. Whether the agricultural products from the property are sold locally.		5		
	E. Whether the property owner actively uses the property to support agri-tourism, agri-education or other events that showcase agricultural traditions.		5		
	F. Whether the property has high quality soils for croplands.		5		
	G. Whether the property has high quality soils for timberland.		5		
(I-3) PROTECTION OF WILDLIFE & CONSERVATION CORRIDORS	A. Whether at least 50% of the property is in the current Florida Wildlife Corridor as adopted by the State Legislature.		5		
	B. Whether the property is within the Optimum Boundary of an existing public conservation area, or adjacent to properties that are in a predominately natural condition that have environmental protections such as conservation easements.		5		
	C. Whether the property serves as documented or potential habitat for species with large home ranges.		5		
	D. Whether the property is listed as a Priority Natural Area, Strategic Habitat Conservation Area, or locally designated as necessary for wildlife and plant conservation.		5		
	E. Whether the property has documented federally listed or State listed species.		5		
	F. Whether the property serves as a special wildlife migration or aggregation site for activities such as breeding, roosting, colonial nesting, or over-wintering.		5		
	G. Whether the property is relatively free from internal fragmentation from roads, power lines, and other features that create barriers and edge effects.		5		
(I-4) SOCIAL AND HUMAN VALUES	A. Whether the property offers opportunities for compatible resource-based recreation, if appropriate.		5		
	B. Whether the property contributes to urban green space, provides a municipal defining greenbelt, provides scenic vistas, or has other value from an urban and regional planning perspective.		5		
	C. Whether the property contains cultural, archeological, or historic resources of local significance.		5		
AVERAGE FOR CONSERVATION AND HUMAN VALUES				5.00	
RELATIVE IMPORTANCE OF THIS CRITERIA SET IN THE OVERALL SCORE		1.333			6.67
(II-1) STEWARDSHIP ISSUES	A. Whether the property has low incidence of non-native invasive species.		5		
	B. Whether it will be practical to manage the property to protect its environmental, social and other values (examples include controlled burning, exotics removal, maintaining hydro-period, and so on).		5		
	C. Whether this management can be completed in a cost-effective manner.		5		
(II-2) ECONOMIC & ACQUISITION ISSUES	A. Whether there is potential for purchasing the property with matching funds from municipal, state, federal, or private contributions.		5		
	B. Whether the overall Conservation Values justifies the potential cost of acquisition.		5		
	C. Whether there is imminent threat of losing the Conservation Values of the property through development and/or lack of sufficient legislative protections.		5		
AVERAGE FOR ACQUISITION AND MANAGEMENT VALUES				5.00	
RELATIVE IMPORTANCE OF THIS CRITERIA SET IN THE OVERALL SCORE		0.667			3.33
TOTAL SCORE					10.00

NOTES

Criteria Scoring Guidelines

1 = None, 2 = Less than Average, 3 = Average, 4 = More than Average, 5 = High



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NEXT STEPS & QUESTIONS





CONSERVATION VALUES

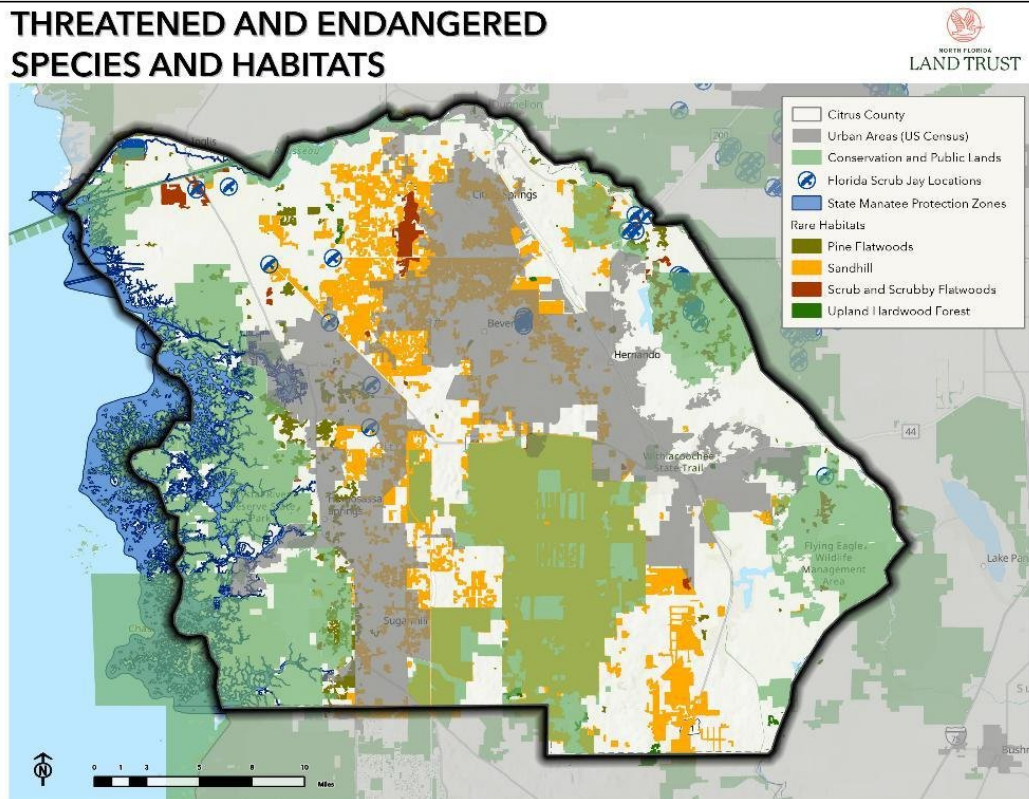


Images courtesy of Zach Franco, George McKenzie, Jr.



Conservation Values: Threatened & Endangered Species and Habitats

THREATENED AND ENDANGERED SPECIES AND HABITATS

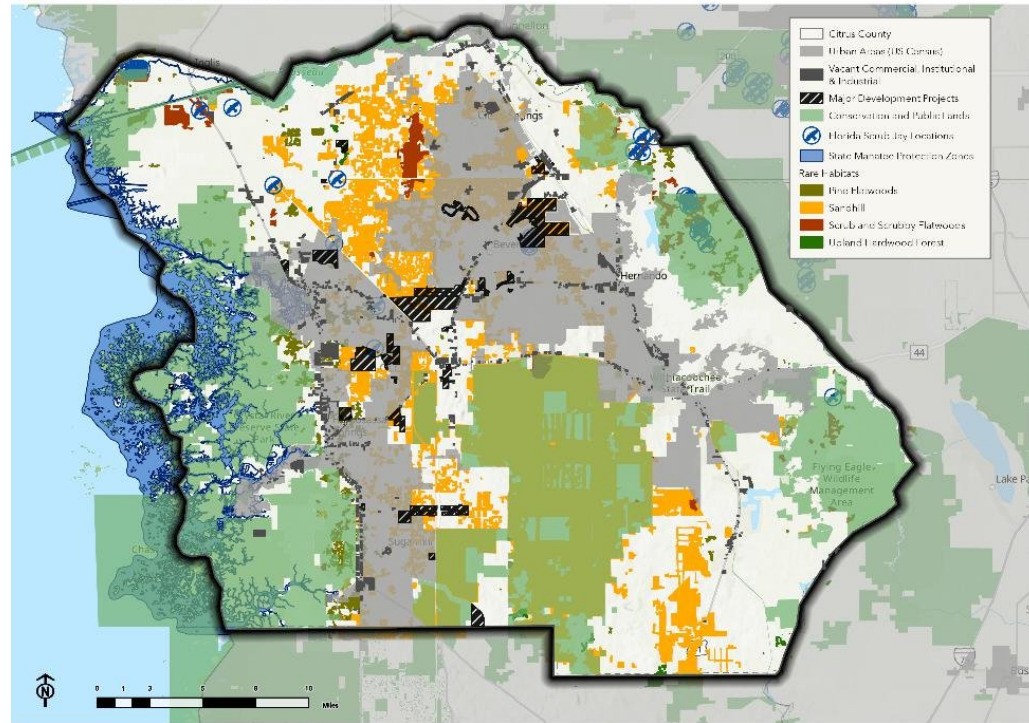


- This map displays the locations of some of the threatened and endangered species found in CITRUS County.
- The Florida Scrub Jay is a federally threatened endemic species, meaning it is found nowhere else in the world.
- Protecting habitat for the iconic Florida Manatee is important for their continued survival.
- The rare habitats data layer represents habitats that are not well-represented by current conservation lands. These are habitat types identified by the state of Florida as high priority for future conservation.



Conservation Values: Threatened & Endangered Species and Habitats

THREATENED AND ENDANGERED SPECIES AND HABITATS

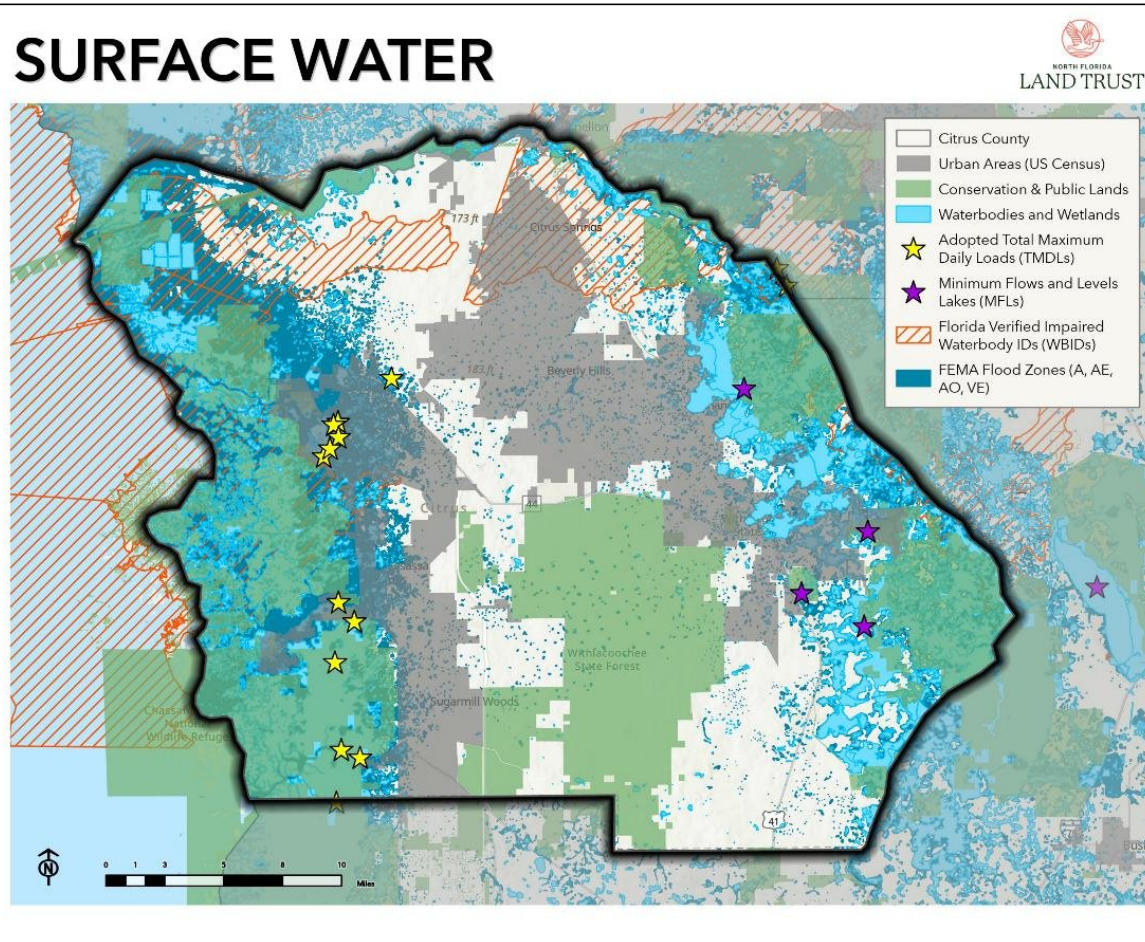


- This map displays the locations of some of the threatened and endangered species found in CITRUS County.
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Conservation Values: Surface Water Features

SURFACE WATER

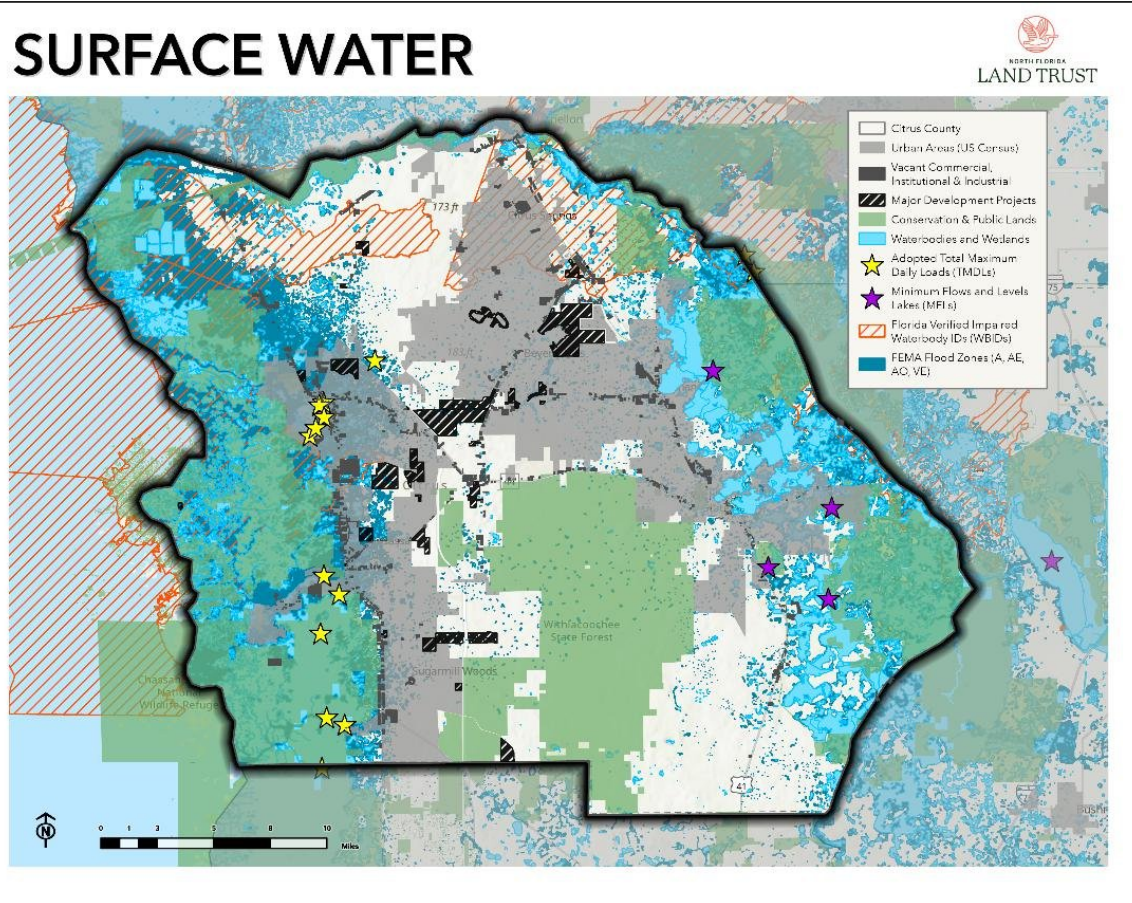


- This map displays the surface water features found in CITRUS County.
- Includes wetlands such as lakes, rivers, streams, creeks and small isolated or intermittent wetlands.
- The TMDL, or Total Maximum Daily Load, is a calculation that limits how much pollution can enter the lake to meet water quality standards.
- MFL lakes, or Minimum Flows and Levels, are lakes with a limit on how much water can be withdrawn from the them.
- The flood zone layer displays the highest risk flood zones as identified by the Federal Emergency Management Agency (FEMA).



Conservation Values: Surface Water Features

SURFACE WATER

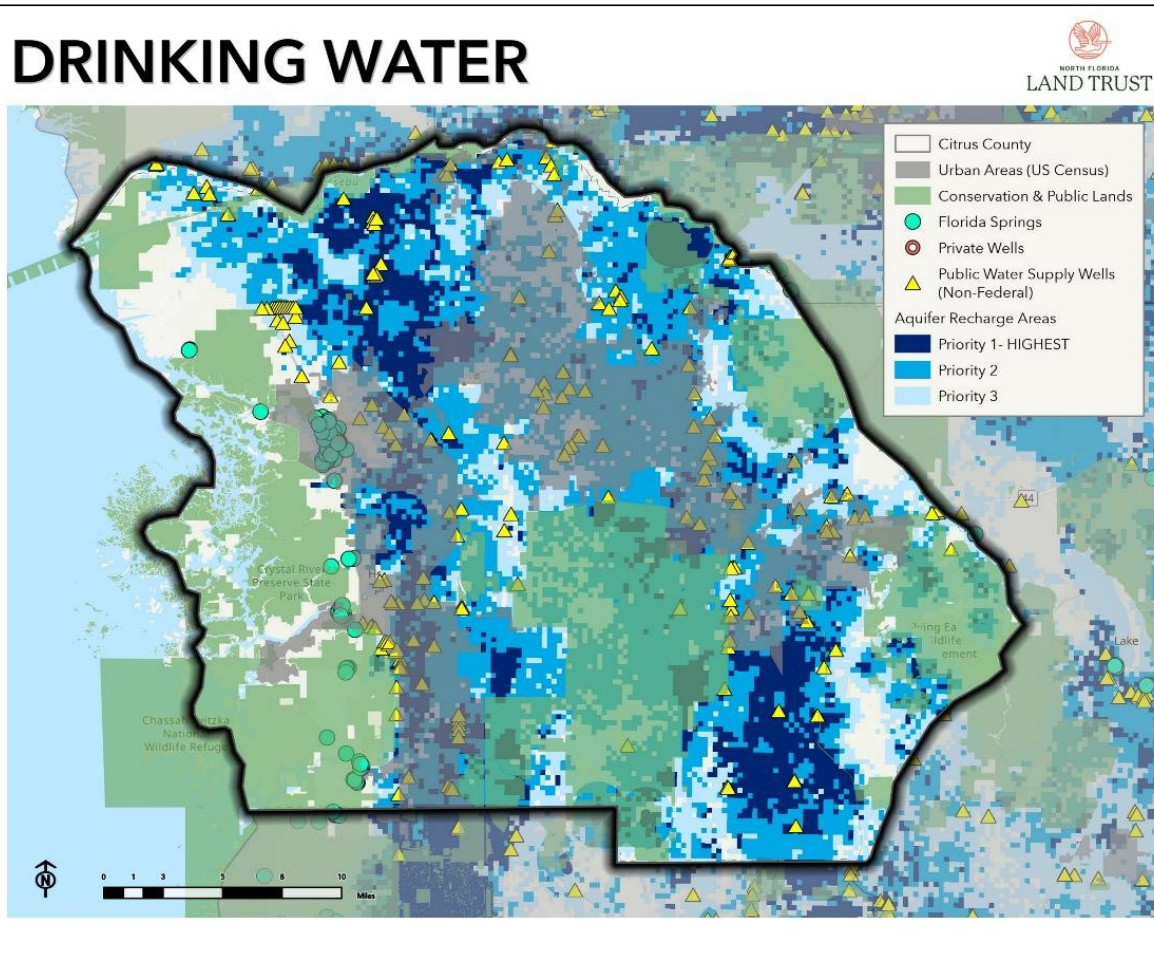


- This map displays the surface water features found in CITRUS County.
- Includes wetlands such as lakes, rivers, streams, creeks and small isolated or intermittent wetlands.
- The TMDL, or Total Maximum Daily Load, is a calculation that limits how much pollution can enter the lake to meet water quality standards.
- MFL lakes, or Minimum Flows and Levels, are lakes with a limit on how much water can be withdrawn from the them.
- The flood zone layer displays the highest risk flood zones as identified by the Federal Emergency Management Agency (FEMA).



Conservation Values: Drinking Water

DRINKING WATER

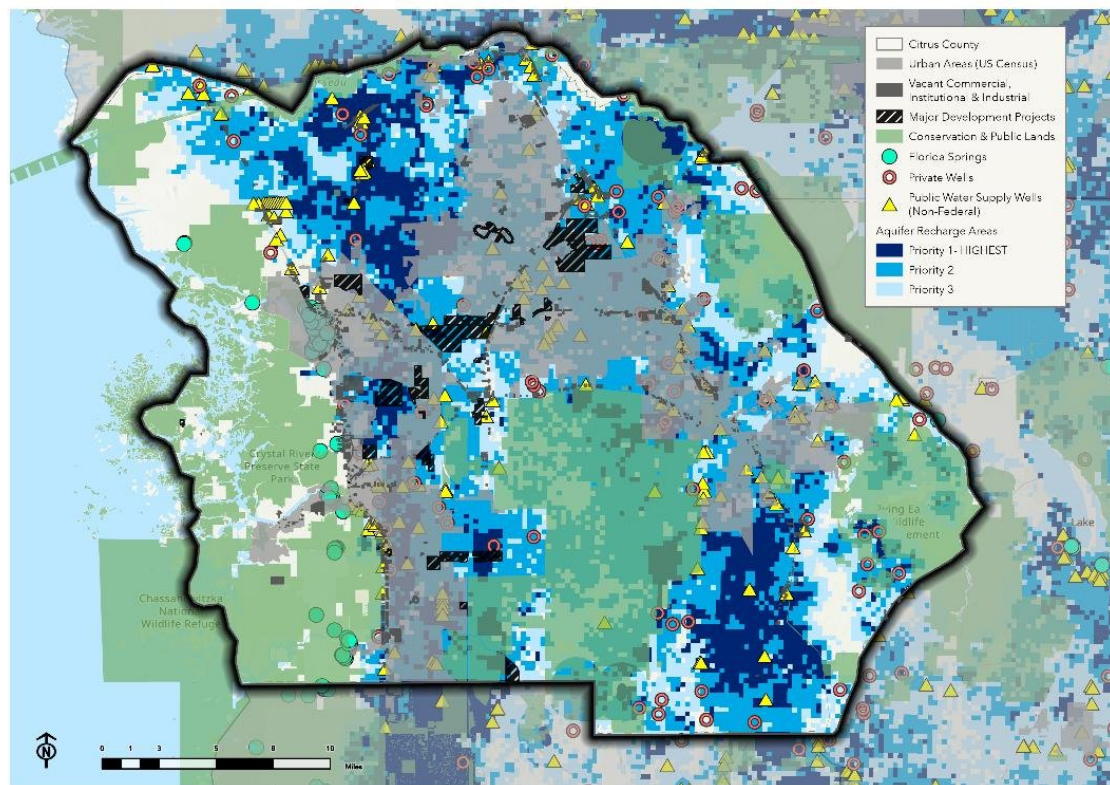


- This map displays the locations of known drinking water sources.
- Public Water Supply wells provide service to at least 15 service connections or to 25 residents.
- Private Wells layer displays known private well locations.
- The aquifer recharge data layer shows areas that allow for recharge to the Floridan and other aquifers.
- Areas in dark blue provide the highest potential recharge to springs, sinks, aquifers and water supply.



Conservation Values: Drinking Water

DRINKING WATER



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Conservation Values: Wildlife and Conservation Corridors

WILDLIFE CORRIDORS



- This map displays wildlife and conservation corridors
- Corridors provide a connected landscape where plants, animals and recreationalists can move freely.
- The Statewide Florida Forever Projects list is depicted in a red hatch, indicating a potential partnership.
- The Florida Wildlife Corridor, which is a statewide network of 18 million acres of connected lands and waters that are crucial to the survival of many of Florida's imperiled animals.

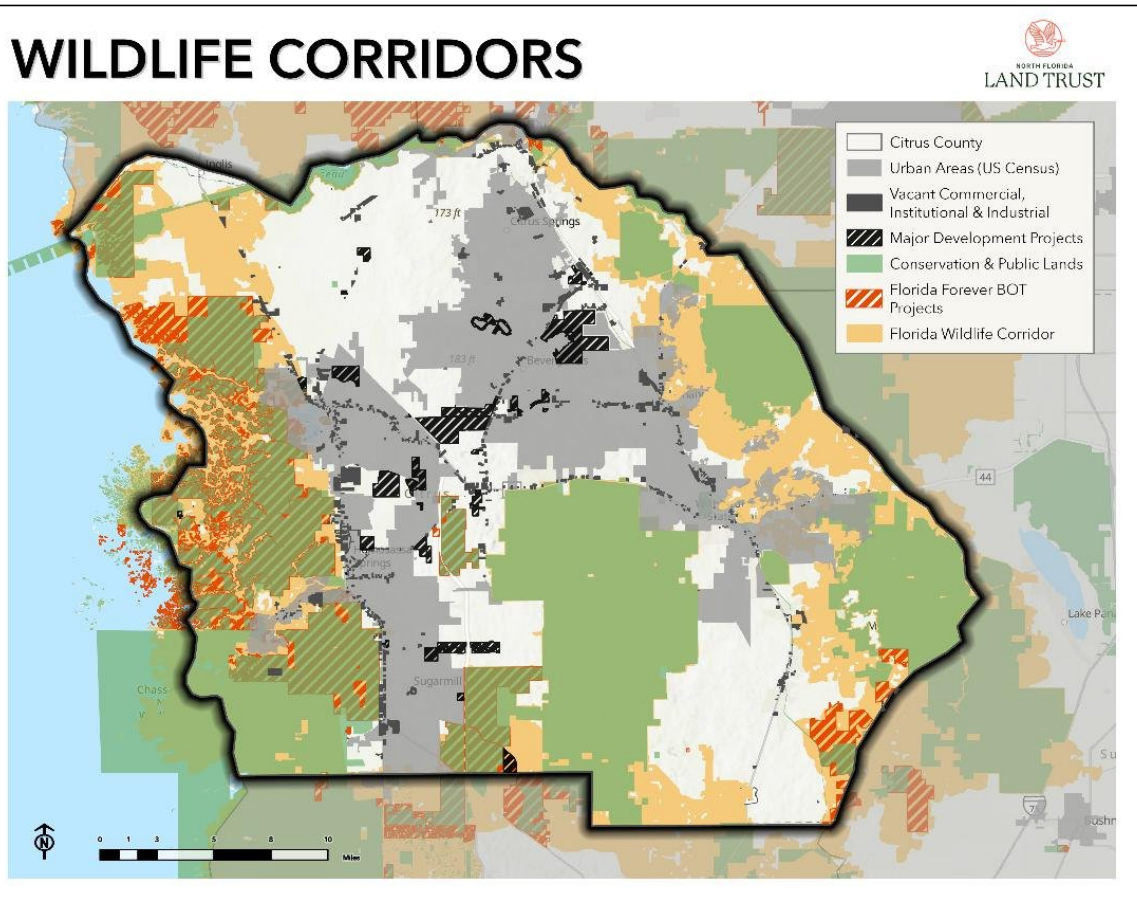


NORTH FLORIDA
LAND TRUST



Conservation Values: Wildlife and Conservation Corridors

WILDLIFE CORRIDORS

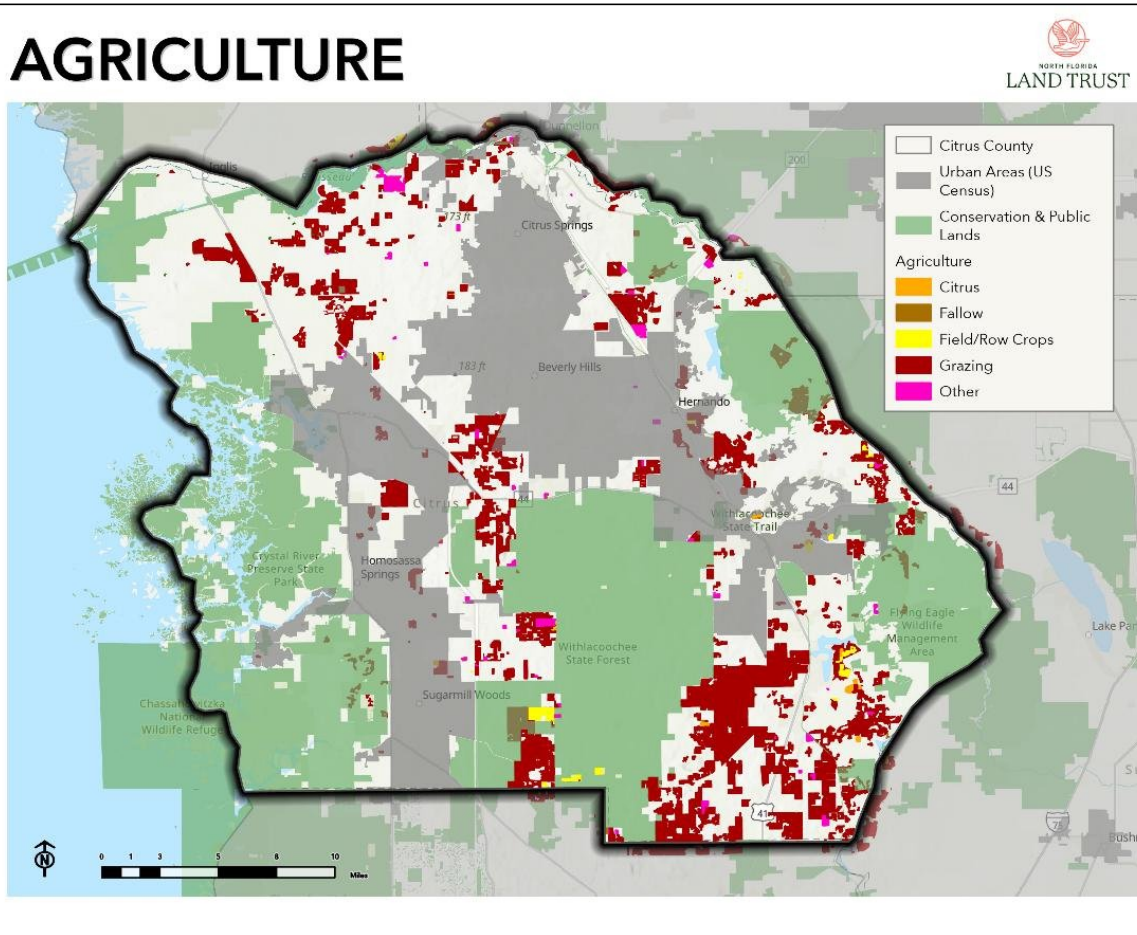


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Conservation Values: Agriculture

AGRICULTURE

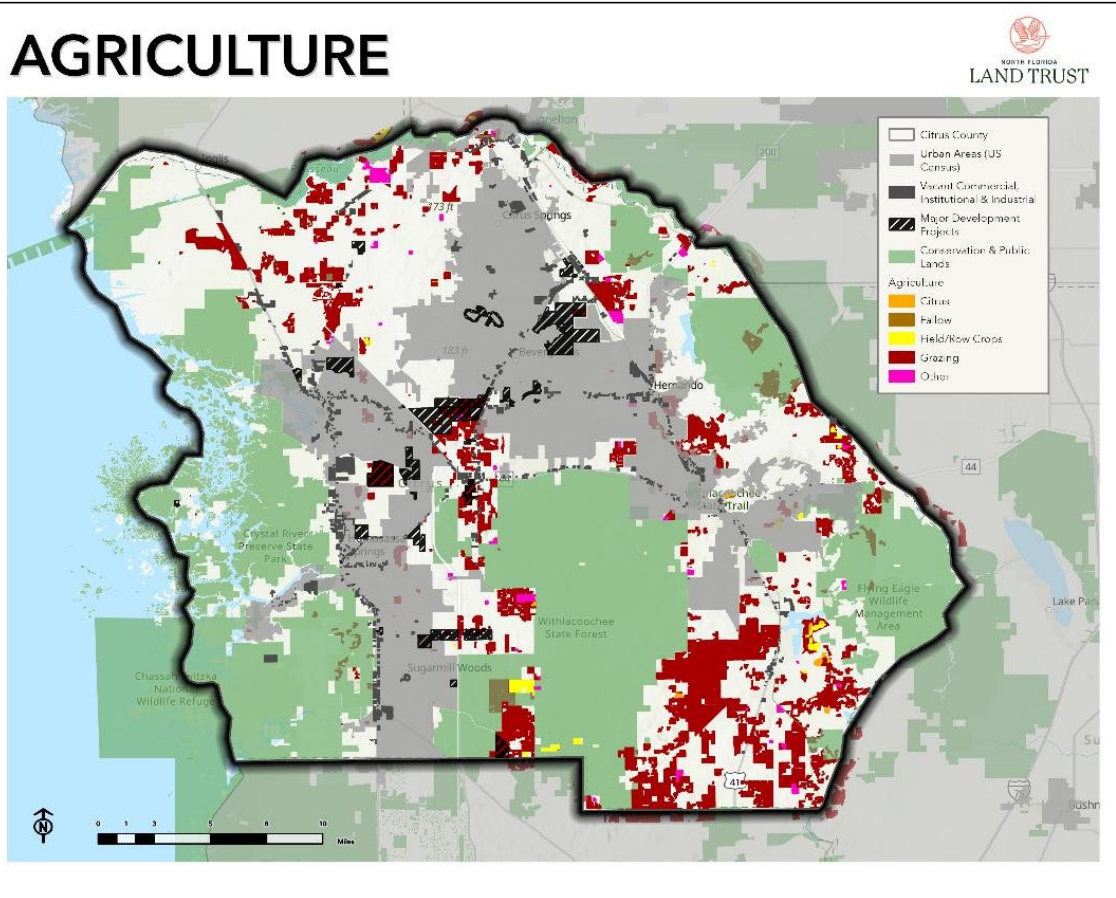


- This map displays the location of agricultural lands in CITRUS County.
- Owners of working landscapes – farms, orchards, ranches, forests – make a living from the land, working hard to protect its productive and natural values.



Conservation Values: Agriculture

AGRICULTURE

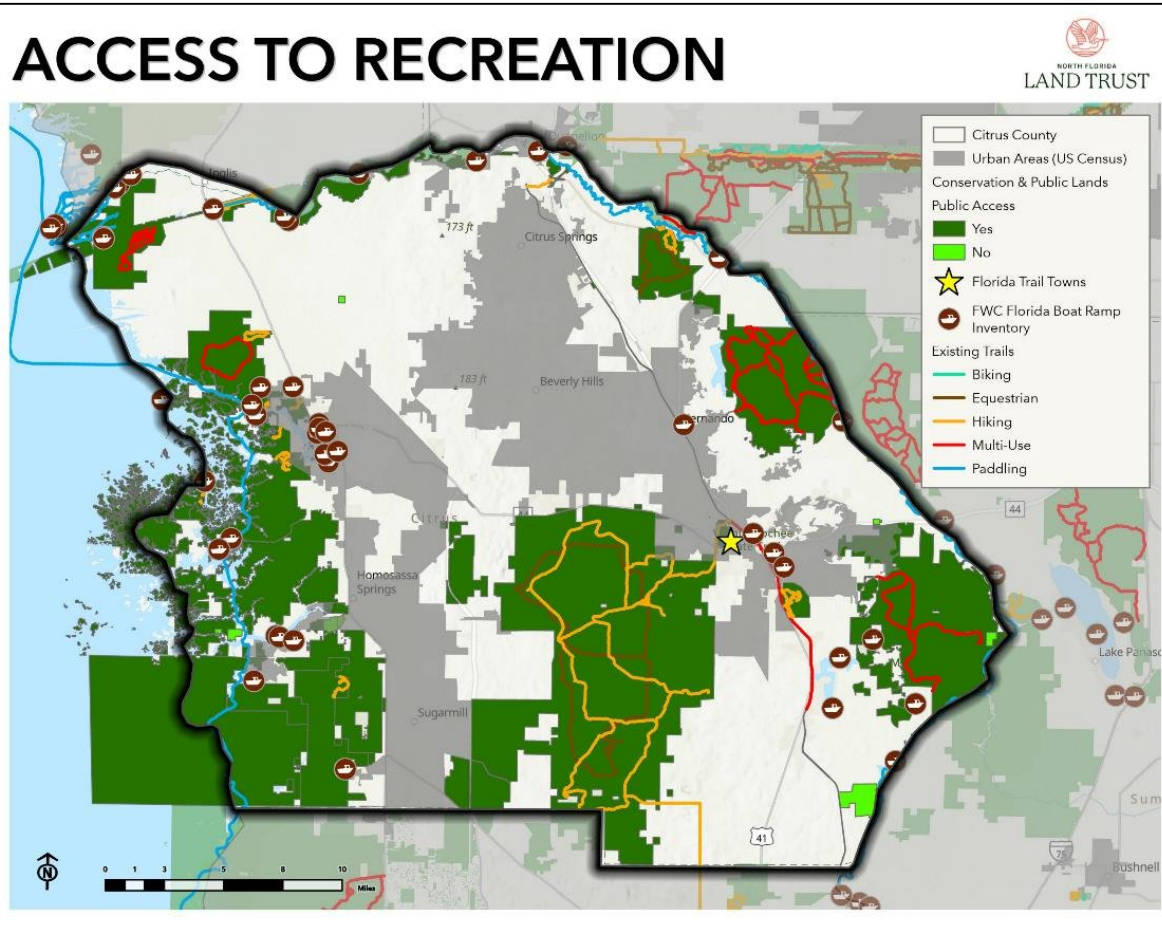


- This map displays the location of agricultural lands in CITRUS County.
- Owners of working landscapes – farms, orchards, ranches, forests – make a living from the land, working hard to protect its productive and natural values.



Conservation Values: Access to Recreation

ACCESS TO RECREATION

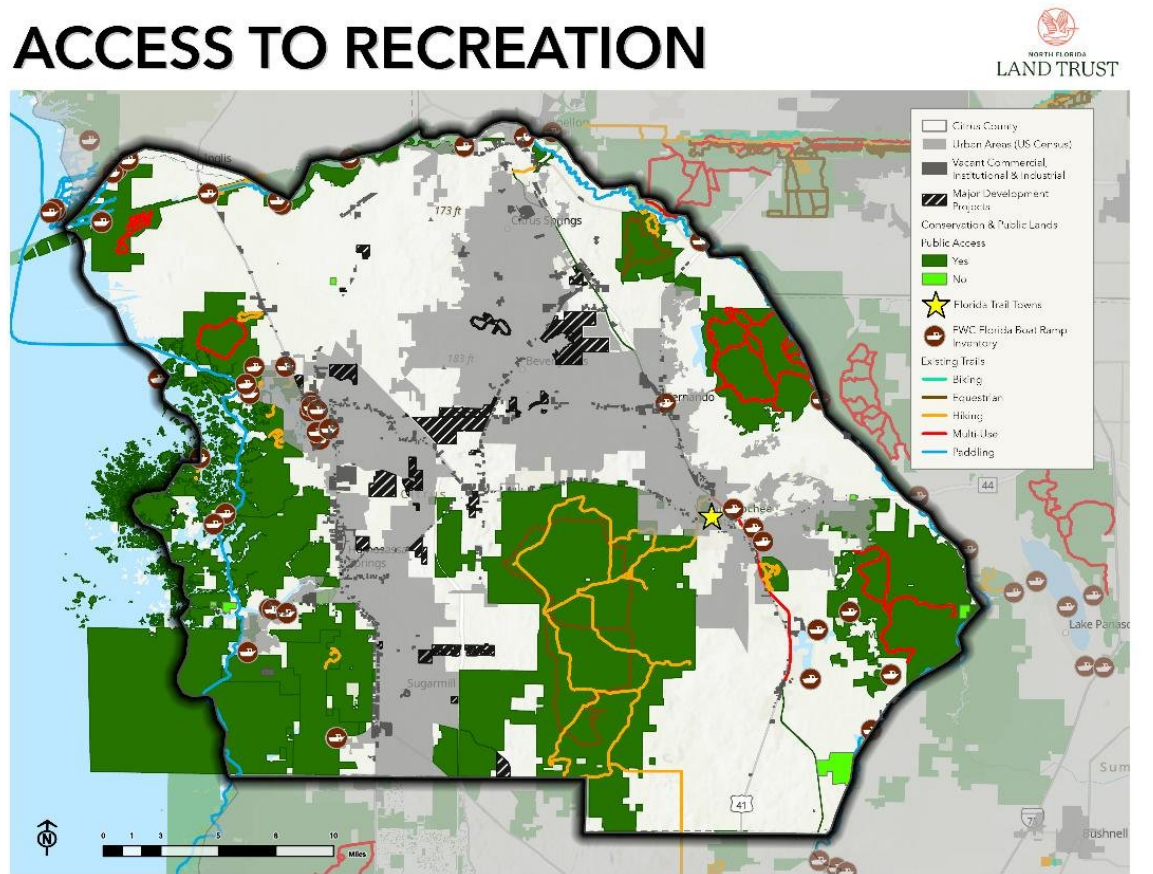


- This map displays the publicly accessible and inaccessible conservation lands in CITRUS County.
- This map also displays the location of boat ramps, and existing recreational trails in CITRUS County, including hiking, biking, equestrian and paddle trails
- Living in areas with access to public parks, community recreation and trails is an excellent way to encourage greater physical activity and overall better health in a community.



Conservation Values: Access to Recreation

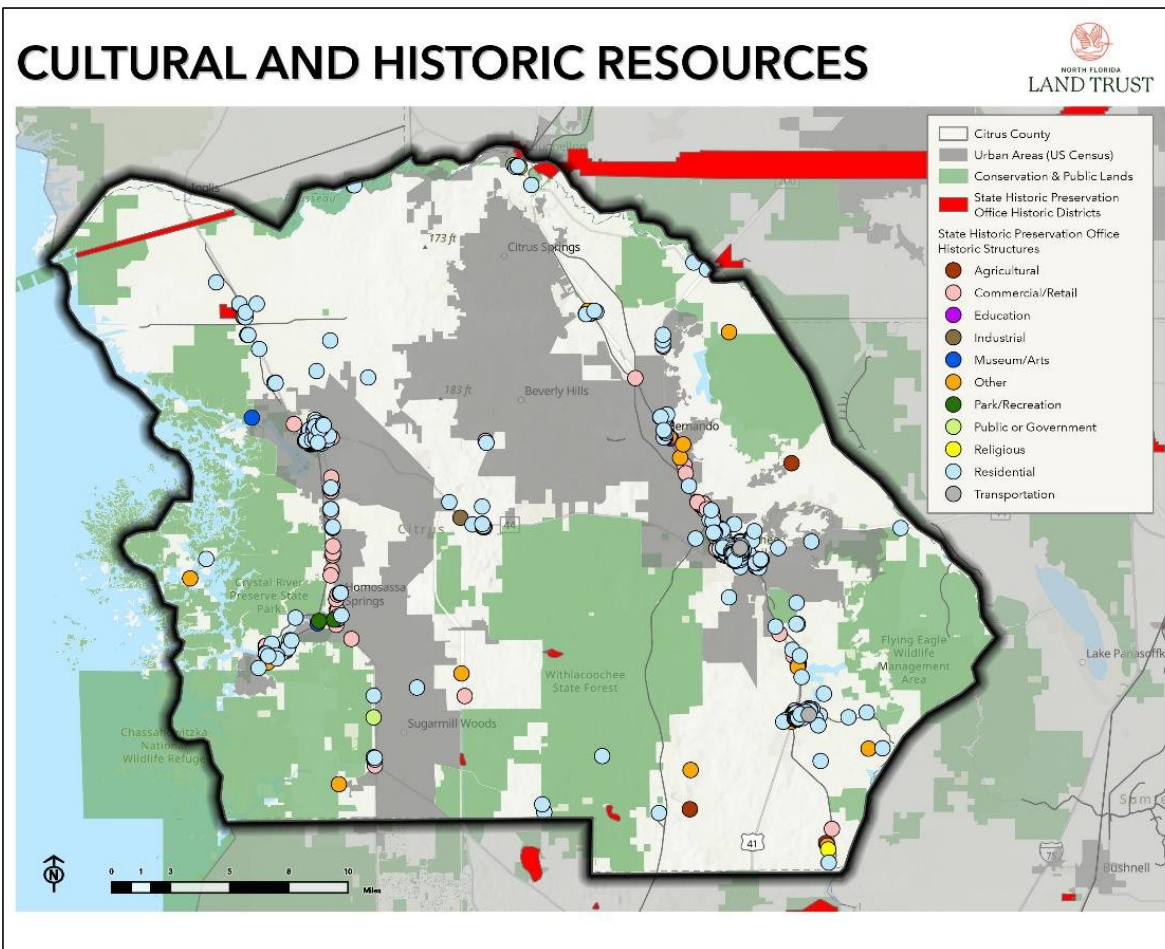
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Conservation Values: Historic and Cultural Resources

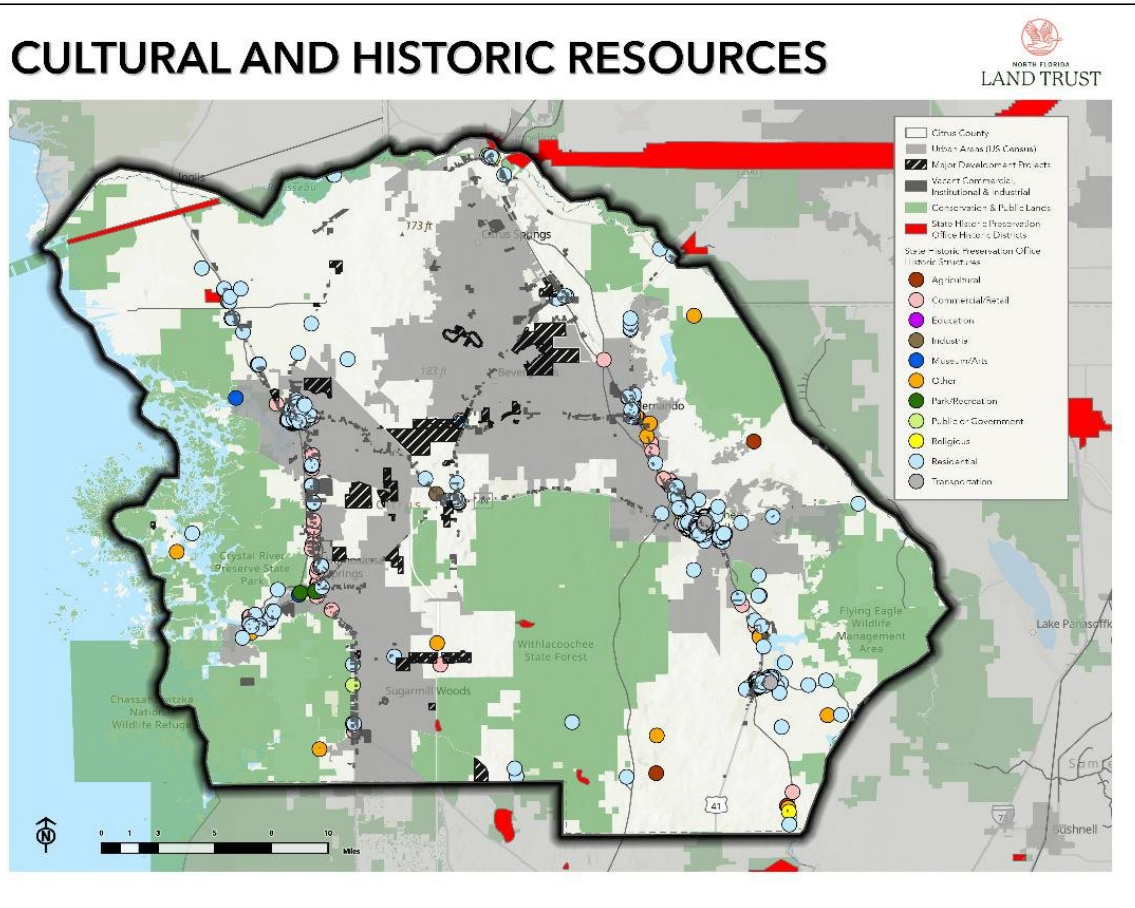


- This map displays the historic districts in CITRUS County as recorded by the State Historic Preservation Office (SHPO).
- A county's historic and cultural resources are evidence of past human activity.
- These include historic railroad corridors, churches, homesites, military areas and agricultural lands.
- The historic structures data layer displays structures that have been identified by SHPO as historic from surveys, historical records or other sources.



Conservation Values: Historic and Cultural Resources

CULTURAL AND HISTORIC RESOURCES



- This map displays the historic districts in CITRUS County as recorded by the State Historic Preservation Office (SHPO).
- A county's historic and cultural resources are evidence of past human activity.
- These include historic railroad corridors, churches, homesites, military areas and agricultural lands.
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CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 6.A.

Requested Motion: Motion to approve minutes of the City Council meeting held March 9, 2026

ATTACHMENTS:

Description

[Minutes 03.09.26 MF.docx](#)



Minutes
Crystal River City Council
Regular Council Meeting
Monday, March 9, 2026 5:30 p.m.
Citrus County Welcome Center

1. CALL TO ORDER

Mayor Meek called the meeting to order at 5:30 p.m.

Council members present: Mayor Joe Meek, Vice Mayor Chris Ensing, Council member Mindi Hastings, Council member Robert Holmes, Council member Gabrielle Satchell

Council members absent: None

Staff present: City Manager Audra Curts, City Attorney Rob Batsel, City Clerk Mia Fink, Finance Director Michelle Rusell-Maynard, Assistant City Manager/Public Works Director Troy Slattery, Human Resources Director Mary Helprin, Fire Chief Frank Milello, Growth Management Director Carly Hanson, Assistant Growth Management Director Heather Lacey, Visitors Services Director Andrea Hullstrung

Council member Robert Holmes led the invocation, and Mayor Meek led the Pledge of Allegiance.

2. ADOPTION OF AGENDA

Motion to adopt the agenda as amended was made by Council member Satchell; seconded by Council member Holmes. Motion carried 5-0.

3. PRESENTATIONS

A. Flood Awareness Week Proclamation
Mayor Meek read the proclamation into the record.

4. UNFINISHED BUSINESS

5. PUBLIC INPUT

6. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes of the City Council meeting held February 23, 2026

Motion to approve the consent agenda was made by Vice Mayor Ensing; seconded by Council member Holmes. Motion carried 5-0.

7. PUBLIC HEARING

8. INTRODUCTION AND FIRST READING OF ORDINANCES

9. CITY ATTORNEY

A. Discussion on the Draft Development Agreement between Edward Sinz and the City of Crystal River regarding vacation of a portion of NE 1st Ave and the construction of a private drive.

City Attorney Batsel provide background information regarding the item, noting access issue caused by prior park renovation and gate orientation. He also discussed street vacation aspects, roundabout elimination and proposed gate to facilitate access at intersection. Mr. Sinz addressed Council regarding proposed plans and City Attorney Batsel sought consensus to proceed with vacation and agreement negotiations. Council discussion was held regarding details of the proposed project, parcel exchange aspect, utility relocation, cost and process moving forward. *Consensus was reached for staff to move forward with finalization of agreement.*

City Attorney Batsel also provided an update regarding the 579 US Highway 19, LLC project , confirming letter of default was sent, and noting property owner request for meeting with staff. He also provided an update regarding the Riverwalk, confirming upcoming meeting with owner representative scheduled for Friday.

Council member Hastings inquired about purpose of meeting requested by 579 US Highway 19, LLC owner and clarification was provided. Council members confirmed preference for property owner to address project details publicly at the next Council meeting.

10. CITY MANAGER

A. Motion to adopt Resolution No. 26-R-09 and authorize City Manager Curts to issue a purchase order for the Apex sound stage in the amount of \$135,805.00

City Manager Curts presented the item and provided an overview of the initiative. She also discussed upcoming dates for new concert series (April 18th and May 23rd).

Motion to adopt Resolution No. 26-R-09 and authorize City Manager Curts to issue a purchase order for the Apex sound stage in the amount of \$135,805.00 was made by Council member Hastings; seconded by Vice Mayor Ensing. Motion carried 5-0.

B. Motion to adopt Resolution No. 26-R-10 to accept FDEP Grant Agreement No. SR015 in the amount of \$533,780.00 for the completion of the Southern Sewer Expansion Project

City Manager Curts presented the item.

Motion to adopt Resolution No. 26-R-10 to accept FDEP Grant Agreement No. SR015 in the amount of \$533,780.00 for the completion of the Southern Sewer Expansion Project was made by Vice Mayor Ensing; seconded by Council member Satchell. Motion carried 5-0.

C. Motion to approve Individual Project Order No. 6 with Kimley-Horn Engineering in the amount of \$502,300.00 for professional engineering services directly related to Southern Sewer Expansion Project

City Manager Curts presented the item.

Motion to approve Individual Project Order No. 6 with Kimley-Horn Engineering in the amount of \$502,300.00 for professional engineering services directly related to Southern Sewer Expansion Project was made by Council member Hastings; seconded by Council member Holmes. Council member Holmes discussed future funding for connections. **Motion carried 5-0.**

D. Motion to approve the purchase of a 2026 Ford F-250 in the amount of \$55,428.00 from Duval Ford using Florida Sheriff's Association Light Vehicle contract pricing

City Manager Curts reviewed the summary.

Motion to approve the purchase of a 2026 Ford F-250 in the amount of \$55,428.00 from Duval Ford using Florida Sheriff's Association Light Vehicle contract pricing was made by Council member Hastings; seconded by Council member Satchell. City Manager Curts noted trade-in amount listed on quote and potential auction proceeds. **Motion carried 5-0.**

11. CITY COUNCIL

A. Discussion regarding grant initiatives

Mayor Meek introduced the item, providing background and noting purpose. Ashley Dowdy of GrantWorks then addressed Council regarding need for direction regarding Council priorities related to areas of focus for potential project funding options, noting partnership between City and Save Crystal River.

Mayor Meek commended efforts of SCR and City Manager Curts discussed unfunded capital projects previously prioritized by City Council and potential funding sources. Lisa Moore (SCR Executive Director) addressed Council regarding SCR projects currently underway (and future), noting related benefits. City Manager Curts confirmed she and Ms. Dowdy would work to compile a list of potential funding opportunities for projects and discussion was held regarding potential allocation of funding for additional GrantWorks task orders based on outcome of future discussion.

12. COUNCIL MEMBER AND COMMITTEE REPORTS

A. Mayor Meek inquired about potential interest in purchase of parcel adjacent to City Hall (only remaining portion of the block not city-owned) and sought consensus to direct Ms. Curts to contact realtor. *Consensus was reached for Ms. Curts to move forward as discussed and bring back additional information.*

B. Vice Mayor Ensing requested more frequent CRA meetings and City Manager Curts confirmed upcoming April meeting and provided a status update regarding CRA Board member expansion, CRA Plan update and related processes. He then requested City Council take a formal position on data center

project and consider moratorium on issuance of BTR's to paddlecraft vendors/manatee tour operators, while noting upcoming meeting with Attorney Tom Ankerson.

C. Council member Satchell proposed use of a phone application to keep citizens informed.

D. Council member Hastings indicated that no communication regarding proposed workshop dates had been received from staff.

E. Council member Holmes referred back to prior discussion.

13. PUBLIC INPUT

Gail Kostelnick- Crystal River- Discussed street lights, stormwater and condition of NW 19th Street.

Staff confirmed that funding was awarded for NW 19th Street repairs.

Randy McConnell- NE 2nd Street- Discussed status of 579 US Highway 19, LLC project, Sinz property access issue, and historic designation for "Michigan Town".

Peter Webber-Local Manatee Tours- Discussed commercial tour operations in Kings Bay and related issues, including access, overcrowding, and impacts of regulatory standards.

Dylan Ayala-operates Discussed commercial fishing and tour operation in Kings Bay and related issues including potential impacts of moratorium on small local businesses, and regulations regarding access (loading/unloading).

Linda McConnell- NE 2nd Street- Discussed commercial tour operations on Kings Bay and related issues (local vs. non-local disparities).

14. ADJOURNMENT Mayor Meek adjourned the meeting at 7:51 P.M.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 6.B.

Requested Motion: Monthly Departmental Report Summary for the month of February

ATTACHMENTS:

Description

[2026 Summary Report- February.docx](#)



Departmental Monthly Report Summary February 2026

THE CITY CLERK'S OFFICE

During the month of February, the office clerked 3 public meetings, coordinating the agendas and drafting 14 agenda items. The Clerk's office also facilitated 14 public records requests and performed 22 notarizations on various legal documents. Recording items included 1 lien release. Ongoing responsibilities include contract management/facilitation for DPW, grant coordination/reporting, audio/visual equipment operations/coordination, budget-related obligations, scheduling for City Manager, Riverwalk permitting and easement coordination/processing, records management duties including facilitation of public records requests, ordinance and resolution drafting, as well as duties related to interim appointment process and special election. The Clerk has also continued with Leadership Citrus participation.

THREE SISTERS SPRINGS

Three Sisters Springs had a total of 28,724 visitors for the month of February. In February Fiscal year 25' the Three Sisters Wildlife Refuge had a total of 15,817 visitors. Visitor counts were up 81.6% with an increase of # 12,907 visitors this year. This was another record breaking month with the most visitors ever recorded for February. There were #2,530 online admission tickets purchased totaling \$39,676.50 in revenue. Gross revenue for the month totaled \$463,291.25. Commission paid to USFWS totaled \$79,512.00.

This month on Social Media:

Facebook:

- Facebook Viewers: 358,586
- Facebook Views: 762,845
- Facebook Content Interactions: 13,125
- Facebook Follows: 1,632
- Facebook Visits: 35,844

Instagram:

- Instagram Reach: 12,927
- Instagram Views: 29,731
- Instagram Content Interactions: 1,248
- Instagram Follows: 374
- Instagram Visits: 1,276

HR/RISK MANAGEMENT

Open Positions

Volunteer Fire
Firefighter/EMT – PT
Park Ranger – PT

Voluntary Resignation

Ryan Blevins – Fire/EMT - PT
Alexander Schenavar – Park Ranger – PT
Caid Pease – Fire/EMT

New Hires

Jamel Jackson DeJesus – Fire/EMT – Part Time
Jacob Post – Fire/EMT – Part Time

Employee Headcount

Full Time City & Fire – 43
Part Time City – 20
Fire Fighter Volunteer – 14
Fire Fighter/EMT Part Time – 8

PUBLIC WORKS DEPARTMENT

Roads and Streets

- Repaired potholes City-wide.
- Helped cover RPZ piping from cold temperatures city-wide.
- Purple Heart Flag was put up at the designated area on Sunday, February 22nd.
- The water drinking fountain was repaired and is back in service at town square.
- The Pavillion was moved from Kings Bay Park to LeGrone Park for more shade at that park in preparation for the upcoming construction to happen at Kings Bay Park.
- Cleaning stormwater ditches city-wide.
- Remove the yellow water boom in front of 3 Sister Spring to help clean up that area.
- Demolished old steel building on train depot property.
- Assisted with closing down of the town square for the cancer walk event on 02/28/2026.
- Cleaning of storm water pipes city-wide.
- Two trees were pulled from Kings Bay Park and replanted at LeGrone Park in preparation for the upcoming construction to happen at Kings Bay Park.
- Put up signs around Copeland Park for no Motorized vehicles in park areas.

Capital Projects

- Indian Waters 70 Customers connected 1 in progress 6 not connected. These numbers include vacant lots that may be constructed if construction begins by March 2026.
- Kings Bay Park Improvements – In engineering and design phase. Currently in the permitting phase.
- Paradise Point Drainage and road improvement project – In engineering and design phase.
- 25-B-05 Stormwater Drainage Clearing Areas out for bid. Daly & Zilch has been awarded the contract. Estimated cost with presented zones of work by Daly & Zilch going to council

2-9-26. Public Works Department has been in progress cleaning storm ditches and storm drainpipes city wide.

- Riverwalk phase 1 bid package has been closed on 10/15/25 by A.D Morgan. Contractors for work have been selected.
- 25-B-07 D.A.V Building Remediation Project. Contractor Jim's Contracting has been chosen, and estimated cost has been approved to begin work.
- 25-B-08 Train Depot Building Remediation Contractor Jim's Contracting has been chosen and waiting for estimated cost to be approved to begin work.

Parks & Park Rangers

- Citations written.....192
- Incident Reports Written.....11
- CCSO or Fire Notified.....3
- Boats Pumped.....49
- Gallons Pumped.....2375

Utilities & US WATER

- -Performed monthly lift station preventative maintenance
 - o Weekly visits to all 72 lift stations
 - o New battery installed in control monitor at LS#5
 - o New alternating relay installed in LS W8
 - o New radio upgrade at LS #5 for telemetry communication
- New E-ONE sewage pump installed at 3697 N Suwanee Pt.
- New E-One sewage pump and power cord installed at 1333 Nw 22nd St.
- Jetted and cleaned sewer lines at 221 NE 10th St.
- Dye test performed at 1361 NW 19th St. confirming tie in to City sewer
- Pulled pump, cleaned and serviced LS #30
- Repaired 3" broken sanitary sewer force main at LS #30
- Vac truck and cleaned manholes along Crosstown Trl. from NE Crystal St to Hwy 19
- Repaired water leaks at:
 - o 3819 N Tallahassee Rd. – 1" service line
 - o 8619 W Crysall St. – 2" service line
 - o 2011 NW 17th St. – 1" service line
 - o Thoreau Pl. – 1" corp at 6" main – PBWN issued 25 affected customers
 - o N Citrus Ave & NW 3rd St – 2" main line, repaired live
 - o N Tallahassee Rd & W Tidewater Cir. – split in 6" main, repaired live
- Installed new fire hydrant at 1134 SE 2nd St.
- New water service installed at 321 NW Magnolia Cir.
- Passed DEP compliance inspection at water treatment plant
- Completed Work Orders:
 - o 262
- Underground Utility Locates Performed:
 - o 71

FIRE DEPARTMENT

Fire Department Activities: During the month of February, the Fire Department received 74 calls for service. An average of 2.64 personnel per call and had an average response time of 4.23. The average time on scene was 21:06. CRFD attended First Friday. Fire Cadet training continued at the fire station, as well as overall station training in a total of 313.55 hours. There were 38 EMS calls and 36 calls for fire incidents and crashes. Firefighter Alex Walker reads to children in Hernando County, Pine Grove elementary school. Firefighters attend special LifeFlight (Bayflight) training at the Airport. Firefighter Sterling Harris was awarded a community award. Captain Cenko celebrated one year with the Fire Department.

PLANNING, COMMUNITY SERVICES, & DEVELOPMENT SERVICES

POTENTIAL PROJECT(S) AND PERMIT(S) UNDER REVIEW:

1. **Home2Suites (Hilton) – PB24-0172– 1150 NE 5th Street** – A new four-story, 75-room hotel located on the corner of State Road 44 and NE 12th Ave. The developer proposes to develop the parcel with a hotel and a future restaurant as part of a second phase that would front SR 44. This permit is ready to issue.
2. **Crystal River Mall Redevelopment**
 1. **Crystal River Townhomes – PZ24-0057 – 1801 NW Hwy 19** – Application for Civil Site Plan for seven 8-unit buildings for 56 townhouses with clubhouse and dog park. This permit has been issued.
3. **Restaurant (at Port Hotel and Marina) – PB24-0010 - 1508 SE Kings Bay Drive** - Proposed 22,690 sf restaurant. The permit was issued on 11-13-2024, and construction has commenced.
4. **Hotel (at Port Hotel and Marina) – PB24-0011 – 1508 SE Kings Bay Drive** – Proposed 85,500 sf (85-room) hotel. This permit has been issued, and construction has commenced.
5. **Microtel – PZ24-0041 –1030 NE 5th Street** – A preliminary review of a civil site plan was requested for a new 103-room hotel (10,160 sq. ft.) This permit has been issued.
6. **Magnolia Creek – New Commercial Center – PZ24-0048 – 605 NW US Hwy 19** – A Site Development Permit for a new commercial center with two buildings totaling over 107,000 square feet. This permit has been issued.
7. **Crab Plant Deck and Pavilion – PB25-0059 – 201 NW 5th Street** – A Building Permit for a 2-story deck and a covered pavilion at the Crab Plant Restaurant. This permit has been issued.
8. **Amanda Z Art Studio – PB25-0171 – 215 NE 3rd Street** – A Building Permit for an elevated art studio. This permit has been issued.
9. **Crystal Creek Townhomes – PZ25-0004 – SE Dr. Martin Luther King Jr. Avenue** – An application for Site Plan for an 82-unit Townhome Development. This project is currently under review.
10. **Fountains at Hidden Lakes – Phase II – PZ25-0023 – 10456 W Ashburn Ln** – An application for Site Plan of Phase II was submitted on August 4, 2025. The Developer is using a private provider for building plan review and inspections. This permit has been issued.
11. **Take 5 Oil – PZ25-0020 – 563 NE 5th Street** – An application for a Site Plan for the construction of a Take 5 Oil. This permit has been issued.
12. **Ernie Woods Real Estate – PB26-0019 - 2 NW Hwy 19** – An application for a new elevated commercial office building. This permit is currently on hold for review.

BUSINESS TAX RECEIPTS

We are now within the Business Tax Receipt renewal season for 2026. Of the 775 businesses emailed renewal notices, we have currently processed 475 business renewals, or 62%.

BUILDING DEPARTMENT

PERMITS ISSUED:

Res - Mechanical	4
Res - Roof	16
Com - Electrical	2
Res - Electrical	4
Res - Fence	5
Res - Window/Door	3
Res - Alteration/Repair	8
Com - Mechanical	3
Res - Accessory Structure	1
Res - Seawall	3
Com - Sign	1
Res - Plumbing	2
Res - New Construction	1
Com - Window/Door	2
Res - Driveway	2
Com - Minor Flood Repair	2
Res - Solar	1
Com - Dock/Seawall	1
Change of Tenant	1
Total Permits	62
Total Fees	\$21,436.00
Total Construction Value	\$1,676,505.90

INSPECTIONS:

Building	97
Fire	8
Code & Zoning	2
Total Inspections	107

CODE ENFORCEMENT:

New/Open Cases	24
Closed Cases	21
Total Cases	45

* Further details are listed in the full departmental reports.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 6.C.

Requested Motion: Motion to approve the setting of a workshop to discuss matters related to new City Hall and Kings Bay for Wednesday, April 22, 2026 at 1:00 p.m.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 6.D.

Requested Motion: Motion to approve "Agreement for Conducting Municipal Election" between the Citrus County Supervisor of Elections Office (SOE) and the City of Crystal River(City) at a cost of \$1,000

Summary:

The Citrus County Supervisor of Elections Office facilitates the municipal elections for each of the local municipalities, including the City of Crystal River. The “Agreement for Services and Material for Municipal Election” stipulates the responsibilities of each party to ensure a smooth process in providing the services and necessary materials for the 2026 Primary and General elections. The total contract amount is \$1,000, an amount that has remained unchanged for the past several years.

The designated polling place for Precinct No. 105 is now the Crystal River Church of God, located at 2180 NW 12th Avenue and will be utilized on the following dates:

General Election November 3, 2026

Staff Recommendation:

Staff recommends approval of "Agreement for Conducting Municipal Election".

Project Cost:

\$1,000.00

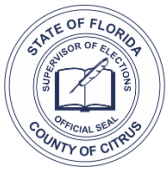
Funding Source:

001-01512-49004-0CLRK

ATTACHMENTS:

Description

[SOE AGREEMENT-SERVICES_CRYSTAL_RIVER_GEN_2026 \(3\).docx](#)



AGREEMENT FOR CONDUCTING MUNICIPAL ELECTION

Parties to Agreement: Citrus County, Supervisor of Elections Office, (SOE)
City of Crystal River (City)

Election Name: **CITY OF CRYSTAL RIVER**

Election Date: **November 3, 2026**

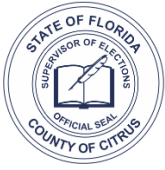
Book Closing Date: **October 5, 2026**

Qualifying Period: **12:00 Noon, Monday, July 27th to
12:00 Noon, Friday, July 31st**

Logic & Accuracy Test: **Thursday, October 8, 2026, at 9:00 a.m. at
1500 N. Meadowcrest Blvd, Crystal River, FL 34429**

Poll Worker Training: **SOE Responsibility**

1. Candidate qualifying is the responsibility of the City of Crystal River, Clerk. Verification of petition signatures on qualifying petitions will be performed by SOE at a charge of .10 (ten) cents per signature petition, to be paid to the Supervisor of Elections by the candidate. The last day to submit petitions for verification is by noon on Monday, June 29th, 2026. City is to recommend qualifiers get petitions in early or run the risk of not having enough signatures by the deadline.
2. SOE will provide City access to the recommended materials for candidates and political committees. City is to notify candidates and political committees of date and time for Logic and Accuracy test.
3. City is responsible for Legal Advertisement per city charter.
4. SOE will publish the County Canvassing Board schedule at no cost to the City.
5. SOE will design the ballot for City approval and place order for printing.
6. All ballot language must comply with Florida Statutes 101.161(1) and the Uniform Ballot Rule (1S-2.032).
7. The SOE will provide the Spanish language translated text for the ballot.
8. City is responsible for approving the City's portion of the ballot proof in writing within 24 hours of receiving the proof.
9. The date for candidate oaths due to SOE: After 12:00 Noon on last day of qualifying.
10. Due to paper ordering for the General Election, charter reviews and amendments must be submitted to the SOE no later than 90 days prior to qualifying for a General Election.



Maureen "Mo" Baird
Supervisor of Elections

11. SOE will provide all materials and services for this election, i.e.: precinct, early vote, and vote by mail ballots, and Early Voting and Election Day staff for the election. Legal advertising of Sample Ballots, Logic and Accuracy Test, and Canvassing Board Schedule will be the responsibility of the SOE.
12. SOE to process Vote by Mail ballot requests and mail Vote by Mail ballots.
13. SOE is responsible for the scheduling and training of all poll workers and elections day assignments.
14. Precinct 105 will be the polling place for the election.
15. SOE is responsible for the election and the County Canvassing Board is responsible for canvassing the election.
16. After book closing, SOE will certify the number of registered voters for the election.
17. Election results will be released throughout election night and posted to the SOE website www.votecitrus.gov.
18. It is understood that the provisions of this agreement are based on current state law. If any changes in election law should occur during the period of this agreement, those changes will supersede the terms of this agreement where applicable.
19. The City shall pay the SOE an amount of \$1,000.00 for said services per election. The City will be financially responsible for payment if the city races require an extra ballot page. The payment would be approximately \$.28 cents per ballot. If there is a recount on a City race or amendment, additional fees will be incurred.

Special Notes: _____

Signed:

Maureen Baird, Supervisor of Elections

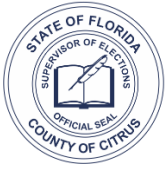
Date

Joe Meek, Mayor

Date

Mia Fink, City Clerk

Date



Maureen "Mo" Baird
Supervisor of Elections

Robert W. Batsel Jr., City Attorney

Date

CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 7.A.

Requested Motion: Consideration of an unlisted dissimilar use application to allow an automotive dealership to be located within the Urban Center 1 Zone at 3540 North Citrus Ave, specifically, parcel 17E18S210010 4860 as identified in the records of the Citrus County Property Appraiser.
QUASI-JUDICIAL

Summary:

This application is submitted by Thomas Estate Holdings, LLC, on behalf of Ervins Auto, requesting approval of an unlisted dissimilar use to allow an automotive dealership lot within the Urban Center 1 Zone pursuant to Section 5.b.(3) of the Community Development Code (CDC). The subject property is located at the northwest corner of the intersection of Citrus Avenue and Turkey Oak Drive. Automotive dealerships are not listed within Table 5.1 Uses by Zone within the CDC and cannot be interpreted as similar in nature and impact to a permitted use because the applicant is requesting the outdoor storage of vehicles after normal business hours.

Staff Recommendation:

Conduct a public hearing for this unlisted dissimilar use application, and, if approved, authorize the Mayor to execute the Order.

ATTACHMENTS:

Description

[Staff Report](#)

[PowerPoint](#)

[Draft Order](#)

[Application](#)



CITY OF CRYSTAL RIVER

STAFF REPORT

Growth Management Department

MEETING DATES:	Planning Commission: March 5, 2026, at 5:30 p.m. City Council Public Hearing: March 23, 2026, at 5:30 p.m.
DISSIMILAR USE APPLICATION PDU26-0003 – Thomas Estate Holdings, LLC, on behalf of Ervins Auto	
UNLISTED DISSIMILAR USE REQUESTED:	An unlisted dissimilar use of the City of Crystal River Community Development Code (CDC) pursuant to Section 5. b. (3) to allow for an automotive dealership to be located within the Urban Center 1 (UC-1) Zone, at 3540 North Citrus Ave.
SUBJECT PROPERTY:	Section 16, Township 18 South, Range 17 East; specifically, Parcel ID: 17E18S210010 4860 (Altkey: 1071283) as identified in the records of the Citrus County Property Appraiser, and which address is 3540 N Citrus Ave, Crystal River, Florida. A complete legal description of the property is on file with the Growth Management Department.
ACREAGE:	Approximately 1.67 acres (72,890 square feet)
ZONING DISTRICT:	Urban Center 1 (UC-1)
FLOOD ZONE:	According to the Flood Insurance Rate Map (FIRM), the subject property is in Flood Zone AE with a Base Flood Elevation (BFE) of 11 feet, as found on FIRM Panel Number 12017C0186E. (Effective date: January 15, 2021)
SURROUNDING AREA:	North – Unincorporated Citrus County and Crystal River, Commercial Offices, General Commercial (County) and Urban Center 1 (City) South – Crystal River, across N Turkey Oak Drive, Commercial Office and Vehicle Storage, Urban Center 1 East – Crystal River, Undeveloped, Urban Center 2 West – Unincorporated Citrus County, across N Chestnut Ave, Low Density Residential, Vacant
PREPARED BY:	Carly Hanson and Heather Lacey, Growth Management Department

BACKGROUND:

This application is submitted by Thomas Estate Holdings, LLC, on behalf of Ervins Auto, requesting approval of an unlisted dissimilar use to allow an automotive dealership lot within the Urban Center 1 Zone pursuant to Section 5.b.(3) of the Community Development Code (CDC). The subject property is located at the northwest corner of the intersection of Citrus Avenue and Turkey Oak Drive.

The parcel is developed with one (1) commercial structure containing approximately 960 square feet of total floor area, as reflected by the Citrus County Property Appraiser. An 80-foot by 80-foot utility easement is located along the western portion of the property and contains an existing cell tower. Surrounding properties are developed commercially or vacant.

Automotive dealerships are not identified as a permitted or conditional use within Table 5.1, “Uses by Zone,” of the CDC. Furthermore, the proposed use cannot be interpreted as similar in nature and impact to an existing permitted use, as the request includes outdoor vehicle display and storage, including after normal business hours.

THE APPLICANT’S REQUEST:

PDU26-0003 – Unlisted Dissimilar Use Application – 3540 N Citrus Ave.

The Proposed Use

The applicant proposes to utilize the property as an automotive dealership. The request includes removal of the existing mobile home and replacement with a new structure of similar size to serve as the office for the commercial operation. Because the proposed building will not be of sufficient size to accommodate indoor storage of vehicle inventory, and the dealership model is not conducive to limited indoor display, the applicant seeks approval of an Unlisted Dissimilar Use to allow vehicle inventory to remain on the property overnight.

The proposed site layout indicates that employee and customer parking will be located to the rear of the new office building, with access provided from North Turkey Oak Drive. A gravel driveway is proposed from Citrus Avenue, along with a vehicle display and staging area situated near the corner of the intersection.

ANALYSIS OF SITE PLAN:

Parking

Applicant Response: The applicant states that the proposed use is consistent with updated City guidelines by locating required parking behind the building. Vehicle display is proposed within the open area of the property near the existing billboard, as depicted on the submitted site plan. The proposed office building will consist of approximately 672 square feet. Parking includes four (4) standard spaces and two (2) handicap-accessible spaces, utilizing the area in front of the previously existing unit.

Staff Response: The applicant proposes a total of six (6) parking spaces, consisting of four (4) standard spaces and two (2) handicap-accessible spaces located to the rear of the proposed building. This parking configuration is consistent with the requirements of the Community Development Code and will be subject to verification at the time of permitting. Pursuant to Table 5.4, "Minimum Parking Requirements & Reductions", commercial uses require two (2) spaces per 1,000 square feet, which the proposal satisfies.

While the site plan indicates that vehicle inventory will be displayed and stored in the corner of the property near North Turkey Oak Drive and Citrus Avenue, specific layout details and striping configurations have not been provided. Staff recommends that, as a condition of approval and prior to permitting, the applicant be required to submit a detailed site plan demonstrating an orderly and clearly defined vehicle inventory layout to ensure safe circulation, visibility, and overall site organization.

Landscaping

Applicant response: The owner has initiated site clean-up activities, including removal of overgrown vegetation and trimming of existing trees, in an effort to improve the overall appearance of the property. The applicant has indicated a commitment to maintaining the landscaping in an orderly and visually appealing condition, as well as preserving and maintaining the existing perimeter fence.

The property contains several mature and heritage trees. The applicant asserts that by maintaining the majority of the site as an open display area for vehicles, additional structural development will be minimized, thereby preserving existing tree resources and limiting further site disturbance.

Staff Response: The applicant will be required to meet the requirements of Section 6 “Landscaping” of the Community Development Code at the time of permit submittal.

Signage

Applicant Response: Any signage installed on the property will be subject to compliance with applicable City sign regulations. The proposed signage is depicted on both the site plan and accompanying elevation/section drawing to provide a visual representation of the intended design. The applicant has indicated a willingness to consider feedback and make adjustments as necessary to ensure conformance with City guidelines.

Staff Response: All proposed signage shall be reviewed and approved under a separate sign permit application. Compliance will be evaluated at the time of submittal and reviewed for consistency with Section 11, “Signage,” of the Community Development Code.

Impact Mitigation Strategies

The applicant asserts that the proposed automotive dealership use, including outdoor overnight vehicle storage, will not adversely impact surrounding properties. The owner also controls the parcel immediately to the north, which is occupied by a 24/7 emergency services company, ServiceMaster. In addition, the adjacent property to the north contains a boat repair operation in conjunction with a residential use. Across North Turkey Oak Drive is a commercial complex with multiple tenant spaces, as well as existing outdoor boat and recreational vehicle storage. The applicant contends that, given this surrounding mix of commercial and vehicle-oriented activities, the proposed use is compatible with the character of the area.

Please see the impact mitigation strategies below:

1. Overnight Outdoor Goods Storage; Lighting.

Applicant response: The applicant states that the proposed overnight outdoor storage of retail vehicle inventory will result in a more orderly and visually improved condition compared to the property’s current vacant state, while also contributing to increased economic activity. The applicant does not propose additional site lighting for the vehicle display area and intends to retain only the existing light fixture near the building to illuminate the designated parking area. The proposal is limited to replacing the former modular building with a similar structure and providing associated parking, thereby minimizing site disturbance, expansion, and potential light pollution.

Staff response: Staff acknowledges that the absence of additional lighting in the vehicle inventory area may reduce potential glare and visual impacts on adjacent properties, particularly during nighttime hours. Limiting lighting to the existing fixture near the building can help maintain compatibility with surrounding uses and reduce light trespass onto neighboring parcels.

However, staff recommends that any existing or future lighting comply with the City’s lighting standards, including shielding and downward-directed illumination, to prevent glare onto adjacent properties and public rights-of-way. Additionally, while reduced lighting may lessen visual impacts, staff should also consider site security, safety, and visibility at the intersection when evaluating the final site and lighting plan at the time of permitting.

2. Traffic.

Applicant Response: The applicant maintains that the proposed automotive dealership will generate fewer traffic impacts than the property's prior use or other potential higher-intensity commercial developments permitted within the zoning district. The site has access points from both Citrus Avenue and North Turkey Oak Drive, which the applicant believes will facilitate adequate circulation and distribution of traffic. The applicant further contends that a single-user dealership will produce less traffic than a multi-tenant retail development that could otherwise be constructed on the property.

Staff Response: North Turkey Oak Drive and Citrus Avenue are classified as county-maintained two-lane Major Collector roadways. Based on typical trip generation characteristics, an automotive dealership is likely to generate fewer daily vehicle trips than other higher-intensity retail uses permitted within the Urban Center 1 (UC-1) zoning district.

In addition to overall trip volume, the following traffic-related factors at the time of permitting:

- Preservation of sight triangles at the intersection to ensure displayed vehicles do not obstruct visibility.
- Safe ingress and egress design to prevent vehicle stacking into the public right-of-way.
- Adequate internal circulation to accommodate customer vehicles and vehicle delivery trucks
- Confirmation that dual access points comply with County access management standards.
- Prevention of on-street parking overflow associated with inventory or customer activity.

Subject to compliance with these considerations, the proposed use does not appear to create adverse traffic impacts beyond those anticipated for permitted commercial uses within the district.

3. Modular Building.

Applicant Response: The applicant proposes to replace the existing structure with a new modular building constructed in compliance with the Florida Building Code, permanently affixed to the existing concrete slab. Aside from the installation of additional parking behind the building and the replacement of deteriorated interior wood fencing, no further site modifications are proposed.

Staff Response: At the time of permitting, this application will be required to demonstrate compliance with the requirements of the Florida Building Code, the Community Development Code, Citrus County, with regard to right-of-way construction standards, and the Southwest Water Management District for stormwater considerations.

ANALYSIS:

The Crystal River Comprehensive Plan is silent on dissimilar uses, car sales and automotive dealerships, and outdoor storage. The Plan encourages compatibility and consistency with land development regulations.

The Community Development Code provides the process for establishing unlisted dissimilar uses.

Section 5.b. (3) Unlisted Dissimilar Use.

When a use is not listed and cannot be interpreted as similar in nature and impact to a listed permitted use in *Table 5.1 Uses by Zone*, the use may only be permitted if submitted to the Planning Commission for recommendation and approval by the City Council. This allows for the City to consider the appropriateness of the applicant's proposal while addressing any potential impacts upon the surrounding uses and development patterns of the area, specifically the form and intensity, the site design, and the potential operational impacts of the proposal in order to ensure compatibility with the neighboring uses.

The following definition of compatibility set forth in §163.3164(9), *Florida Statutes*, was utilized: "Compatibility means a condition in which land uses or conditions can coexist in relative proximity to each other in a stable fashion over time such that no use or condition is unduly negatively impacted directly or indirectly by another use or condition."

The Crystal River Comprehensive Plan Future Land Use Element, Goal 3, Objective 3.1, Policy D) similarly states that "Compatibility shall be determined by intensity of use as well as similarity in scale, bulk, and other aspects of site design."

This request for a car sales and automotive dealership is most similar to the definition for the Retail and Service use, which is allowable within the Urban Center 1 Zone. Section 5.e. (17) provides the following definition:

"A category of uses involving the sale of goods, merchandise, or services to the general public for personal or household consumption. Visibility and accessibility are important to these uses, as most patrons do not utilize scheduled appointments. Outdoor manufacturing activities and storage of goods are prohibited; however, outdoor display may be allowed during normal business hours provided they do not restrict ADA access or encroach rights-of-way."

Car sales and automotive dealerships include the sale of goods and services to the general public, while depending on visibility to attract customers. However, this application is requesting to store vehicles beyond normal business hours, which is prohibited by the above definition.

Staff acknowledges that the proposed dealership may improve the currently vacant and underutilized condition of the site. The surrounding area has an existing commercial development pattern. The potential impacts of overnight outdoor vehicle storage can be mitigated through conditions that ensure:

- Inventory vehicles are parked only within designated spaces.
- No vehicles encroach into rights-of-way or required setbacks.
- ADA access remains unobstructed.
- Required landscaping and buffering are maintained.
- The total number of vehicles on site is controlled to prevent over-intensification.

SUMMARY OF PUBLIC COMMENTS:

No public comment has been received as of the writing of this staff report.

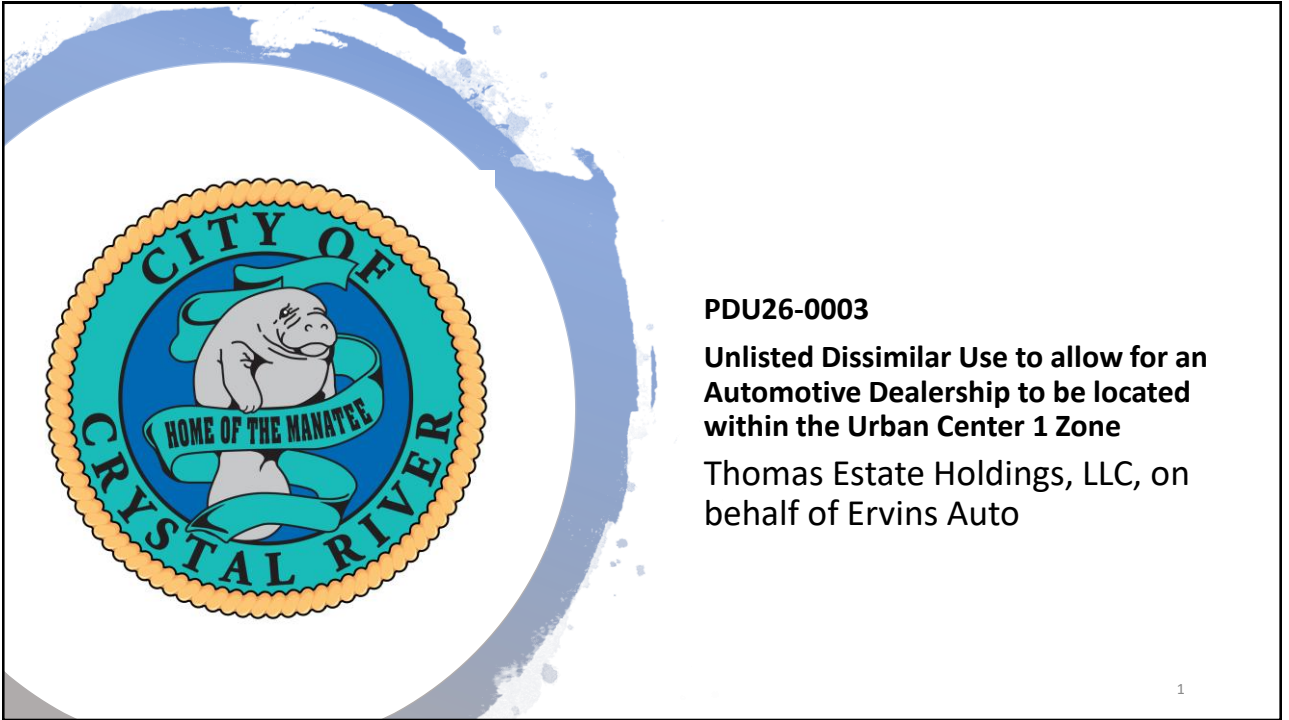
STAFF RECOMMENDATION:

Staff recommends approval of the Unlisted Dissimilar Use request to allow an automotive dealership at the subject property, subject to the following conditions:

- Vehicle inventory shall only be parked within designated and approved parking spaces.

- Inventory shall not encroach into public rights-of-way, required setbacks, landscape buffers, or utility easements.
- ADA access and required parking shall remain unobstructed at all times.
- Any lighting installed shall comply with City standards and minimize trespass onto adjacent properties.
- The applicant shall obtain and maintain an active Business Tax Receipt with the City of Crystal River.
- Final site layout, striping plan, and circulation plan shall be reviewed and approved at the time of permitting.

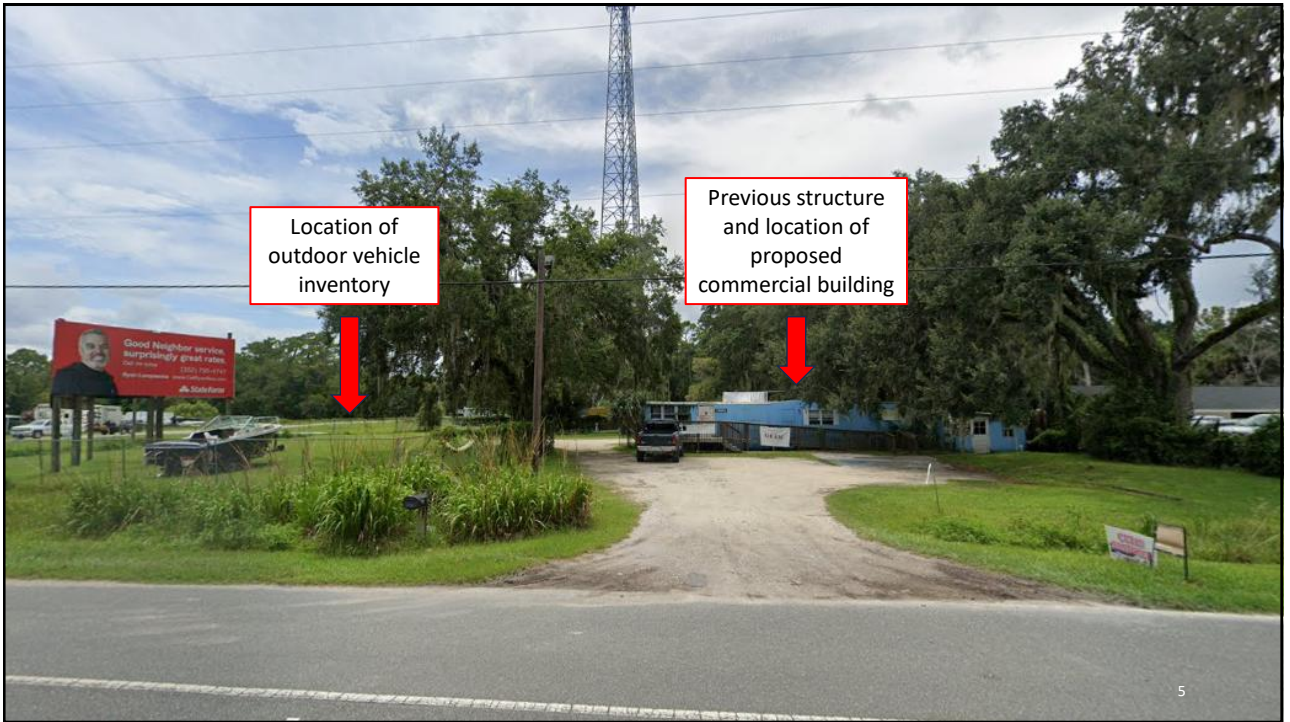
With these conditions, staff finds that the proposed use can be operated in a manner consistent with compatibility standards and the intent of the Community Development Code.



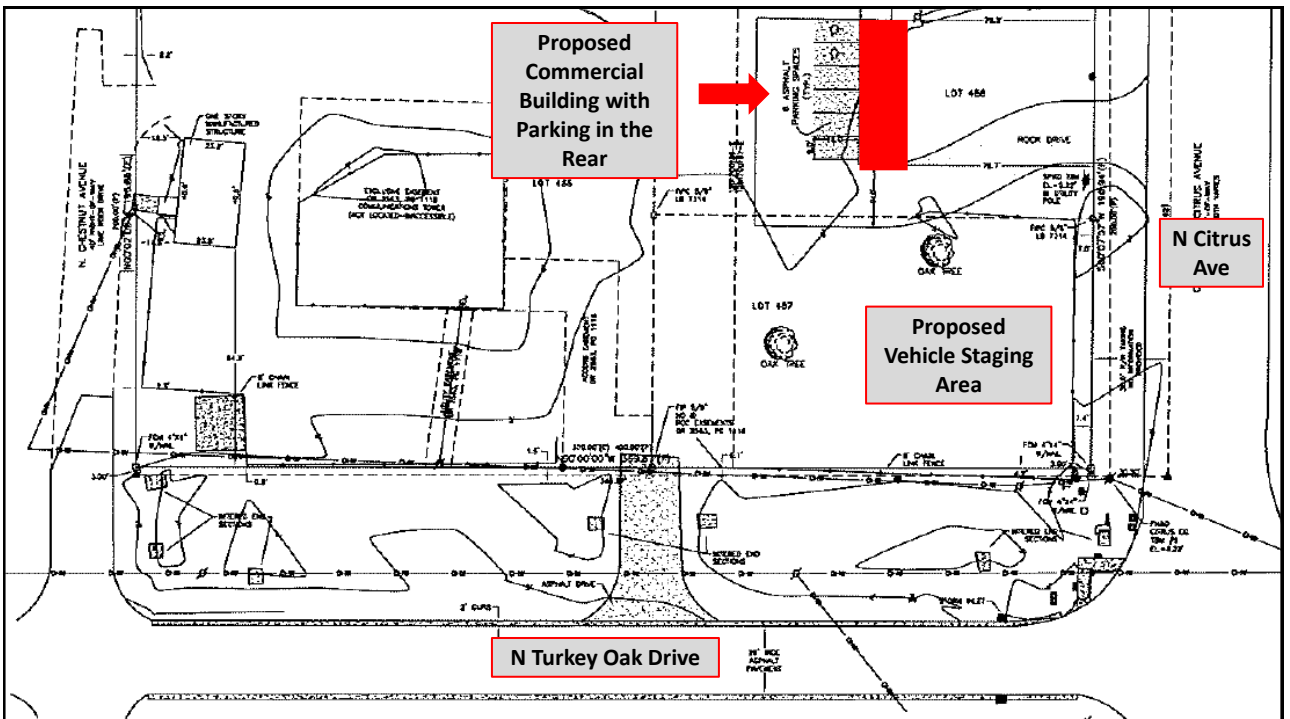
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Analysis of Site Plan

- **Parking –**
 - A total of six (6) formal parking spaces are proposed to be located to the rear of the proposed building. This meets the CDC requirements.
 - While the site plan indicates that vehicle inventory will be displayed and stored in the corner of the property near North Turkey Oak Drive and Citrus Avenue, specific layout details and striping configurations have not been provided.
 - Staff recommends that, as a condition of approval and prior to permitting, the applicant be required to submit a detailed site plan demonstrating an orderly and clearly defined vehicle inventory layout to ensure safe circulation, visibility, and overall site organization.

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Impact Mitigation Strategies

- **Lighting –** The applicant does not propose any additional site lighting for the vehicle display area
 - Staff acknowledges that the absence of additional lighting in the vehicle inventory area may reduce potential glare and visual impacts on adjacent properties, particularly during nighttime hours. Limiting lighting to the existing fixture near the building can help maintain compatibility with surrounding uses and reduce light trespass onto neighboring parcels.
- **Traffic –** Applicant believes their position on the corner of Citrus Avenue and Turkey Oak will facilitate adequate circulation
 - Based on typical trip generation characteristics, an automotive dealership is likely to generate fewer daily vehicle trips than other higher-intensity retail uses permitted within the Urban Center 1 (UC-1) zoning district.

8

Impact Mitigation Strategies

• Traffic –

- In addition to overall trip volume, the following traffic-related factors at the time of permitting:
 - Preservation of sight triangles at the intersection to ensure displayed vehicles do not obstruct visibility.
 - Safe ingress and egress design to prevent vehicle stacking into the public right-of-way.
 - Adequate internal circulation to accommodate customer vehicles and vehicle delivery trucks
 - Confirmation that dual access points comply with County access management standards.
 - Prevention of on-street parking overflow associated with inventory or customer activity.

9



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Staff Recommendation

- Staff recommends approval of the Unlisted Dissimilar Use request to allow an automotive dealership at the subject property, subject to the following conditions:
 - Vehicle inventory shall only be parked within designated and approved parking spaces.
 - Inventory shall not encroach into public rights-of-way, required setbacks, landscape buffers, or utility easements.
 - ADA access and required parking shall remain unobstructed at all times.
 - Any lighting installed shall comply with City standards and minimize trespass onto adjacent properties.
 - The applicant shall obtain and maintain an active Business Tax Receipt with the City of Crystal River.
 - Final site layout, striping plan, and circulation plan shall be reviewed and approved at the time of permitting.

11



QUESTIONS?

PDU26-0003

Unlisted Dissimilar Use to allow for an Automotive Dealership to be located within the Urban Center 1 Zone

Thomas Estate Holdings, LLC, on behalf of Ervins Auto

12

CITY OF CRYSTAL RIVER, FLORIDA
CITY COUNCIL

Thomas Estate Holdings LLC
7765 West Gulf to Lake Highway
Crystal River, Florida, 34429
Petitioners

UNLISTED DISSIMILAR USE PETITION PDU26-0003

ORDER

In accordance with Appendix A, Community Development Code, of the Code of Ordinances of the City of Crystal River, Florida ("the CDC"), this cause was presented for quasi-judicial public hearing before the Planning Commission of the City of Crystal River, Florida on March 5, 2026, for recommendation and the City Council of the City of Crystal River, Florida for final determination on March 23, 2026; after public notice provided pursuant to Section 8 of the CDC where this petition was heard, testimony under oath was heard, evidence was received, and staff's recommendation was considered.

In accordance with Section 5.b.(3), the City Council of the City of Crystal River, Florida, issues the following order:

ORDERED:

That by a vote of ____--____, this Unlisted Dissimilar Use Petition PDU26-0003 to allow for an automotive dealership to be located within the Urban Center 1 Zone at 3540 North Citrus Avenue, specifically, parcel 17E18S210010 4860, as identified in the records of the Citrus County Property Appraiser and described in Exhibit "A", pursuant to Section 5.b.(3) *Unlisted Dissimilar Use*, of the CDC, is GRANTED.

This approval is made with the following conditions:

- Vehicle inventory shall only be parked within designated and approved parking spaces.
- Inventory shall not encroach into public rights-of-way, required setbacks, landscape buffers, or utility easements.
- ADA access and required parking shall remain unobstructed at all times.
- Any lighting installed shall comply with City standards and minimize trespass onto adjacent properties.
- The applicant shall obtain and maintain an active Business Tax Receipt with the City of Crystal River.
- Final site layout, striping plan, and circulation plan shall be reviewed and approved at the time of permitting.

DONE AND ORDERED this _____ day of _____, 2026 in Crystal River, Citrus County, Florida.

Joe Meek, Mayor

STATE OF FLORIDA

COUNTY OF CITRUS

The foregoing instrument was acknowledged before me this _____ day of _____,
2026 by _____, who is personally known to me.

Notary Public

(SEAL)

Exhibit "A"

Property Description

Lots 486, 487, and 488, THE TOWNSITE OF CRYSTAL PARK, according to the plat thereof recorded in Plan Book 1, Page 2, of the Public Records of Citrus County, Florida, less and except that portion deeded to Citrus County in Official Record Book 938, Page 100 and Official Record Book 942, Page 1526, Public Records of Citrus County, Florida.



To: City of Crystal River

From: Mason Thomas, Benje Thomas, James Ervin, Thomas Estate Holdings LLC, Ervins Auto LLC

Subject: Unlisted Dissimilar Use Planning Application Supplement

Date: 1/22/2026

This unlisted dissimilar use planning application supplement is being submitted on behalf of Ervins Auto (Applicant) who is currently under contract to lease the property, comprised of .78 acres located at 3540 N Citrus Ave Crystal River, FL 34428. This supplement is provided to aid in the City's review of the application, which proposes development of the property for a commercial retail purpose with outdoor, overnight storage in lieu of outdoor storage only during business hours. The proposed use of the property is commercial retail, which is substantially consistent with allowable uses under the existing zoning, Urban Center 1 Zoning designation for the property. Specifically, the proposed use of automotive sales requires outdoor, overnight storage of vehicles (The Proposed Use) is substantially consistent, but the overnight storage is the unlisted dissimilar use.

This supplement is intended to outline the Proposed Use, Applicant's development plan, and the anticipated impact mitigation strategies. Additionally, enclosed please find the preliminary site plan, and survey with elevations for the property.

1. Proposed Use

The applicant intends to replace the old modular unit that was previously RIO Crystal Seafood, and before that retail boat sales and service. The repurposed structure will be the same footprint and sq footage as the old one and will sit on the concrete slab that is currently there. The new modular unit will not be large enough to store vehicle inventory overnight, prompting the need for approval as an Unlisted Dissimilar Use. Ervins Auto is a small business and is not a brand suited for limited indoor only display.

The applicant intends to greatly improve the property, in both upkeep/ appearance and financial productivity. Applicant is proposing moving a business from levy county to city of crystal river, bringing tax revenue and jobs to the city. The applicant pledges to keep property upkeep and visually appealing. The Applicant contends that repurposing the property to a retail sales space for automobiles is the highest and best use for the property. A similar parcel across turkey oak is used for boat and rv storage, as well as the proximity to rural king and ag pro, Applicant contends the intended use is a more visually attractive use, and that the upkeep and maintenance to the lot will enhance it beyond its previous use.

2. Site plan

As shown on the attached site plan, applicant proposes to replace the old modular building with a new one of the exact same sq ft and dimensions. The building dimensions are 12'x56', with the only change to the property being the parking spaces added behind the building.

A. Parking

The applicants' proposed use follows updated city guidelines with parking behind the building. The display of vehicles will be done in the open area of the property near the billboard as outlined in the site plan. The building is 672 sq ft with proposed parking of 4 regular spaces and 2 handicap spaces for a total of 6 parking spaces. The applicant also notes there is an existing handicap space in front of the proposed building from the previous unit.

B. Landscaping

The owner has already begun clearing the unsightly, overgrown brush, and trimming the trees on the property. The applicant pledges to keep all landscaping on the property visually appealing, as well as the existing fence that borders it. There are many heritage trees on the

property, and the applicant contends by keeping most of the space open to display vehicles we will be preserving the property and the trees from further construction development.

C. Signage

Please see attached sections for proposed signage. Signage to be added to the property by the property owner in accordance with city guidelines. Proposed signage is displayed on both the site plan, as well as the section which gives a visual guide for the sign, of which we are open to feedback.

3. Impact Mitigation Strategies

The proposed use as a car dealership with outdoor overnight parking will not have a negative impact on the neighboring properties. The property owner also owns the lot connected to this one of which the 24/7 emergency service company ServiceMaster operates. The owners support this plan as both a way to enhance upkeep of the property as well as enhance the financial productivity of it. The property adjoining ServiceMaster is a commercial building that offers boat repair, and not a residential building. The property directly across (Turkey Oak) from the proposed use property is a commercial complex with several building units for rent, as well as outdoor boat and rv storage, Applicant contends the proposed use will be more visually appealing and economically productive property. The Applicant also contents with the presence of heritage trees leaving the property mostly open, with outdoor retail display is the least impactful utilization of the property, enabling the property owners to maintain the history and beauty of the landscape while maintaining the commercial element. With that in mind, please see mitigation strategies:

A. Overnight Outdoor Goods Storage: Lighting

The overnight outdoor storage of the retail vehicle inventory will be kept tidier than its current vacant use and provide visual appeal to the property as well as enhanced economic activity. The applicant does not intend to light the storage area at night, keeping only the existing light near the building that lights the parking lot. The applicant

wishes only to replace the modular building that was there with the same unit and the additional parking, limiting the impact and light pollution of the property.

B. Traffic

The proposed use will have less impact on roads and traffic than the prior use of the property. The applicant notes there are entrances to the property off both Citrus Ave and Turkey Oak Dr. The applicant contends that the dealership will have less of an impact on the traffic pattern, opposed to the development of property for more high intensity retail buildings (i.e. multi-unit retail buildings opposed to this one unit).

C. Modular Building

The modular building that will replace the old one will be built to FBC and permanently attached to the existing concrete slab in accordance with FBC. Other than adding parking behind the building, and replacing old, wood interior fencing no other changes will be made to the property.

Attached:

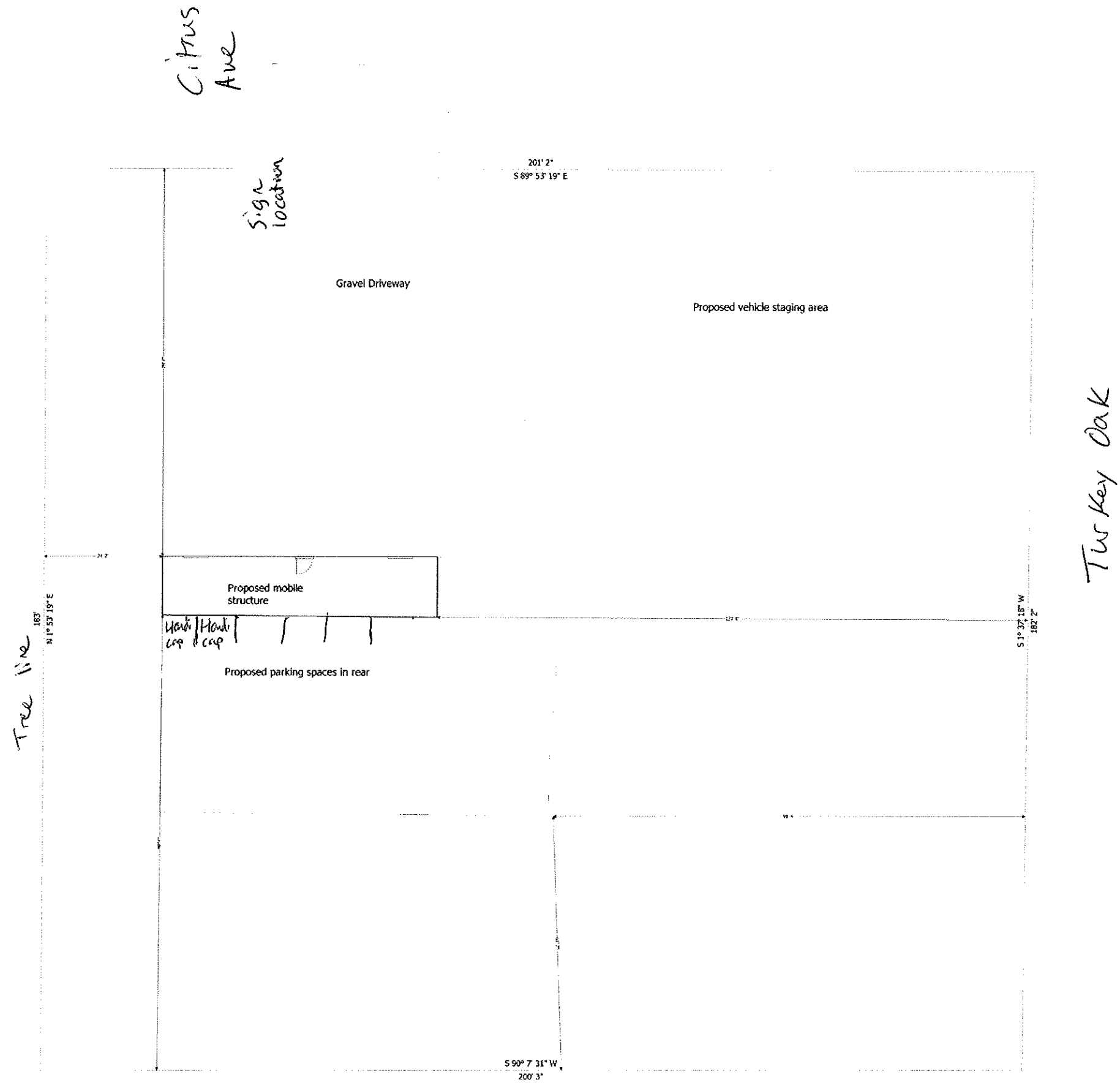
Site plan

Survey

Sign layout

**ERVIN'S
AUTO SALES**





Scale: 1/30" = 1 ft.

BOUNDARY AND
TOPOGRAPHIC SURVEY

LOTS 486, 487 AND 488, TOWNSITE OF CRYSTAL PARK, ACCORDING
TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 1,
PAGE 2, PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA.

THE SOUTH 3 FEET OF LOTS 485 AND 487, THE TOWNSITE OF CRYSTAL PARK AS SHOWN ON THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 2, PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA.

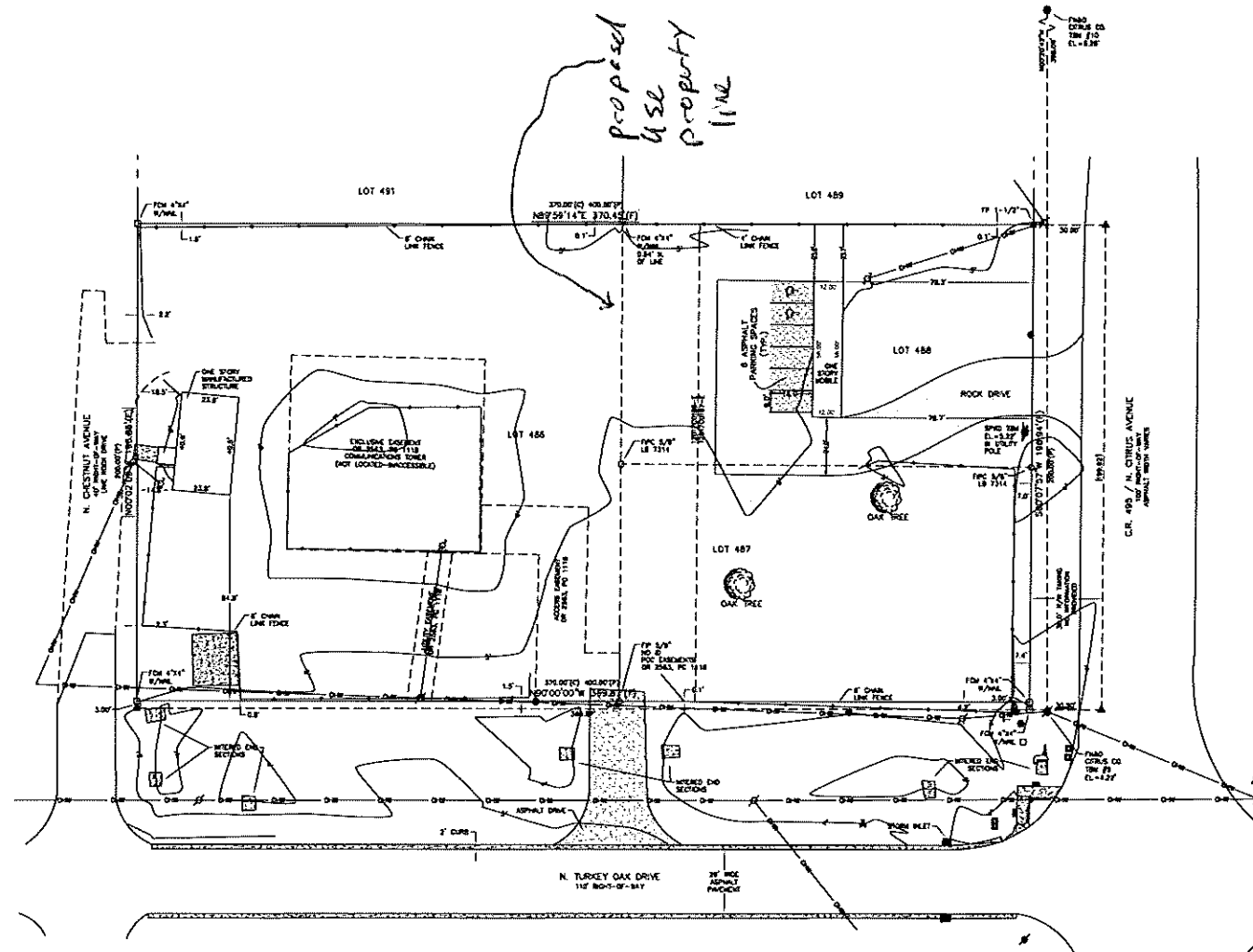
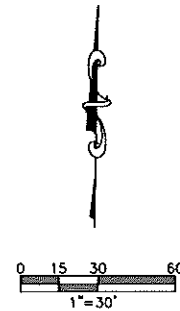
SUBJECT TO THE FOLLOWING EASEMENTS RECORDED IN OFFICIAL
RECORDS BOOK 2563, PAGE 1118:

COMMENCE AT THE INTERSECTION OF THE NORTH RIGHT OF WAY LINE OF NORTH TURKEY OAK DRIVE PER OFFICIAL RECORDS BOOK 942, PAGE 1527 AND THE EAST LINE OF LOT 466, TOWNSHIP OF CRYSTAL PARK AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE N89°45'01"W ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 34.69 FEET; THENCE N01°22'14"W A DISTANCE OF 60.56 FEET; THENCE N88°37'46"W A DISTANCE OF 24.14 FEET FOR A POINT OF BEGINNING; THENCE N88°37'46"W A DISTANCE OF 80.00 FEET; THENCE N01°22'14"W A DISTANCE OF 80.00 FEET; THENCE S88°37'46"W A DISTANCE OF 80.00 FEET; THENCE S01°22'14"W A DISTANCE OF 80.00 FEET TO THE POINT OF BEGINNING.

BEGIN AT THE INTERSECTION OF THE NORTH RIGHT OF WAY LINE OF NORTH TURKEY OAK DRIVE PER OFFICIAL RECORDS BOOK 942, PAGE 1527 AND THE EAST LINE OF LOT 486, TOWNSHIP OF CROWN CREEK, PARK COUNTY, FLORIDA, PAGE 1527 OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, PARCELS: NB94°60'N/46°W ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 14.33 FEET; THENCE S88°37°46"E A DISTANCE OF 20.00 FEET; THENCE NB53°47'W A DISTANCE OF 24.14 FEET; THENCE N01°22'14"E A DISTANCE OF 20.00 FEET; THENCE S88°37°46"E A DISTANCE OF 44.14 FEET; THENCE S01°22'14"W A DISTANCE OF 50.16 FEET; THENCE S88°37°46"E A DISTANCE OF 20.00 FEET; THENCE N01°22'20"W A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING.

COMMENCE AT THE INTERSECTION OF THE NORTH RIGHT OF WAY LINE OF NORTH TURKEY OAK DRIVE PER OFFICIAL RECORDS BOOK 942, PAGE 1527 AND THE EAST LINE OF LOT 486, TOWNSHIP OF CRYSTAL PARK AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE N89°46'01"W ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 77.58 FEET FOR A POINT OF BEGINNING; THENCE CONTINUE N89°45'01"W ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 10.09 FEET; THENCE N89°05'30"E A DISTANCE OF 62.04 FEET; THENCE S88°37'46"E A DISTANCE OF 10.07 FEET; THENCE S08°05'30"W A DISTANCE OF 51.83 FEET TO THE POINT OF BEGINNING.

1. BEARINGS ARE BASED ON THE SOUTH LINE OF THE SUBJECT PARCEL, ESTABLISHING AN ASSUMED BEARING OF EAST.
2. DESCRIPTION AS SHOWN HEREON WAS PROVIDED.
3. BASIS FOR SURVEY IS DESCRIPTION, RECORD PLAT, AND MONUMENTATION FOUND IN PLACE.
4. NO UNDERGROUND INSTALLATIONS OR IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS NOTED.
5. THIS SURVEY IS OF VISIBLE FEATURES ONLY. UNDERGROUND ENCROACHMENTS, IF ANY, WERE NOT LOCATED.
6. ADDITIONS, DELETIONS REPRODUCTION OF SURVEY DRAWINGS BY OTHER THAN THE SIGNED PARTY OR PARTIES IS PROHIBITED BY LAW WITHOUT WRITTEN CONSENT OF THE SIGNED PARTY OR PARTIES.
7. THIS SURVEY MAP IS VALID ONLY TO THOSE PERSONS OR ENTITIES NAMED HEREON. COASTAL ENGINEERING ASSOCIATES, INC. WILL ASSUME NO RESPONSIBILITY FOR THE UNAUTHORIZED REPRODUCTION AND/OR REDISTRIBUTION OF THIS SURVEY MAP.
8. ELEVATIONS AS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 AND ORIGINATED FROM CITRUS COUNTY TEMPORARY BENCHMARK NO. 9 HAVING AN ELEVATION OF 4.27 LOCATED AT THE SOUTHEAST CORNER OF THE DESCRIBED PROPERTY.
9. PROPERTY LIES IN SECTION 16, TOWNSHIP 18 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA.
10. THIS SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A COMPLETE TITLE REPORT OR TITLE ABSTRACT AND THEREFORE MAY NOT NECESSARILY SHOW ALL RIGHT-OF-WAYS, EASEMENTS OR OTHER ENCUMBRANCES OF RECORD.
11. THE PROPERTY AS SHOWN HEREON HAS A STREET ADDRESS OF 3689 NORTH TURKEY OAK DRIVE, CRYSTAL RIVER, FLORIDA (AS FURNISHED)
12. THIS SURVEY IS BASED ON AN ASSUMED HORIZONTAL DATUM FOR THE FOUND MONUMENTATION MARKING THE CORNERS OF THE SUBJECT PARCELS OF DESCRIBED SUBDIVISION.
13. THIS IS A BOUNDARY SURVEY OF A COMMERCIAL LOT LOCATED IN A RECORDED SUBDIVISION. THE ACCURACY OF THIS TYPE OF SURVEY WAS FOUND TO BE ACCEPTABLE AND WAS ACHIEVED BY COMPARISON OF MULTIPLE MEASUREMENTS AND INDEPENDENT VERIFICATION.
14. THE PROPERTY DESCRIBED HEREON APPEARS TO BE IN FLOOD ZONE AE HAVING A BASE FLOOD ELEVATION OF 11 FEET AS SCALED FROM THE FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 120340, MAP NUMBER 12017C, PANEL NUMBER 0186-E AND 0187-E, EFFECTIVE DATE 01/15/2021.



- (C) = SURVEY TABLE
- (D) = DEED
- (E) = CALCULATED
- (F) = FLAT
- (G) = FIELD MEASURED
- (H) = OFFICIAL RECORDS BOOK
- (I) = INDEX
- (J) = JOINT MEASUREMENT CONTROL POINT
- (K) = KEY
- (L) = FENCE LINE
- (M) = OVER HANG WIRE
- (N) = OUT ANCHOR
- (O) = UTILITY POLE
- (P) = ELECTRIC BOX
- (Q) = ELECTRIC TRANSFORMER
- (R) = WATER WREN
- (S) = SANITARY MANHOLE
- (T) = UTILITY SPUR LINE
- (U) = FOUND IRON PIN AND CAP (AS SHOWN)
- (V) = FOUND IRON PIN AND CAP (AS SHOWN)
- (W) = SET IRON PIN AND CAP (AS SHOWN)
- (X) = FOUND/SET NAIL AND DISK (AS SHOWN)
- (Y) = FOUND/SET DISK AND NAIL (AS SHOWN)
- (Z) = FOUND IRON PIN AND CAP (AS SHOWN)
- FFPC = FOUND IRON PIN AND CAP
- TP = FOUND IRON PIN AND CAP
- IRPC = FOUND IRON PIN AND CAP
- IRNP = FOUND IRON PIN AND NAIL
- ISNP = FOUND IRON NAIL AND SET
- TSNP = FOUND/SET BROWHORN
- SET = SET NAIL AND DISK
- FOUND = FOUND IRON PIN AND NAIL
- FCN = FOUND/SET CONCRETE FOUNDMENT
- C = CONCRETE
- A = ASPHALT

Gary W Smith Digitally signed
by Gary W Smith
Date: 2023.11.10
09:31:25 -0500

[Signature] 1/27/2023
 JOHN W. SMITH, JR. DATE SIGNED
 PROFESSIONAL ADVISOR AND NOTARY, FLORIDA CENTRAL BANK, INC. (N.Y.)
 SIGNED AND SEALED FOR THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA
 PRINTED SIGNATURE AND NAME OF THE BANK COVER OF SIGNED SIGNATURE
 AND SEAL, ACCOMPANIED BY A VALID ELECTRONIC SIGNATURE OF A FLORIDA
 FINANCIAL INSTITUTION AND NOTARY ELECTRONIC FORMS

REUSE OF DOCUMENT

THIS DOCUMENT, COMPRISED OF THE INCORPORATED IDEAS AND DESIGNS, AS AN INSTRUMENT OF PROFESSIONAL SERVICE, IS THE PROPERTY OF COASTAL ENGINEERING ASSOCIATES, INC. AND IS NOT TO BE USED, IN WHOLE OR IN PART FOR ANY OTHER PURPOSE.

W R I T T E N A U T H O R I Z A T I O N O F
C O A S T A L E N G I N E E R I N G A S S O C I A T E S ,
I N C

[illegible]

SHEET

1 OF 1

23773

CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 8.A.

Requested Motion: Introduction of Ordinance 26-O-07 (Application PA26-0001) for the voluntary contraction (de-annexation) of a 44.17-acre parcel addressed as 161 North Country Club Drive, as petitioned by Sarah Foti.

Summary:

Sarah Foti, owner of 161 North Country Club Drive, has made a formal request for the voluntary de-annexation pursuant to Section 171.051, *Contraction Procedures*, Florida Statutes. The request seeks to remove a 44.17-acre parcel from the municipal boundaries of the City of Crystal River.

The basis for this request is that the owner holds adjacent property located in Citrus County and desires for all parcels to be under a single jurisdiction. Additionally, she maintains cattle on her county property and wishes to keep cattle on the subject site, which is not permitted under current City regulations.

The Planning Commission continued this item, anticipating that the applicant would revise the application.

The City Council shall make their decision on whether this application for de-annexation is within the best interests of the health, safety, and welfare of the City.

Staff Recommendation:

Introduction of Ordinance 26-O-07 for voluntary contraction, and set the public hearing for April 13, 2026, at 5:30 p.m.

Ordinance:

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, FOR THE VOLUNTARY CONTRACTION (DE-ANNEXATION) OF THE CITY BOUNDARY BY DE-ANNEXING 44.17 ACRES MOL OF REAL PROPERTY ADDRESSED AS 161 NORTH COUNTRY CLUB DRIVE, CRYSTAL RIVER, FLORIDA, MORE PARTICULARLY AND LEGALLY DESCRIBED IN EXHIBIT A, ATTACHED HERETO AND FULLY INCORPORATED HEREIN BY THIS REFERENCE; PROVIDING FOR THE AMENDMENT OF CITY BOUNDARIES TO CONTRACT THE SUBJECT PROPERTY FROM THE CITY BOUNDARIES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.

ATTACHMENTS:

Description

[Draft Ordinance](#)

ORDINANCE 26-O-07

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, FOR THE VOLUNTARY CONTRACTION (DE-ANNEXATION) OF THE CITY BOUNDARY BY DE-ANNEXING 44.17 ACRES MOL OF REAL PROPERTY ADDRESSED AS 161 NORTH COUNTRY CLUB DRIVE, CRYSTAL RIVER, FLORIDA, MORE PARTICULARLY AND LEGALLY DESCRIBED IN EXHIBIT A, ATTACHED HERETO AND FULLY INCORPORATED HEREIN BY THIS REFERENCE; PROVIDING FOR THE AMENDMENT OF CITY BOUNDARIES TO CONTRACT THE SUBJECT PROPERTY FROM THE CITY BOUNDARIES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Chapter 171, Florida Statutes, provides the exclusive method of municipal annexation or contraction in order to ensure sound urban development and efficient provisions of urban services; and

WHEREAS, Sarah Foti, herein "Owner," owns a parcel identified by the Citrus County Property Appraiser Tax Parcel ID: 17E18S33 32200 (approximately 44.17 acres), hereafter the "Subject Property," such properties described in Exhibit A, attached hereto and incorporated herein by this reference, contiguous to the corporate limits of the City of Crystal River, and

WHEREAS, this property was voluntarily annexed into the City of Crystal River by Ordinance 11-O-02 on February 14, 2011; and

WHEREAS, the Owner has requested that the City of Crystal River de-annex the Subject Property; and

WHEREAS, this parcel fails to meet the criteria of Chapter 171.043, F.S., specifying the character of an area that may be annexed upon the proposal of a municipality; and

WHEREAS, City of Crystal River staff has determined that there are no qualified voters residing in the area to be contracted, and that the owner of the property, Sarah Foti, has requested the contraction of the property in question from the municipal boundaries of the City of Crystal River, Florida; and

WHEREAS, this Ordinance was noticed at least once per week for 2 consecutive weeks in a newspaper of general circulation in the City of Crystal River, Florida, describing the area to be excluded from the municipal boundaries of Crystal River, Florida, the reasons for the contraction and the time and place of the public meeting at which this Ordinance would be considered; and

WHEREAS, a public hearing was conducted pursuant to the published notice described herein, at which time any and all parties in interest and all others had an opportunity to be heard in a quasi-judicial proceeding; and

WHEREAS, the City Council of the City of Crystal River finds that enactment of this Ordinance is in the best interests of the health, safety, and welfare of the citizens of Crystal River; and

WHEREAS, upon adoption of this Ordinance, the municipal boundary lines of the City of Crystal River, contained in the Charter, Appendix A, shall be redefined to exclude the subject real property.

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

SECTION 1. PURPOSE.

The purpose of this Ordinance is to authorize the voluntary contraction of real property owned by Sarah Foti from the municipal boundaries of the City of Crystal River, Florida, pursuant to the request for Voluntary Contraction submitted by the petitioner and owner of said property, Sarah Foti, as authorized by Section 171.051, Florida Statutes.

SECTION 2. AUTHORITY.

The City Council is authorized to take this action 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, as well as Section 171.051, Florida Statutes.

SECTION 3. SUFFICIENCY OF PETITION.

The City of Crystal River, Florida, has determined that the area to be contracted does not meet the criteria of Section 171.043, Florida Statutes, in that the area to be contracted is not suitable for, or is not intended to be developed for urban purposes, and hereby accepts the voluntary request of, Sara Foti, for the contraction of the real property specifically described herein, from the corporate limits of the City of Crystal River.

SECTION 4. LEGAL DESCRIPTION OF ANNEXED AREA.

The property being contracted from the corporate limits of the City of Crystal River, Florida was more particularly described as follows:

A PORTION OF THE SOUTH 1/2 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGIN AT THE SW CORNER OF THE SE 1/4 OF THE SW 1/4 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA; THENCE N 00°16'46" W ALONG THE WEST LINE SAID SE 1/4 OF SW 1/4 A DISTANCE OF 1307.08 FEET TO THE NW CORNER OF SAID SE 1/4 OF THE SW 1/4; THENCE N. 89°37'02" E. ALONG THE NORTH LINE OF SAID SE 1/4 OF SW 1/4 A DISTANCE OF 370.40 FEET; THENCE S. 00°42'25" E., A DISTANCE OF 435.01 FEET; THENCE N. 89°37'02" E. PARALLEL TO THE NORTH LINE OF THE SE 1/4 OF THE SW 1/4 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST A DISTANCE OF 976.59 FEET TO A POINT ON THE WEST BOUNDARY LINE OF PARADISE COUNTRY CLUB UNIT 2, AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, THENCE ALONG THE BOUNDARY OF SAID PARADISE COUNTRY CLUB UNIT 2, THE FOLLOWING COURSES AND DISTANCES; S. 00°42'25" E. A DISTANCE OF 81.00 FEET; THENCE N. 89°37'02" E., A DISTANCE OF 50.00 FEET; THENCE S. 00°42'25" E. A DISTANCE 216.00 FEET; THENCE N. 89°37'02" E. A DISTANCE OF 115.67 FEET TO A POINT ON A CURVE, CONCAVED NORTHEASTERLY, HAVING A CENTRAL ANGLE OF 59°38'10" AND A RADIUS OF 116.23 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 120.98 FEET TO THE POINT OF TANGENCY OF SAID CURVE, (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S. 60°37'33" E. 115.59 FEET); THENCE N. 89°33'24" E. A DISTANCE OF 152.00 FEET; THENCE S. 01°02'45" E. A DISTANCE OF 150.00 FEET; THENCE N. 89°33'24" E. 720.00 FEET; THENCE N. 01°02'45" W. A DISTANCE OF 98.45 FEET; THENCE N. 89°37'02" E. A DISTANCE OF 216.00 FEET TO A POINT ON THE EAST LINE OF THE SW 1/4 OF SE 1/4 OF SAID SECTION 33; THENCE S. 01°02'45" E. ALONG SAID EAST LINE A DISTANCE OF 464.22 FEET TO THE SE CORNER OF SAID SW 1/4 OF SE 1/4; THENCE S. 89°33'21" W. ALONG THE SOUTH LINE OF SAID SECTION 33, A DISTANCE OF 2713.48 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINING 1,943,322 SQUARE FEET (44.61 ACRES) MORE OR LESS.

SECTION 5. PUBLICATION.

That prior to final reading and passage of this Ordinance, it shall be published once a week for two (2) consecutive weeks in a newspaper of general circulation within the City, or if no newspaper is published in the City, then in a newspaper of general circulation within the City published in Citrus County, Florida, and that a copy of said notice shall be provided by certified mail to the Citrus County Board of County Commissioner's.

SECTION 6. OFFICIAL FILING OF ORDINANCE.

That within seven (7) days after adoption, a certified copy of this Ordinance, including the legal description and a map of the area to be contracted, shall be forwarded and filed with the Clerk of the Circuit Court of Citrus County, Florida, and served upon the Chairman of the Board of County Commissioners of Citrus County, Florida; the Property Appraiser of Citrus County, Florida and the Department of State, Secretary of State, State of Florida.

SECTION 7. BOUNDARY MODIFICATIONS.

All City of Crystal River boundary maps, charter, and ordinance provisions pertaining to boundaries, codes and regulations shall be automatically hereby amended so as to conform to the boundary revision described herein. The boundary lines of the City shall thereupon automatically be redefined as to contract the land described in this ordinance.

SECTION 8. CONFLICTS AND REPEALER.

This Ordinance shall be cumulative of all provisions of the ordinances of the City of Crystal River, Florida, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event all Ordinances or parts thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. 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 portion or application shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 10. EFFECTIVE DATE.

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

Notice to the County Administrator of the Citrus County Board of County Commissioners was sent via certified mail on the _____ day of _____, 2026.

APPROVED on first reading after due public notice and public hearing the _____ day of _____ 2026.

ADOPTED on second reading after due public notice and public hearing the ____ day of _____, 2026.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

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

Robert W. Batsel, Jr., City Attorney

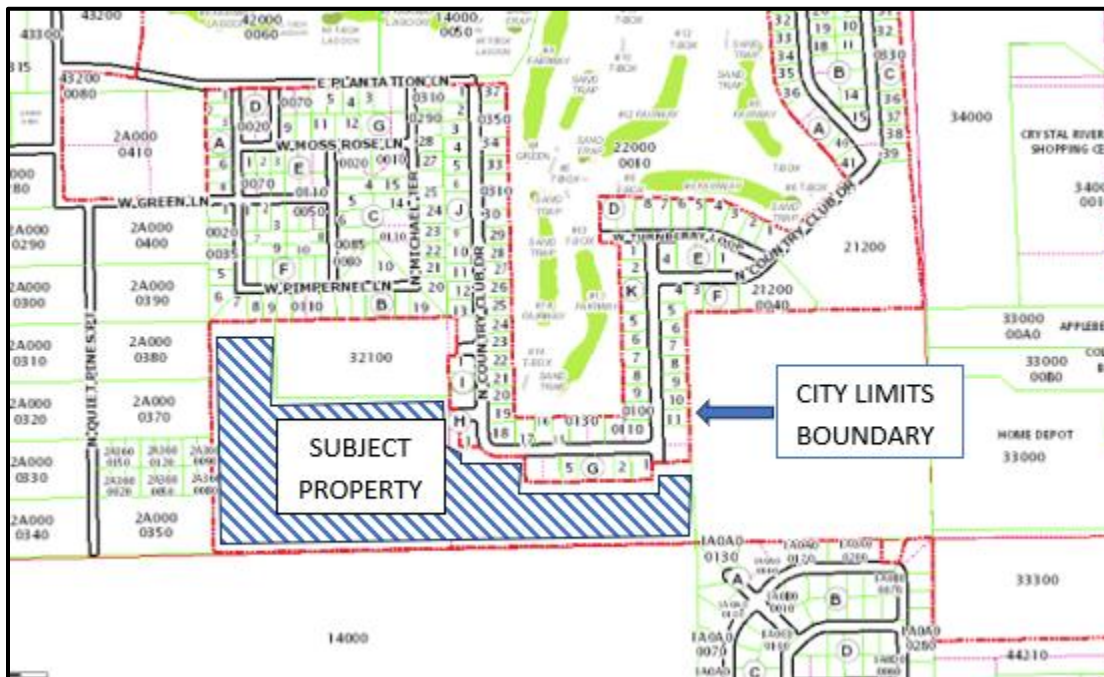
VOTE OF COUNCIL:

Joe Meek _____
Robert Holmes _____
Mindi Hastings _____
Chris Ensing _____
Gabrielle Satchell _____

EXHIBIT "A" LEGAL DESCRIPTION

A PORTION OF THE SOUTH 1/2 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGIN AT THE SW CORNER OF THE SE 1/4 OF THE SW 1/4 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA; THENCE N 00°16'46" W ALONG THE WEST LINE SAID SE 1/4 OF SW 1/4 A DISTANCE OF 1307.08 FEET TO THE NW CORNER OF SAID SE 1/4 OF THE SW 1/4; THENCE N. 89°37'02" E. ALONG THE NORTH LINE OF SAID SE 1/4 OF SW 1/4 A DISTANCE OF 370.40 FEET; THENCE S. 00°42'25" E., A DISTANCE OF 435.01 FEET; THENCE N. 89°37'02" E. PARALLEL TO THE NORTH LINE OF THE SE 1/4 OF THE SW 1/4 OF SECTION 33, TOWNSHIP 18 SOUTH, RANGE 17 EAST A DISTANCE OF 976.59 FEET TO A POINT ON THE WEST BOUNDARY LINE OF PARADISE COUNTRY CLUB UNIT 2, AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, THENCE ALONG THE BOUNDARY OF SAID PARADISE COUNTRY CLUB UNIT 2, THE FOLLOWING COURSES AND DISTANCES; S. 00°42'25" E. A DISTANCE OF 81.00 FEET; THENCE N. 89°37'02" E., A DISTANCE OF 50.00 FEET; THENCE S. 00°42'25" E. A DISTANCE 216.00 FEET; THENCE N. 89°37'02" E. A DISTANCE OF 115.67 FEET TO A POINT ON A CURVE, CONCAVED NORTHEASTERLY, HAVING A CENTRAL ANGLE OF 59°38'10" AND A RADIUS OF 116.23 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 120.98 FEET TO THE POINT OF TANGENCY OF SAID CURVE, (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S. 60°37'33" E. 115.59 FEET); THENCE N. 89°33'24" E. A DISTANCE OF 152.00 FEET; THENCE S. 01°02'45" E. A DISTANCE OF 150.00 FEET; THENCE N. 89°33'24" E. 720.00 FEET; THENCE N. 01°02'45" W. A DISTANCE OF 98.45 FEET; THENCE N. 89°37'02" E. A DISTANCE OF 216.00 FEET TO A POINT ON THE EAST LINE OF THE SW 1/4 OF SE 1/4 OF SAID SECTION 33; THENCE S. 01°02'45" E. ALONG SAID EAST LINE A DISTANCE OF 464.22 FEET TO THE SE CORNER OF SAID SW 1/4 OF SE 1/4; THENCE S. 89°33'21" W. ALONG THE SOUTH LINE OF SAID SECTION 33, A DISTANCE OF 2713.48 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINING 1,943,322 SQUARE FEET (44.61 ACRES) MORE OR LESS.

EXHIBIT "B" DEANNEXED TERRITORY MAP



CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 8.B.

Requested Motion:

Introduction of Ordinance 26-O-03 (Application No. PCA26-0001) for an amendment of the Future Land Use Map for 3.05 acres, addressed 1075 North Suncoast Blvd, owned by Gulf Coast RV and Boat Storage LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.

Summary:

The applications submitted by Clay Sweger, on behalf of Gulf Coast RV and Boat Storage, LLC, request amendments to both the Future Land Use Map and the Zoning Map for an approximately +/- 3.05-acre portion of the subject property. Specifically, the applicant proposes to change the Future Land Use Category from Special District to Urban Center and rezone the same area from Industrial to Urban Center 2.

The applicant owns approximately +/- 9.0 acres in total. Of this acreage, the westernmost +/- 0.75 acres are already designated Urban Center, while the easternmost +/- 5.2 acres will retain the Special District Future Land Use Category. The requested amendments apply only to the central +/- 3.05-acre portion of the property and are intended to facilitate redevelopment of the site to accommodate a new hotel.

Staff Recommendation:

Introduction of Ordinance 26-O-03 and set the public hearing for April 13, 2026.

Ordinance:

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 BY RECLASSIFYING A PORTION OF A PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM SPECIAL DISTRICT TO URBAN CENTER LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

Description

[Ordinance](#)

ORDINANCE NO. 26-O-03

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 BY RECLASSIFYING A PORTION OF A PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM SPECIAL DISTRICT TO URBAN CENTER LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; 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 the City Council of the City of Crystal River, Florida, adopted the Crystal River Comprehensive Plan, Ordinance No. 11-O-06 on September 12, 2011, and subsequent amendments, 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 Community Development Code; 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 for March 5, 2026, 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 Future Land Use Map of the Comprehensive Plan of the City of Crystal River, Florida, for a 3.05 acres (MOL) portion owned by Gulf Coast RV and Boat Storage, LLC by redesignating the Future Land Use from Special District to Urban Center 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

APPLICATION NO. PCA26-0001 GULF COAST RV AND BOAT STORAGE LLC

The Future Land Use Map of the Comprehensive Plan of the City of Crystal River is hereby amended to change the future land use designations as follows.

That the property legally described as shown in **EXHIBIT "A"** attached hereto and incorporated herein by reference, for 3.05 acres, is amended to Urban Center.

SECTION 4. REPEAL OF CONFLICTING ORDINANCES

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

SECTION 5. 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 of 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 usable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, is 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 reference thereto as if fully set forth herein verbatim.

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 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 after due public notice and public hearing on the _____ day of _____, 2026.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

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

Robert W. Batsel, Jr., City Attorney

VOTE OF COUNCIL:

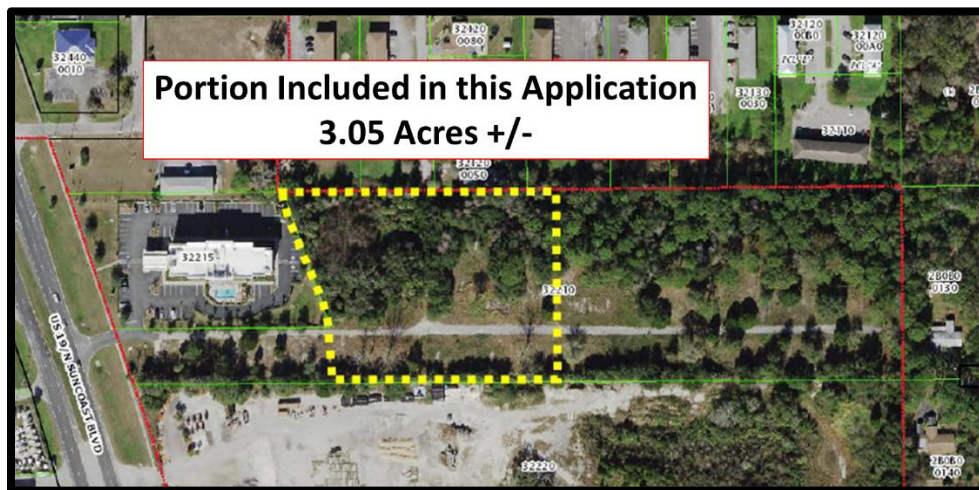
Joe Meek _____
Robert Holmes _____
Mindi Hastings _____
Chris Ensing _____
Gabrielle Satchell _____

EXHIBIT “A”

A portion of the North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4 of Section 27, Township 18 South, Range 17 East, Citrus County, Florida; being more particularly described as follows:

Commence at the southeast corner of the Southwest 1/4 of Section 27, Township 18 South, Range 17 East, Citrus County, Florida and run thence North 01°14'04" West, along the East line of said Southwest 1/4, a distance of 335.85 feet to the southeast corner of the North 1/2 of the South 1/2 of the South 1/2 of said Southwest 1/4; thence South 89°27'43" West, along the South line of said North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4, a distance of 677.31 feet to the Point of Beginning; thence continue South 89°27'43" West, along said South line, 364.98 feet; thence North 00°32'17" West, 85.53 feet; thence North 18°52'23" West, 263.50 feet to a point on the North line of said North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4; thence North 89°28'09" East, along said North line, 447.87 feet; thence South 00°32'17" East, 335.60 feet to the Point of Beginning.

Containing 3.05 Acres (132,861 Square Feet), more or less.



CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 8.C.

Requested Motion:

Introduction of Ordinance 26-O-06 (Application No. PZM26-0001) for an amendment of the Official Zoning Map for 3.05 acres addressed as 1075 North Suncoast Blvd, owned by Gulf Coast RV and Boat Storage LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item.

Summary:

The applications submitted by Clay Sweger, on behalf of Gulf Coast RV and Boat Storage, LLC, request amendments to both the Future Land Use Map and the Zoning Map for an approximately +/- 3.05-acre portion of the subject property. Specifically, the applicant proposes to change the Future Land Use Category from Special District to Urban Center and rezone the same area from Industrial to Urban Center 2.

The applicant owns approximately +/- 9.0 acres in total. Of this acreage, the westernmost +/- 0.75 acres are already designated Urban Center, while the easternmost +/- 5.2 acres will retain the Special District Future Land Use Category. The requested amendments apply only to the central +/- 3.05-acre portion of the property and are intended to facilitate redevelopment of the site to accommodate a new hotel.

Staff Recommendation:

Introduction of Ordinance 26-O-06 and set the public hearing for April 13, 2026.

Ordinance:

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING A PORTION OF PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY A PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM INDUSTRIAL TO URBAN CENTER 2 ZONING DISTRICT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

Description

[Ordinance](#)

ORDINANCE 26-O-06

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING A PORTION OF PROPERTY (3.05 ACRES MOL) LYING IN SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY A PARCEL ID 17E18S27 32210 (ALT KEY: 1089018) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY GULF COAST RV AND BOAT STORAGE, LLC FROM INDUSTRIAL TO URBAN CENTER 2 ZONING DISTRICT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on December 05, 2024, the City Council of the City of Crystal River, Florida, adopted the Crystal River Zoning Ordinance No. 24-O-14, and subsequent amendments; and

WHEREAS, certain rezonings are necessary to maintain consistency with the Crystal River Comprehensive Plan; and

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

WHEREAS, the City of Crystal River Planning Commission on March 5, 2025, 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, by rezoning 3.05 acres (MOL) owned by Gulf Coast RV and Boat Storage LLC by redesignating the zoning from Industrial to Urban Center 2, 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

APPLICATION NO. PZM26-0001 GULF COAST RV AND BOAT STORAGE

The official zoning map of the City of Crystal River is hereby amended to change the zoning designations as follows:

That the property legally described as shown in **EXHIBIT “A”** attached hereto and incorporated herein by reference, for 3.05 acres, is amended to Urban Center 2.

SECTION 4. REPEAL OF CONFLICTING ORDINANCES

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

SECTION 5. 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, Florida, Official Zoning Map. The actual text of the Sections of 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 usable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, is 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 reference thereto as if fully set forth herein verbatim.

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 23rd day of March 2026.

THIS ORDINANCE was introduced and placed on a second reading on the 13th day of April 2026, and upon motion duly made and seconded, was passed on second reading.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

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

VOTE OF COUNCIL:

Joe Meek _____

Robert Holmes _____

Mindi Hastings _____

Chris Ensing _____

Gabrielle Satchell _____

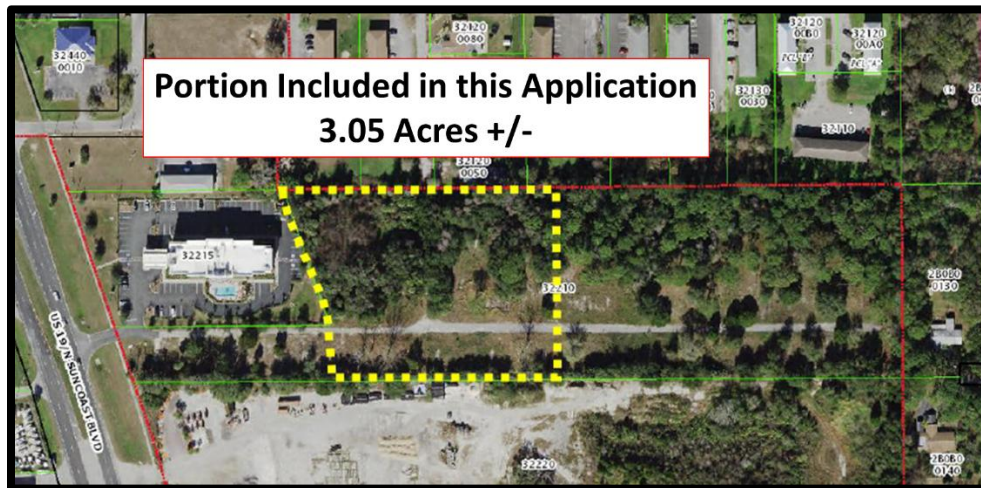
Robert W. Batsel, Jr., City Attorney

EXHIBIT "A"

A portion of the North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4 of Section 27, Township 18 South, Range 17 East, Citrus County, Florida; being more particularly described as follows:

Commence at the southeast corner of the Southwest 1/4 of Section 27, Township 18 South, Range 17 East, Citrus County, Florida and run thence North 01°14'04" West, along the East line of said Southwest 1/4, a distance of 335.85 feet to the southeast corner of the North 1/2 of the South 1/2 of the South 1/2 of said Southwest 1/4; thence South 89°27'43" West, along the South line of said North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4, a distance of 677.31 feet to the Point of Beginning; thence continue South 89°27'43" West, along said South line, 364.98 feet; thence North 00°32'17" West, 85.53 feet; thence North 18°52'23" West, 263.50 feet to a point on the North line of said North 1/2 of the South 1/2 of the South 1/2 of the Southwest 1/4; thence North 89°28'09" East, along said North line, 447.87 feet; thence South 00°32'17" East, 335.60 feet to the Point of Beginning.

Containing 3.05 Acres (132,861 Square Feet), more or less.



CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 8.D.

Requested Motion:

Introduction of Ordinance 26-O-04 (Application No. PCA26-0002) for an amendment of the Future Land Use Map for 1.04 acres addressed 1154 NE 1st Street, owned by Alizzi Investment LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.

Summary:

These applications are being brought forward by the City of Crystal River on behalf of Finnell Properties, LLC (purchased by Alizzi Investment, LLC), to amend the Future Land Use Map and Official Zoning Map for an approximately 1.04-acre parcel from Suburban Neighborhood to Urban Neighborhood and Suburban Neighborhood 1 to Urban Neighborhood 2.

The property was previously rezoned from Low Density Residential (R-1) to Medium Density Residential (R-2) to permit multi-family development. The site is currently developed with one triplex (three units) and one duplex (two units) fronting NE 1st Street. The owner's application (PZ22-0115) was approved by the City Council on March 13, 2023.

However, when the City adopted the new Community Development Code in December 2024, the previously approved density was inadvertently not carried forward. As a result, the allowable density for the property was reduced below what had been approved by the City Council in 2023 (eight (8) dwelling units an acre). This application, sponsored by the City, intends to correct this deficiency, allowing the property up to twelve (12) dwelling units per acre.

The owner of the property intends to add additional multi-family units along NE 1st Terrace.

Staff Recommendation:

Introduction of Ordinance 26-O-04 and set the public hearing for April 13, 2026.

Ordinance:

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 BY RECLASSIFYING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY ALIZZI INVESTMENT LLC FROM SUBURBAN NEIGHBORHOOD TO THE URBAN NEIGHBORHOOD LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

Description

[Ordinance](#)

ORDINANCE NO. 26-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 BY RECLASSIFYING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY ALIZZI INVESTMENT LLC FROM SUBURBAN NEIGHBORHOOD TO THE URBAN NEIGHBORHOOD LAND USE CATEGORY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; 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 the City Council of the City of Crystal River, Florida, adopted the Crystal River Comprehensive Plan, Ordinance No. 11-O-06 on September 12, 2011, and subsequent amendments, 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 Community Development Code; 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 for March 5, 2026, 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 Future Land Use Map of the Comprehensive Plan of the City of Crystal River, Florida, for 1.04 acres (MOL) owned by Alizzi Investment LLC by redesignating the Future Land Use from Suburban Neighborhood to Urban Neighborhood 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

APPLICATION NO. PCA26-0002 ALIZZI INVESTMENT LLC

The Future Land Use Map of the Comprehensive Plan of the City of Crystal River is hereby amended to change the future land use designations as follows.

That the property legally described as shown in **EXHIBIT "A"** attached hereto and incorporated herein by reference, for 1.04 acres, is amended to Urban Neighborhood.

SECTION 4. REPEAL OF CONFLICTING ORDINANCES

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

SECTION 5. 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 of 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 usable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, is 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 reference thereto as if fully set forth herein verbatim.

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 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 after due public notice and public hearing on the _____ day of _____, 2026.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

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

Robert W. Batsel, Jr., City Attorney

VOTE OF COUNCIL:

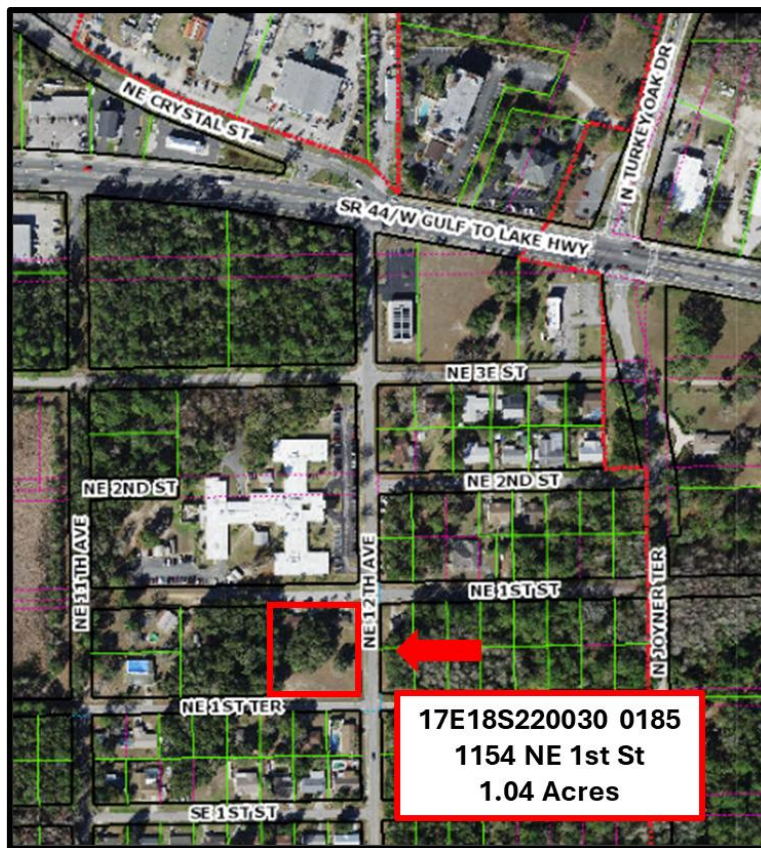
Joe Meek _____
Robert Holmes _____
Mindi Hastings _____
Chris Ensing _____
Gabrielle Satchell _____

EXHIBIT "A"

The East 1/3 of Lot 18, CHARPIA'S ADDITION TO CRYSTAL RIVER, according to the Plat thereof, recorded in Plat Book 1, Page(s) 30 of the Public Records of Citrus County, Florida, and more particularly described as follows:

Starting at the Northeast corner of said Lot 18 and going South 0° 32' 25" East, a distance of 209.45 feet; thence South 89° 07' 25" West, a distance of 212.59 feet; thence North 0° 33' 00" West, a distance of 209.51 feet; thence North 89° 08' 20" East, a distance of 212.62 feet to the Point of Beginning, all lying and being in Lot 18, CHARPIA'S ADDITION TO CRYSTAL RIVER.

Containing 1.04 acres more or less.



CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 8.E.

Requested Motion:

Introduction of Ordinance 26-O-05 (Application No. PZM26-0002) for an amendment of the Official Zoning Map for 1.04 acres addressed as 1154 NE 1st Street, owned by Alizzi Investment LLC, on First Reading, and set the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item.

Summary:

These applications are being brought forward by the City of Crystal River on behalf of Finnell Properties, LLC (purchased by Alizzi Investment, LLC), to amend the Future Land Use Map and Official Zoning Map for an approximately 1.04-acre parcel from Suburban Neighborhood to Urban Neighborhood and Suburban Neighborhood 1 to Urban Neighborhood 2.

The property was previously rezoned from Low Density Residential (R-1) to Medium Density Residential (R-2) to permit multi-family development. The site is currently developed with one triplex (three units) and one duplex (two units) fronting NE 1st Street. The owner's application (PZ22-0115) was approved by the City Council on March 13, 2023.

However, when the City adopted the new Community Development Code in December 2024, the previously approved density was inadvertently not carried forward. As a result, the allowable density for the property was reduced below what had been approved by the City Council in 2023 (eight (8) dwelling units an acre). This application, sponsored by the City, intends to correct this deficiency, allowing the property up to twelve (12) dwelling units per acre.

The owner of the property intends to add additional multi-family units along NE 1st Terrace.

Staff Recommendation:

Introduction of Ordinance 26-O-05 and set the public hearing for April 13, 2026.

Ordinance:

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY FINNELL PROPERTIES LLC FROM SUBURBAN NEIGHBORHOOD 1 TO THE URBAN NEIGHBORHOOD 2 ZONE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

Description

[Ordinance](#)

ORDINANCE 26-O-05

AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER BY REZONING PROPERTIES (1.04 ACRES MOL) LYING IN SECTION 22, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SPECIFICALLY PARCEL ID 17E18S220030 0185 (ALT KEY: 1081157) AS IDENTIFIED IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER AND OWNED BY ALIZZI INVESTMENT LLC FROM SUBURBAN NEIGHBORHOOD 1 TO THE URBAN NEIGHBORHOOD 2 ZONE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on December 05, 2024, the City Council of the City of Crystal River, Florida, adopted the Crystal River Zoning Ordinance No. 24-O-14, and subsequent amendments; and

WHEREAS, certain rezonings are necessary to maintain consistency with the Crystal River Comprehensive Plan; and

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

WHEREAS, the City of Crystal River Planning Commission on March 5, 2025, 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, by rezoning 1.04 acres (MOL) owned by Alizzi Investment LLC by redesignating the zoning from

Suburban Neighborhood 1 to Urban Neighborhood 2 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

APPLICATION NO. PZM26-0002 ALIZZI INVESTMENT LLC

The official zoning map of the City of Crystal River is hereby amended to change the zoning designations as follows:

That the property legally described as shown in **EXHIBIT "A"** attached hereto and incorporated herein by reference, for 1.04 acres, is amended to Urban Neighborhood 2.

SECTION 4. REPEAL OF CONFLICTING ORDINANCES

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

SECTION 5. 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, Florida, Official Zoning Map. The actual text of the Sections of 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 usable and manageable format. The City Manager, in conjunction with the City Clerk and the City Attorney, is 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 reference thereto as if fully set forth herein verbatim.

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 23rd day of March 2026.

THIS ORDINANCE was introduced and placed on a second reading on the 13th day of April 2026, and upon motion duly made and seconded, was passed on second reading.

ATTEST:

CITY OF CRYSTAL RIVER

MIA FINK, CITY CLERK

JOE MEEK, MAYOR

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

Robert W. Batsel, Jr., City Attorney

VOTE OF COUNCIL:

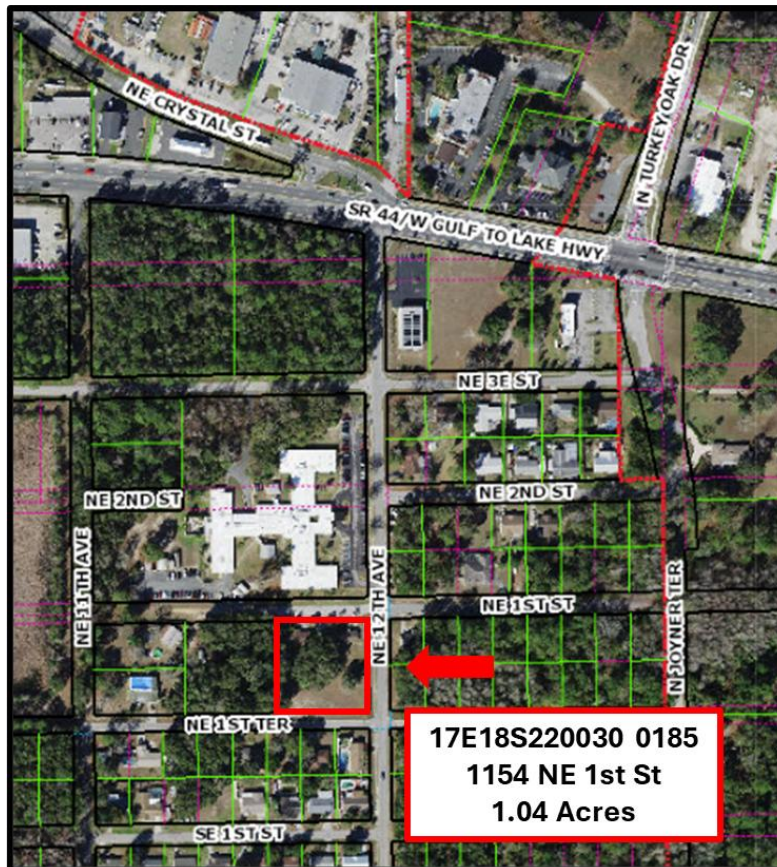
Joe Meek _____
Robert Holmes _____
Mindi Hastings _____
Chris Ensing _____
Gabrielle Satchell _____

EXHIBIT "A"

The East 1/3 of Lot 18, CHARPIA'S ADDITION TO CRYSTAL RIVER, according to the Plat thereof, recorded in Plat Book 1, Page(s) 30 of the Public Records of Citrus County, Florida, and more particularly described as follows:

Starting at the Northeast corner of said Lot 18 and going South 0° 32' 25" East, a distance of 209.45 feet; thence South 89° 07' 25" West, a distance of 212.59 feet; thence North 0° 33' 00" West, a distance of 209.51 feet; thence North 89° 08' 20" East, a distance of 212.62 feet to the Point of Beginning, all lying and being in Lot 18, CHARPIA'S ADDITION TO CRYSTAL RIVER.

Containing 1.04 acres more or less.



CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 9.A.

Requested Motion: Update regarding agreement with 579 US Highway 19, LLC

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 10.A.

Requested Motion: GrantWorks discussion and prioritization of funding opportunities

ATTACHMENTS:

Description

[City of Crystal River_GrantWorks_Estimate.pdf](#)

[City of Crystal River_Priority Grant Onepagers_March 2026.docx](#)

[City of Crystal River_Priority Grant Summary_March 2026.xlsx](#)



March 20, 2026

Audra Curts
City Manager
City of Crystal River
730 N US Hwy 19
Crystal River, FL 34429

Subject: Grant Writing Services – Planning-Level Estimates for Priority Grant Programs

Dear Ms. Curts:

GrantWorks, Inc. ("GrantWorks") is providing this memorandum to outline the anticipated level of effort required to develop and submit competitive applications for priority grant programs identified in coordination with the City of Crystal River and the Save Crystal River organization.

The estimated level of effort for each grant program is summarized in **Attachment A – Level of Effort by Grant Program**. Applicable hourly rates are provided in **Attachment B – Hourly Rate Schedule**, consistent with the City's existing agreement with GrantWorks.

As Notices of Funding Opportunity (NOFOs) have not yet been released for the upcoming application cycles, this information is provided for planning purposes based on current program requirements and available project information. GrantWorks will coordinate with the City to prioritize and pursue applications consistent with City direction as additional details become available. Final scope and level of effort will be confirmed through a Task Order prior to initiation of grant writing and may be refined based on program-specific requirements, typically within an approximate range (e.g., up to 10%) of the estimates provided.

The services included in these estimates are defined as follows:

- **Grant Application Development:** Preparation and submission of a complete, compliant application package, including narrative development, stakeholder coordination, and required forms.
- **Post-Submission Support:** Coordination with the City and funding agency following application submission, including responses to requests for supplemental information or clarification.
- **Project Management:** Oversight and coordination of tasks, deliverables, and communication to support timely and compliant completion of grant applications.

GrantWorks appreciates the opportunity to support the City of Crystal River's grant initiatives, and we remain available to discuss any questions or next steps.

Sincerely,
GRANTWORKS, INC.

A handwritten signature in black ink, appearing to read "M. Arosemena".

Martha Arosemena
Senior Vice President

ATTACHMENT A

LEVEL OF EFFORT BY GRANT PROGRAM

Grant Program	Funding Agency	Grant Writing Hours	Post-Submission Support Hours	Program Management Hours	Total Estimated Hours	Total Estimated Cost
Resilient Florida – Implementation	Florida Department of Environmental Protection	45	5	5	55	\$8,800.00
Recreational Trails Program	Florida Department of Environmental Protection	35	5	3	43	\$6,830.00
Community Development Block Grant (CDBG) Small Cities	FloridaCommerce	60	10	7	77	\$12,320.00
Nonpoint Source Management	Florida Department of Environmental Protection	35	5	3	43	\$6,830.00
Coastal Partnership Initiative	Florida Department of Environmental Protection	35	5	3	43	\$6,830.00
Innovative Technology for Harmful Algal Blooms	Florida Department of Environmental Protection	45	5	5	55	\$8,800.00



ATTACHMENT B

GRANTWORKS HOURLY RATE SCHEDULE

LABOR CATEGORY	2025 HOURLY RATES
Principal	\$225.00
Subject Matter Expert	\$250.00
Program Manager	\$210.00
Senior Project Manager	\$185.00
Project Manager	\$165.00
Senior Planner	\$155.00
Planner	\$115.00
Senior Grant Manager	\$175.00
Grant Manager	\$155.00
Grant Specialist	\$145.00
Grant Writing Specialist	\$155.00
Grant Writing Assistant	\$145.00
Senior Application Specialist	\$155.00
Application Specialist	\$115.00
Senior Grant Researcher	\$185.00
Grant Researcher	\$135.00
Senior Environmental Scientist	\$145.00
Environmental Scientist	\$135.00
GIS/Mapping Managers	\$125.00
GIS/Mapping Analyst	\$115.00
Mitigation Specialist	\$156.00
Procurement Specialist	\$150.00
Administrative Assistant	\$65.00



GRANT: RESILIENT FLORIDA – IMPLEMENTATION

GRANT FUNDING AGENCY: Florida Department of Environmental Protection

ELIGIBLE APPLICANT: City of Crystal River

GRANT FUNDING THRESHOLD: No minimum or maximum request

MINIMUM MATCH REQUIREMENT: 50% cost share (local, state, or federal funds)

MATCH DETAILS: In 2025, Crystal River was included in the Communities Eligible for Reduced Cost Share (CERCS) listing, which means any match under 50% is accepted (including zero match). There is no competitive advantage to identifying match dollars if listed as a CERCS, as full points will be awarded based on the designation. Updated information has not been posted for the upcoming application cycle, but the 2026 list is expected in the next month. There is typically not much variation seen from one year to the next.

ANTICIPATED APPLICATION CYCLE: July -September 2026

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: Multiple applications accepted for individual projects included in the statutorily required vulnerability assessment

PROJECT PERIOD: Three years

ANTICIPATED LEVEL OF EFFORT: 55 hours, \$8,800 Estimated Total

UPCOMING RESOURCES: Office Hours begin April 7, 2026, and will be held at 10:00 AM EDT each Tuesday in April

POTENTIAL PROJECTS TO BE FUNDED:

Project Name	Project Alignment	Project Readiness	Notes
Save Crystal River’s Island Restoration Initiative	Strong	High	Recommend applying in upcoming application cycle.
Hardening of critical City infrastructure to address the impacts of flooding and sea-level rise	Strong	Low	Recommend applying in next application cycle.



GRANT: RECREATIONAL TRAILS PROGRAM

GRANT FUNDING AGENCY: Florida Department of Environmental Protection

ELIGIBLE APPLICANT: City of Crystal River

GRANT FUNDING THRESHOLD: The funding threshold changes annually. In SFY 2025-2026, the following funding thresholds were established:

- Nonmotorized, single-use trail: \$350,000
- Nonmotorized, diverse-use trail: \$450,000
- Mixed-use trail: \$450,000
- Motorized trail: \$2,000,000

MINIMUM MATCH REQUIREMENT: 20%

MATCH DETAILS: Cash or in-kind services are allowable; value of real property is not allowable

ANTICIPATED APPLICATION CYCLE: Unknown, this typically posts in Spring, but information is not currently available

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: One

PROJECT PERIOD: Two years (with two one-year extensions available)

ANTICIPATED LEVEL OF EFFORT: 43 hours, \$6,830 Estimated Total

UPCOMING RESOURCES: A webinar will be held when the application window opens

POTENTIAL PROJECTS TO BE FUNDED: RTP projects may include the development and rehabilitation of trailhead/trailside facilities for recreation trails. Examples of eligible amenities include parking and staging areas, electric vehicle charging stations, campsites, restrooms, benches, trash receptacles, shade shelters, informational kiosks, and directional/wayfinding signage.

Project Name	Project Alignment	Project Readiness	Notes
Riverwalk - Phase II Waterward	Strong	High	Recommend evaluating total project costs against funding thresholds (when announced) to determine overall project fit and return on investment.
Crosstown Trail North	Strong	High	Recommend evaluating total project costs against funding thresholds (when announced) to determine overall project fit and return on investment.



GRANT: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SMALL CITIES

GRANT FUNDING AGENCY: FloridaCommerce

ELIGIBLE APPLICANT: City of Crystal River

GRANT FUNDING THRESHOLD: Limits on the amount of funds that may be requested per application are established using the most current U.S. Census of Population data. The limit for the City of Crystal River is \$700,000 based on currently available information.

The maximum amount that may be requested for an Economic Development subgrant is \$1,500,000. The funding limit calculation must be based on the number of jobs to be created or retained by the participating parties, multiplied by \$34,999 for each full-time equivalent job to be created or retained.

MINIMUM MATCH REQUIREMENT: None

ANTICIPATED APPLICATION CYCLE: April 6 – May 5, 2026

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: One, but this requirement has been lifted in some previous application cycles.

PROJECT PERIOD: Three years

ANTICIPATED LEVEL OF EFFORT: 77 hours, \$12,320 Estimated Total

POTENTIAL PROJECTS TO BE FUNDED: At a high level, this grant may fund water and sewer improvements, rehabilitation of substandard housing, street and sidewalk improvements, economic development activities that create jobs for low- and moderate-income people, downtown revitalization (including façade improvements, streetscaping, and underground utilities), park facilities and community centers, and draining/stormwater improvements.

Project Name	Project Alignment	Project Readiness	Notes
Riverwalk - Phase II Waterward	Strong	High	Recommend meeting with the funding agency to discuss project details and identify strongest project fit with program goals.
Kings Bay Park/Reconstruction	Strong	High	Recommend meeting with the funding agency to discuss project details and identify strongest project fit with program goals.
Hunter Springs Basin Stormwater Infrastructure (catch basin, weir upgrades, etc.)	Strong	Low	As the City Stormwater Master Plan is still under development, and the City is awaiting final estimates from engineers, recommend shifting this to a later funding cycle/identifying alternative funding sources.



GRANT: NONPOINT SOURCE MANAGEMENT

GRANT FUNDING AGENCY: Florida Department of Environmental Protection

ELIGIBLE APPLICANT: City of Crystal River

GRANT FUNDING THRESHOLD: No minimum or maximum request (most awards are \$1M or less)

MINIMUM MATCH REQUIREMENT: State-funded projects (i.e., State Water Quality Assistance Grants) do not require a local match, but your proposal will receive additional credits in the evaluation process if there is a local commitment to accomplish the project. Federal-funded projects (i.e., 319h Grants) generally require a minimum 40% non-federal match.

MATCH DETAILS: Eligible projects and activities that qualify as match include the same types of projects and activities that are eligible for grant funding. In addition, planning, engineering and design activities are eligible to use for match funding as well as certain in-kind services related to the project. Likewise, the same projects and activities that are ineligible for grant funding are also ineligible for match funding, with the exception of planning, engineering and design. Federal funding, with the exception of a CWSRF loan, and other federally-funded in-kind services cannot count as a match.

ANTICIPATED APPLICATION CYCLE: July-September 2026

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: Multiple

PROJECT PERIOD: Three Years

Depending on whether the application is funded with state or federal funds, there could be a long wait on project initiation, with state-funded grants beginning at the start of the state fiscal year (July 1), and federally-funded grants typically not starting for 1.5 years from the time a proposal is submitted. *Note, the application is the same for both and the department selects the type of funding a project receives.*

ANTICIPATED LEVEL OF EFFORT: 43 Hours, \$6,830 Estimated Total

POTENTIAL PROJECTS TO BE FUNDED:

Project Name	Project Alignment	Project Readiness	Notes
Save Crystal River's Hunter Springs Restoration Initiative	Strong	Medium	As this application window is expected in summer/fall the project timeframe may not align with the anticipated project start date of the grant.
Indian Waters Septic to Sewer Conversion - Phase II	Strong	Low	Given current/ongoing septic to sewer conversions, this may be considered in a later application cycle.
Stormwater Master Plan/Hunter Springs Basin Restoration	Medium	Low	The project must ultimately address nonpoint pollution reduction (phosphorous and nitrogen pollution).



GRANT: COASTAL PARTNERSHIP INITIATIVE

GRANT FUNDING AGENCY: Florida Department of Environmental Protection

ELIGIBLE APPLICANT: City of Crystal River / Nonprofits Eligible

Nonprofits may apply if an eligible local government agrees to participate as a partner. As the partner, the City states they have worked with this organization, support the work they are doing, and agrees the project they are proposing meets the local government's needs. It is up to the partner to decide how involved they need to be in the project. If the project proposed is a construction project, habitat restoration, exotic plant removal or land-acquisition type project, the local government must be the lead applicant/recipient, which means the City must be fiscally and programmatically responsible. If the partner organization is unable to complete the project for any reason, and FDEP does not receive timely notification, this may impact future CPI funding to your local government.

GRANT FUNDING THRESHOLD: Financial awards are a minimum of \$10,000, and awards are limited to no more than \$60,000 for construction projects, habitat restoration, invasive plant removal or land acquisition; and \$10,000 to no more than \$30,000 for planning, design and coordination activities.

MINIMUM MATCH REQUIREMENT: 50%

MATCH DETAILS: Match may include the salaries of employees, the value of work time of volunteers, the cost of construction materials or other supplies and/or services that directly benefit the funded grant project. No more than 50% of match may be provided by a third party. Federal funds from any source may not be used as match for any financial assistance from the Coastal Partnership Initiative, and funds awarded through CPI cannot be used as match for other federal grants.

ANTICIPATED APPLICATION CYCLE: July -September 2026

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: One

PROJECT PERIOD: Projects must be completed within 12 months.

ANTICIPATED LEVEL OF EFFORT: 43 Hours, \$6,830 Estimated Total

POTENTIAL PROJECTS TO BE FUNDED:

Project Name	Project Alignment	Project Readiness	Notes
Save Crystal River's Island Restoration Initiative	Medium-Low	High	It is possible to tie the restoration activities occurring in Crystal River to coastal improvements, but this will require additional conversations with the funding agency prior to submitting an application to ensure maximum alignment with program goals.
Save Crystal River's Hunter Springs Restoration Initiative	Medium-Low	High	Same as above.



GRANT: INNOVATIVE TECHNOLOGY FOR HARMFUL ALGAL BLOOMS

GRANT FUNDING AGENCY: Florida Department of Environmental Protection

ELIGIBLE APPLICANT: City of Crystal River / Nonprofits Eligible

GRANT FUNDING THRESHOLD: Awards typically range between \$30,000 to \$4M

MINIMUM MATCH REQUIREMENT: None

ANTICIPATED APPLICATION CYCLE: July -September 2026

NUMBER OF APPLICATIONS ACCEPTED PER APPLICANT EACH CYCLE: One

PROJECT PERIOD: Two years

ANTICIPATED LEVEL OF EFFORT: 55 Hours, \$8,800 Estimated Total

POTENTIAL PROJECTS TO BE FUNDED:

Project Name	Project Alignment	Project Readiness	Notes
Save Crystal River's Island Restoration Initiative	Strong	High	Ensure alignment with project timeline. It will take 5-8 months for awards to be announced after the application window closes, with an additional 3-6 months between the award announcement and the execution of the final grant agreement.
Save Crystal River's Hunter Springs Restoration Initiative	Strong	High	Same as above.

Grant	Grant Funding Agency	Eligible Applicant
RESILIENT FLORIDA – IMPLEMENTATION	FDEP	City
RECREATIONAL TRAILS PROGRAM	FDEP	City
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SMALL CITIES	FloridaCommerce	City
NONPOINT SOURCE MANAGEMENT	FDEP	City
COASTAL PARTNERSHIP INITIATIVE	FDEP	City/Nonprofit*

INNOVATIVE TECHNOLOGY FOR HARMFUL ALGAL BLOOMS	FDEP	City/Nonprofit
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Grant Funding Threshold	Match Requirement	Match Details
No minimum or maximum	50%* <i>Zero match required if listed as CERCS in 2026</i>	Crystal River received CERCS designation in 2025
Updated Annually <i>Previous Amounts: Nonmotorized, single use: \$350,000 Nonmotorized, diverse use: \$450,000 Mixed-use: \$450,000 Motorized: \$2,000,000</i>	20%	Cash or in-kind services are allowable
\$700,000	None	NA
No minimum or maximum, but typically \$1M or less	40%*	Match only applies if federally funded
Maximum \$60,000	50%	Federal funds of any source may not be used to satisfy match for this program, and funds awarded through this program may not be used as federal match

No minimum or maximum, but typically \$4M or less	None	NA
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Anticipated Application Cycle	Project Period	Estimated Level of Effort - Hours	Estimated Level of Effort - Cost
July-September	Three Years	55	\$ 8,800.00
Unknown, typically spring	Two Years	43	\$ 6,830.00
April 6-May 5	Three Years	77	\$ 12,320.00
July-September	Three Years	43	\$ 6,830.00
July-September	12 months	43	\$ 6,830.00

July-September	Two Years	55	\$ 8,800.00
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Eligible Project Name
Save Crystal River's Island Restoration Initiative
Hardening of critical City infrastructure to address the impacts of flooding and sea-level rise
Riverwalk - Phase II Waterward
Crosstown Trail North
Riverwalk - Phase II Waterward
Kings Bay Park/Reconstruction
Hunter Springs Basin Stormwater Infrastructure (catch basin, weir upgrades, etc.)
Save Crystal River's Hunter Springs Restoration Initiative
Indian Waters Septic to Sewer Conversion - Phase II
Stormwater Master Plan/Hunter Springs Basin Restoration
Save Crystal River's Island Restoration Initiative
Save Crystal River's Hunter Springs Restoration Initiative

Save Crystal River's Island Restoration Initiative

Save Crystal River's Hunter Springs Restoration Initiative

Project Alignment	Project Readiness
Strong	High
Strong	Low
Strong	High
Strong	High
Strong	High
Strong	High
Strong	Low
Strong	Medium
Strong	Low
Medium	Low
Medium-Low	High
Medium-Low	High

Strong	High
Strong	High

Notes
This is a strong alignment if this project is a part of the Crystal River Vulnerability Assessment. Recommend pursuing in upcoming application cycle.
This is a strong alignment if this project is a part of the Crystal River Vulnerability Assessment. Recommend applying in next application cycle.
Recommend evaluating total project costs against funding thresholds (when announced) and updated program criteria to determine overall project fit and return on investment.
Recommend evaluating total project costs against funding thresholds (when announced) and updated program criteria to determine overall project fit and return on investment.
Recommend meeting with the funding agency to discuss project details and identify strongest project fit with program goals.
Recommend meeting with the funding agency to discuss project details and identify strongest project fit with program goals.
As the City Stormwater Master Plan is still under development, and the City is awaiting final estimates from engineers, recommend shifting this to a later funding cycle/identifying alternative funding source.
As this application window is expected in summer/fall the project timeframe may not align with the anticipated project start date of the grant.
Given current/ongoing septic to sewer conversions, this may be considered in a later application cycle.
The project must ultimately address nonpoint pollution reduction (phosphorous and nitrogen pollution).
It is possible to tie the restoration activities occurring in Crystal River to coastal improvements, but this will require conversations with the funding agency prior to submitting an application to ensure alignment with program goals.
It is possible to tie the restoration activities occurring in Crystal River to coastal improvements, but this will require conversations with the funding agency prior to submitting an application to ensure alignment with program goals.

It will take 5-8 months for awards to be announced after the application window closes, with an additional 3-6 months between the award announced and the execution of the final grant agreement.

It will take 5-8 months for awards to be announced after the application window closes, with an additional 3-6 months between the award announced and the execution of the final grant agreement.

CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 10.B.

Requested Motion: Motion to adopt Resolution No. 26-R-11 and approve Kimley Horn IPO No. 3 for the 5th St. Streetscape Design Project in the amount of \$48,700.00

Summary:

Kimley Horn was previously contracted under IPO No. 27 to provide civil engineering services for the City of Crystal River's effort to enhance the downtown area with the NE 5th Street Streetscaping Project (from N Citrus Ave to the Crosstown Trail). During an onsite meeting held in May of 2025, it was been determined that additional improvements will be needed in order to move the project forward to completion. Those improvements include:

- New gravel parking lot to match existing lot at 125 NE 5th to include a new trolley pick-up stop
- Walk improvements to connect Three Sisters Springs Trail the SE end of NE 5th Street with the new parking lot
- Additional on-street parking proposed along NE 1st Ave

The City would also like Kimley-Horn to investigate two streetscape concepts that allow pedestrian circulation between the proposed parking lot and Citrus Avenue. One concept is to provide a mid-block crosswalk with decorative paving from the City's proposed parking lot to the proposed ROW walk along the northern streetscape of NE 5th Street. The second concept is to provide a continuous walk along the southern roadway limits, cutting through private property outside of the ROW. The two concepts should offer different walk connections to Three Sisters Springs Trail from the parking lot, which evaluates alternative solutions to limit impact to existing trees and drainage elements. Additional on-street parking is proposed along NE 1st Avenue at the eastern property limits of Norton's Riverside, Parcel ID No. 17E18S210110 0020, with walk improvements tying into existing south of project limits. The City will select the preferred conceptual plan, and Kimley-Horn will prepare design plans for that concept.

Scope of services associated with the project include Design Support Services, Conceptual Plan Update and Construction Plan Update and Permitting.

Staff Recommendation:

Approval of Kimley Horn IPO No. 3 for the 5th St. Streetscape Design Project in the amount of \$48,700.00

Project Cost:

\$ 48,700

Funding Source:

301-31541-63004 (General Fund CIP - Sidewalks New Construction)

Amount Available:

\$ 60,000.00

ATTACHMENTS:

Description

[IPO 3_5th Street Scape Design1.pdf](#)

[Res 26-R-11 Kimley Horn 5th St Streetstacpe Design 3-23-2026.doc](#)

[BA 22978 Res #26-R-11 5th St Streetscape Design 3-23-2026.pdf](#)

INDIVIDUAL PROJECT ORDER NUMBER 3

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the “Engineer” or “Kimley Horn”) and the City of Crystal River (the “City” or “Client”) in accordance with the terms of the Master Agreement for Continuing Professional Services, 25-RFQ-1, dated January 27, 2025, which is incorporated herein by reference.

Identification of Project:

Project: 5th Street Streetscape Design

Project Manager: Alan J. Garri, PE

Background Information:

1. Under a separate contract, Individual Project Order 27 (IPO 27), Kimley-Horn was contracted to provide civil engineering services for the City of Crystal River’s effort to enhance the downtown area with the NE 5th Street from N Citrus Ave to the Crosstown Trail streetscaping project.
2. Under this IPO, the City will undertake additional improvements for NE 5th Street. Per the direction received during the on-site meeting on May 1, 2025, the additional improvements are understood to be:
 - a) A new gravel parking lot on Parcel ID No. 17E18S210110 0130, to match the existing parking lot at 125 NE 5th Street. The new parking lot is to include a new trolley pickup location with a bench, litter receptacle, and wayfinding kiosk.
 - b) Walk improvements are to connect the Three Sisters Springs Trail at the southeastern end of NE 5th Street with the new parking lot.
 - c) Additional on-street parking is proposed along NE 1st Avenue at the eastern property limits of Norton’s Riverside, Parcel ID No. 17E18S210110 0020, with walk improvements tying into existing south of project limits.
 - d) The City would like Kimley-Horn to investigate two streetscape concepts that allow pedestrian circulation between the proposed parking lot and Citrus Avenue. One concept is to provide a mid-block crosswalk with decorative paving from the City’s proposed parking lot to the proposed ROW walk along the northern streetscape of NE 5th Street. The second concept is to provide a continuous walk along the southern roadway limits, cutting through private property outside of the ROW. The two concepts should offer different walk connections to Three Sisters Springs Trail from the parking lot, which evaluates alternative solutions to limit impact to existing trees and drainage elements. The City will select the preferred conceptual plan, and Kimley-Horn will prepare design plans for that concept.

With these objectives in mind, Kimley-Horn has prepared the following specific scope of services.

Scope of Services

Task 1 – Design Support Services

Kimley-Horn will utilize and coordinate with subconsultants to perform the required survey and geotechnical elements of the Project.

- A. The survey subconsultant will provide the following services:
- 1) Topographic information within the Project area and abutting ROW. ROW will be determined based on found monumentation.
 - 2) The location of improvements within the project area and ROW. These improvements generally consist of hydrants, manholes, trees larger than 6 inches, driveways, power poles, utility boxes, edge of pavement, edge of maintenance, and mailboxes.
 - 3) Vertical Datum will be NAVD 1988 with contours shown on 1-foot intervals.
- B. The geotechnical subconsultant will provide the following services:
- 1) Two (2) soil borings to depths of 10 feet below the existing grade in the parking lot and drainage area of the project
 - 2) Two horizontal and vertical permeability tests in the proposed drainage area
 - 3) Two fillable porosity tests were performed on samples retrieved from soil borings

Task 2 – Conceptual Plan Update

- A. Kimley-Horn will coordinate and receive site topographic survey (with drainage structures or lines, trees, signs, lighting, utilities, among other existing features) of additional adjacent project areas.
- B. Kimley-Horn will revise the concept design from IPO 27 to include two concepts for additional proposed improvements per the Project understanding.
- C. Kimley-Horn will prepare two statements of Probable Costs associated with the additional area's concepts.
- D. Kimley-Horn will review the revised concepts and statements of probable cost in one virtual meeting to gain input.
- E. Kimley-Horn will revise the conceptual design one time with minor changes per City input.
- F. Kimley-Horn will conduct a review meeting with the City's team and project adjacent property owners, if desired, to gain input on proposed improvements. This meeting is understood to be one meeting on-site.

Task 3 – Construction Plan Update and Permitting

- A. Kimley-Horn will prepare draft grading, drainage, demolition plans, and associated details for review by the City, including the new parking lot. These plans will utilize the survey, concept plan, and typical section developed during the conceptual plan update.
- B. Kimley-Horn will coordinate with the power utility to discuss the option to place the electrical utilities underground. Design of the electrical undergrounding is not included in this scope.
- C. Kimley-Horn will prepare final grading, drainage, demolition plans, and associated details for the construction of the project.

- D. Kimley-Horn will prepare drainage calculations and a technical memorandum to support the design of the new parking lot. These calculations will include modeling of the stormwater system in PONDSS to demonstrate retainage of the 25 YR 24 HR stormevent and water quality treatment volume in the existing and proposed conditions.
- E. Kimley-Horn will apply for a ERP Permit modification with the Southwest Florida Water Management District for the parking lot and associated drainage improvements.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then-current hourly rates.

Schedule

Kimley-Horn will provide a Project schedule at the kick-off meeting and update as needed throughout the life of the Project.

Method of Compensation:

Kimley-Horn will perform the services identified above for the total lump sum fee shown in the table below.

Task Description	Lump Sum Fee
Task 1 – Design Support Services	\$13,000
Task 2 – Conceptual Plan Update	\$15,500
Task 3 – Construction Plan Update and Permitting	\$20,200
Total:	\$48,700

Services provided under this IPO will be invoiced monthly. All invoices will include a progress report containing a description of services provided.

Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

ACCEPTED:

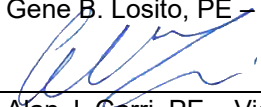
CITY OF CRYSTAL RIVER, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: 
Gene B. Losito, PE – Vice President

TITLE: _____

By: 
Alan J. Garri, PE – Vice President

DATE: _____

DATE: October 17, 2025

RESOLUTION 26-R-11

A RESOLUTION OF THE CITY OF CRYSTAL RIVER, FLORIDA, APPROVING A TRANSFER FROM THE GENERAL FUND CIP SIDEWALKS NEW CONSTRUCTION IN THE AMOUNT OF \$48,700.00 TO GENERAL FUND CIP PROFESSIONAL SERVICES TO AWARD A CONTRACT TO KIMLEY HORN FOR IPO NO. 3 FOR THE 5TH STREET STREETScape DESIGN PROJECT IN THE TOTAL AMOUNT OF \$48,700.00.

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

WHEREAS, Kimley Horn was previously contracted under IPO No. 27 to provide civil engineering services for the City of Crystal River's effort to enhance the downtown area with the NE 5th Street Streetscaping Project (from N Citrus Ave to the Crosstown Trail). During an onsite meeting held in May of 2025, it was been determined that additional improvements will be needed in order to move the project forward to completion. Those improvements include:

- New gravel parking lot to match existing lot at 125 NE 5th to include a new trolley pick-up stop
- Walk improvements to connect Three Sisters Springs Trail the SE end of NE 5th Street with the new parking lot
- Additional on-street parking proposed along NE 1st Ave

The City would also like Kimley-Horn to investigate two streetscape concepts that allow pedestrian circulation between the proposed parking lot and Citrus Avenue. One concept is to provide a mid-block crosswalk with decorative paving from the City's proposed parking lot to the proposed ROW walk along the northern streetscape of NE 5th Street. The second concept is to provide a continuous walk along the southern roadway limits, cutting through private property outside of the ROW. The two concepts should offer different walk connections to Three Sisters Springs Trail from the parking lot, which evaluates alternative solutions to limit impact to existing trees and drainage elements. Additional on-street parking is proposed along NE 1st Avenue at the eastern property limits of Norton's Riverside, Parcel ID No. 17E18S210110 0020, with walk improvements tying into existing south of project limits. The City will select the preferred conceptual plan, and Kimley-Horn will prepare design plans for that concept; and.

Scope of services associated with the project include Design Support Services, Conceptual Plan Update and Construction Plan Update and Permitting; and,

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal River, Florida at a regular meeting held on the 23rd day of March 2026 that the Budget Amendment be made as shown in Exhibit A .

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

PASSED AND ADOPTED BY THE City Council of the City of Crystal River, Florida, this _____ day of _____, 2026.

Attest:_____

Mia Fink, City Clerk

By:_____

Joe Meek, Mayor

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

Robert W. Batsel, Jr. City, Attorney

VOTE OF COUNCIL:

Meek _____

Ensing _____

Satchell _____

Hastings _____

Holmes _____

CRYSTAL RIVER CITY
JOURNAL ENTRY
JE: 0000022978

Post Date: 03/23/2026
Entry Date: 03/17/2026

Entered By: MRUSSELL
Journal: BA

Description: RES #26-R-11 5TH ST STREETSCAPE DESIGN

GL #	Description	DR	CR
601-61552-31000-26006	PROFESSIONAL SERVICES	0.00	48,700.00
301-31541-63004	SIDEWALK PROJECT	48,700.00	0.00
601-00000-38205	OPERATING TRANSFERS IN	48,700.00	0.00
301-31580-91000	OPERATING TRANSFERS OUT	0.00	48,700.00
Journal Total:		97,400.00	97,400.00

APPROVED BY: _____

CRYSTAL RIVER CITY COUNCIL MEETING

Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 10.C.

Requested Motion:

Motion to approve an Individual Project Supplement to the Master Agreement for Professional Services with Ayres and Associates in the amount of \$173,275.00 for Additional Project Management and Construction Observation Services - Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing)

Summary:

The purpose of this item is to recommend the approval of an Individual Project Supplement to the Master Agreement for Professional Services with Ayres and Associates in the amount of \$173,275.00 for Additional Project Management and Construction Observation Services - Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing).

Changes in regulatory consideration and approval have substantially expanded the required permitting efforts. Required permitting authorizations align with the new phases defined above as well as the individual property owner's involvement. As a result, these changes require additional submissions and detailed plan preparation and development to reflect the changes to the project. These steps to continue the advancement of portions of the project are expected to create momentum and stakeholder buy-in as the project pushes forward. The project is a public enhancement and pedestrian only water access project intended to bring tourists, general foot traffic, and events to the waterfront downtown commercial area.

The current construction procurement approach is to provide for two separate sets of biddable documents representing Phase 2, Segment 1 and Phase 2, Segment 2 as separate construction projects. This is anticipated to allow for Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing) improvements to start before the remaining component

Staff Recommendation:

Staff recommends approval of an Individual Project Supplement to the Master Agreement for Professional Services with Ayres and Associates in the amount of \$173,275.00 for Additional Project Management and Construction Observation Services - Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing) and Authorize the City Manager to sign the Individual Project Supplement agreement.

Project Cost:

\$ 173,275.00

Funding Source:

601-61552-63000-1061B (CRA - Riverwalk Project)

Amount Available:

\$606,244.21

ATTACHMENTS:

Description

[Kings Bay Riverwalk CEI \(03-17-2026\).signed.pdf](#)

INDIVIDUAL PROJECT SUPPLEMENT TO MASTER AGREEMENT FOR PROFESSIONAL SERVICES

This is an Individual Project Supplement dated March 17th, 2026, which is an attachment to the Master Agreement dated February 10th, 2020, between the City of Crystal River (Owner) and Ayres Associates Inc (Consultant).

Project: King's Bay Riverwalk - Additional Project Management and Construction Observation
Services - Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing)

ATTACHMENT A - SCOPE OF SERVICES

ARTICLE 1 - BASIC SERVICES

Project Overview

The Owner desires to proceed with the waterward portion of the Kings Bay River Walk (KBRW) Phase II project. The King's Bay Riverwalk project has gone through several changes and considerable evolution since its inception. As the project continues to develop and grow, the complexity of the planning and design has advanced significantly. Since inception, the project has evolved into three components:

- Phase 1, Landward Enhancement to the Riverwalk, (completed)
- Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing)
- Phase 2, Segment 2, Waterward Riverwalk (remaining portions fronting multiple private parcels).

Changes in regulatory consideration and approval have substantially expanded the required permitting efforts. Required permitting authorizations align with the new phases defined above as well as the individual property owner's involvement. As a result, these changes require additional submissions and detailed plan preparation and development to reflect the changes to the project. These steps to continue the advancement of portions of the project are expected to create momentum and stakeholder buy-in as the project pushes forward. The project is a public enhancement and pedestrian only water access project intended to bring tourists, general foot traffic, and events to the waterfront downtown commercial area.

The current construction procurement approach is to provide for two separate sets of biddable documents representing Phase 2, Segment 1 and Phase 2, Segment 2 as separate construction projects. This is anticipated to allow for Phase 2, Segment 1, Waterward Riverwalk (Canal Crossing) improvements to start before the remaining components of the project. This represents a departure from the original intent to solicit bids for only one project.

The following Scope of Services is offered to meet the intent of the project:

Scope of Services

Task 1.0: Additional Project Management, Meetings, and Quality Assurance

The Consultant will provide project management, attend meetings, and conduct a program of quality assurance throughout the construction of Phase 2, Segment 1.

The project management effort will include coordination with city staff, construction manager at risk (CMAR), regulatory agencies, utility agency/owners (UA/Os), and property owners adjacent to the project area. Management of the Consultant's project staff, preparation of miscellaneous project correspondence, review of regulatory findings, and coordination of the activities of all project team members will be accommodated under this

task. The Consultant will execute a program of quality assurance and senior engineering staff review.

The construction administrative services effort will include maintaining routine contact and discussing construction progress and project developments with the Owner; coordination with the Owner's staff, and maintaining files of correspondence, meeting minutes, Contract Documents, Change Orders, Interim Field Change Agreements (IFCAs), RFIs, additional drawings issued after the execution of the contract, progress reports, shop drawing submittals, regulatory correspondence, and other project-related documents as described below.

- Up to seven (7) Construction Progress Meetings: The Consultant will maintain regular communication with the Owner and CMAR by participating in monthly construction progress meetings. The CMAR will prepare and distribute an agenda and meeting minutes for each meeting and issue to the Owner and Consultant.
- Up to three (3) Iterations of Submittals: The CMAR will prepare and submit shop drawings of selected equipment and other components of the work as specified in the contract documents. The Consultant shall review submittals, shop drawings, material samples, drilling plans and logs, results of tests and observation, and other construction-related data, which the CMAR is required to submit. The Consultant shall review and recommend substitute materials and equipment proposed by the CMAR.
- Up to seven (7) Monthly Pay Applications: The Consultant shall receive the draft pay applications and supporting documentation including the Critical Path Method (CPM) schedules, from the CMAR, for review and processing.
- Up to three (3) Iterations of RFIs: The Consultant shall provide technical clarification and interpretation of the drawings and technical specifications, and/or visit the site, in response to CMAR-initiated RFIs. The Consultant and CMAR shall also confirm all RFIs are submitted and be able to track and review RFIs with the Owner.
- Interim Field Change Agreements (IFCAs): The Consultant shall review and assist in negotiations of Interim Field Change Agreements (IFCAs) and Change Orders (COs), as needed, for the CMAR for Owner review and execution. This includes providing the necessary supportive documentation to accompany IFCAs and COs as well as the development of IFCA and CO logs.
- Regulatory Permit Certifications: The Consultant shall prepare the forms and compile the supporting documentation to request final certification for regulatory permits. The documents will be submitted for City review and signature prior to final submittal to regulatory agencies by CMAR.
- Up to seven (7) Monthly Status Reports: The Consultant shall provide the Owner with a monthly status report outlining the tasks performed by the Consultant for the previous month and a general narrative of the construction progress.
- Construction Closeout: The Consultant shall contribute to the Substantial Completion and Final Acceptance punch-lists resulting from the observations.
- Project Closeout: The Consultant shall complete final observations, final pay requests and other necessary items from the CMAR and review the documentation to complete the project close-out.
- Record Drawings: Based upon signed and sealed survey information provided by the CMAR, Consultant will review, comment, sign, and seal electronic record drawings.

The Consultant will also attend an onsite preconstruction meeting and an onsite post-construction walk-through with city staff, CMAR and its subcontractors, regulatory agencies, UA/Os, and property owners, as necessary.

The following construction administration documents and correspondence will be provided electronically in PDF format:

- Reviewed Monthly Pay Applications and supporting documentation
- RFIs
- RFPs
- Reviewed Monthly Progress Reports
- Reviewed Schedule Updates
- Reviewed Start-up, Testing, and Commissioning Logs
- Permit Certifications
- Substantial Completion Punch List
- Project Close-out Documents
- Reviewed various construction logs

The Consultant will provide construction administration services throughout the construction of Phase 2, Segment 1, with a focus on confirming that the completed work complies with the requirements of the contract documents and the integrity of the design concepts.

Project management correspondence will be provided electronically in PDF format.

Task 4.0 Construction Observation Services

The Consultant will provide limited construction observation services, as needed, for thirty-five (35) weeks of construction duration. The field services are projected at two ten-hour days.

The construction observation services effort will include maintaining routine contact and discussing construction progress and project developments with the Owner, maintaining files of correspondence, and preparation of daily reports and photographs when onsite.

The following construction observation services documents and correspondence will be provided electronically in PDF format:

- Reviewed Monthly Pay Applications and supporting documentation
- Reviewed Monthly Progress Reports
- Reviewed Schedule Updates
- Reviewed Start-up, Testing, and Commissioning Logs
- Project reports
- Project photos
- Reviewed various construction logs

General Understandings and Excluded Services

The professional services that Ayres will provide under this Proposal/Agreement include, and are limited to, those described in the Scope of Services. All other services, including those listed below, are specifically excluded.

- Topographic/As-Built Survey
- Geotechnical Investigation Services
- Flushing Studies
- Obtaining Signatures for all Property Owners
- Material Testing and Pile Testing
- Payment of Regulatory Permit Fees
- Ecological and Wildlife Monitoring

- Aquatic Vegetation Monitoring
- Water Quality and Soil Testing
- Hydraulic/Scour Analysis
- Construction Observation Services Exceeding Thirty-Five (35) Weeks
- Grant Administrative Services

ARTICLE 2 - ADDITIONAL SERVICES

Additional services may be provided upon request by the Owner and upon mutual agreement by the Consultant.

ARTICLE 3 - OWNER'S RESPONSIBILITIES

The Owner shall issue a Notice to Proceed, execute regulatory applications, and accommodate requests for City information.

ATTACHMENT B - PERIOD OF SERVICES

ARTICLE 4 - PERIOD OF SERVICES

Consultant will commence its work upon receipt of a Notice to Proceed and prosecute its work diligently through completion. The Bid Phase Support and CEI services shall be offered in accordance with the procurement and construction schedule.

ATTACHMENT C - COMPENSATION AND PAYMENTS

ARTICLE 5 - COMPENSATION AND PAYMENTS

Consultant will perform the above Scope of Services for the time and materials, not-to-exceed cost presented below:

Task	Description	Fee
1.0	Additional Project Management, Meetings, and Quality Assurance	\$64,775.00
4.0	Construction Observation Services	\$108,500.00
	Total	\$173,275.00

Professional services will be invoiced monthly in accordance with the fee schedule presented in Attachment I.

ADDITIONAL TERMS AND CONDITIONS

Attachment D: Terms and Conditions of the Individual Project Supplement is supplemented with the following.

Limitation of Professional Liability

Owner agrees to limit Consultant's professional liability for any and all claims for loss, damage, or injury, including but not limited to, claims for negligence, professional errors or omissions, strict liability, and breach of contract or warranty, for this Individual Project Supplement to an amount of \$50,000.00 or Consultant's fee, whichever is greater. In the event that Owner does not wish to limit Consultant's professional liability for this Individual Project Supplement to this sum, Consultant agrees to raise the limitation of liability to a sum not to exceed \$1,000,000.00 for increased consideration of ten percent (10%) of the total fee or

\$500.00, whichever is greater, upon receiving Owner's written request prior to the start of Consultant's services under the Individual Project Supplement.

CONTRACTUAL LIMITATION ON LIABILITY

PURSUANT TO SECTION 558.0035(1)(C), FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

IN WITNESS WHEREOF, the parties hereto have made and executed this Individual Project Supplement as of the day and year first written above.

City of Crystal River		Ayres Associates Inc.
Owner		Consultant
	(Signature)	
	(Typed Name)	Subrata Bandy
	(Title)	Vice President - Southeast Operations
	(Date)	03/17/2026

ATTACHMENT D - TERMS AND CONDITIONS

This is an attachment to the Master Agreement dated February 10th, 2020, between The City of Crystal River (Owner) and Ayres Associates Inc (Consultant).

ARTICLE 6 - CONSTRUCTION COST AND OPINIONS OF COST

6.1 Construction Cost

The construction cost of the entire Project (herein referred to as "Construction Cost") means the total cost to Owner of those portions of the entire project designed and specified by Consultant, but it will not include Consultant's compensation and expenses, the cost of land, rights-of-way, or compensation for or damages to, properties unless this Agreement so specifies, nor will it include Owner's legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project or the cost of other services to be provided by others to Owner pursuant to Attachment A.

6.2 Opinions of Probable Cost

6.2.1 Because Consultant has no control over the cost of labor, materials, equipment or services furnished by others, or over Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, Consultant 's opinions of probable Total Project Costs and Construction Cost provided for herein are to be made on the basis of Consultant 's experience, qualifications and judgment as an experienced and qualified professional, familiar with the construction industry; but Consultant cannot and does not guarantee that proposals, bids or actual Project or Construction Costs will not vary from opinions of probable cost. If prior to the Bidding or Negotiating Phase Owner wishes greater assurance as to Total Project or Construction Costs, Owner shall employ an independent cost estimator.

6.2.2 If a Construction Cost limit is established by written agreement between Owner and Consultant and specifically set forth in this Agreement as a condition thereto, the following will apply.

6.2.2.1 The acceptance by Owner at any time during the Basic Services of a revised opinion of probable Total Project or Construction Costs in excess of the then established cost limit will constitute a corresponding revision in the Construction Cost limit to the extent indicated in such revised opinion.

6.2.2.2 Any Construction Cost limit so established will include a contingency of ten percent unless another amount is agreed upon in writing.

6.2.2.3 Consultant will be permitted to determine what types of materials, equipment and component systems are to be included in the Drawings and Specifications and to make reasonable adjustments in the general scope, extent, and character of the Project to bring it within the cost limit.

6.2.2.4 If the Bidding or Negotiating Phase has not commenced within six months after completion of the Final Design Phase, the established Construction Cost limit will not be binding on Consultant and Owner shall consent to an adjustment in such cost limit commensurate with any applicable change in the general level of prices in the construction industry between the date of completion of the Final Design Phase and the date on which proposals or bids are sought.

6.2.2.5 If the lowest bona fide proposal or bid exceeds the established Construction Cost limit, Owner shall (1) give written approval to increase such cost limit, (2) authorize negotiating or rebidding the Project within a reasonable time, or (3) cooperate in revising the Project's general scope, extent, or character to the extent consistent with the Project's requirements and with sound practices. In the case of (3), Consultant shall modify the Contract Documents as necessary to bring the Construction Cost within the cost limit. In lieu of other compensation for services in making such modifications, Owner shall pay Consultant, Consultant 's cost of such services, all overhead expenses reasonably related thereto and Reimbursable Expenses, but without profit to Consultant on account of such services. The providing of

such service will be the limit of Consultant 's responsibility in this regard and, having done so, Consultant shall be entitled to payment for services in accordance with this Agreement and will not otherwise be liable for damages attributable to the lowest bona fide proposal or bid exceeding the established Construction Cost.

ARTICLE 7 - GENERAL CONSIDERATIONS

7.1 Standard of Performance

The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant does not make any warranty or guarantee, expressed or implied, nor is this Agreement or contract subject to the provisions of any uniform commercial code. Similarly, Consultant will not accept those terms and conditions offered by Owner in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

7.2 Reuse of Documents

All documents including Drawings and Specifications prepared or furnished by Consultant (and independent professional associates and subconsultants) pursuant to this Agreement are instruments of service and Consultant shall retain an ownership and property interest therein whether or not the Project is completed. Owner may make and retain copies for information and reference in connection with use and occupancy of the Project by Owner and others; however, such documents are not intended or represented to be suitable for reuse by Owner or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to Consultant, or to independent professional associates or subconsultants, and Owner shall indemnify and hold harmless Consultant and independent professional associates and subconsultants from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle Consultant to further compensation at rates to be agreed upon by Owner and Consultant.

7.3 Electronic Files

7.3.1 Owner and Consultant agree that any electronic files furnished by either party shall conform to the specifications agreed to at the time this Agreement is executed and listed elsewhere. Any changes to the electronic specifications by either Owner or Consultant are subject to review and acceptance by the other party. Additional services by Consultant made necessary by changes to the electronic file specifications shall be compensated for as Additional Services.

7.3.2 Electronic files furnished by either party shall be subject to an acceptance period of 60 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

7.3.3 Owner is aware that differences may exist between the electronic files delivered and the printed hard-copy documents. In the event of a conflict between the hard-copy documents prepared by Consultant and electronic files, the hard-copy documents shall govern.

7.4 Insurance

Consultant shall procure and maintain insurance for protection from claims under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom. Requirements for insurance are amended and supplemented as indicated in Attachment E.

7.5 Termination

The obligation to provide further services under this Agreement may be terminated by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

7.6 Controlling Law

This Agreement is to be governed by the law of the place of business of Consultant at the address hereinbefore stated.

7.7 Successors and Assigns

7.7.1 Owner and Consultant each is hereby bound and the partners, successors, executors, administrators and legal representatives of Owner and Consultant (and to the extent permitted by paragraph 7.7.2 the assigns of Owner and Consultant) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

7.7.2 Neither Owner nor Consultant shall assign, sublet, or transfer any rights under or interest in this Agreement (including, but without limitation, moneys that may become due or moneys that are due) without the written consent of the other, except to the extent mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Consultant from employing such independent professional associates and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

7.7.3 Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Owner and Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Consultant and not for the benefit of any other party.

7.8 Dispute Resolution

7.8.1 Negotiation. Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights under the dispute resolution provision below or other provisions of this Agreement, or under law.

7.8.2 Mediation. If direct negotiations fail, Owner and Consultant agree that they shall submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective on the date of this Agreement prior to exercising other rights under law.

7.9 Exclusion of Special, Indirect, Consequential, and Liquidated Damages

Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this Agreement.

7.10 Betterment

If, due to Consultant 's negligence, a required item or component of the project is omitted from the construction documents, Consultant 's liability shall be limited to the reasonable cost of correction of the construction, less what Owner's cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that Consultant will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

ATTACHMENT E - INSURANCE

This is an attachment to the Master Agreement dated February 10th, 2020, between The City of Crystal River (Owner) and Ayres Associates Inc (Consultant).

ARTICLE 8 - INSURANCE

8.1 Workers' Compensation

Workers' Compensation insurance covering the Consultant for any and all claims which may arise against the Consultant because of Workers' Compensation and Occupational Disease Acts shall be carried. The Employer's Liability Section shall have limits of not less than the following:

Each Accident:	\$	100,000
Disease, Policy Limit:	\$	500,000
Disease, Each Employee:	\$	100,000

8.2 Commercial General Liability

Commercial General Liability insurance protecting the Consultant against any and all general liability claims which may arise in the course of performance of this Agreement shall be carried. The limits of liability shall not be less than the following:

General Aggregate:	\$	1,000,000
Products-Completed Operations Aggregate:	\$	1,000,000
Personal and Advertising Injury:	\$	1,000,000
Each Occurrence:	\$	1,000,000

Property damage liability coverage shall not exclude explosion, collapse, and underground perils if Consultant is engaged in these activities.

Commercial General Liability coverage shall also protect the Consultant for the same limits of liability for claims which may arise because of the indemnity or contractual liability agreement contained within this Agreement.

8.3 Business Automobile Liability

Business Automobile Liability insurance including Owned, Non-Owned, and Hired vehicles shall be carried with a limit of not less than the following:

Bodily Injury and Property Damage, Combined Single Limit:	\$	1,000,000
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8.4 Umbrella Excess Liability

Excess liability insurance (umbrella form) over underlying Employer's Liability, Commercial General Liability, and Business Automobile Liability shall be carried. The limits of liability shall be not less than the following:

Each Occurrence:	\$	1,000,000
Aggregate:	\$	1,000,000

8.5 Professional Liability (Errors and Omissions)

Professional Liability insurance protecting the Consultant against Professional Liability claims which may arise in the course of this Agreement shall be carried. The limits of liability shall be not less than the following:

Each Claim:	\$ 1,000,000
Aggregate:	\$ 1,000,000

8.6 Valuable Papers

During the life of this Agreement, the Consultant shall maintain in force Valuable Papers and Records insurance in an amount equal to the maximum exposure to loss of written, printed, or otherwise inscribed documents and records, including books, maps, films, drawings, abstracts, deeds, mortgages, and manuscripts as shall be required and/or produced in the completion of this Agreement by the Consultant.

Attachment I: Hourly Fee Schedule

City of Crystal River

King's Bay Riverwalk - Project Management and Construction Services - Segment 1



TASK		Total Direct Labor							Total	
		Classification	Principal	Senior Project Engineer	Project Engineer	Senior CADD Technician	Administrative Assistant	Senior Construction Inspector		Subconsultant Administration (5%)
Rates	\$245.00	\$225.00	\$155.00	\$145.00	\$90.00	\$155.00				
KBRW - Project Management and Construction Services - Segment 1										
1.0	Additional Project Management, Meetings, and Quality Assurance	0	138	140	37	74	0	\$0.00	\$64,775.00	
4.0	Construction Observation Services	0	0	0	0	0	700	\$0.00	\$108,500.00	

TOTAL: **\$173,275.00**

Assumptions: 35 working weeks, 2days/week, 10 hrs/day
Meetings: Pre-Con, Monthly OAC (7 months), Post-Con

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 11.A.

Requested Motion: Discussion regarding City position on proposed development of parcel located at 7355 N. Citrus Avenue

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: March 23, 2026

Agenda Item Number: 11.B.

Requested Motion: Discussion regarding City position on proposed development of artificial intelligence data center development in Holder
