Agenda

Crystal River City Council Meeting
Regular Meeting Agenda
Monday, April 27, 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. Save Crystal River Island Restoration Project

B. CCSO Quarterly Report

C. CRFD Quarterly Report

4. UNFINISHED BUSINESS

A. 579 US Highway 19, LLC property update

5. PUBLIC INPUT

(Three Minute Time Limit)

6. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes of the City Council meeting held April 13, 2026

B. Monthly Departmental Report Summary for the month of March

C. Motion to accept a Hazard Mitigation Grant Program (HMGP) award for Project No. 4734-078-R, City of Crystal River Multiple Roadways Flood Risk Reduction and adopt Resolution No. 26-R-16 to authorize City Manager, Audra K. Curts-Whann, to execute the contract and any subsequent documents required for grant administration.

7. PUBLIC HEARING

A. Motion to adopt Resolution No. 26-R-15, authorizing staff to submit application to the Florida Department of Economic Opportunity (DEO) for a FY 2027 Small Cities Community Development Block Grant in the category of Commercial Revitalization and authorize the City Manager or designee to submit the application for funding and other required forms to apply for the Community Development Block Grant, including any modifications.

8. INTRODUCTION AND FIRST READING OF ORDINANCES

9. CITY ATTORNEY

10. CITY MANAGER

A. Motion to adopt Resolution No. 26-R-14 and the Title VI Non-Discrimination Policy and Plan for compliance with the Title VI requirements of the Civil Rights Act of 1964, Section 504, and Other Nondiscrimination Authorities.

11. CITY COUNCIL

A. Discussion regarding MPO requests related to Citrus Avenue, CR 495, Turkey Oak Drive, etc.

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: April 27, 2026 **Agenda Item Number: 3.A.**

Requested Motion: Save Crystal River Island Restoration Project

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ATTACHMENTS:
Description
Hybrid Reef System April 2026pptx.pptx

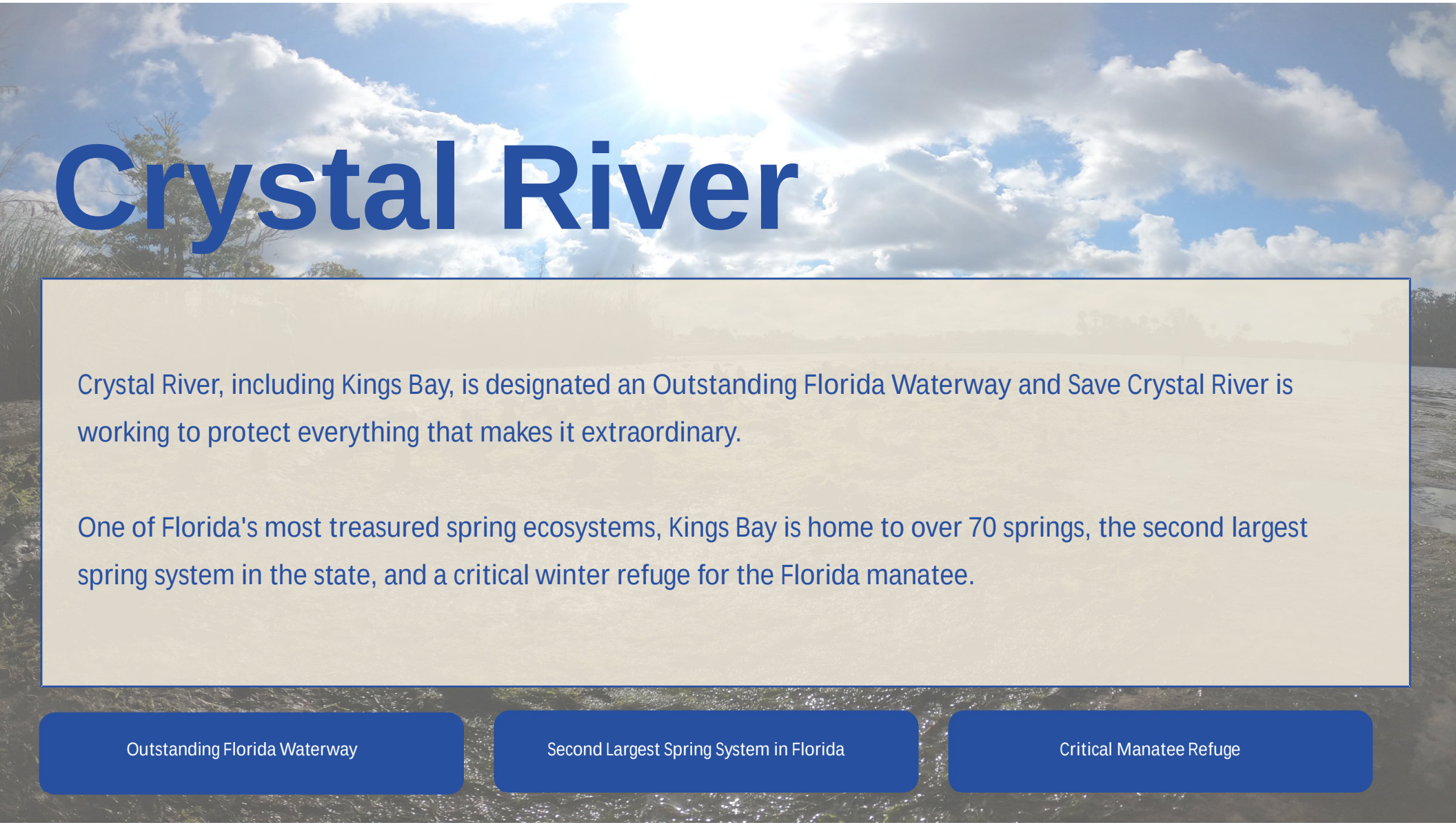


Kings Bay Restoration Project

PRESENTED BY

SAVE CRYSTAL RIVER

IN PARTNERSHIP WITH SEA AND SHORELINE



Crystal River

Crystal River, including Kings Bay, is designated an Outstanding Florida Waterway and Save Crystal River is working to protect everything that makes it extraordinary.

One of Florida's most treasured spring ecosystems, Kings Bay is home to over 70 springs, the second largest spring system in the state, and a critical winter refuge for the Florida manatee.

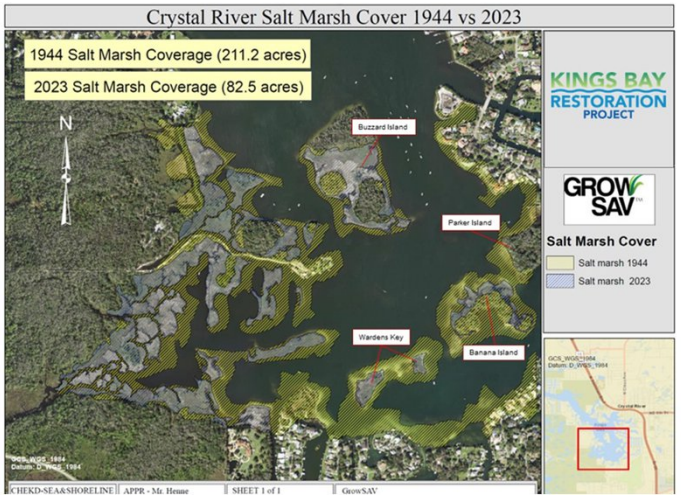
Outstanding Florida Waterway

Second Largest Spring System in Florida

Critical Manatee Refuge

Salt Marsh Decline

Over the past 80 years, salt marsh coverage in Kings Bay has declined by 61%, from 211.2 acres to just 82.5 acres. Erosion from wave action, boat wakes, and sea level change continues to accelerate, threatening the shoreline ecosystems that sustain seagrass, manatees, and water quality throughout Crystal River.

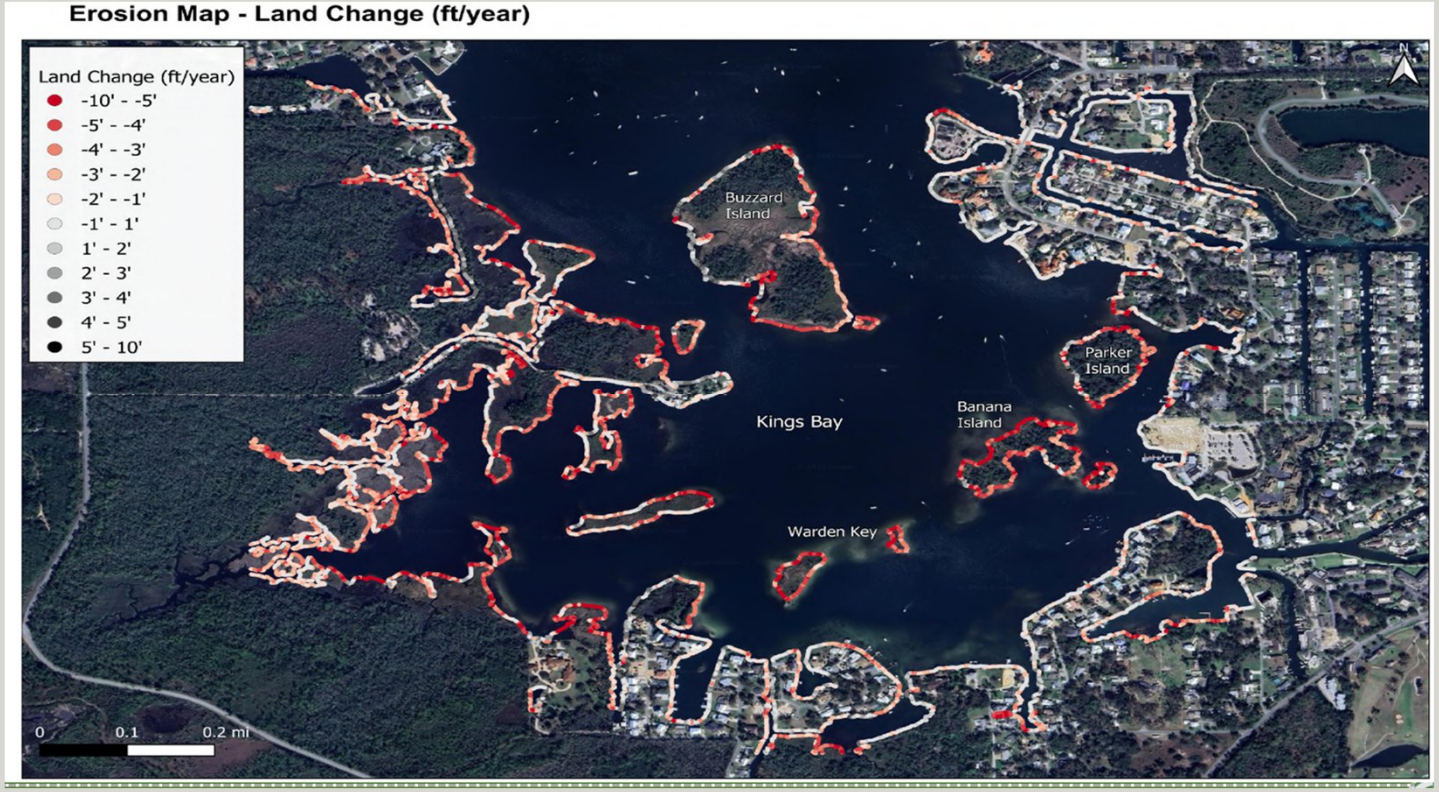


211.2 acres in 1944

82.5 acres in 2023

61% decline over 79 years

Erosion Map


Erosion Map - Land Change (ft/year)
Land Change (ft/year)
-10' - -5'
-5' - -4'
-4' - -3'
-3' - -2'
-2' - -1'
-1' - 1'
1' - 2'
2' - 3'
3' - 4'
4' - 5'
5' - 10'
Buzzard Island
Parker Island
Kings Bay
Banana Island
Warden Key
0
0.1
0.2 mi
N

Affected Islands

Banana Island, Parker Island, and Buzzard Island — three of Kings Bay's most critical marsh islands — are losing ground to erosion driven by wave action, boat wakes, and sea level rise. Without intervention, these islands will continue to disappear, taking their marsh habitat with them.

- Warden Key
- Banana Island
- Parker Island
- Buzzard Island





Our mission

Save Crystal River is restoring Kings Bay — protecting seagrass, improving water quality, and preserving one of Florida's most extraordinary spring ecosystems.

1. Restore and protect salt marsh ecosystems from continued erosion
2. Deploy hybrid reef systems to shield seagrass and dissipate wave energy
3. Improve water quality and clarity to support seagrass recovery
4. Revive ecological health for manatees, wildlife, and the Crystal River community

The Plan

A comprehensive shoreline conservation plan placing ExoForm breakwater structures (aka: hyrbrid reefs) 10 ft waterward of MHW along the marsh island perimeters of Kings Bay — executed in two phases:

PHASE 1

500 ± linear feet

Highest-priority erosion zones along the most vulnerable island shorelines

PHASE 2

1,400 ± linear feet

Extended coverage — full perimeter shoreline protection for Kings Bay islands





Hybrid Reef Systems

Save Crystal River is deploying hybrid reef systems in Kings Bay to protect seagrass, improve water clarity, and restore the natural health of one of Florida's most extraordinary spring systems — while strengthening shoreline resilience for generations to come.

These low-profile, nature-based structures absorb and dissipate wave energy from boat wakes and storm events — reducing erosion, trapping sediment, and creating planting zones for marsh vegetation.

Advanced Technology

NATIX adaptive infrastructure provides purpose-built marine structures engineered for ecological restoration and shoreline protection.

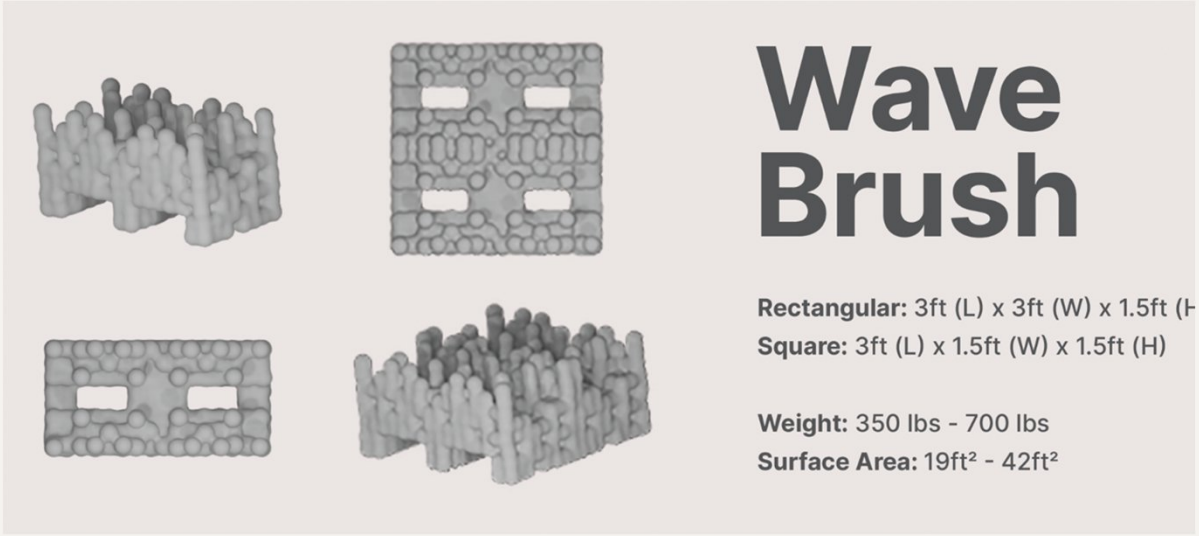
- Protect specific high-erosion areas with targeted deployment
- Reduce carbon footprint vs. traditional hard structures
- Build resilient shorelines that strengthen over time
- Safe & efficient — installs closer to shore
- Creates marine habitat as ecosystems recover



Wave Brush

Rectangular shoreline structure engineered for sediment capture and habitat creation.

Rectangular:	3ft (L) × 2ft (W) × 1.5ft (H)
Square:	3ft (L) × 1.5ft (W) × 1.5ft (H)
Weight:	350 – 700 lbs
Surface Area:	189ft² – 420ft²



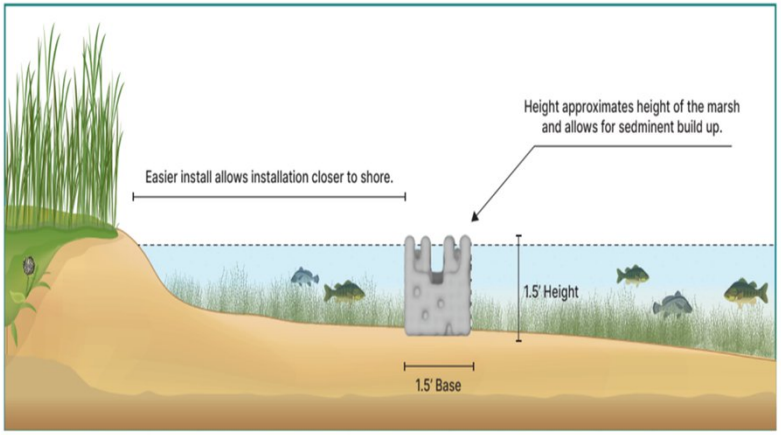
Wave Slope

Angled structure that dissipates wave energy and promotes natural marsh recovery.

Short:	3ft (L) × 3ft (W) × 2ft (H)
Tall:	3ft (L) × 1.5ft (W) × 3ft (H)
Weight:	1,000 – 1,700 lbs
Surface Area:	44ft² – 66ft²



Installation Methodology

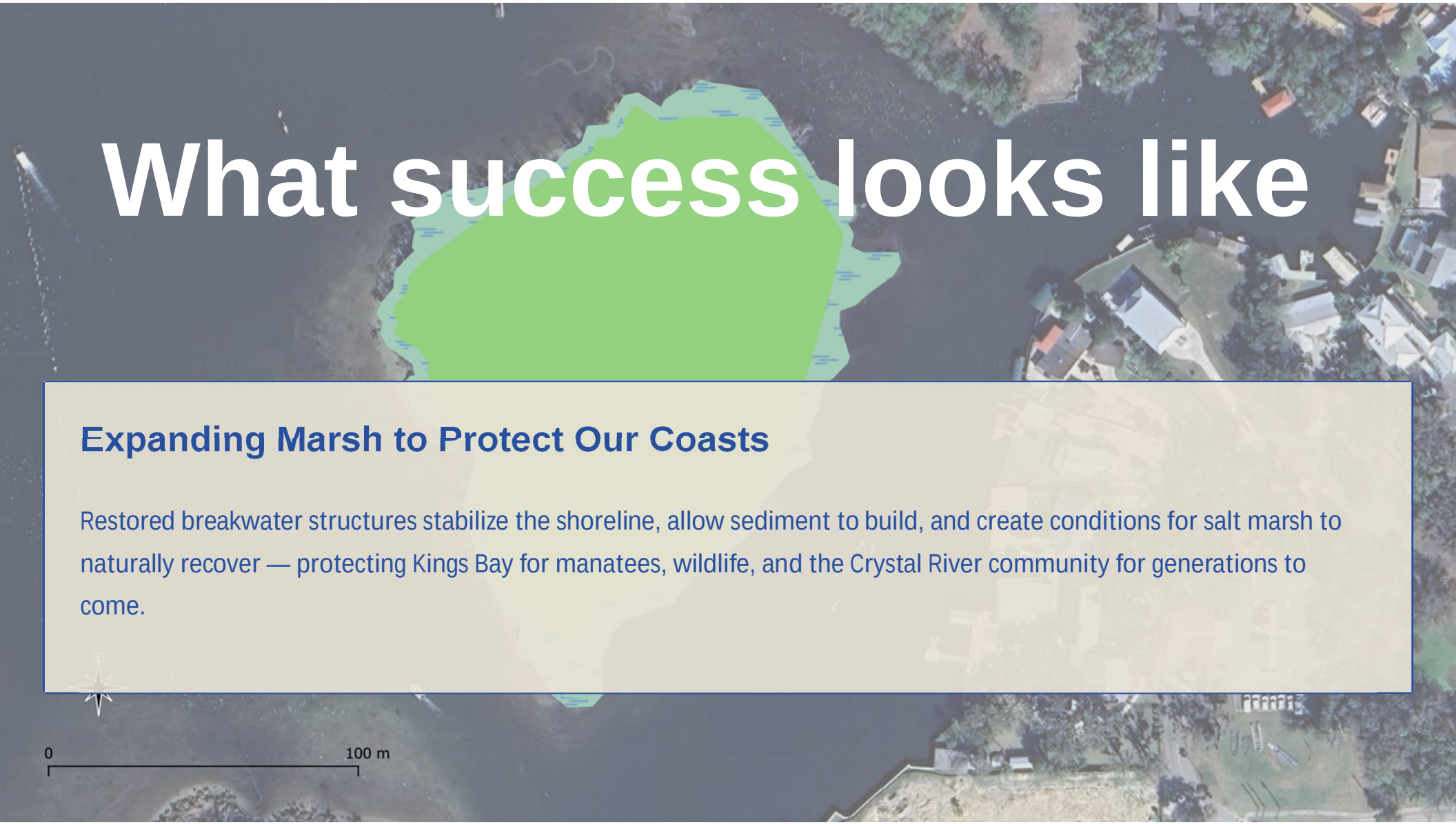


1. Placement 10 ft waterward of Mean High Water (MHW)
2. Crest height approximates or exceeds marsh elevation — 2 ft minimum
3. 3 ft base provides structural stability in soft sediment environments
4. Optional sand fill promotes sediment buildup and marsh vegetation recovery

Installation Methodology



What success looks like



Expanding Marsh to Protect Our Coasts

Restored breakwater structures stabilize the shoreline, allow sediment to build, and create conditions for salt marsh to naturally recover — protecting Kings Bay for manatees, wildlife, and the Crystal River community for generations to come.

Thank you

Clean Water Means Business

Save Crystal River and Sea and Shoreline are committed to restoring Kings Bay — supporting seagrass heath, protecting shorelines, and ensuring this Outstanding Florida Waterway remains extraordinary for generations to come.

savecrystalriver.com
info@savecrystalriver.com
seaandshoreline.com

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 3.B.**

Requested Motion: CCSO Quarterly Report

ATTACHMENTS:
Description
CCSO Q1 2026.pptx

CITRUS COUNTY SHERIFF'S OFFICE

QUARTERLY CRIME REPORT: JANUARY 1 - MARCH 31

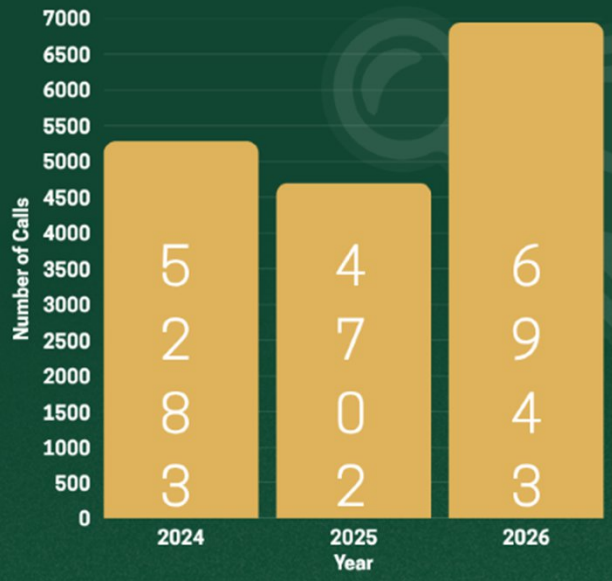
PRESENTED BY: LIEUTENANT ED BLAIR

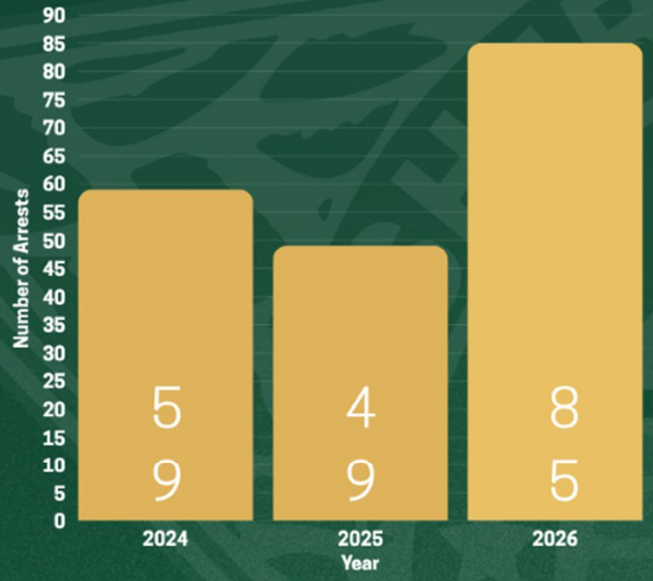
MONDAY, APRIL 27, 2026

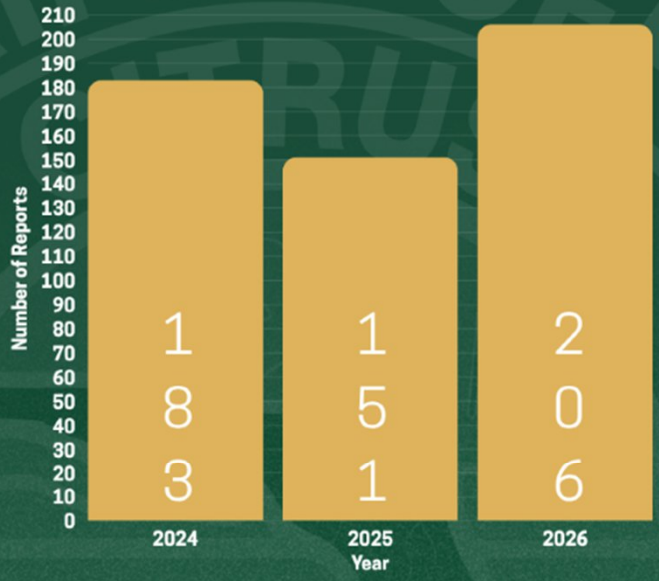
CITRUS COUNTY SHERIFF

INTEGRITY ★ ACCOUNTABILITY ★ SERVICE

CITY OF CRYSTAL RIVER - 1st QUARTER

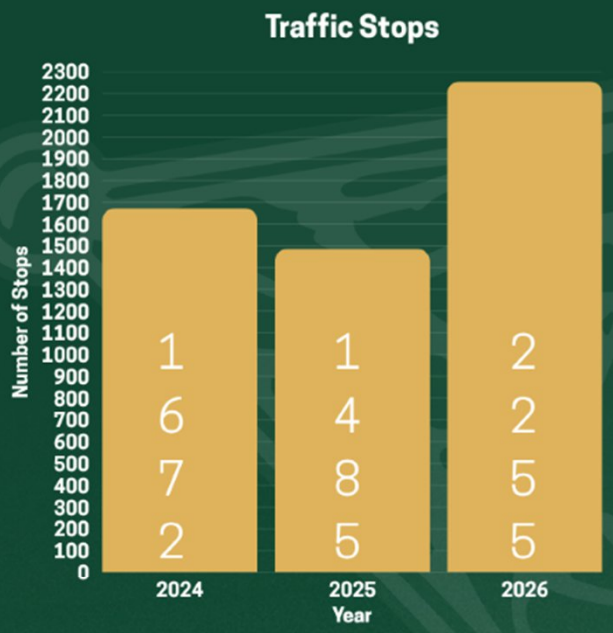


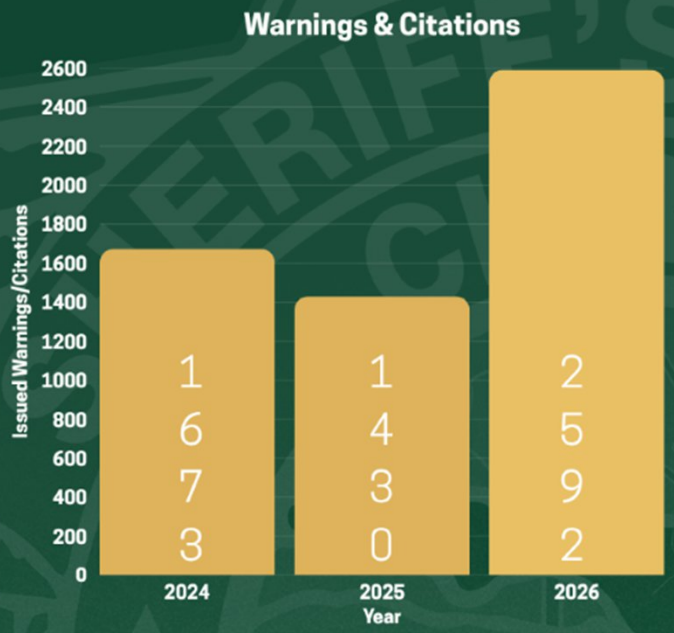




EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

CITY OF CRYSTAL RIVER - 1st QUARTER
TRAFFIC ENFORCEMENT





EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

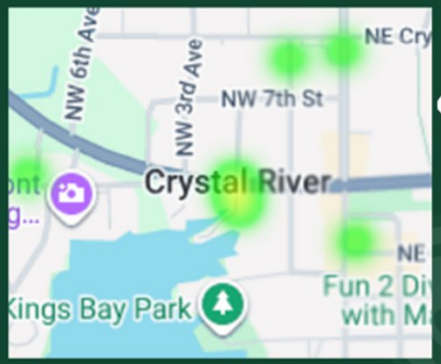
CITY OF CRYSTAL RIVER - 1st QUARTER
TRAFFIC ENFORCEMENT

TOTAL ACCIDENTS BY QUARTER: 40(2024), 46 (2025), AND 46 (2026).

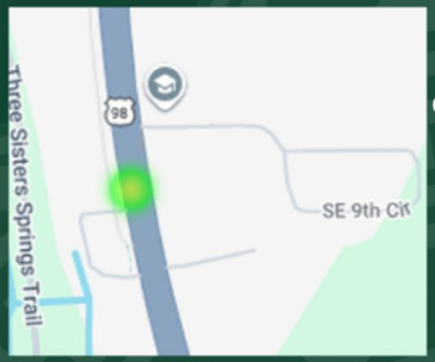
	2024	2025	2026
MINOR	3	5	0
MAJOR	5	3	5
FATALITIES	1	1	2



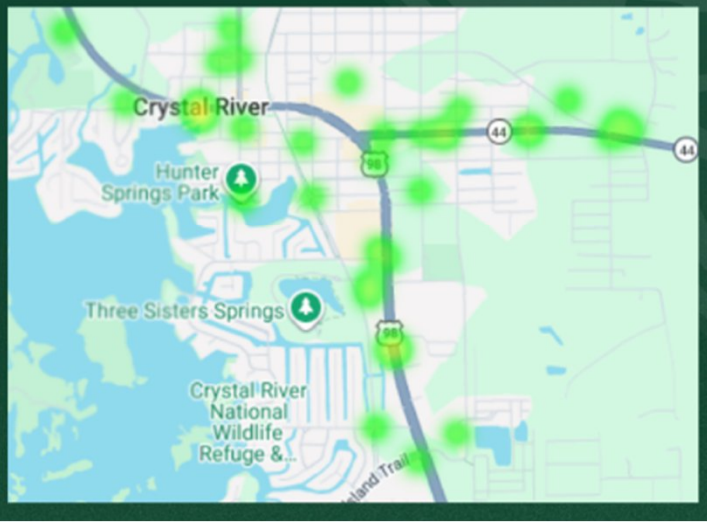
CITY OF CRYSTAL RIVER - 1st QUARTER
HIGHEST CONCENTRATION Traffic Accidents



- NW SECOND AVE & HWY 19



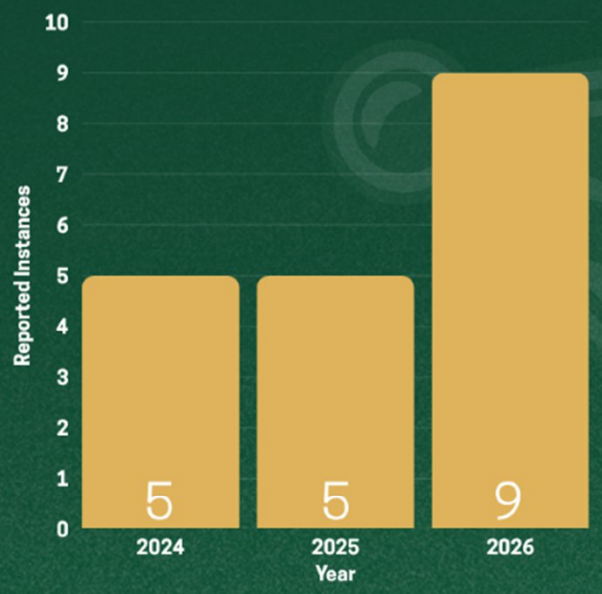
- HWY 19 (NEAR RACETRAC)

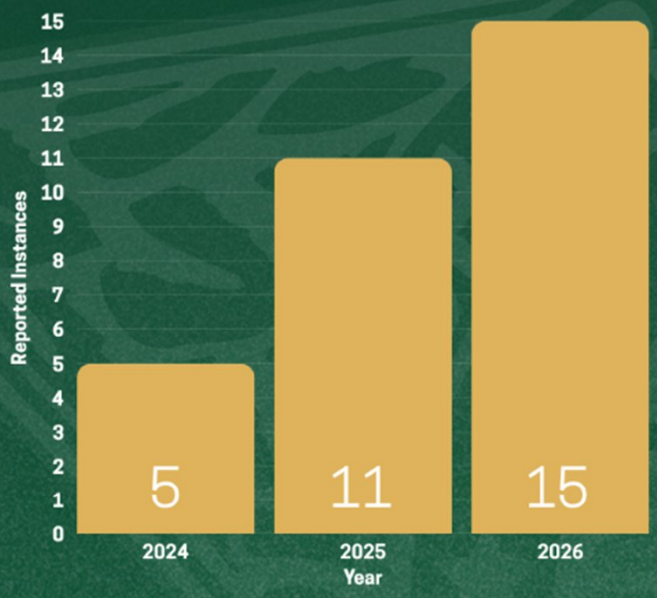


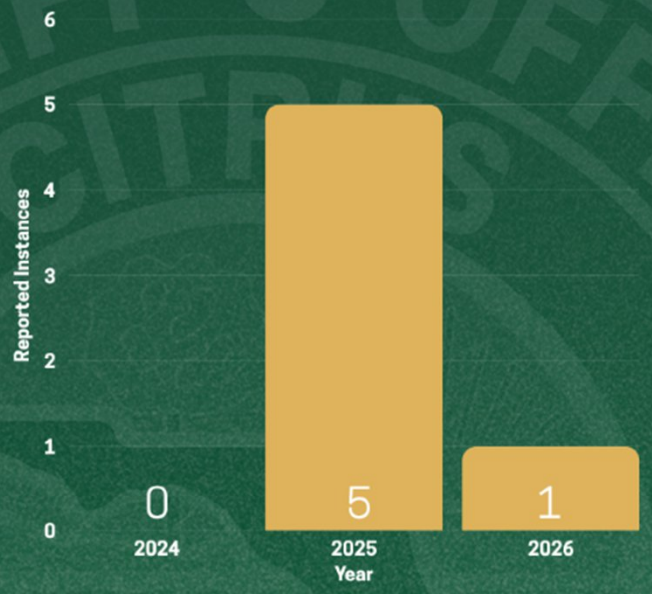


EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

CITY OF CRYSTAL RIVER - 1st QUARTER
THEFT

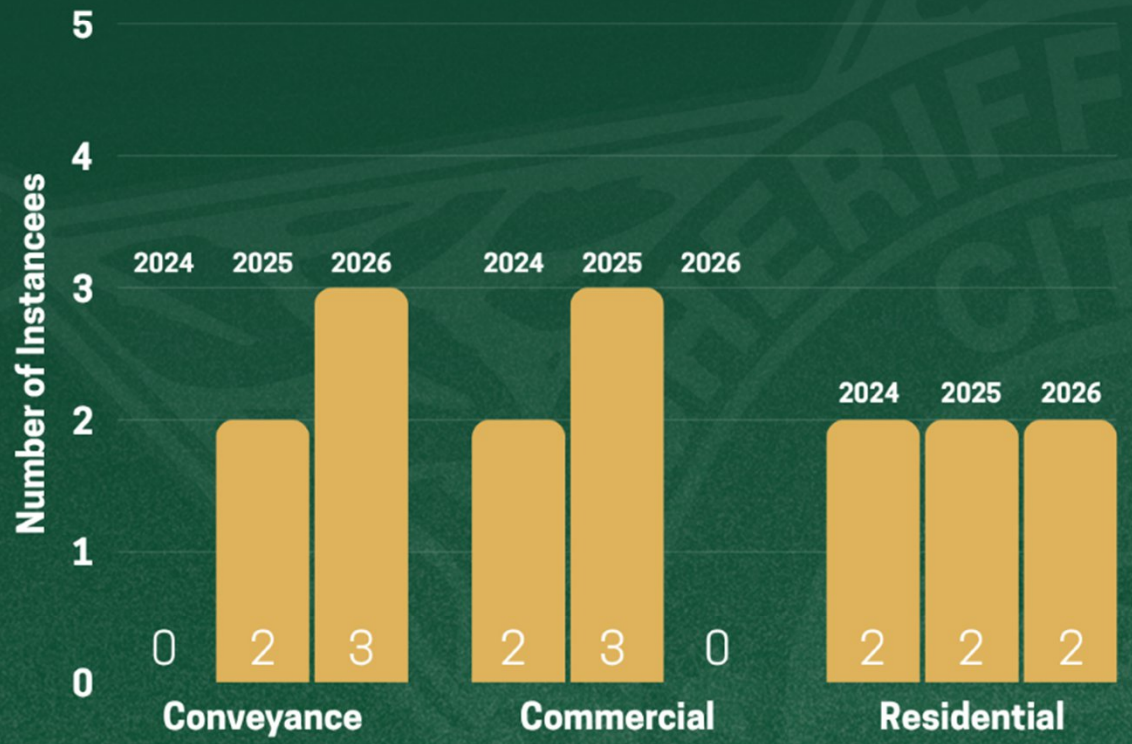






EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

CITY OF CRYSTAL RIVER - 1st QUARTER
BURGLARIES



EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

CITY OF CRYSTAL RIVER - 1st QUARTER
VIOLENT CRIME



THE CITRUS COUNTY SHERIFF'S OFFICE INVESTIGATED THREE AGGRAVATED ASSAULTS WITHIN THE CITY OF CRYSTAL RIVER. *NO HOMICIDES OR ROBBERIES WERE REPORTED*.

EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

NOTABLE CASE: *Crystal River*

DATE: THURSDAY, MARCH 5 (11:26 PM)

CASE TYPE: TRAFFIC STOP

DETAILS: DEPUTIES ENCOUNTERED AN INTOXICATED AND INCREASINGLY HOSTILE DRIVER WHO REFUSED COMMANDS, RESISTED ARREST, AND BECAME PHYSICALLY COMBATIVE. WHILE BEING ESCORTED TO A PATROL VEHICLE, THE DRIVER KICKED A DEPUTY AND LATER WRAPPED HIS HANDCUFFED ARMS AROUND THE SERGEANT'S HEAD, REQUIRING BOTH DEPUTIES TO BRING HIM TO THE GROUND TO REGAIN CONTROL. THE SUBJECT WAS SAFELY SECURED, MOVED OUT OF THE ROADWAY, AND ADDITIONAL UNITS RESPONDED TO ASSIST.



CORY THOMAS

RESISTING W/ VIOLENCE

DUI + REFUSAL TO SUBMIT TO TESTING

BATTERY ON A LAW ENFORCEMENT OFFICER

**PRE-TRIAL CONFERENCE SET FOR MAY 5, 2026

CITY OF CRYSTAL RIVER - 1st QUARTER
MARINE UNIT

CITATIONS & WARNINGS: 287(2024), 182(2025), AND 354(2026).



COMMUNITY EVENTS

MANATEE FESTIVAL

MLK DAY

COFFEE WITH A COP

FIRST FRIDAY EVENTS

ST. PATRICKS DAY
DOG PARADE



QUESTIONS?

CITRUS COUNTY SHERIFF

INTEGRITY ★ ACCOUNTABILITY ★ SERVICE

MAIN OPERATIONS BUILDING

1 Martin Luther King Jr. Ave
Inverness, FL 34450

EMERGENCY OPERATIONS CENTER

3549 Saunders Way
Lecanto, FL 34461

BEVERLY HILLS SUBSTATION

4093 N Lecanto Hwy
Beverly Hills, FL 34465

EMERGENCY 9-1-1 NON-EMERGENCY 352-249-2790

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 3.C.**

Requested Motion: CRFD Quarterly Report

ATTACHMENTS:
Description
CRFD QTR 1 2026.pdf



1st Quarter Report - 2026

CRYSTAL RIVER
FIRE DEPARTMENT

Protecting the City of Crystal River Since 1915

Total Calls: 261

Total Average Response Time: 4:33

Total Average Personnel Response: 2.81

Jan	Feb	Mar
85	74	102
Average Response Time: 4:28	Average Response Time: 4:23	Average Response Time: 4:49
Average Personnel Response: 3.10	Average Personnel Response: 2.64	Average Personnel Response: 2.69
Average Miles: 1.65	Average Miles: 1.98	Average Miles: 2.16



- Fire Related Calls: 134
- EMS Calls: 117
- Mutual Aid Received: 3
- Mutual Aid to CCFR EMS: 10
- Mutual Aid to CCFR Fire: 11
- Commercial Fire: 1
- Vehicle Fire: 1
- Brush Fires: 3
- Structure Fires: 2 (Mutual Aid to CCFR)

CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026









CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026













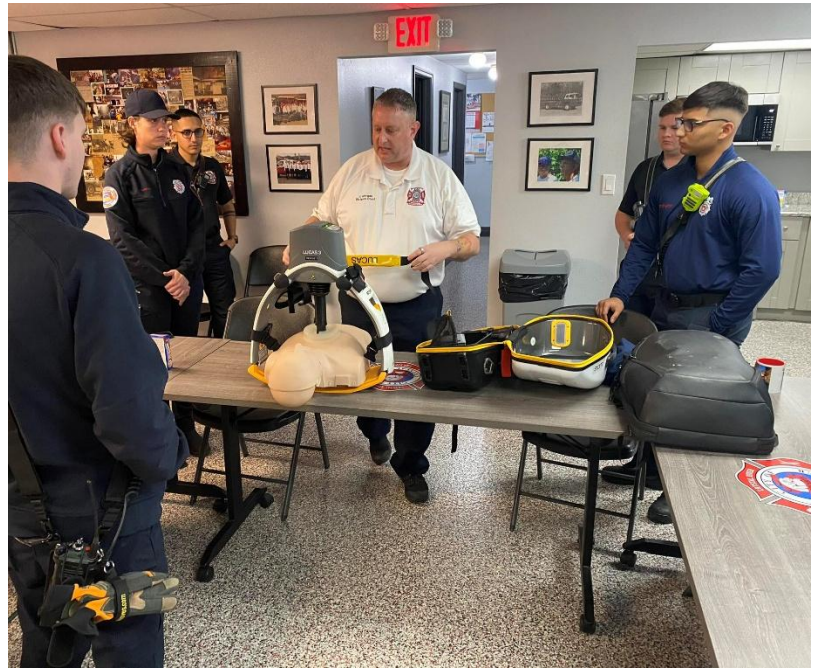
CRYSTAL RIVER FIRE

FLORIDA

1st Quarter Report - 2026









Total Training: 975.55 Hours

CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026











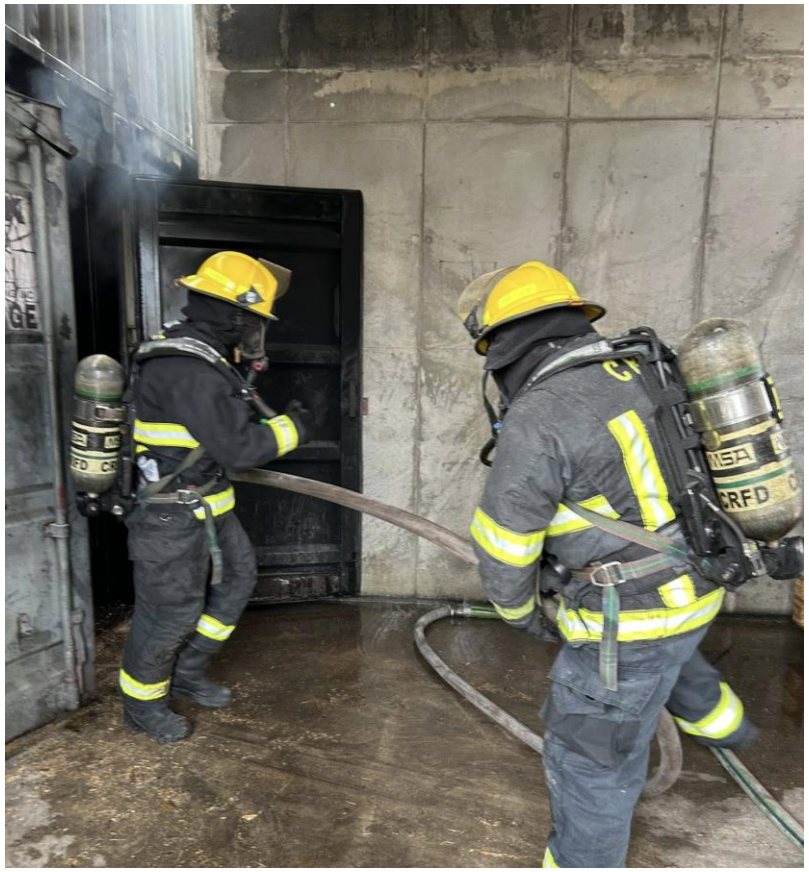
CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026









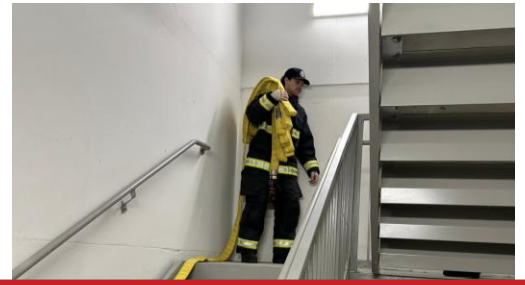
Florida State Fire College Volunteer Weekend

CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026











CRYSTAL RIVER FIRE

FLORIDA

1st Quarter Report - 2026









Fire 1 Program - "Grow as You Go"



CRFD Community Engagement

- January 3 – First Friday at Town Square
- January 18 – 19 – Manatee Festival
- January 30 – Elementary School Reading
- February 7 – Coffee with a Cop









CRYSTAL RIVER FIRE
FLORIDA

CRFD Community Engagement

- February 8 – First Friday at Town Square
- March 1 – Nature Coast Cancer Crusaders Walk
- March 6 – First Friday at Town Square
- March 17 – St. Patrick's Day Dog Parade









CRYSTAL RIVER FIRE FLORIDA

2026 Citrus Slam Fishing Tournament in Memory of Captain Mike Fletcher









CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026







CRYSTAL RIVER FIRE
FLORIDA

1st Quarter Report - 2026

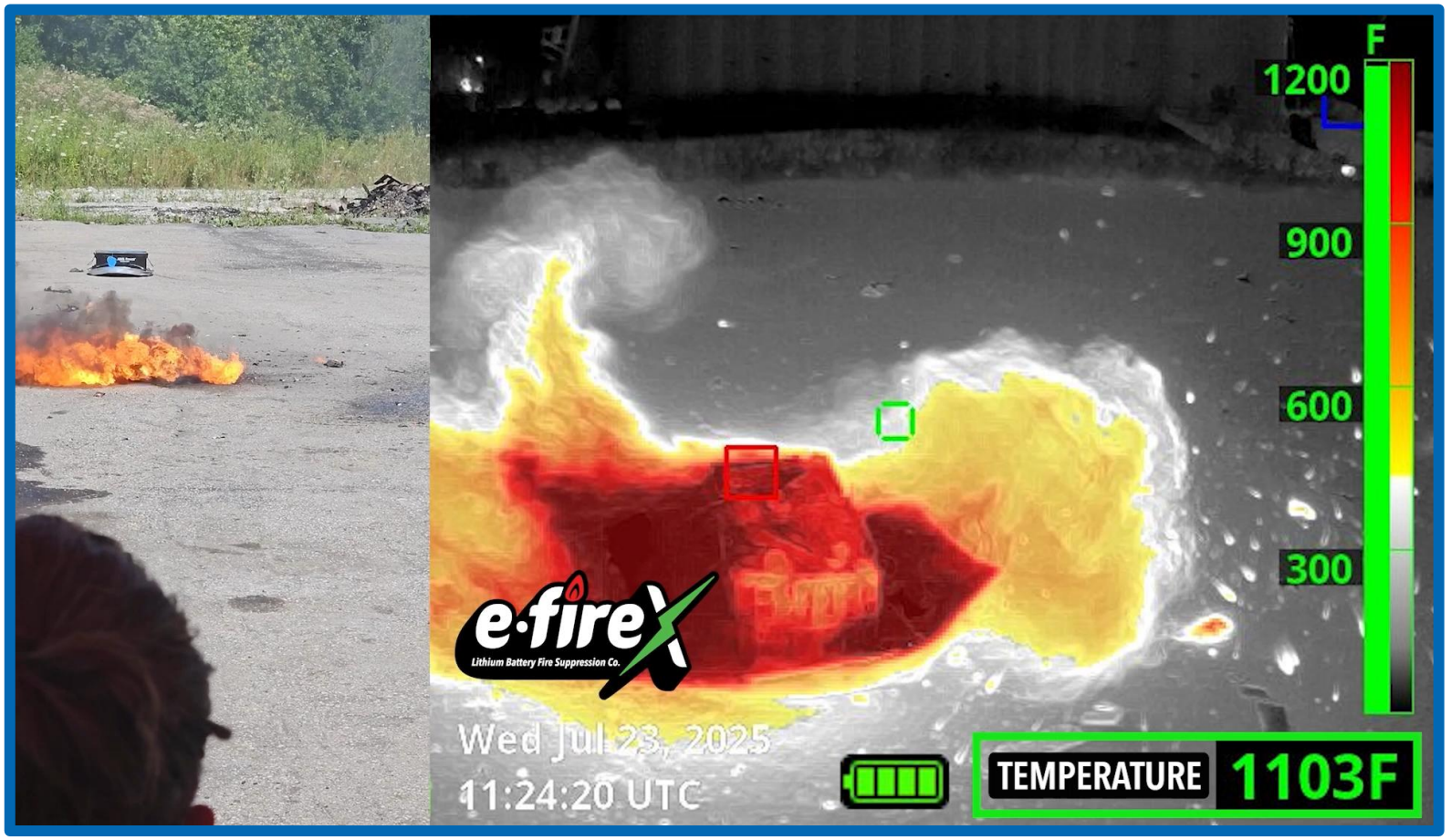


CRYSTAL RIVER FIRE
FLORIDA

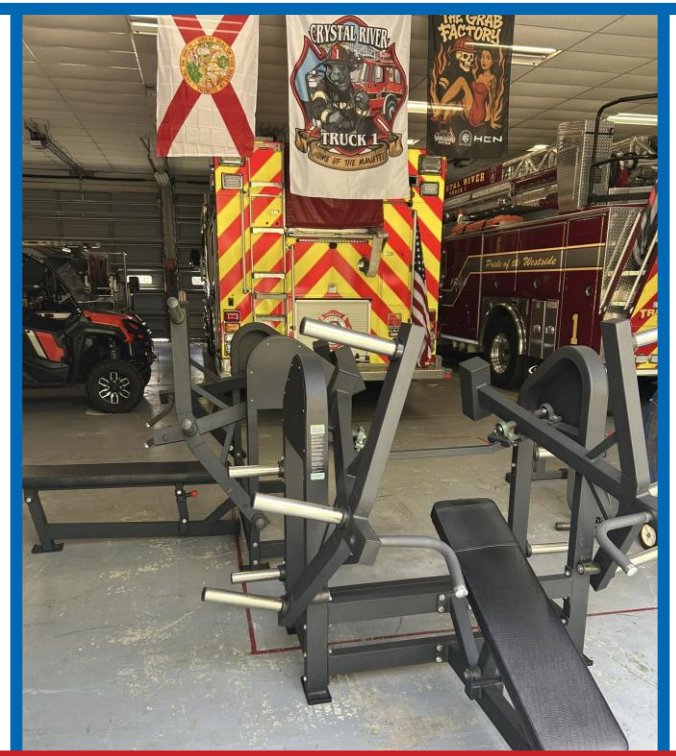
1st Quarter Report - 2026

New Equipment – Lithium Battery Extinguisher





EPIC HEALTH & FITNESS





CRYSTAL RIVER FIRE
CITY OF CRYSTAL RIVER
FIRE DEPT
FLORIDA

1st Quarter Report - 2026

CRFD's Newest Members



CRYSTAL RIVER FIRE

FLORIDA

1st Quarter Report - 2026

Thank You!

Protecting the City of Crystal River Since 1915

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 4.A.**

Requested Motion: 579 US Highway 19, LLC property update

ATTACHMENTS:
Description
1 of 2 layout.pdf
2 of 2 layout.pdf
Bank rendering.pdf
Clothing Store Rendering.pdf
Fast Food Rendering.pdf
Mini Storage Rendering.pdf
Survey documents.pdf



579 Crystal River

DAVID P. KING JR.
ARCHITECT

352-873-3737
david@dpkarchitect.net

REGISTRATION:
STATE OF FLORIDA 12,999 STATE OF GEORGIA 5044



579 Crystal River

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LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION

579 Crystal River

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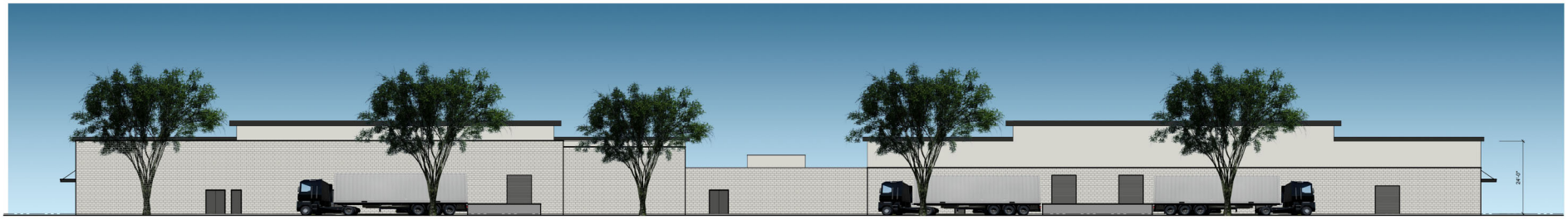


FRONT ELEVATION



LEFT SIDE ELEVATION

RIGHT SIDE ELEVATION



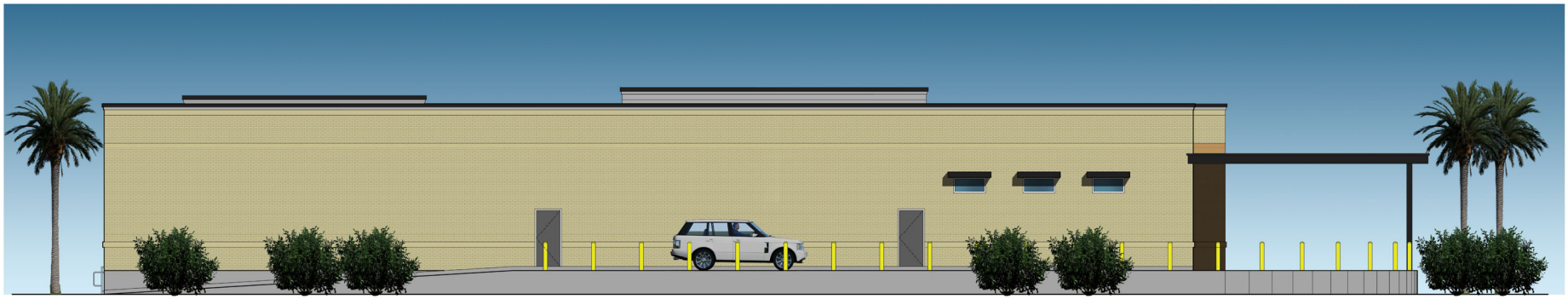
REAR ELEVATION

579 CRYSTAL RIVER

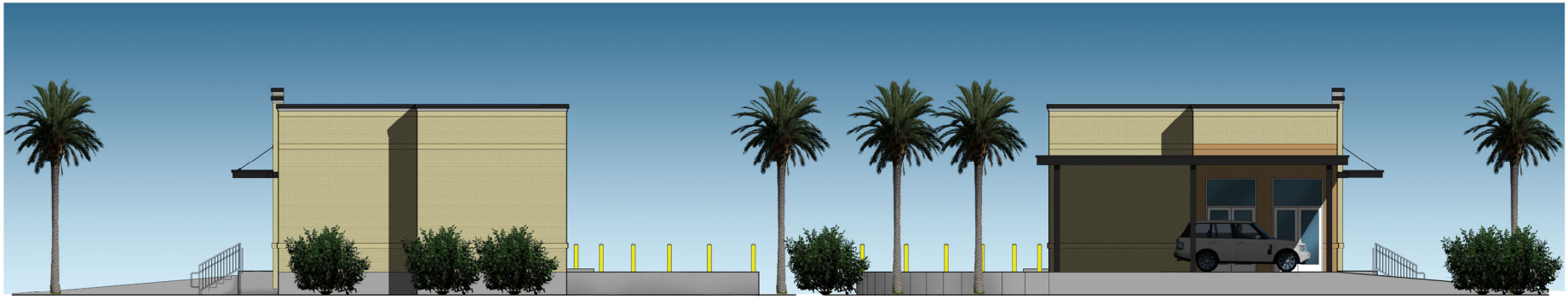
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REGISTRATION
STATE OF FLORIDA 12,999 STATE OF GEORGIA 5044



FRONT ELEVATION



REAR ELEVATION

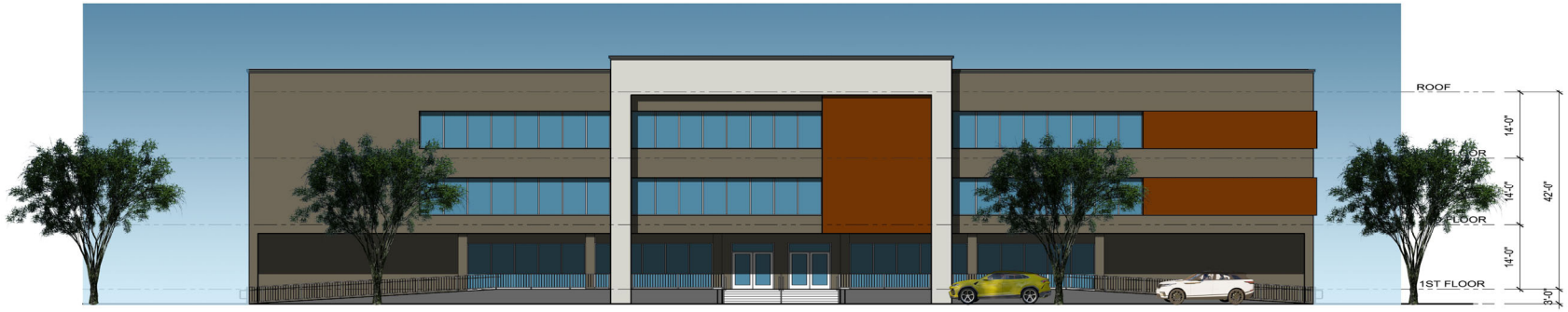


RIGHT SIDE ELEVATION

LEFT SIDE ELEVATION

579 Crystal River

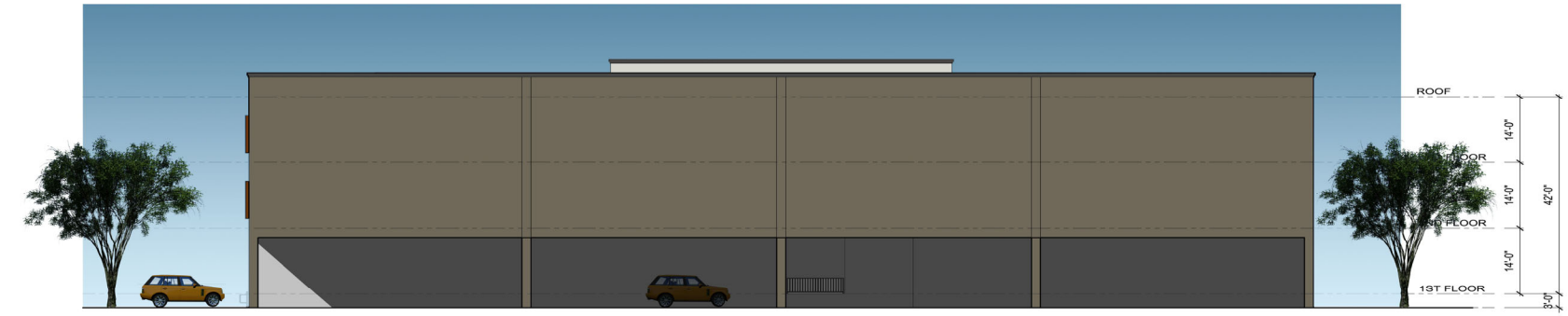
DAVID P. KING JR.
ARCHITECT
352-873-3737
david@dpkarchitect.net
REGISTRATION
STATE OF FLORIDA 12,999 STATE OF GEORGIA 5044



FRONT ELEVATION



RIGHT SIDE ELEVATION



REAR ELEVATION

LEGAL DESCRIPTION:

COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST AND THE EAST RIGHT OF WAY LINE OF U.S. NO. 19 (STATE ROAD NO. 55) AND RUN S0°02'57"W, 32.00 FEET; THENCE N89°21'03"E, 448.81 FEET; THENCE S0°02'57"W, 332.00 FEET; THENCE N89°21'03"E, 15.00 FEET; THENCE S00°02'57"W, 623.81 FEET, MORE OR LESS, TO THE SOUTH LINE OF THE N 1/4 OF THE NW 1/4 OF SAID SECTION 27; THENCE N89°39'56"W, 425.00 FEET TO THE EAST RIGHT OF WAY LINE OF U.S. NO. 19; THENCE ON A CURVE CONCAVE NORTHEASTERLY AND A DISTANCE OF 688.80 FEET, SAID CURVE HAVING FOR ITS ELEMENTS A RADIUS OF 5629.58 FEET AND A DEFLECTION OF 6°24'30" TO A POINT OF TANGENCY TO SAID CURVE; THENCE N00°02'57"E, 286.66 FEET TO THE POINT OF BEGINNING. ALL OF THE ABOVE LANDS BEING IN THE CITY OF CRYSTAL RIVER, CITRUS COUNTY, FLORIDA.

LESS AND EXCEPT THE FOLLOWING PARCEL I AND PARCEL II AND III AS DESCRIBED:

TRACT 1

RESTAURANT TRACT O.R. BOOK 563, PAGE 300, FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19 (S.R. NO. 55) LYING S00°02'57"W, A DISTANCE OF 680.00 FEET FROM THE NORTH BOUNDARY OF SECTION 27, TOWNSHIP 18 SOUTH RANGE 17 EAST, SAID POINT OF BEGINNING BEING ON A CURVE CONCAVE TO THE NORTHWEST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 119.04 FEET, A CHORD DISTANCE OF 67.57 FEET AND A CHORD BEARING OF N74°09'41"E, THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 68.51 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE SOUTHEAST, HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 104.42 FEET, A CHORD DISTANCE OF 59.27 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 60.10 FEET TO THE END OF SAID CURVE; THENCE S89°21'03"E, A DISTANCE OF 108.00 FEET; THENCE S00°02'57"W, A DISTANCE OF 21.00 FEET; THENCE N89°21'03"W, A DISTANCE OF 230.00 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19 (S.R. NO. 55); THENCE N00°02'57"E, ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 175 FEET TO THE POINT OF BEGINNING.

TRACT 2

THE DIVE SHOP TRACT (O.R. BOOK 546, PAGE 431) COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, AND THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19, THENCE S00°02'57"W, ALONG SAID EAST RIGHT OF WAY LINE A DISTANCE OF 318.66 FEET TO THE P.C. OF A CURVE, CONCAVED NORTHEASTERLY, HAVING A CENTRAL ANGLE OF 6°51'18" AND A RADIUS OF 5629.58 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 572.86 FEET TO THE POINT OF BEGINNING, (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S02°51'58"E, 572.61 FEET); THENCE CONTINUE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 100.68 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF FLAMINGO ROAD (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S06°23'31"E, 100.68 FEET), THENCE S89°39'56"E, ALONG SAID NORTH LINE A DISTANCE OF 175 FEET, THENCE N00°02'04"E, 100 FEET, THENCE N89°39'56"W, PARALLEL TO SAID NORTH RIGHT OF WAY LINE A DISTANCE OF 186.79 FEET TO THE POINT OF BEGINNING.

TRACT 3

COMMENCING AT A POINT ON THE EAST RIGHT OF WAY LINE OF US HIGHWAY 19 (SR 55) LYING S00°02'57"W, A DISTANCE OF 68.00 FEET FROM THE NORTH BOUNDARY OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SAID POINT BEING ON A CURVE CONCAVE TO THE NORTHWEST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 119.04 FEET, A CHORD DISTANCE OF 67.57 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 68.51 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE SOUTHEAST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 104.42 FEET, A CHORD DISTANCE OF 59.27 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 60.10 FEET TO THE END OF SAID CURVE; THENCE N89°21'03"E, A DISTANCE OF 106.00 FEET; THENCE S00°02'57"W, A DISTANCE OF 211.00 FEET TO A POINT OF BEGINNING; THENCE CONTINUE S00°02'57"W, A DISTANCE OF 10.00 FEET; THENCE N89°21'03"W, 230.00 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY OF US HIGHWAY 19 (SR 55); THENCE N00°02'57"E, ALONG SAID RIGHT OF WAY LINE 10.00 FEET; THENCE S89°21'03"E, 230.00 FEET TO THE POINT OF BEGINNING.

NOTES:

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9. Legal description furnished by client.

FLOOD STATEMENT:

By graphic plotting only, the property shown hereon appears to lie in Flood Zone "AE" with a base flood elevation of 11 feet, located in map number 12017C0189E, according to the Flood Insurance Rate Map (FIRM) for City of Crystal River, effective date of 01/15/2021.



Point Table		
Point #	Northing	Easting
664	1657089.86	469183.83
52859	1656230.44	469226.28
52860	1656803.11	469188.29
52861	1656868.86	469187.13
52862	1657096.92	469668.35
52866	1657053.89	469184.25
53223	1656130.59	469238.84
53224	1656764.85	469661.70
53225	1656765.07	469676.71
53261	1656651.79	469661.93
53320	1656138.05	469663.69
53321	1656133.65	469413.96
53322	1656233.65	469413.82
53323	1657074.01	469249.01
53324	1657091.05	469305.34
53325	1657093.26	469413.34

TRUE NORTH
1" = 50'

CERTIFIED TO:

579 LP CRYSTAL RIVER
CITY OF CRYSTAL RIVER

JOB NUMBER: 02.05.26 JM11
DATE OF SURVEY: 02/05/2026 TO CURRENT (MULTIPLE DAYS)
SCALE: 1" = 50'
FIELD BOOK & PAGE: JM11 – 14
REVISION: N/A

BOUNDARY SURVEY

JAMES METZ

Digitally signed by JAMES METZ
Date: 2026.04.23 13:17:04 -04'00'

JAMES METZ License Number 7478 STATE OF FLORIDA Professional Surveyor and Mapper

I hereby certify that the survey represented heron meets all the applicable Standards of Practice as contained in Chapter 5J–17 Florida Administrative Code, pursuant Section 472.027, Florida Statutes. Not valid without a digital signature or original signature and seal of a Florida Licensed Surveyor and Mapper.

Signed and Sealed

James Metz, PSM
Metz Surveying, LLC
Professional Land Surveyor No. 7478
Florida Licensed Business No. 8574

METZ SURVEYING, LLC

380 E. KNIGHTSBRIDGE PLACE
LECANTO, FLORIDA 34461
(352) 200–1340
metzsurveying@outlook.com

LEGAL DESCRIPTION:

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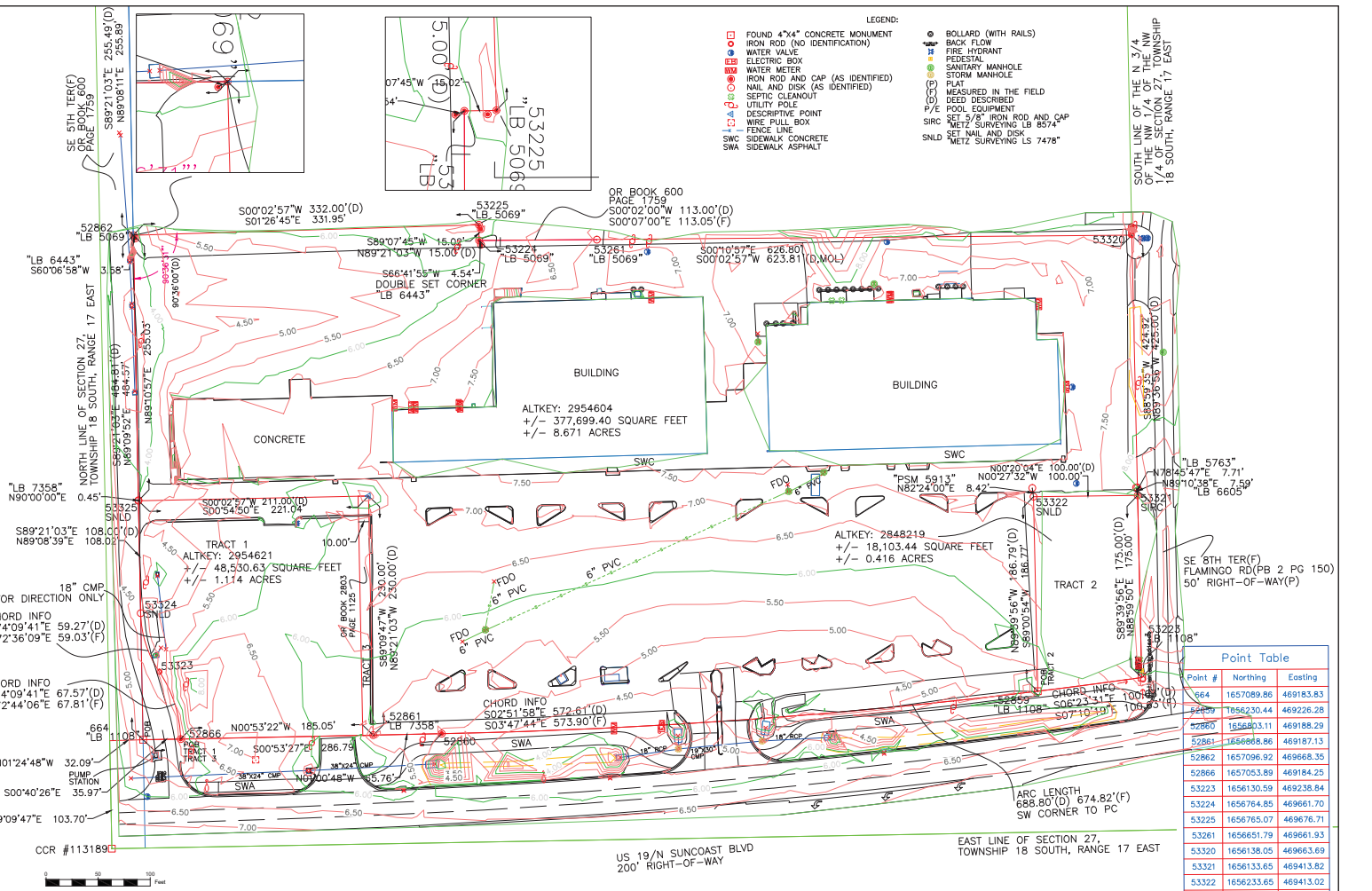
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Signed and Sealed

James Metz, PSM
Metz Surveying, LLC
Professional Land Surveyor No. 7478
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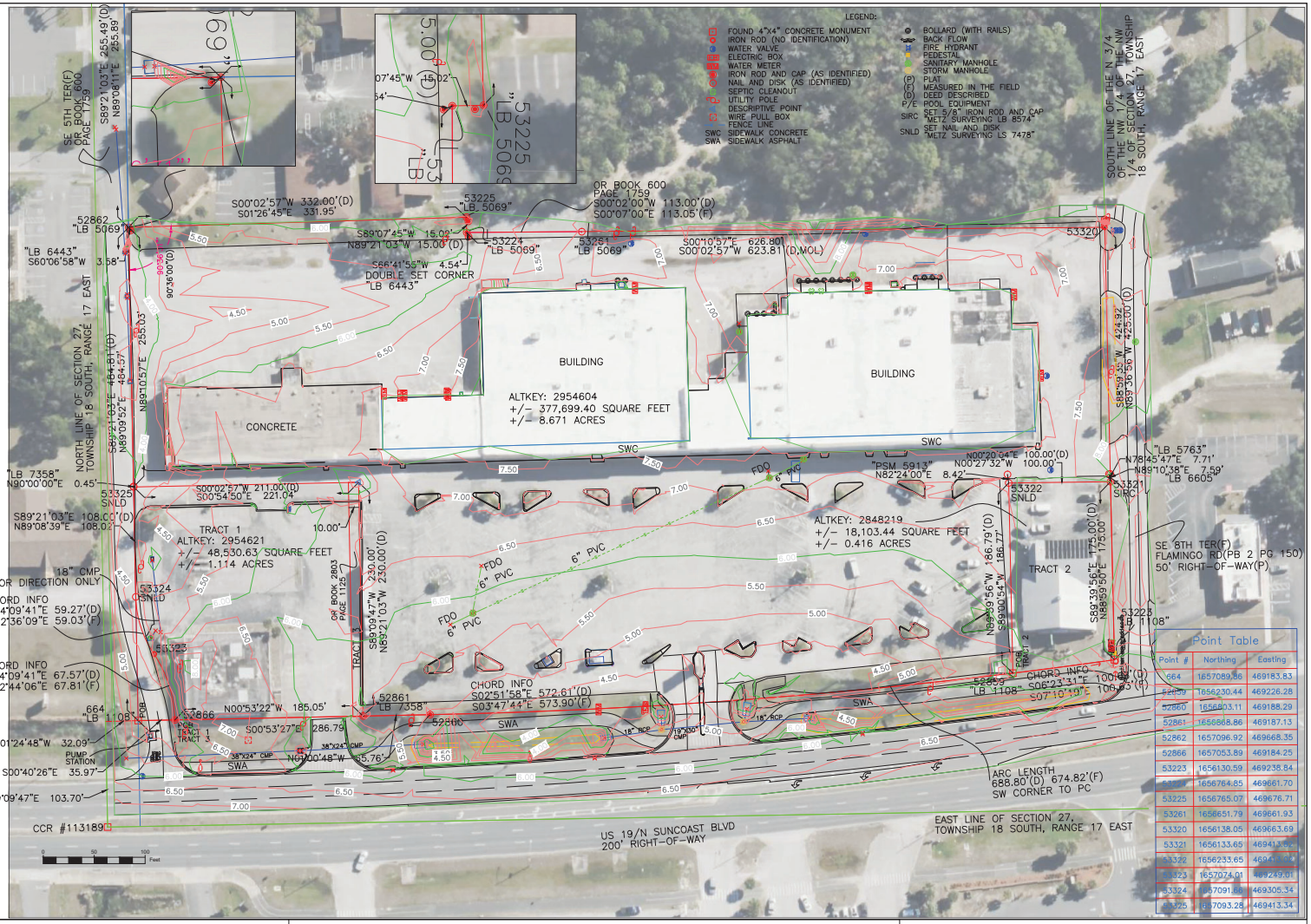
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9. Legal description furnished by client.

FLOOD STATEMENT:

By graphic plotting only, the property shown hereon appears to lie in Flood Zone "AE" with a base flood elevation of 11 feet, located in map number 12017C0189E, according to the Flood Insurance Rate Map (FIRM) for City of Crystal River, effective date of 01/15/2021.



TRUE NORTH
1" = 50'

CERTIFIED TO:

579 LP CRYSTAL RIVER
CITY OF CRYSTAL RIVER

JOB NUMBER: 02.05.26 JM11
DATE OF SURVEY: 02/05/2026 TO CURRENT (MULTIPLE DAYS)
SCALE: 1" = 50'
FIELD BOOK & PAGE: JM11 – 14
REVISION: N/A

BOUNDARY SURVEY

JAMES METZ

Digitally signed by JAMES METZ
Date: 2026.04.23 13:20:28 -04'00'

JAMES METZ License Number 7478 STATE OF FLORIDA Professional Surveyor and Mapper

I hereby certify that the survey represented heron meets all the applicable Standards of Practice as contained in Chapter 5J–17 Florida Administrative Code, pursuant Section 472.027, Florida Statutes. Not valid without a digital signature or original signature and seal of a Florida Licensed Surveyor and Mapper.

Signed and Sealed

James Metz, PSM
Metz Surveying, LLC
Professional Land Surveyor No. 7478
Florida Licensed Business No. 8574

METZ SURVEYING, LLC

380 E. KNIGHTSBRIDGE PLACE
LECANTO, FLORIDA 34461
(352) 200–1340
metzsurveying@outlook.com

LEGAL DESCRIPTION:

COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST AND THE EAST RIGHT OF WAY LINE OF U.S. NO. 19 (STATE ROAD NO. 55) AND RUN S0°02'57"W, 32.00 FEET; THENCE N89°21'03"E, 448.81 FEET; THENCE S0°02'57"W, 332.00 FEET; THENCE N89°21'03"E, 15.00 FEET; THENCE S00°02'57"W, 623.81 FEET, MORE OR LESS, TO THE SOUTH LINE OF THE N 1/4 OF THE NW 1/4 OF SAID SECTION 27; THENCE N89°39'56"W, 425.00 FEET TO THE EAST RIGHT OF WAY LINE OF U.S. NO. 19; THENCE ON A CURVE CONCAVE NORTHEASTERLY AND A DISTANCE OF 688.80 FEET, SAID CURVE HAVING FOR ITS ELEMENTS A RADIUS OF 5629.58 FEET AND A DEFLECTION OF 6°24'30" TO A POINT OF TANGENCY TO SAID CURVE THENCE N00°02'57"E, 286.66 FEET TO THE POINT OF BEGINNING. ALL OF THE ABOVE LANDS BEING IN THE CITY OF CRYSTAL RIVER, CITRUS COUNTY, FLORIDA.

LESS AND EXCEPT THE FOLLOWING PARCEL I AND PARCEL II AND III AS DESCRIBED:

TRACT 1

RESTAURANT TRACT (O.R. BOOK 563, PAGE 300, FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19 (S.R. NO. 55) LYING S00°02'57"W, A DISTANCE OF 680.00 FEET FROM THE NORTH BOUNDARY OF SECTION 27, TOWNSHIP 18 SOUTH RANGE 17 EAST, SAID POINT OF BEGINNING BEING ON A CURVE CONCAVE TO THE NORTHWEST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 119.04 FEET, A CHORD DISTANCE OF 67.57 FEET AND A CHORD BEARING OF N74°09'41"E, THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 68.51 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE SOUTHEAST, HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 104.42 FEET, A CHORD DISTANCE OF 59.27 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 60.10 FEET TO THE END OF SAID CURVE; THENCE S89°21'03"E, A DISTANCE OF 108.00 FEET; THENCE S00°02'57"W, A DISTANCE OF 21.00 FEET; THENCE N89°21'03"W, A DISTANCE OF 230.00 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19 (S.R. NO. 55); THENCE N00°02'57"E, ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 175 FEET TO THE POINT OF BEGINNING.

TRACT 2

THE DIVE SHOP TRACT (O.R. BOOK 546, PAGE 431) COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, AND THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 19, THENCE S00°02'57"W, ALONG SAID EAST RIGHT OF WAY LINE A DISTANCE OF 318.66 FEET TO THE P.C. OF A CURVE, CONCAVED NORTHEASTERLY, HAVING A CENTRAL ANGLE OF 6°51'18" AND A RADIUS OF 5629.58 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 572.86 FEET TO THE POINT OF BEGINNING, (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S02°51'58"E, 572.61 FEET); THENCE CONTINUE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 100.68 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF FLAMINGO ROAD (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING S06°23'31"E, 100.68 FEET), THENCE S89°39'56"E, ALONG SAID NORTH LINE A DISTANCE OF 175 FEET, THENCE N00°02'04"E, 100 FEET, THENCE N89°39'56"W, PARALLEL TO SAID NORTH RIGHT OF WAY LINE A DISTANCE OF 186.79 FEET TO THE POINT OF BEGINNING.

TRACT 3

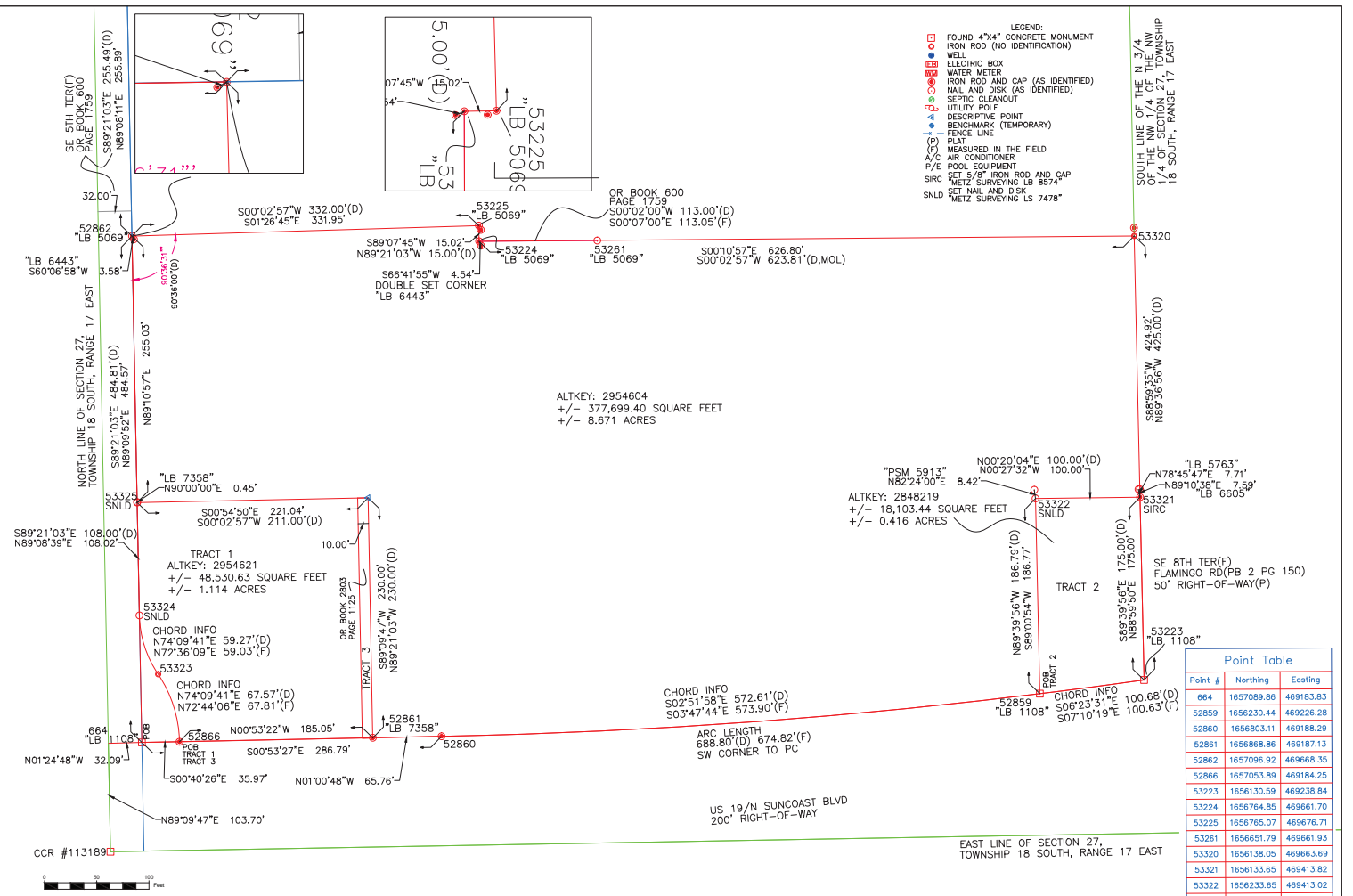
COMMENCING AT A POINT ON THE EAST RIGHT OF WAY LINE OF US HIGHWAY 19 (SR 55) LYING S00°02'57"W, A DISTANCE OF 68.00 FEET FROM THE NORTH BOUNDARY OF SECTION 27, TOWNSHIP 18 SOUTH, RANGE 17 EAST, SAID POINT BEING ON A CURVE CONCAVE TO THE NORTHWEST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 119.04 FEET, A CHORD DISTANCE OF 67.57 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 68.51 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE SOUTHEAST HAVING A CENTRAL ANGLE OF 32°58'32", A RADIUS OF 104.42 FEET, A CHORD DISTANCE OF 59.27 FEET AND A CHORD BEARING OF N74°09'41"E; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 60.10 FEET TO THE END OF SAID CURVE; THENCE N89°21'03"E, A DISTANCE OF 106.00 FEET; THENCE S00°02'57"W, A DISTANCE OF 211.00 FEET TO A POINT OF BEGINNING; THENCE CONTINUE S00°02'57"W, A DISTANCE OF 10.00 FEET; THENCE N89°21'03"W, 230.00 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY OF US HIGHWAY 19 (SR 55); THENCE N00°02'57"E, ALONG SAID RIGHT OF WAY LINE 10.00 FEET; THENCE S89°21'03"E, 230.00 FEET TO THE POINT OF BEGINNING.

NOTES:

1. Field bearings, distances, and elevations were derived from GPS/GNSS with the reference station FPRN RCTM-REF 0513, Geoid18, Florida West. Elevations are +/- 0.10', NAVD88.
2. This property is subject to all restrictions as shown on the record plat.
3. This survey is of visible features only. Underground encroachments, septic tanks, sprinkler systems or utilities, if any, were not located, unless requested. Improvements and fences on or near property lines ny be exaggerated to clarify location.
4. There may be additional restrictions that, are not recorded on this plat, may be found in the Public Records of Citrus County, Florida.
5. The signing party or parties prohibit additions or deletions to survey maps or reports without the written consent of the signing party or parties.
6. This survey map is valid only to those persons or entities named hereon. Metz Surveying, LLC will assume no responsibility for the unauthorized reproduction and/or redistribution of this survey map.
7. This survey has been prepared without the benefit of a current title report or abstract and therefore does not necessarily indicate all encumbrances on the property.
8. This is a Boundary Survey of a comercial lot The accuracy for this type of survey was found to be acceptable based on monumentation found as compared to deed calls and old surveys of record.
9. Legal description furnished by client.

FLOOD STATEMENT:

By graphic plotting only, the property shown hereon appears to lie in Flood Zone "AE" with a base flood elevation of 11 Feet, located in map number 12017C0189E, according to the Flood Insurance Rate Map (FIRM) for City of Crystal River, effective date of 01/15/2021.



Point Table		
Point #	Northing	Easting
664	1657089.86	469183.83
52859	1656230.44	469226.28
52860	1656803.11	469188.29
52861	1656868.86	469187.13
52862	1657096.92	469668.35
52866	1657053.89	469184.25
53223	1656130.59	469238.84
53224	1656764.85	469661.70
53225	1656785.07	469676.71
53261	1656651.79	469661.93
53320	1656138.05	469663.69
53321	1656133.65	469413.82
53322	1656233.65	469413.02
53323	1657074.01	469249.01
53324	1657091.66	469305.34
53325	1657093.28	469413.34

TRUE NORTH
1" = 50'

CERTIFIED TO:

579 LP CRYSTAL RIVER
CITY OF CRYSTAL RIVER

JOB NUMBER: 02.05.26 JM11
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BOUNDARY SURVEY

JAMES METZ
Digitally signed by JAMES METZ
Date: 2026.04.23 13:18:10 -04'00'

JAMES METZ License Number 7478 STATE OF FLORIDA Professional Surveyor and Mapper

I hereby certify that the survey represented heron meets all the applicable Standards of Practice as contained in Chapter 5J–17 Florida Administrative Code, pursuant Section 472.027, Florida Statutes. Not valid without a digital signature or original signature and seal of a Florida Licensed Surveyor and Mapper.

Signed and Sealed

James Metz, PSM
Metz Surveying, LLC
Professional Land Surveyor No. 7478
Florida Licensed Business No. 8574

METZ SURVEYING, LLC

380 E. KNIGHTSBRIDGE PLACE
LECANTO, FLORIDA 34461
(352) 200–1340
metzsurveying@outlook.com

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 6.A.**

Requested Motion: Motion to approve minutes of the City Council meeting held April 13, 2026

ATTACHMENTS:
Description
Minutes 04.13.26 MF.docx

Minutes

Crystal River City Council
Regular Council Meeting
Monday, April 13, 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

Staff present: City Manager Audra Curts, Assistant City Attorney James Hartley, City Clerk Mia Fink, Fire Chief Frank Mellilo, Finance Director Michelle Rusell-Maynard, Assistant City Manager/Public Works Director Troy Slattery, Growth Management Director Carly Hanson, Assistant Growth Management Director Heather Lacey, Human Resources Director Mary Helprin

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

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

4. UNFINISHED BUSINESS

5. PUBLIC INPUT

6. APPROVAL OF CONSENT AGENDA

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

B. Motion to appoint Daniel Grannan to Planning Commission Alternate Seat Number 2

C. Motion to approve the setting of a workshop to discuss matters related to new City Hall for Friday, August 7, 2026 at 1:00 p.m.

D. Motion to approve a road closure request for the 2026 Crystal River Nights Concert Series

Brief discussion was held regarding a potential error in the minutes, and staff confirmed review and verification of accuracy.

DRAFT

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

7. PUBLIC HEARING

A. WITHDRAWN by the applicant on April 2, 2026 - Consideration 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.

B. Consideration 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 Second Reading, and hold the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.

City Clerk Fink read the Ordinances (7A & 7B) by title only.

Mayor Meek conducted the quasi-judicial procedure, calling for disclosure of ex parte communications and conflicts of interest. There were none.

Staff Presentation: Growth Management Director Carly Hanson presented to Council and addressed questions regarding previous zoning, utility service provider.

Applicant Presentation: Clay Sweger, Land Planner representing applicant provided background and context, noting prior Council concerns and related provisions included in Developer's Agreement, and future development possibility.

Public Hearing: There was none.

Council Discussion: There was none.

Motion to adopt Ordinance No. 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 Second Reading was made by Council member Hastings; seconded by Council member Satchell. Motion carried 5-0.

C. Consideration 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 Second Reading, and hold the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item.

QUASI-JUDICIAL Joint hearing held and referenced under previous item.

Motion to adopt Ordinance No. 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 Second Reading was made by Council member Satchell; seconded by Council member Hastings. Motion carried 5-0.

D. Consider the revised Development Agreement between Gulf Coast RV & Boat Storage, LLC and the City of Crystal River regarding RV and Boat Storage at 1075 North Suncoast Blvd.

DRAFT

Joint hearing held and referenced under previous item.

Motion to approve the revised Development Agreement between Gulf Coast RV & Boat Storage, LLC and the City of Crystal River regarding RV and Boat Storage at 1075 North Suncoast Blvd. was made by Council member Satchell; seconded by Council member Hastings. Motion carried 5-0.

E. Consideration 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 Second Reading, and hold the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the next item.

City Clerk Fink read the Ordinances (7E & 7F) by title only.

Mayor Meek conducted the quasi-judicial procedure, calling for disclosure of ex parte communications and conflicts of interest. There were none.

Staff Presentation: Growth Management Director Carly Hanson presented to Council.

Applicant Presentation: There was none.

Public Hearing: There was none.

Council Discussion: There was none.

Motion to adopt Ordinance No. 26-O-04 (Application No. PCA26-002) for an amendment to the Future Land Use Map for 1.04 acres addressed 1154 NE1st Street, owned by Allizi Investment, LLC, on Second Reading was made by Council member Satchell; seconded by Vice Mayor Ensing. Motion carried 5-0.

F. Consideration 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 Second Reading, and hold the public hearing for April 13, 2026, at 5:30 p.m. This item is associated with the previous item. QUASI-JUDICIAL

QUASI-JUDICIAL Joint hearing held and referenced under previous item.

Motion to adopt Ordinance No. 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 Second Reading was made by Council member Hastings; seconded by Vice Mayor Ensing. Motion carried 5-0.

G. First Public Hearing on the Department of Economic Opportunity Small Cities Community Development Block Grant.

City Manager Curts presented the item and Mayor Meek opened the item up for public hearing.

Public Hearing: Alison Pinkston of Crystal River Main Street offered to provide public input regarding potential projects gathered during CPTA project development.

DRAFT

8. INTRODUCTION AND FIRST READING OF ORDINANCES

9. CITY ATTORNEY

A. Information and discussion on proposed 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 Hartley provided background regarding the item, discussed next steps (title search, street vacation application, etc.) and related processes.

Mr. Sinz addressed Council regarding current development agreement and both City Attorney Hartley and Growth Management Director Carly Hanson addressed Council questions regarding next steps and related processes.

City Attorney Hartley also provided an update regarding the 579 US Highway 19, LLC project status.

10. CITY MANAGER

A. Motion to adopt Resolution No. 26-R-13 to reallocate funds from Renewal & Replacement in the amount of $64,886.00 and acceptance of a reimbursement in the amount of $1,800.00 from U.S. Water's Insurance Company for the value of a 2014 Ford F-150 damaged in an accident for the purchase of a 2026 Ford F350 (replacement vehicle) for the Water/Sewer Dept. for the total cost of $66,686.00.

City Manager Curts presented the item.

Motion to adopt Resolution No. 26-R-13 to reallocate funds from Renewal & Replacement in the amount of $64,886.00 and acceptance of a reimbursement in the amount of $1,800.00 from U.S. Water's Insurance Company for the value of a 2014 Ford F-150 damaged in an accident for the purchase of a 2026 Ford F350 (replacement vehicle) for the Water/Sewer was made by Council member Hastings; seconded by Council member Holmes. Motion carried 5-0.

B. Motion to approve closeout of the UWHCA for the City of Crystal River's portion of the FDOT US-19 road widening project.

City Manager Curts presented the item.

Motion to approve closeout of the UWHCA for the City of Crystal River's portion of the FDOT US-19 road widening project was made by Council member Holmes; seconded by Council member Ensing.

Council member Holmes discussed upcoming roadway improvement projects, utility relocation, etc. and Assistant City Manager/Public Works Director Troy Slattery provided details regarding upcoming resurfacing project (crosswalk, utility conflicts, cost minimization strategies, etc.).

Motion carried 5-0.

DRAFT

11. CITY COUNCIL

A. Motion to adopt Resolution No. 26-R-12 to appoint Jonathan Cash as a Commissioner of the Crystal River Community Redevelopment Agency.

Motion to adopt Resolution No. 26-R-12 to appoint Jonathan Cash as a Commissioner of the Crystal River Community Redevelopment Agency was made by Council member Ensing; seconded by Council member Satchell. Motion carried 5-0.

12. COUNCIL MEMBER AND COMMITTEE REPORTS

A. Mayor Meek requested a discussion item on a future meeting agenda to seek Council input and consensus on Citrus Avenue/495 improvement priorities to be communicated to MPO.

B. Vice Mayor Ensing provided update regarding "Michigan Town" meeting of residents regarding Historic District designation. He also requested an update regarding the former Crystal River Mall site.

C. Council member Satchell discussed communications received regarding Kings Bay and also discussed city app development (noting inefficient website).

D. Council member Hastings discussed communications received regarding Kings Bay, confirming upcoming Council workshop and transparent process moving forward. Council discussion was held regarding need for workshops, public meetings, etc.

E. Council member Holmes discussed enhanced law enforcement services within city limits, confirming recent media coverage of criminal activity occurred outside jurisdiction.

13. PUBLIC INPUT

Randy McConnell- 19 NE 2nd St- Requested status update regarding Hunter Springs Seawall Restoration project (City Manager Curts provided) and discussed proposal to establish a one-wat traffic flow in the area of Hunter Springs Park and 'Michigan Town".

Peter Webber- Local Manatee Tours and Crystal River Walking Tours- Discussed status as lifelong resident and business owner and impacts of growth (opportunities and challenges) and requested Council consider already established systems to manage issues.

Mayor Meek confirms local, small businesses will not be excluded.

14. ADJOURNMENT Mayor Meek adjourned the meeting at 6:56 P.M.

DRAFT

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 6.B.**

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

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ATTACHMENTS:
Description
2026 Summary Report- March.docx

Departmental Monthly Report Summary
March 2026

THE CITY CLERK'S OFFICE

During the month of March, the office clerked 3 public meetings, coordinating the agendas and drafting 13 agenda items. The Clerk's office also facilitated 9 public records requests and performed 11 notarizations on various legal documents. Recording items included 3 lien releases. 1 notice of commencement, and 1 dissimilar use petition. 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 assistance with items related to the Crystal River Concert Series. The clerks office also successfully implemented issuance of council devices for agenda. The Clerk has also continued with Leadership Citrus participation.

THREE SISTERS SPRINGS

Three Sisters Springs had a total of 10,490 visitors for the month of March. In March Fiscal year 25' the Three Sisters Wildlife Refuge had a total of 14,788 visitors, which was an abnormally high visitation. March for the last 5 years has averaged 6,200 visitors for the month. There were 1,030 online admission tickets purchased totaling $15,835.00 in revenue. Gross revenue for the month totaled $154,876.75. Commission paid to USFWS totaled $30,602.36.

This month on Social Media:

Facebook:

- Facebook Viewers: 221,887
- Facebook Views: 427,168
- Facebook Content Interactions: 8,018
- Facebook Follows: 803
- Facebook Visits: 16,473

Instagram:

- Instagram Reach: 8,910
- Instagram Views: 16,119
- Instagram Content Interactions: 274
- Instagram Follows: 289
- Instagram Visits: 1,024

HR/RISK MANAGEMENT

Open Positions
Volunteer Fire
Firefighter/EMT – PT
Park Ranger – PT

Voluntary Resignation
Mikhail Yukoweic – Park Ranger PT
Cody Ferguson – Maintenance I/Groundskeeper

Seasonal Employees Employment End
Peter May – Trolley Driver
Phallen Kunselman – Visitor Experience Specialist
Lisa Moreland – Visitor Experience Specialist

New Hires

Employee Headcount
Full Time City – 39
Part Time City – 20
Fire Fighter Volunteer – 14
Fire Fighter/EMT Full Time – 3
Fire Fighter/EMT Part Time – 7

PUBLIC WORKS DEPARTMENT

Roads and Streets

- Repaired potholes City-wide.
- Cleaning stormwater ditches city-wide.
- Cleaning of storm water pipes city-wide.
- Replaced Sidewall over off 1303 Kings Bay Dr.
- Replaced Sidewalk over off SE 12th Ave.
- Removed tree debris off the waterways in front of Hunter springs dock.
- Repaired road at NE 6th Ave and NE 13th Terr.
- Removed down tree SE Valare Ln & SE Kings Bay Dr.
- Switched pricing signs out at Three Sisters V.C/Main Gate for end of Manatee season.
- Empty out all the event materials from the old City Hall

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 work is scheduled to begin April 27th, 2026.
- 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 work has begun on schedule.

Parks & Park Rangers

- Citations written.....273
- Incident Reports Written……...6
- CCSO or Fire Notified…….0
- Boats Pumped.....48
- Gallons Pumped.....2310
- Training for Rangers in March, Proactive vs Reactive training.

Utilities & US WATER

- Performed monthly lift station preventative maintenance
    - Weekly visits to all 72 lift stations
    - Pulled pump 1 due to high amps, cleaned and reinstalled at LS # 12
    - Pulled pump 1 due to high amps, cleaned and reinstalled at LS # 21
    - Pulled pump 2 due to high amps, cleaned and reinstalled at LS # 23
- New E-ONE sewage pump installed at 1701 NW 22nd St.
- New E-One sewage pump installed at 1473 Nw 22nd St.
- Jetted and cleaned sewer lines from manhole at 231 NW Hwy 19.
- Jetted and cleared sewer line at 245 NW Crystal St.
- Jetted and cleared sewer lines between manhole 399 and manhole 400.
- Repaired water leaks at:
    - 237 NE 5th St. 2" water main, repaired live
    - 234 Kings Bay Dr. 1" service line, PBWN issued 20 customers
    - 253 SE Hwy 19. – 2" water main, repaired live
    - 9150 W Harbor Isle Ct – 2" water main, repaired live
    - 734 SW Kings Bay Dr. – ¾" service line, repaired live
- Installed new water meter 230 SW Kings Bay Dr.
- 6" insertion valve installed in water main at NE 2nd st. and NE 4th Ave. to isolate lines
- Moved water meter service off private property and back in ROW at 412 NE 12th St.
- Moved long side water service to 6" main due to pressure complaint at 142 NE 11th St.
- Removed old meter and galvanized lines at 1051 N Citrus Ave.
- Replaced vacuum valve and controllers for AirVac sewer system at:
    - 220 & 230 N Country Club Dr. o 451 & 453 N Elmwood Pt.
    - 61 N Country Club Dr
    - 9595 N Pimpernel Ln.
- Repaired and replaced 51 RPZ backflow devices that were damaged during freeze
- Completed Work Orders:
    - 272
- Underground Utility Locates Performed:
    - 106

FIRE DEPARTMENT

Fire Department Activities: During the month of March, the Fire Department received 102 calls for service. An average of 2.69 personnel per call and had an average response time of 4.49. CRFD attended First Friday. Fire Cadet training continued at the fire station, as well as overall station training in a total of 244 hours. There were 49 EMS calls and 53 calls for fire incidents and crashes. CRFD attend 4K Cancer Event Townsquare. elementary school. CRFD Flag Detail for fallen CCFR Captain Fletcher at Seafood seller –2nd Annual Fishing Tournament. Firefighter Cruz Completed probation.

PLANNING, COMMUNITY SERVICES, & DEVELOPMENT SERVICES

NEW PENDING PUBLIC HEARINGS:

1. **PDU26-0004 Dissimilar Use – 406 NE 1St Ave** – This application is brought by Ensing Properties, LLC, for an unlisted dissimilar use to allow for a food truck court to be located within the Urban Center 1 Zone pursuant to Section 5. B. (3) Unlisted Dissimilar Use of the City of Crystal River.
2. **PZT26-0001- Community Development Code Text Amendment** – Brought by the City of Crystal River, amending Section 6. E. Fences removing a portion of number 17, which requires a semi-transparent lattice, trellis (Or similar) for the top 16" or more on vinyl fencing, and adding language that gives the Growth Management Director administrative approval authority for deviations to the fence regulations.

PRE-APPLICATION MEETINGS:

1. **Resort at Crystal River – 9450 W Fort Island Trail** – A proposed eco-friendly resort with villa hotel units connected by a lazy river.

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 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 has been issued, and construction has commenced.
13. **Planet Fitness – PB26-0044 – 1651 SE US Hwy 19** – An application to convert part of an existing grocery store into a Planet Fitness.
14. **Circle K – PZ26-0014 – 1600 SE Hwy 19** – A site plan application for a convenience store with 7 fueling positions and a diesel canopy with 5 fueling positions.

BUILDING DEPARTMENT

PERMITS ISSUED:

Res - Mechanical	6
Res - Roof	5
Com - Electrical	5
Res - Electrical	3
Res - Window/Door	4
Res - Alteration/Repair	2
Com - Mechanical	4
Res - Seawall	1
Com - Sign	2
Res - Plumbing	3
Res - New Construction	1
Com - Minor Flood Repair	3
Change of Tenant	2
Building	2
Com - Fire Suppression	1
Com - New Construction	2
Com - Fire Alarm	1
Com - Fire Sprinkler	1
Res - Gas	1
Total Permits	**56**
Total Fees	**$44,479.00**
Total Construction Value	**$2,366,571.54**

INSPECTIONS:

Building	124
Fire	4
Code & Zoning	2
Total Inspections	**130**

CODE ENFORCEMENT:

New/Open Cases	26
Closed Cases	22
Total Cases	**48**

BUSINESS TAX RECEIPTS

We are now within the Business Tax Receipt renewal season for 2026. Of the 789 businesses emailed renewal notices, we have currently processed 488 business renewals, or 62%.

FINANCE DEPARTMENT

This report represents the six months for the fiscal year FY2026 – 49.86% of the year has been completed.

General Fund

Operating Revenues for the fiscal year are running in excess of the budget (71.83%); this is primarily due to Ad Valoreum Tax collections. A large volume of Ad Valoreum Tax revenues are received at the beginning of the year and will end in June. As of this date, we have completed 49.86% of the year; however, we have received 86.251% of this main General Fund revenue source (14.42% more). The state revenues are less than budget (40.035% vs 49.86%) to date due to FY2025 year-end accrual reversals. Interest earned in our bank accounts is slightly less than budget to date; this should increase over the next few months with our change in banking services. We received 49.12% of our budgeted interest revenue ($161,782) for the first six months of FY2026. Overall revenues will continue to be skewed this year due to the return of the $5m bridge loan the City received for Idalia (-48.04%). Management agreed not to utilize these funds and return them. Overall, revenue for the first half of the year looks good.

Operating Expenditures overall are at approximately 24.16% of the budget – 25.70% less than budget. Many departments had paid their annual dues and subscriptions as well as the computer licensing annual costs in October. These one-time annul costs tend to skew the numbers at the beginning of the year. Departments continue to make purchases and repairs planned for their 2026 operations and continue to encumber funds to better assist with the operations of their department. Projected expenditures for FY 2026 are $20,088,737 or $12,236,988 more than the original budget; this is primarily for the rollforwards approved during the November council meeting some Hurricane Idalia & Helene funding.

Marketing/Special Events

Marketing and Special Events are reported as a Special Revenue Find; however, the fund is still reflected within the financials under the governmental fund. This fund will always net to zero as a monthly transfer from the General Fund is processed to balance the fund; this is the main revenue source for this fund. The total transfer for the first six months totaled $68,181. Vendor events fees are billed to each vendor for utilization of City space and utilities as City Events take place throughout the year. The City will begin to collect vendor sponsorships to assist with the cost of City events.

The new Crystal River Concert Series program began this month. Management following several months of communication with local businesses billed $158,500 for promised sponsorships. Most of the sponsorship revenues were utilized to issue a purchase order for the purchase of the City's own performance stage since we are currently using the City of Inverness' stage as they graciously have allowed Crystal River to borrow theirs until we receive our own. We anticipate delivery in November 2026. The balance of the funds has been allocated for bands and advertising. This new on-going City event is a way for the City to give back to our local businesses; it is anticipated to bring revenues into the local businesses.

Building – new fund

This fund was established in FY25 to segregate Building and Planning activity separately. The main revenue source for this fund is building permit revenues; they are slightly more than budget to date ($289,170 – 66.80%). Expenditures are running less than budget ($110,308 – 25.48%). It is still early in the year; permits and the offsetting expenditure needs will continue to pick up over the next few months.

Visitor Services - Kings Bay Paddlecraft Program and Park Enforcement Program

Revenues for the year are slightly less than budget (46.22% - a decrease of approximately $21,722). Kayak fees are down almost 25.66% and parking meter collections, one of our main sources of revenues for the parks' operations, are up approximately 4.24%. However, parking fines are up almost 98%. As the season proceeds, collections in this area will continue as the tourists continue coming to Crystal River.

Expenditures for the year are less than the budget by approximately $100,572 (39.11%). Due to the gradual increase in revenues over expenditures, the fund now reflects a positive net position of $51,982 and should gradually increase as the year progresses.

CIP

Revenues in the CIP Fund are low in comparison to the revenues budgeted (20.39%); this is primarily due to the state & local grant funding for projects totaling over $2.3 million which includes City Hall and stormwater analysis. Both the state revenue and the local option gas tax are

in line with the budget for this month. The City did receive a $950,000 insurance settlement this month for the City Hall/Three Sisters building; this will be utilized for the City Hall rebuild.

Capital expenditures for the first six months are also less than budget (28.30%). The majority spent for this period pertains to the City Hall rebuild and stormwater analysis project. Public Works continue moving forward with the various capital projects for the year and encumbering the funds as the projects are approved.

Water/Sewer

Operating revenues are slightly less than the budget for the month (47.25% vs 49.86%). The only revenues for the first six months of the year were the utility billings and interest earned at the bank.

Operating expenditures are in line with the budget (111.22%). The contract with U.S. Water in the amount of $1,786,410 has been encumbered for the year as reflected within the encumbrance (remaining balance is $895,404). Several of the SRF loans for the old sewer expansion projects have been paid to date totaling over $321,540.

Capital Revenues for water and sewer are less than budget (8.17% vs. 49.86%). This is primarily due to the WWTP grant for which reimbursement will not be received until the project is up and running and the City begins to incur costs.

Capital expenditures like the revenues are less than the budget for the year (3.05% vs 49.86%). There has been very little activity for the first six months as Public Works in coordination with U.S. Water continue working the capital projects for the year. Staff also continue to work on the sewer expansion projects. Most FY2025 projects were rolled forward into FY2026.

Sanitation

Sanitation revenues are slightly less than budget for the quarter (48.80% vs. 49.86%). The vendor pays the Franchise fees monthly vs. annually. The $140,000 collection reflects as revenue into the fund, and then a transfer to General Fund; 50.00% of this is the $70,000.

Sanitation expenditures are below budget (40.93%) – 8.93% less than budget.

Three Sisters Refuge

Revenues for the first six months are over double the budget compared to October - Manatee season began November 15 – 114.28% vs. 49.86%. Operating expenditures are slightly less than the budget for the first four months (37.21% vs. 49.86%). Three Sisters operations were in their last month of Manatee season this month. Though Manatee season has come to an end, the visitors still continue to come. This fund reflects a positive net position for the first six months of $608,834; this is anticipated to gradually decrease over the next six months as visitation will most likely decrease over the summer months as the Manatees are not as prevalent during the hotter months. Overall, this fund primarily continues to be self-sufficient.

* Further details are listed in the full departmental reports.

CRA

Revenues for the first six months are significantly less than budget (4.25%) due to the Ad Valoreum Tax which has not been billed to the County as of this date. The only revenue normally received monthly is interest income; this revenue source is in line with budget (47.64% vs. 49.86%).

Expenditures for the first six months is primarily for payroll, land lease, loan payment, and some Riverwalk and Hunter Springs Park expenses. Costs have begun to increase now that the Riverwalk project – Water Phase has started construction; the large encumbrance is for Riverwalk. This project was rolled forward into FY2026 in conjunction with the grant funding.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 6.C.**

Requested Motion: Motion to accept a Hazard Mitigation Grant Program (HMGP) award for Project No. 4734-078-R, City of Crystal River Multiple Roadways Flood Risk Reduction and adopt Resolution No. 26-R-16 to authorize City Manager, Audra K. Curts-Whann, to execute the contract and any subsequent documents required for grant administration.

Summary:
The City of Crystal River proposes to provide flood improvements to multiple roadways located within Crystal River, Florida 34428 and 34429.
The scope of work is for Phase I only, which includes but is not limited to surveying, engineering, design, plans preparation, permitting and bidding for the proposed project, for Phase II approval. No construction activities for this project have been approved.
Project proposes to provide protection by elevating three (3) roads and installing tide check valves and grading to eleven (11) roads. Under low tide conditions, gravity pulls stormwater through drainage pipes and back out into the canals and Bay. However, during high tide conditions, ocean water can flow up the pipes and result in the tidal flooding. High tide events occur at the same time as a coastal storm event that is further worsening tide height in the form of storm surge and water cannot drain through the pipes via gravity until the tide falls to normal levels, causing water to become trapped in the streets resulting in flood conditions. Project shall address the lack of capacity of the existing system historically causing residents to experience repetitive flooding on roads and structural damage.
The project shall be designed to provide protection against a 100-year storm event. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations.

This project has been awarded for a total project cost of $252,588.00 with a 75% Federal Share of $189,441.00 and a 25% Local Share of $63,147.00.

Staff Recommendation:
Acceptance of the award for Project No. 4734-078-R and authorization for City Manager, Audra K. Curts-Whann to execute the contract and any subsequent documents required for grant administration.

Project Cost:
$63,147.00

ATTACHMENTS:
Description
Resolution 25-R-16.pdf
HMGP Award.pdf

RESOLUTION 26-R-16

A RESOLUTION OF THE CITY OF CRYSTAL RIVER, FLORIDA, AUTHORIZING THE CITY MANAGER, AUDRA K. CURTS-WHANN, TO EXECUTE A HAZARD MITIGATION GRANT PROGRAM (HMGP) AGREEMENT AND RELATED DOCUMENTS FOR PROJECT NO. 4734-078-R, CITY OF CRYSTAL RIVER MULTIPLE ROADWAYS FLOOD RISK REDUCTION, CONTRACT NO. H1306, BETWEEN THE CITY OF CRYSTAL RIVER AND THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT; PROVIDING FOR CONFLICTS AND SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Crystal River, Florida, is eligible to receive funding under the Hazard Mitigation Grant Program (HMGP) administered by the Florida Division of Emergency Management; and

WHEREAS, the City has been awarded funding for Project No. 4734-078-R, titled *City of Crystal River Multiple Roadways Flood Risk Reduction*, to reduce flood risks and improve infrastructure resiliency; and

WHEREAS, the Florida Division of Emergency Management has provided Contract No. H1306 for execution in order to formalize the terms and conditions of the grant award; and

WHEREAS, the City Council of the City of Crystal River finds it to be in the best interest of the City to accept the grant award and authorize execution of the agreement and all related documents necessary to implement the project; and

WHEREAS, the City Council desires to designate the City Manager, Audra K. Curts-Whann, as the authorized official to execute said agreement and any subsequent documents required for administration of the grant.

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

SECTION 1: AUTHORIZATION.

The City Council of the City of Crystal River hereby authorizes the City Manager, Audra K. Curts-Whann, to execute Contract No. H1306 with the Florida Division of Emergency Management for Hazard Mitigation Grant Program Project No. 4734-078-R, City of Crystal River Multiple Roadways Flood Risk Reduction, and to execute any and all documents necessary to carry out the intent of this Resolution and administer the project.

SECTION 2: CONFLICTS.

Any prior Resolution or policies of the City of Crystal River inconsistent with the provisions of this Resolution are hereby repealed to the extent of such inconsistency.

SECTION 3: SEVERABILITY.

If any provision of this Resolution or the application thereof is held to be invalid, such invalidity shall not affect the other provisions or applications, and to this end, any such provisions of this Resolution are hereby declared severable.

SECTION 4: EFFECTIVE DATE.

This Resolution shall take effect immediately upon its adoption by the Crystal River City Council.

ATTEST:

_____
MIA FINK, CITY CLERK

CITY OF CRYSTAL RIVER

_____
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 Hasting _____
Chris Ensing _____
Gabrielle Satchell _____

Outlook

[External]4734-078-R FEMA Award Notification

From Cody Russell <Cody.Russell@em.myflorida.com>
Date Wed 3/11/2026 5:04 PM
To Carly Hanson <chanson@crystalriverfl.org>
Cc Lourdes Vargas <Lourdes.Vargas@em.myflorida.com>

Good afternoon, Carly,

REF: 4734-078-R (206), City of Crystal River, Multiple Roadways, Flood Risk Reduction Ph-I – FEMA APPROVAL

The Florida Division of Emergency Management (FDEM), Mitigation Bureau, Hazard Mitigation Grant Program, is pleased to inform you that the **above referenced project** has been approved for funding from the Federal Emergency Management Agency (FEMA), and given FEMA Project number **4734-078-R**. You will need to reference this FEMA number in all email subject lines and in all documents submitted to FDEM.

We are in the process of developing and preparing a contract for you to review and approve, which will be emailed to you.

Remember, no work can commence until the contract has been executed by both parties**. **This Phase I approval is for design only – no construction work is approved.

The project was approved for the amounts below and will be managed by the FDEM, Mitigation Bureau. As the Point of Contact, you will be responsible for the management of this project. In the meantime, please review all information provided in this email to make sure that everything is still applicable and notify me as soon as possible if this information has changed, or if you have any questions regarding this process.

Point of Contact (POC):
Carly Hanson, Assistant Growth Management Director
City of Crystal River
123 Northwest Highway 19, Crystal River, Florida 34428
chanson@crystalriverfl.org
352-228-0358

Budget

Phase I Project Costs:	$252,588.00
Phase I Federal Share:	$189,441.00
Phase I Local Share:	$63,147.00
Phase I SRMC:	$12,629.40

SCOPE OF WORK:

The City of Crystal River proposes to provide flood improvements to multiple roadways located within Crystal River, Florida 34428 and 34429.

The scope of work is for Phase I only, which includes but is not limited to surveying, engineering, design, plans preparation, permitting and bidding for the proposed project, for Phase II approval. No construction activities for this project have been approved.

Project proposes to provide protection by elevating three (3) roads and installing tide check valves and grading to eleven (11) roads. Under low tide conditions, gravity pulls stormwater through drainage pipes and back out into the canals and Bay. However, during high tide conditions, ocean water can flow up the pipes and result in the tidal flooding. High tide events occur at the same time as a coastal storm event that is further worsening tide height in the form of storm surge and water cannot drain through the pipes via gravity until the tide falls to normal levels, causing water to become trapped in the streets resulting in flood conditions. Project shall address the lack of capacity of the existing system historically causing residents to experience repetitive flooding on roads and structural damage.

The project shall be designed to provide protection against a 100-year storm event. Activities shall be completed in strict compliance with Federal, State and Local applicable Rules and Regulations

Project Location:

ID#	Location (address)	Coordinates:	
1	Northwest 6th Avenue	Start: (28.9076141, -82.6026569)	End: (28.9024199, -82.5984061)
2	Southeast Paradise Circle East	Start: (28.8824574, -82.5919484)	End: (28.8825725, -82.5911956)
3	Southeast Paradise Point Road	Start: (28.8836935, -82.590754)	End: (28.8836864, -82.5894713)
4	Southeast 2nd Court	Start: (28.8826168, -82.5895367)	End: (28.8816089, -82.5897698)
5	Southeast 3rd Court	Start: (28.8814831, -82.5895374)	End: (28.8828434, -82.5881593)
6	Northwest 13th Street	Start: (28.9072179, -82.6243539)	End: (28.9069468, -82.623446)
7	Northwest 15th Street	Start: (28.908389, -82.6244152)	End: (28.9080393, -82.6234121)
8	Northwest 16th Street (Eastern)	Start: (28.9096118, -82.6222804)	End: (28.9096214, -82.6201879)
9	Northwest 16th Street (Western)	Start: (28.9096109, -82.6260728)	End: (28.9096212, -82.6242186)
10	Northwest 17th Street	Start: (28.9107422, -82.6260936)	End: (28.9107732, -82.6239602)
11	Northwest 18th Street	Start: (28.9119413, -82.6261313)	End: (28.911921, -82.6240672)
12	Northwest 19th Street	Start: (28.9130051, -82.6259423)	End: (28.9130294, -82.6230638)
13	Northwest 21st Street	Start: (28.9130156, -82.6259357)	End: (28.9107588, -82.6261113)
14	Northwest Fern Drive	Start: (28.8976518, -82.6030822)	End: (28.8996519, -82.602196)

15	Northwest Magnolia Circle	Start: (28.8996139, -82.6031192)	End: (28.895876, -82.6016837)

Please provide the financial remittance address for your reimbursements.

Procurement under Federal Awards:
Utilize the link for information on FEMA's website per the contract. FEMA has developed helpful resources for subrecipients related to compliance with the Federal procurement standards in 2 C.F.R. §§200.318 through 200.327 and required contract provisions in Appendix II to 2 C.F.R. Part 200. These resources are available at https://www.fema.gov/procurement-disaster-assistance-team or https://www.fema.gov/grants/procurement/resource-library.

I look forward to working with you on this project.

Thank you,

Cody Russell
Project Manager | Bureau of Mitigation
Florida Division of Emergency Management
Phone: (469) 965-0243
Cody.Russell@em.myflorida.com

Under Florida law, correspondence with the Florida Division of Emergency Management concerning agency business that is neither confidential nor exempt pursuant to Florida Statutes is a public record and will be made available to the public upon request.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 7.A.**

Requested Motion: Motion to adopt Resolution No. 26-R-15, authorizing staff to submit application to the Florida Department of Economic Opportunity (DEO) for a FY 2027 Small Cities Community Development Block Grant in the category of Commercial Revitalization and authorize the City Manager or designee to submit the application for funding and other required forms to apply for the Community Development Block Grant, including any modifications.

Summary:
On April 13, 2026, the Council held the required first of two public hearings in support of its intent to apply for the FY 2027 Small Cities Community Development Block Grant (CDBG) Program. In accordance with regulations concerning the CDBG program, applicants are required to hold at least two public hearing prior to application. This is the second of two required public hearings to foster citizen participation in identifying community needs and obtain Council direction as to which funding category to make an application.

Staff is considering applying to the Florida Department of Economic Opportunity for funding under the category of Commercial Revitalization. The City intends to request $3,000,000.00 in funding to support infrastructure improvements associated with the Crystal River Riverwalk Phase II project.

The Crystal River Riverwalk project includes both a landward Phase I (completed) and a waterward Phase II (currently in progress), with only Phase II proposed for funding assistance. The project is designed to support local economic development by enhancing recreational opportunities and improving connectivity between existing attractions along Kings Bay within the established Community Redevelopment Area (CRA). The project is located in downtown Crystal River along Kings Bay, beginning at U.S. Highway 19 at NW 6th Avenue, extending to NW 2nd Avenue, connecting to NW 1st Avenue, and continuing south to Kings Bay Park on NW 3rd Street. Phase II construction includes the development of a pier/walkway, two pedestrian bridges, lighting, landscaping, and the installation of amenities such as gateways, interpretive signage, benches, trash receptacles, and electrical outlets.

Staff Recommendation:
Staff recommends holding a public hearing, and adopting Resolution No. 26-R-15, authorizing staff to submit application to the Florida Department of Economic Opportunity (DEO) for a FY 2027 Small Cities Community Development Block Grant in the category of Commercial Revitalization and authorize the City Manager or designee to submit the application for funding and other required forms to apply for the Community Development Block Grant, including any modifications.

ATTACHMENTS:
Description
RESOLUTION__26-R-15 CDBG Riverwalk.doc

RESOLUTION NO. 26-R-15

A RESOLUTION AUTHORIZING STAFF TO SUBMIT APPLICATION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) FOR A FY 2027 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT IN THE CATEGORY OF COMMERCIAL REVITALIZATION AND AUTHORIZE THE CITY MANAGER OR DESIGNEE TO SUBMIT THE APPLICATION FOR FUNDING AND OTHER REQUIRED FORMS TO APPLY FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT, INCLUDING ANY MODIFICATIONS.

WHEREAS, On April 13, 2026, the Council held the required first of two public hearings in support of its intent to apply for the FY 2027 Small Cities Community Development Block Grant (CDBG) Program. In accordance with regulations concerning the CDBG program, applicants are required to hold at least two public hearing prior to application. The second of two required public hearings to foster citizen participation in identifying community needs and obtain Council direction as to which funding category to make an application was held April 27, 2026; and

WHEREAS, City of Crystal River is considering applying to the Florida Department of Economic Opportunity for funding under the in the category of Commercial Revitalization. The City intends to request funding to support infrastructure improvements associated with the Crystal River Riverwalk (Phase II) project. The City intends to request $3,000,000.00 in funding to support infrastructure improvements associated with the Crystal River Riverwalk Phase II project; and

WHEREAS, The Crystal River Riverwalk project includes both a landward Phase I (completed) and a waterward Phase II (currently in progress), with only Phase II proposed for funding assistance. The project is designed to support local economic development by enhancing recreational opportunities and improving connectivity between existing attractions along Kings Bay within the established Community Redevelopment Area (CRA). The project is located in downtown Crystal River along Kings Bay, beginning at U.S. Highway 19 at NW 6th Avenue, extending to NW 2nd Avenue, connecting to NW 1st Avenue, and continuing south to Kings Bay Park on NW 3rd Street. Phase II construction includes the development of a pier/walkway, two pedestrian bridges, lighting, landscaping, and the installation of amenities such as gateways, interpretive signage, benches, trash receptacles, and electrical outlets; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal River, Florida at a regular meeting held on the 27th day of April, 2026:

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 _____
Holmes _____
Satchell _____
Hastings _____
Ensing _____

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 10.A.**

Requested Motion: Motion to adopt Resolution No. 26-R-14 and the Title VI Non-Discrimination Policy and Plan for compliance with the Title VI requirements of the Civil Rights Act of 1964, Section 504, and Other Nondiscrimination Authorities.

Summary:
The City of Crystal River is a recipient of federal financial assistance and is required to comply with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal funding.

To ensure compliance, the City has developed a Title VI Non-Discrimination Policy, Limited English Proficiency (LEP) Plan, and Complaint Procedures. This document establishes the City's commitment to equitable service delivery, provide a process for filing and tracking complaints, and outline how the City will provide meaningful access to individuals with limited English proficiency.

Adoption of a formal resolution and plan is necessary to demonstrate compliance with federal requirements and to remain eligible for current and future federal funding opportunities.

Staff Recommendation:
Motion to approve Resolution No. 26-R-14 adopting the Title VI Non-Discrimination Policy and Plan for compliance with the Title VI requirements of the Civil Rights Act of 1964, Section 504, and Other Nondiscrimination Authorities.

ATTACHMENTS:
Description
Final Title VI.docx
Crystal_River_Title_VI_Resolution.docx



CITY OF CRYSTAL RIVER
TITLE VI & NONDISCRIMINATION POLICY & PLAN

April 27, 2026

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Policy Statement
The City of Crystal River values diversity and welcomes input from all interested parties, regardless of cultural identity, background or income level. Moreover, the City does not tolerate discrimination in any of its programs, services or activities. The City of Crystal River will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, or national origin. This policy is adopted in accordance with Title VI of the Civil Rights Act of 1964 and all applicable federal nondiscrimination authorities.

Public Notice of Rights
The City of Crystal River does not discriminate on the basis of race, color, or national origin in its programs, services, or activities.

Any person who believes they have been discriminated against may file a complaint with the City of Crystal River.

For more information about the City's Title VI program or to file a complaint, contact the Human Resources Director (Title VI Coordinator.)

Title VI Coordinator Contact Information
Human Resources Director (Title VI Coordinator)
Mailing Address: 123 NW Highway 19, Crystal River, FL, 34428
Physical Address: 730 North Suncoast Highway, Crystal River, FL 34428
Phone: (352) 212-1730
Email: hr@crystalriverfl.org

Hearing Impaired Resources
Individuals who are deaf, hard of hearing, or have speech disabilities may access services through the **Federal Communications Commission (FCC) 711 Telecommunications Relay Service**:

- 711 (nationwide relay access)
- https://www.fcc.gov/consumers/guides/711-telecommunications-relay-service
- https://www.fcc.gov/trs

Title VI Complaint Process and Procedures
The Title VI of the Civil Rights Act of 1964 helps ensure that individuals are not discriminated against based on race, color, or national origin in programs or services that receive federal funding.

As a recipient of federal funding, the City of Crystal River has established a Title VI complaint process to address concerns and ensure fair and equitable access to its programs and services.

Any person who believes they have been subjected to discrimination based on race, color, or national origin may file a complaint with the City. Complaints should be submitted within 180 days of the alleged incident.

Complaints may be submitted in writing or verbally. City staff will assist in preparing a written complaint if needed.

- **Acknowledgment**
  The City will acknowledge receipt of the complaint in writing within approximately 10 business days.
- **Review and Investigation**
  The Human Resources Director (Title VI Coordinator) will review and evaluate the complaint. This process may include gathering documents, speaking with involved parties, and reviewing relevant information.
- **Determination**
  The City will make a reasonable effort to provide a written response within 60 days of receiving the complaint. If additional time is needed, the complainant will be informed.
- **Appeal**
  If the complainant disagrees with the outcome, they may submit a written appeal within 15 days of receiving the determination. A final decision will be issued by the City Manager or designee.
- **External Complaint Option**
  A complainant may also choose to file a complaint at any time with the U.S. Department of Transportation or the U.S. Department of Justice, or another appropriate federal or state agency with jurisdiction.

Written complaints may be submitted to the City's Human Resources Director (Title VI Coordinator) at the City of Crystal River by mail, email, or in person.

Data Collection and Recordkeeping
The City of Crystal River will maintain records related to Title VI compliance, including:

- Complaints and resolutions
- Language assistance requests
- Outreach efforts and public participation activities, when applicable

All records will be maintained in accordance with applicable laws and privacy requirements.

Americans with Disabilities Act (ADA) and Section 504 Statement
The City of Crystal River is committed to ensuring accessibility for individuals with disabilities.

The City of Crystal River does not discriminate against qualified individuals with disabilities in the provision of services, programs, or activities. The City complies with the requirements of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended.

The City will make reasonable modifications to policies, practices, and procedures when necessary to ensure that programs, services, and activities are accessible to individuals with disabilities, unless doing so fundamentally alters the nature of the service, program, or activity or imposes an undue financial or administrative burden.

The City will not impose a surcharge on individuals with disabilities to cover the costs of measures required to provide nondiscriminatory treatment, such as the provision of auxiliary aids or services.

The City will take appropriate steps to ensure that communications with individuals with disabilities are as effective as communications with others. This includes providing appropriate auxiliary aids and services, such as qualified interpreters, assistive listening devices, or materials in accessible formats, upon request.

Any individual who requires an auxiliary aid or service, or a reasonable modification to participate in a City program, service, or activity should contact the City as soon as possible, preferably at least 48 hours in advance of the scheduled event, when feasible.

Limited English Proficiency (LEP) Policy

In accordance with federal regulations, the City of Crystal River will make reasonable efforts to ensure that its programs, services, and activities are accessible to individuals who have limited English proficiency.

As a small municipality, Spanish is the most common non-English language in the community. The City will provide language assistance in a practical and reasonable manner based on available resources. This may include the use of bilingual staff, interpreter services, and coordination with local partners and community organizations, as appropriate.

To determine when language assistance is needed to provide meaningful access, the City of Crystal River will evaluate its programs, services, and activities using the following four factors:

- The number or proportion of individuals with limited English proficiency who may be eligible for or likely to use City services.
- The frequency with which individuals with limited English proficiency come into contact with City programs, services, or activities.
- The nature and importance of the program, service, or activity to a person’s daily life.
- The resources available to the City and the associated costs of providing language assistance.

Language assistance services are provided at no cost to the public.

Exhibit A – Complaint Form

TITLE VI COMPLAINT INTAKE FORM

In accordance with Title VI of the Civil Rights Act of 1964, the City of Crystal River ensures that no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

Agency/Organization Information

Agency Name: City of Crystal River
Address: 123 NW Highway 19
City/State/ZIP: Crystal River, FL 34428

Instructions: Please complete this form if you believe you have been subjected to discrimination based on race, color, or national origin. Submit within 180 days of the incident.

1. Complainant Information

Name:_____
Address:_____
Phone:_____
Email:_____

2. Person Discriminated Against (if different)

Name:_____
Address:_____
Phone:_____
Email:_____

3. Description of Incident

Date of Incident:_____
Location:_____
Describe what happened (attach additional pages if needed):

_____
_____
_____
_____
_____

4. Basis of Discrimination (check all that apply)

☐ Race ☐ Color ☐ National Origin

5. Witnesses (if any)
Name / Contact Information:

_____
_____
_____
_____
_____

6. Have you filed this complaint with another agency?

☐ Yes ☐ No

If yes, list agency and date:

_____
_____
_____
_____
_____

7. Desired Resolution

_____
_____
_____
_____
_____

Signature:_____

Date:_____

Exhibit B – Tracking Log

CITY OF CRYSTAL RIVER - TITLE VI / LEP TRACKING LOG							
Date	**Department**	**Type (Complaint / LEP)**	**Language**	**Interpreter Needed (Y/N)**	**Method Used**	**Resolved (Y/N)**	**Notes**

RESOLUTION NO. 26-R-14

A RESOLUTION OF THE CITY OF CRYSTAL RIVER, FLORIDA, REGARDING THE ADOPTION OF THE CITY OF CRYSTAL RIVER TITLE VI NONDISCRIMINATION POLICY AND PLAN FOR COMPLIANCE WITH THE TITLE VI REQUIREMENTS OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, AND OTHER NONDISCRIMINATION AUTHORITIES.

WHEREAS, the City of Crystal River, Florida ("City"), is a political subdivision of the State of Florida and a recipient of federal financial assistance; and

WHEREAS, as a recipient of federal funding, the City is required to comply with the provisions of Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; and

WHEREAS, the City is committed to ensuring that all programs, services, and activities are provided in a nondiscriminatory manner; and

WHEREAS, the City has developed a Title VI & Nondiscrimination Policy and Plan to ensure compliance; and

WHEREAS, the City Council finds that adoption of this Policy is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal River, Florida:

Section 1. Adoption. The City Council hereby adopts the City of Crystal River Title VI & Nondiscrimination Policy and Plan.

Section 2. Designation. The Human Resources Director is designated as the Title VI Coordinator.

Section 3. Implementation. The City Manager is authorized to implement this Policy.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.

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 _____
Holmes _____
Satchell _____
Hastings _____
Ensing _____

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: April 27, 2026 **Agenda Item Number: 11.A.**

Requested Motion: Discussion regarding MPO requests related to Citrus Avenue, CR 495, Turkey Oak Drive, etc.
