Agenda

Crystal River City Council Meeting
Regular Meeting Agenda
Monday, October 26, 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

Troy Slattery, 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. CRFD Quarterly Report

B. Draft WWTP Pre-Design Study

4. UNFINISHED BUSINESS

5. PUBLIC INPUT

(Three Minute Time Limit)

6. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes of the City Council meeting held October 12, 2026

B. Monthly Departmental Report Summary for the month of September

C. Motion to authorize the Mayor to accept the "Grant of Sidewalk Easement" between The First Baptist Church of Crystal River, Inc. and the City of Crystal River.

D. Motion to approve Resolution No. 27-R-02 to amend items in the City's Fee Schedule,Â Exhibit "D" Special Event Permit Fees

E. Motion to approve Resolution No. 27-R-03 appointing a Special Magistrate, Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA., as the City's Alternate Local Hearing Officer through an Administrative Code Enforcement Hearing Officer Agreement, and if approved, authorize the Mayor to execute the agreement.

F. Motion to authorize staff to accept Change Order No. 2 in the amount of $10,945.00 for Bid No. 25-B-05 "Stormwater Drainage Clearing Areas" for the emergency repair of embankment erosion on Martin Luther King Jr. Blvd.

7. PUBLIC HEARING

8. INTRODUCTION AND FIRST READING OF ORDINANCES

9. CITY ATTORNEY

10. CITY MANAGER

11. CITY COUNCIL

A. Motion to approve "Employment Agreement for the City Manager of the City of Crystal River, Florida"

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: October 26, 2026 **Agenda Item Number: 3.A.**

Requested Motion: CRFD Quarterly Report

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 3.B.**

Requested Motion: Draft WWTP Pre-Design Study

ATTACHMENTS:
Description
Crystal River WWTF Facility Plan Council Presentation_10.26.26.pptx

Kimley»Horn

Expect More. Experience Better.

Crystal River WWTF Facility Plan

October 26, 2026

Agenda

1. Structural Assessment Review
2. WWTF Alternatives Review
3. Existing WWTF vs New WWTF Discussion
4. Funding Opportunities

Structural Assessment - Headworks

1) Significant deterioration of the channel walls

- **Recommended Improvement:** Surface clean concrete, spray layer of cementitious mortar, apply thick epoxy coating.



Structural Assessment - Headworks

2) Undermining of exposed foundations

- **Recommended Improvement:** Fix site drainage and fill eroded soils. Use flowable fill or structural foam injection beneath the foundation in undermined areas.





Structural Assessment - Headworks

3) Cracks in the channel walls and deck. Transverse cracks with algae on the underside of the walkway (evidence of active leakage).







- **Recommended Improvement:** Repair with crack injection and then patch from inside of tank prior to coating.

Structural Assessment - Headworks

Tank replacement is recommended due to the prohibitive costs associated with downtime, the extensive surface preparation required for rehabilitation, and the application of cementitious mortar. The existing concrete was likely designed and constructed using durability and reinforcement requirements that predate current code provisions.

Should the existing Headworks structure remain in service:

- **Remaining Useful Life with Improvements:** 10 - 15 years
- **Remaining Useful Life without Improvements:** 2 – 8 years

Structural Assessment – Surge Tank

1) Failing coating on the inside of the tank walls.

    - **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating to the



2) Horizontal cracks on the exterior of the walls near the base all around the tank.

    - **Recommended Improvement:** Monitor existing cracks widths and inspect new crack



Structural Assessment – Surge Tank

- **Remaining Useful Life with Improvements:** 20 - 30 years
- **Remaining Useful Life without Improvements:** 10 – 20 years

Structural Assessment – Anoxic Basin

- Failing coating on the inside of the tank walls.
    - **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating to the interior and exterior faces.
- **Remaining Useful Life with Improvements:** 15 - 25 years
- **Remaining Useful Life without Improvements:** 8 – 15 years



Structural Assessment – Aeration Basin

1) Discoloration in exterior concrete coating.

    - **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating system.

2) Exterior coating bubbling and peeling.

    - **Recommended Improvement:** Properly clean surface and fill voids, bugholes and other cavities in the concrete to prevent entrapped air from being released into the coating.

3) Vertical and diagonal cracks visible on the exterior of the





Structural Assessment – Aeration Basin

- **Remaining Useful Life with Improvements:** 10 - 20 years
- **Remaining Useful Life without Improvements:** 5 – 10 years

Structural Assessment – Oxidation Ditch

1) Isolated areas of coating failure on the inside of the tank walls.

    - **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating to the interior and exterior faces.

2) Rebar corrosion bleeding through concrete cover and paint as seen from exterior as stains in the concrete.

    - **Recommended Improvement:** Coat interior tank walls with multiple layers of epoxy.

3) Cracks with efflorescence on the inside face of the tank walls.

    - **Recommended Improvement:** Monitor existing cracks widths and inspect new





Structural Assessment – Oxidation Ditch

- **Remaining Useful Life with Improvements:** 10 - 20 years
- **Remaining Useful Life without Improvements:** 5 – 10 years

Structural Assessment – Clarifier No.1

1) Surface corrosion of walkway beams.

- **Recommended Improvement:** Surface clean steel then apply coating.



2) Failing coating on the inside of the tank walls.

- **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating to the interior and exterior faces.



Structural Assessment – Clarifier No.2

1) Surface corrosion of walkway beams.

   - **Recommended Improvement:** Surface clean steel then apply coating.

3) Horizontal cracking on exterior wall.

   - **Recommended Improvement:** Monitor widths a formatio coating.



2) Failing coating on the inside of the tank walls.

   - **Recommended Improvement:** Clean and prepare the concrete surfaces, then apply a protective coating to the interior and exterior faces.



Structural Assessment - Clarifiers

- **Remaining Useful Life with Improvements:** 15 - 25 years
- **Remaining Useful Life without Improvements:** 8 – 15 years

Structural Assessment – Chlorine Contact Tank

1) Tank leaks when water level is higher than usual.

- **Recommended Improvement:** Identify locations and repair cracks with cracking injections and patching from inside of tank.



2) Vertical cracking in tank walls.

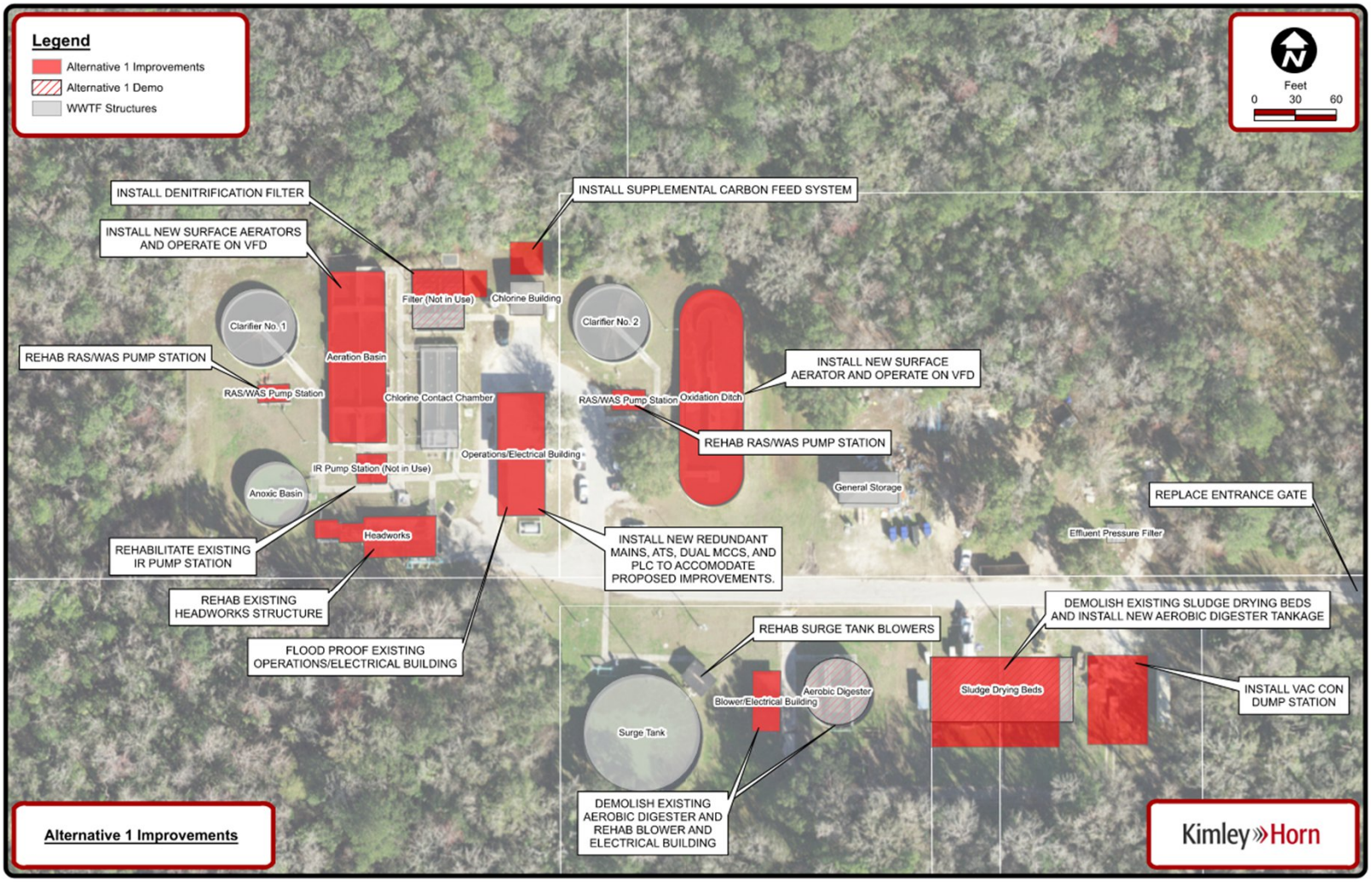
- **Recommended Improvement:** Repair with crack injection and then patch from inside of tank.



Structural Assessment – Chlorine Contact Tank

- **Remaining Useful Life with Improvements:** 10 - 20 years
- **Remaining Useful Life without Improvements:** 5 – 10 years

Alternative #1: Minimal Modification to Existing Site



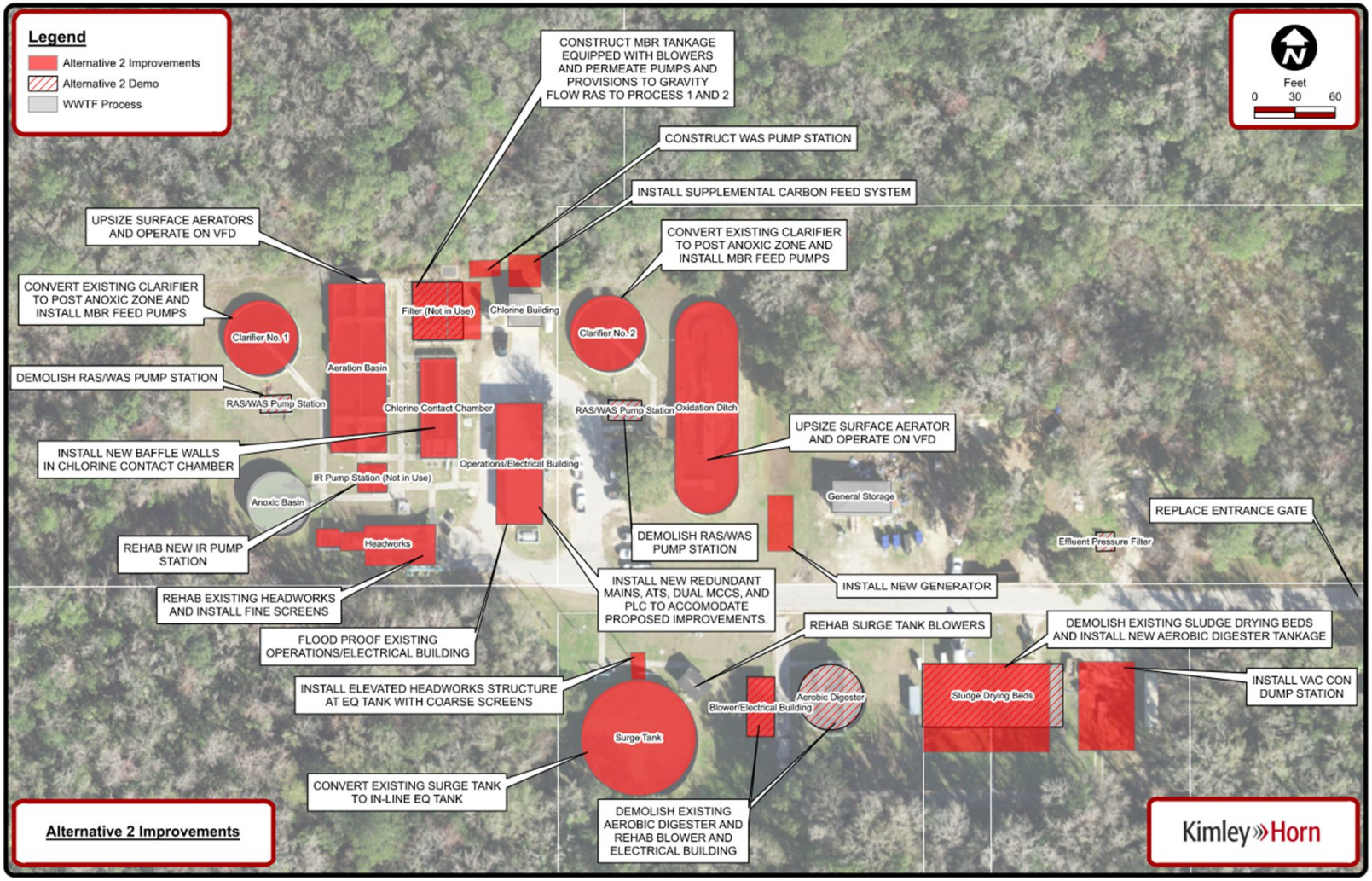
COST ESTIMATE FOR CRYSTAL RIVER WWTF FACILITY PLAN CITY OF CRYSTAL RIVER WASTEWATER TREATMENT PLANT IMPROVEMENTS - ALTERNATIVE 1					
ITEM	DESCRIPTION	QUANTITY		UNIT PRICE	AMOUNT
1	MOBILIZATION/DEMOBILIZATION	1	LS	$ 2,500,000	$ 2,500,000
2	SITE DEMOLITION	1	LS	$ 1,200,000	$ 1,200,000
3	REHAB EXISTING HEADWORKS STRUCTURE	1	LS	$ 1,000,000	$ 1,000,000
4	INSTALL NEW IN-CHANNEL FINE MECHANICAL SCREENS WITH WASHER COMPACTER	2	EA	$ 700,000	$ 1,400,000
5	REHAB EXISTING SURGE TANK BLOWERS ON ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN	1	LS	$ 200,000	$ 200,000
6	REPLACE EXISTING SURFACE AERATORS WITH NEW SURFACE AERATORS ON VFDS	1	LS	$ 2,200,000	$ 2,200,000
7	INSTALL NEW IR PUMP STATION ON ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN	1	LS	$ 400,000	$ 400,000
8	REHAB RETURN ACTIVATED SLUDGE / WASTE ACTIVATED SLUDGE PUMP STATIONS (INCLUDES PIPING, FITTINGS, AND ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN)	2	EA	$ 300,000	$ 600,000
9	CONSTRUCT NEW DENITRIFICATION FILTER TANKAGE	1	LS	$ 3,000,000	$ 3,000,000
10	DENTRIFICATION FILTER (INCLUDES BLOWERS, PUMPS, VALVES, PIPING, ETC)	1	LS	$ 3,800,000	$ 3,800,000
11	NEW DIGESTER TANKAGE	1	LS	$ 3,500,000	$ 3,500,000
12	DIGESTER MIXING AND AERATION SYSTEM (INCLUDING BLOWERS, MIXING AND AERATION, DECANT SYSTEM, PIPING ETC)	1	LS	$ 2,000,000	$ 2,000,000
13	NEW GENERATOR	1	EA	$ 750,000	$ 750,000
14	ELECTRICAL IMPROVEMENTS	1	LS	$ 5,300,000	$ 5,300,000
15	I&C IMPROVEMENTS	1	LS	$ 2,000,000	$ 2,000,000
16	INSTALL NEW VAC-CON DUMP STATION (INCLUDING CONCRETE STRUCTURE, SCREENS, PIPING, ETC)	1	LS	$ 250,000	$ 250,000
17	FLOOD PROOF EXISTING OPERATIONS/ELECTRICAL BUILDING	1	LS	$ 1,000,000	$ 1,000,000
18	REPLACE ENTRANCE GATE TO WWTF	1	LS	$ 50,000	$ 50,000
19	SITE PIPING (INCLUDING ALL VALVES, FITTINGS, ETC)	1	LS	$ 5,000,000	$ 5,000,000
20	GENERAL SITE WORK (INCLUDING SILT FENCE/EROSION CONTROL, GRADING, RESTORATION, BACKFILLING, FOUNDATION PREP, ETC)	1	LS	$ 1,700,000	$ 1,700,000
21	SITE DEWATERING	20	MONTH	$ 50,000	$ 1,000,000
22	MAINTENANCE OF OPERATIONS	2	YEAR	$ 1,500,000	$ 3,000,000
23	GENERAL CONDITIONS	2	YEAR	$ 1,000,000	$ 2,000,000
				PROJECT AND CONSTRUCTION MANAGEMENT (12%)	$ 5,262,000
				SUBTOTAL	$ 49,112,000
				DESIGN AND PERMITTING (10%)	$ 4,911,200
				CONTIGENCY (10%)	$ 4,911,200
				TOTAL	$ 58,934,400

Alternative #1: Minimal Modification to Existing Site

Total Construction Cost = $49,112,000
Design and Permitting = $4,911,200
Contingency = $4,911,200

Total = $58,934,400

Alternative #2: MBR at Existing Site



COST ESTIMATE FOR CRYSTAL RIVER WWTF FACILITY PLAN CITY OF CRYSTAL RIVER WASTEWATER TREATMENT PLANT IMPROVEMENTS - ALTERNATIVE 2					
ITEM	**DESCRIPTION**	**QUANTITY**		**UNIT PRICE**	**AMOUNT**
1	MOBILIZATION/DEMOBILIZATION	1	LS	$ 2,500,000	$ 2,500,000
2	SITE DEMOLITION	1	LS	$ 1,700,000	$ 1,700,000
3	CONSTRUCT NEW HEADWORKS STRUCTURE AND MODIFY EXISTING SPLITTER BOX (INCLUDING ISOLATION GATES, OVERFLOW WEIRS, DUMPSTER PAD, ETC)	1	LS	$ 2,500,000	$ 2,500,000
4	INSTALL NEW COARSE MECHANICAL SCREEN WITH WASHER COMPACTER AND MANUAL COARSE BYPASS SCREEN	1	LS	$ 900,000	$ 900,000
5	INSTALL NEW IN-CHANNEL FINE MECHANICAL SCREENS WITH WASHER COMPACTER	2	EA	$ 700,000	$ 1,400,000
6	GRIT REMOVAL SYSTEM	1	LS	$ 750,000	$ 750,000
7	ODOR CONTROL SYSTEM	1	LS	$ 375,000	$ 375,000
8	REHAB EXISTING SURGE TANK BLOWERS ON ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN	1	LS	$ 200,000	$ 200,000
9	REPLACE EXISTING SURFACE AERATORS WITH NEW AERATION SYSTEM ON VFDS	1	LS	$ 2,600,000	$ 2,600,000
10	INSTALL NEW IR PUMP STATION ON ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN	1	LS	$ 400,000	$ 400,000
11	CONVERT EXISTING CLARIFIERS TO POST-ANOXIC TANKAGE AND REHAB TANK COATING	2	EA	$ 550,000	$ 1,100,000
12	TRANSFER PUMP STATION FROM NEW POST-ANOXIC TANKAGE TO MBR TANKAGE ON ELEVATED SLAB ABOVE 100 YR FLOOD PLAIN	2	EA	$ 300,000	$ 600,000
13	INSTALL SUPPLEMENTAL CARBON FEED SYSTEM	1	LS	$ 250,000	$ 250,000
14	CONSTRUCT NEW MEMBRANE PROCESS TANKAGE	1	LS	$ 2,500,000	$ 2,500,000
15	MEMBRANE PROCESS PACKAGE INCLUDING CASSETTES, PERMEATE PUMPS, AND INSTRUMENTATION	1	LS	$ 5,200,000	$ 5,200,000
16	DEMO RAS/WAS PUMP STATIONS AND INSTALL NEW WAS PUMP STATION	1	EA	$ 300,000	$ 300,000
17	NEW DIGESTER TANKAGE	1	LS	$ 3,500,000	$ 3,500,000
18	DIGESTER MIXING AND AERATION SYSTEM (INCLUDING BLOWERS, MIXING AND AERATION, DECANT SYSTEM, PIPING ETC)	1	LS	$ 2,000,000	$ 2,000,000
19	INSTALL NEW BAFFLE WALLS INSIDE CHLORINE CONTACT CHAMBER AND ASSOCIATED STRUCTURAL IMPROVEMENTS	1	LS	$ 550,000	$ 550,000
20	NEW GENERATOR	1	EA	$ 750,000	$ 750,000
21	ELECTRICAL IMPROVEMENTS	1	LS	$ 7,300,000	$ 7,300,000
22	I&C IMPROVEMENTS	1	LS	$ 2,800,000	$ 2,800,000
23	NEW ELECTRICAL BUILDING (INCLUDING CONCRETE SLABS, ETC)	1	LS	$ 1,000,000	$ 1,000,000
24	INSTALL NEW VAC-CON DUMP STATION (INCLUDING CONCRETE STRUCTURE, SCREENS, PIPING, ETC)	1	LS	$ 250,000	$ 250,000
25	FLOOD PROOF EXISTING OPERATIONS/ELECTRICAL BUILDING	1	LS	$ 1,000,000	$ 1,000,000
26	REPLACE ENTRANCE GATE TO WWTF	1	LS	$ 50,000	$ 50,000
27	SITE PIPING (INCLUDING ALL VALVES, FITTINGS, ETC)	1	LS	$ 6,000,000	$ 6,000,000
28	GENERAL SITE WORK (INCLUDING SILT FENCE/EROSION CONTROL, GRADING, RESTORATION, BACKFILLING, FOUNDATION PREP, ETC)	1	LS	$ 2,200,000	$ 2,200,000
29	SITE DEWATERING	30	MONTH	$ 50,000	$ 1,500,000
30	MAINTENANCE OF OPERATIONS	3	YEAR	$ 1,500,000	$ 4,500,000
31	GENERAL CONDITIONS	3	YEAR	$ 1,000,000	$ 3,000,000
				PROJECT AND CONSTRUCTION MANAGEMENT (12%)	$ 7,161,000
				SUBTOTAL	**$ 66,836,000**
				DESIGN AND PERMITTING (10%)	$ 6,683,600
				CONTIGENCY (10%)	$ 6,683,600
				TOTAL	**$ 80,203,200**

Alternative #2: MBR at Existing Site

Total Construction Cost = $66,836,000
Design and Permitting = $6,683,600
Contingency = $6,683,600

Total = $80,203,200

Alternative #3: New MBR WWTF at Sprayfield Site



Alternative #3: New MBR WWTF at Sprayfield Site

COST ESTIMATE FOR CRYSTAL RIVER WWTF FACILITY PLAN CITY OF CRYSTAL RIVER WASTEWATER TREATMENT PLANT IMPROVEMENTS - ALTERNATIVE 3					
ITEM	**DESCRIPTION**	**QUANTITY**		**UNIT PRICE**	**AMOUNT**
1	1.50 MGD AADF MBR FACILITY	1500000	GAL	$ 38	$ 57,000,000
2	NEW INFLUENT LIFT STATION AT EXISTING WWTF SITE (INCLUDING WETWELL, PIPING, ETC)	1	LS	$ 600,000	$ 600,000
3	PIPING MODIFICATIONS TO EXISTING SURGE TANK AT WWTF SITE	1	LS	$ 200,000	$ 200,000
4	INSTALLATION OF 19 EMERGENCY BYPASS STUB-OUTS ALONG INFLUENT FORCE MAIN	1	LS	$ 1,000,000	$ 1,000,000
				PROJECT AND CONSTRUCTION MANAGEMENT (12%)	$ 7,056,000
				SUBTOTAL	**$ 65,856,000**
				DESIGN AND PERMITTING (10%)	$ 6,585,600
				CONTIGENCY (10%)	$ 6,585,600
				TOTAL	**$ 79,027,200**

Total Construction Cost = $65,856,000
Design and Permitting = $6,585,600
Contingency = $6,585,600

Total = $79,027,200

Existing WWTF vs New WWTF

- Cost Effective Expansion for the Future
- Constructability Concerns
  - Maintenance of Plant Operations (MOPO)
  - Site Access (Crane)
  - Lack of As-Builts
    - Risk
    - Ground Penetrating Radar (GPR)
    - Subsurface Utility Engineering (SUE)
  - Dewatering
    - Well Point
  - Schedule
    - General Conditions
    - Cost Escalation
    - Existing WWTF 30-36 months
    - New WWTF 24-28 months
- Remaining Useful Life of Existing WWTF
  - Structural Assessment

Funding Opportunities

- Grant Funding Awarded to Date:
  - Legislative Appropriations = $750,000
  - FDEP Springs Protection = $12,700,000
  - SRF Milton and Helene = $19,166,503 (Fully Forgiven)
    - Potential $4,400,000 Additional Funding
- State Revolving Funds (SRF)
- FEMA Hazard Mitigation Assistance Program
  - Building Resilient Infrastructure and Communities (BRIC)
- FDEP Water Quality Improvement Grant Program

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.A.**

Requested Motion: Motion to approve minutes of the City Council meeting held October 12, 2026

ATTACHMENTS:
Description
Minutes 10.12.26 MF Final.docx

Minutes

Crystal River City Council
Regular Council Meeting
Monday, October 12, 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, City Attorney Jimmy Gooding, City Clerk Mia Fink, Finance Director Michelle Russell-Maynard, Growth Management Director Carly Hanson, Human Resources Director Mary Helprin, Visitors Services Director Andrea Hullstrung, Community Engagement Director Madeline Scarborough

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

2. ADOPTION OF AGENDA

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

3. PRESENTATIONS

A. Amendment Three Presentation

Vicky Iozzia of the League of Women Voters presented (presentation attached under item 3A of agenda packet) and addressed Council questions regarding provisions of the proposed amendment.

4. UNFINISHED BUSINESS

5. PUBLIC INPUT

Peter Webber Crystal River- Discussed Ordinance No. 26-O-11 and access for local fishing charter boats.

Charlie Kish- Crystal River- Discussed 579 Crystal River LP legal negotiations and resident pass program.

Dylan Ayala- Crystal River- Discussed Ordinance No. 26-O-11and access for local fishing charter boats.

Justin Dymond-Crystal River- Inquired about provisions of Ordinance No. 26-O-11 (Ms. Hanson addressed).

Council addressed questions and discussion was held regarding resident pass program rates.

6. APPROVAL OF CONSENT AGENDA

A. Motion to approve minutes of the City Council meeting held September 28, 2026

B. Motion to approve modification to the wage range exhibit included in the Human Resources Policy Manual dated October 1st, 2026

C. Motion to adopt Resolution No. 27-R-01, to reassign the Fire Chief's current command vehicle, a 2022 Ford F-250, as a replacement Brush Truck, approve the purchase of a 2017 Ford Explorer to utilize as the new Fire Chief command vehicle and purchase and installation of a skid unit for the existing 2022 Ford F-250 to be used as the replacement brush truck for the total amount not to exceed $30,000.

D. CRHS Homecoming Parade and Scarecrow Fest Road Closure Rescheduled

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

7. PUBLIC HEARING

A. Consideration of Ordinance 26-O-11 amending Chapter 11, Licenses and Business Regulations of the Code of Ordinances to create a new Article V, Waterway Rental Vessel Vendor Safety, establish a local permitting and safety program for livery vessel rental vendors and operators, and providing for amendments to Section 11, hold a public hearing on October 12, 2026, at 5:30 p.m, and if approved, authorize the Mayor to execute the Ordinance.

Staff Presentation: Growth Management Director Carly Hanson presented and addressed questions regarding inclusion of "Bump-n-Go" proposal.

Public Hearing:

Peter Webber- Crystal River- Read Florida Statute § 327.60, (prohibits counties and municipalities from enacting certain vessel and marine standards, etc.).

Monte Asti- Crystal River- Inquired about applicability of certain provisions.

Ms. Hanson and Mr. Gooding addressed questions and provided clarification regarding potential statutory conflicts.

Motion to adopt Ordinance 26-O-11 amending Chapter 11, Licenses and Business Regulations of the Code of Ordinances to create a new Article V, Waterway Rental Vessel Vendor Safety, establish a local permitting and safety program for livery vessel rental vendors and operators, and providing for amendments to Section 11 was made by Council member Hastings; seconded by Council member Satchell. Motion carried 5-0.

B. Consideration of Ordinance No. 26-O-12 Amending Chapter 12, "Offenses and Miscellaneous Provisions" of the Code of Ordinances, by Amending Section 12-10, Same-"Certain Acts Prohibited", Prohibiting the Use of Jake Brakes, Defining the Term, Providing for Signage, hold a Public Hearing for October 12, 2026, at 5:30 p.m, and if approved, authorize the Mayor to sign the Ordinance.

Staff Presentation: Growth Management Director Carly Hanson presented the item.

Public Hearing:

Dr. Anthony Oliverio- Crystal River- Inquired about enforcement, which staff addressed, with City Attorney Gooding noting need to research signage requirements.

Motion to adopt Ordinance No. 26-O-12 Amending Chapter 12, "Offenses and Miscellaneous Provisions" of the Code of Ordinances, by Amending Section 12-10, Same-"Certain Acts Prohibited", Prohibiting the Use of Jake Brakes, Defining the Term and Providing for signage was made by Council member Holmes; seconded by Council member Satchell. Motion carried 5-0.

8. INTRODUCTION AND FIRST READING OF ORDINANCES
9. CITY ATTORNEY

10. CITY MANAGER

A. Motion to approve the "State Lobbying Services Agreement" with The Southern Group in the amount of $50,000.00

City Manager Curts presented the item, with City Attorney Gooding noting term expiration of 09/30/2027.

Motion to ~~approve~~ continue the "State Lobbying Services Agreement" with The Southern Group in the amount of $50,000.00 was made by Council member Hastings; seconded by Council member Satchell. Motion carried 5-0.

Vice Mayor Ensing inquired about legislative priorities and reporting obligations, which City Manager Curts addressed.

B. Motion to award a contract to Purvis, Gray and Company for Professional Independent Auditing Services for a three-year contract with the option of an additional two-year renewal, with the initial fiscal year ending September 30, 2026, at a cost of $50,500.

Finance Director Michelle Russell-Maynard presented the item and introduced team members, Mayor Meek discussed the selection process.

Motion to award a contract to Purvis, Gray and Company for Professional Independent Auditing Services for a three-year contract with the option of an additional two-year renewal, was made by Vice Mayor Ensing; seconded by Council member Holmes. Motion carried 5-0.

11. CITY COUNCIL

A. Motion to approve the Crystal River City Council meeting schedule for calendar year 2027

Motion to approve the Crystal River City Council meeting schedule for calendar year 2027

B. Consideration of Engagement Letter with Tom Ankerson for Crystal River Boating and Waterway Legal, Policy and Strategic Advisory Services

Mayor Meek introduced the item and Vice Mayor Ensing discussed purpose of request. Council member Hastings discussed Kings Bay Focus Group efforts and Council discussion was held regarding need for services. Council member Holmes inquired about previous services provided by Mr. Ankerson and related presentation and discussion was held regarding past efforts to address issues in the bay. Council also noted need to itemize a list of specific needs associated with the legal services.

Motion to authorize the Mayor to execute the Engagement Letter with Tom Ankerson for Crystal River Boating and Waterway Legal, Policy and Strategic Advisory Services was made by Vice Mayor Ensing; seconded by Council member Hastings. Motion carried 5-0.

C. Betz Farm Attorney - hiring outside council - T/M

Council member Hastings introduced the item and request. Council discussion was held regarding County application status and process and timing; City Manager Curts noted procurement process. Council discussion continued regarding County application and potential outcomes, potential legal service scope of work, and potential resources for assistance (FLC).

12. COUNCIL MEMBER AND COMMITTEE REPORTS

A. Mayor Meek announced resignation letter received from City Manager Curts and Council discussion was held regarding resignation and process moving forward. City Clerk Fink was directed to schedule a special meeting, with City Attorney Batsel to advise on non-disparagement clause.

B. Vice Mayor Ensing inquired about status of Three Sisters Springs Visitors Center transition (Train Depot) and City Manager Curts discussed need for revenue source for City Hall redevelopment.

C. Council member Satchell discussed recent incident and damage caused by mudding and Lieutenant Fisher discussed actions taken and related consequences.

D. Council member Hastings provided an update regarding Kings Bay Focus Group activities (list for Mr. Ankerson), and discussed loss of institutional knowledge due to staffing changes.

E. Council member Holmes discussed need to revise the Community Development Code and recent CRHS fundraiser participation. Ms. Hanson noted current statutory provisions limiting ability to adopt certain types of code revisions (if more burdensome).

Mayor Meek noted CRHS parade rescheduling.

13. PUBLIC INPUT

Charlie Kish- Crystal River-Commended City Manager Curts.

Gail Kostelnick- Crystal River- Discussed City Manager resignation and her qualification and related recruitment, streaming issues, and potential caused.

Bo Braccio- Crystal River-Discussed City Manager resignation and Assistant City Manager capability.

Perter Webber- Crystal River-Discussed community influences.

14. ADJOURNMENT Mayor Meek adjourned the meeting at 7:52 P.M.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.B.**

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

---

ATTACHMENTS:
Description
2026 Summary Report- September.docx

Departmental Monthly Report Summary
September 2026

THE CITY CLERK'S OFFICE

During the month of September, the office clerked 2 public meetings, coordinating the agendas and drafting 12 agenda items. The Clerk's office also facilitated 26 public records requests and performed 14 notarizations on various legal documents. Recording items included 1 variance order. Ongoing responsibilities include the beginning of the 2026 election season completing qualifying and reporting, as well as 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 Clerk's office participated in consolidation and dissemination of past and current initiatives related to Kings Bay. The Clerk has also continued with Leadership Citrus participation.

THREE SISTERS SPRINGS

Three Sisters Springs had a total of 969 visitors for the month of September. In September Fiscal year 25' the Three Sisters Wildlife Refuge had a total of 1,093 visitors. This is a 11.3% decrease from previous year shy 124 visitors. There were 109 online admission tickets purchased totaling $1,373.00 in revenue. Gross revenue for the month totaled $9,930.25. Commission paid to USFWS totaled $3,151.84.

September marked the end of fiscal year 2026. Three Sisters had a total of 104,936 visitors to the refuge. FY 2026 increased 24.9% visitation from the previous year with an additional 20,911 visitors. This is the highest number of visitors to the refuge ever.

This month on social media:

Facebook:

- Facebook Viewers: 61,901
- Facebook Views: 105,850
- Facebook Content Interactions: 671
- Facebook Follows: 152
- Facebook Visits: 2,970

Instagram:

- Instagram Reach: 3,041
- Instagram Views: 5,585
- Instagram Content Interactions: 76
- Instagram Follows: 200
- Instagram Visits: 272

PLANNING, COMMUNITY SERVICES, & DEVELOPMENT SERVICES

UPCOMING PUBLIC HEARINGS:

1. **Future Land Use and Zoning Map Amendments – PCA26/PZM26-0003 – 519 NW 7th Avenue –** The applicant is requesting a Future Land Use and Zoning Map Amendment to change the property from Suburban Neighborhood (SN) and SN-1 to Urban Neighborhood (UN) and UN-1. The Planning Commission will hear this item on November 5, and the City Council will hold a public hearing on December 14.
2. **Annexation with Future Land Use and Zoning Map Amendments – PA26-0002 and PCA26/PZM26-0004 – Multiple Properties South of Venable and to the East of Suncoast Blvd** – The applicant is requesting to annex approximately 300 acres into the City of Crystal River for a mixed-use development including commercial and residential uses south of Venable and East of Suncoast Blvd. The Planning Commission will hear this item on November 5, and the City Council will hold a public hearing on December 14.
3. **Bed and Breakfast Conditional Use – PSU26-0004 – 1051 NE Citrus Avenue** – The owner of the subject property is requesting to have a Bed and Breakfast as a conditional use in the Urban Center 2 Zoning District. The Planning Commission will hear this item on November 5.
4. **Variance Request – PV26-0003 – 824 SW Kings Bay Drive** – The applicant is requesting a variance of the Community Development Code to allow a dock to have a waterward projection of greater than 22% in a waterway of less than 100 feet. The Planning Commission will hear this item on November 5.
5. **Variance Request – PV26-0004 – 419 NW 8th Avenue** – The applicant is requesting a variance of the Community Development Code to allow for a building to have a waterfront setback of less than 25 feet. The Planning Commission will hear this item on November 5.
6. **Dissimilar Use – PDU26-0005 – 1600 SE Highway 19** – The applicant is requesting a dissimilar use to allow for a Circle K within the Urban Center 1. The Planning Commission will hear this item on November 5, and the City Council will hold a public hearing on December 14.

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 issued, and site work has begun.
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-square-foot restaurant. The permit was issued on November 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. **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.
8. **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.
9. **Take 5 Oil – PZ25-0020 – 563 NE 5th Street –** An application for a Site Plan for the construction of a Take 5 Oil. This permit has been issued.
10. **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.
11. **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. This permit is currently under review.
12. **Everhome Suites – PZ26-0026 and PB26-0199 – 1075 N Suncoast Blvd –** A Site Plan application and Building Permit for a new three-story, 80-room hotel located on the East side of US Highway 19. These permits are ready to issue.

BUSINESS TAX RECEIPTS

We are now within the Business Tax Receipt renewal season for 2027. Of the 796 businesses emailed renewal notices, we have currently processed 424 business renewals, or 53%.

BUILDING DEPARTMENT

INSPECTIONS:

Building	128
Fire	5
Code & Zoning	6
Total Inspections	**139**

PERMITS ISSUED:

Res - Mechanical	4
Res - Roof	7
Com - Electrical	5
Res - Electrical	6
Res - Fence	1
Res - Window/Door	1
Res - Alteration/Repair	6
Com - Mechanical	2
Com - Sign	4
Res - Plumbing	5
Res - New Construction	1
Res - Building	8
Com - Alteration/Repair	2
Com - Plumbing	1
Zoning	1
Com - Change of Tenant	3
Com - Roof	3
Com - Demolition	1
Res - Demolition	2
Com - Fire Sprinkler	1
Res - Seawall	1
Res - Driveway	1
Res - Dock/Boat Launch	4
Mechanical	2
Res - Accessory Structure	4
Electrical	1
Res - Pool	2
Res - Manufactured Homes	1
Com - Right of Way	1
Res - Addition	1
Grand Total	**82**
Total Fees	**$ 26,260.00**
Total Construction Value	**$ 2,918,377.55**

CODE ENFORCEMENT:

New/Open Cases	22
Closed Cases	12
Total Cases	**34**

* Further details are listed in the full departmental reports.

HR/RISK MANAGEMENT

Open Positions

Deputy Clerk/Executive Assistant
Code Enforcement Officer – FT
Three Sisters Visitor Experience Specialist - Seasonal
Three Sisters Parking Attendant - Seasonal
Three Sisters Trolley Driver – Seasonal
Volunteer Firefighter

New Hire

Anthony Gaskin – Maintenance I/Groundskeeper
Promotions
Sabrinna Utter – Associate Planner
Joe Palmenteri – Assistant Growth Management Director

Resignations

David James – Firefighter/EMT – PT
Chase Jeffries – Volunteer Firefighter
William Castillo – Grow as you go – Fire Academy
Both FF due to time and family constraints
William Miller – Firefighter/EMT – PT
Involuntary Termination - due to lack of response to Fire Chief and HR Director
Anabella Madrid – Three Sisters Visitors Experience Specialist

Employee Headcount

Full Time City – 37
Part Time City – 18
Fire Fighter Volunteer – 12
Fire Fighter/EMT Full Time – 3
Fire Fighter/EMT Part Time – 8
Fire Inspector – 1
Fire Chief – 1
Grow as you go - Fire Academy – 5

FINANCE DEPARTMENT

September 2026 books have not been closed as of the due date for monthly reports. The month is not complete and September is the City year-end month. Vendor invoices for the year are still being received and posted to September. The books are normally not closed until around the fifteenth to twentieth of the following month.

The September 2026 preliminary data (prior to year-end accruals) will be included within the October 2026 Council report which will be submitted in November.

EVENTS DEPARTMENT

Throughout the month of Sept., the Events Department continued to focus on community engagement, event programming, partnership development, and public communication. The City made 36 social media posts during the month, including updates on key projects such as the River Walk and Copeland Park Repairs, as well as highlights from key community activities and staff accomplishments.

Staff highlights on social media included our Fire Department walking 314 steps in honor of 9/11, "Years of Service" milestones for several dedicated staff members, and posts on "Save Our Waters" Week and the hard work our staff and community do to keep our waterways clean.

We also hosted three successful community events: Our second Saturday Night in Town Square, which had over 25 vendors, packing the whole perimeter of Town Square and had an estimated 2,000 attendees; our Phil Collins Tribute Concert also attracting hundreds of people throughout the evening; and the Trooper Smith Rededication/Tribute to Our Protectors.

They City has started posting Wednesday News Updates on our website. Those include:

- AMENDMENT 3: POTENTIAL IMPACT ON CRYSTAL RIVER
- FIRE DEPARTMENT OPEN HOUSE
- RENOVATIONS & NEW FEATURES AT THREE SISTERS SPRINGS REFUGE
- SAVE OUR WATERS WEEKS
- COPELAND PARK RENOVATIONS OUT TO BID
- TAKE CARE OF YOUR NEIGHBORS
- HUNTER SPRINGS SEAWALL
- HUNTER SPRINGS PARK – TREE WORK
- SECONDARY WELL PROJECT
- STORMWATER PROJECTS
- LIFT STATION DAMAGED ON KINGS BAY DRIVE

In addition to event coordination, I met with multiple community partners throughout the month to discuss upcoming opportunities, continued collaboration, and future programming, including the City's fall activities, which include two events scheduled for September and three events planned for October, including the highly anticipated Scarecrow Fest. Duke Energy will continue as our main sponsor for the Christmas Tree Lighting Festival, providing important support for one of the City's signature holiday events.

PUBLIC WORKS

Roads and Streets

- Repaired potholes citywide.
- Picked up debris off rights-of-way citywide
- Cleaned stormwater ditches and pipes citywide
- Constructed the Trooper Smith Memorial at LeGrone Park.
- Trimmed trees in Woodland Est.
- Pressure washed Pickleball Courts at LeGrone Park.
- Started painting the Train Depot
- Replaced sidewalk on King Bay Dr. and SE Valare Ln.
- September 19th Concert: Closed Roads with no injuries or Problems.
- Regraded the road NE 1st Terr. with Base rock.
- Removed dead tree on Three Sisters Trailer and Paradise Point RD.
- Removed dead tree on S.E. 11th St.

Capital Projects

- Indian Waters 70 Customers connected 0 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. Daly & Zilch has been awarded the contract. Work began 5-11-26. Work has been in progress up to date with a percentage of work done in each area. Public Works Department has been in progress cleaning storm ditches and storm drainpipes city wide.
- 25-B-05 Stormwater drainage clearing areas. A culvert on the entrance into the new 5 minute oil change building was discovered to be in need of replacement waiting on quote from Daly/zilch.
- Riverwalk phase 1 Contractors have all pillions across water way driven and cut. Contractor has board walk laid across both bridges as of 8-12-26. Electricians have begun running electrical across both bridges 8-12-26. Daley/Zilch has stained both bridges and are working on sidewalk connections for the smaller bridge.

Parks & Park Rangers

- Citations written.....151
- Incident Reports Written……...22
- CCSO or Fire Notified…….1
- Boats Pumped.....32
- Gallons Pumped.....1205
- Park Rangers in court on July17th for Parking Citations
- Citations submitted to Clerk of Court……42
- Ranger testimony required……42
- Adjudicated guilty…….40
- Citation dismissed…….1
- Citation continues to 10-02-2026……..1

* Further details are listed in the full departmental reports.

- Traffic court scheduled again 10-02-2026 and 10-23-2026.
- Citrus County Clerk of Court, Fines and Forfeitures received in August ……2,497.50

Utilities & US WATER

- Performed monthly lift station preventative maintenance
  - o Weekly visits to all 72 lift stations
  - o Replaced failed E-One sewage pump with new at 3880 N Tallahassee Rd
  - o New E-one sewage pump installed at 3839 N Nokomis
  - o New alternating relay installed at LS # W21
  - o New battery installed in SCADA system at LS # 15

• New AirVac valve and controller installed at 10030 N Ft. Island Trl.
• New AirVac controller installed at 161 N Country Club Dr.
• New AirVac valve and controller installed at 225 N Country Club Dr.

- Repaired water leaks at:
  - o Repaired 3/4" service line at 707 SE 1st Ct. – repaired live
  - o Repaired ¾ service line at 1471 NW 20th St. – repaired live
  - o Repaired ¾ service line at 214 NE 2nd Ave. – repaired live
  - o Repaired broken 2" water main at 734 SE 1st Ct. – repaired live
  - o Repaired leak and terminated abandoned line 4121 N Concord Dr. – repaired live
  - o Replaced old service line with 40' of new 1" poly at 9179 W Harbor Isle Ct. – repaired live
  - o Repaired leaking 2" valve at SE Paradise Pt. and Se Paradise Cir. – repaired live
  - o Repaired leaking ¾" service line at 3603 N Suwannee Pt. – repaired live
  - o Replaced ¾" service line at 828 SE 1st Ct. – repaired live
  - o Repaired broken 2" water main at 501 SW 1st Ct - BWN issued to 7 customers
  - o Repaired ¾" service line at 316 NE 2nd St lot 7 – repaired live
  - o Repaired 1" service line at 2060 NW 17th St.- repaired live
  - o Repaired 1" service line at 10745 W Spring Cir. Dr. – repaired live
  - o Repaired 1" service line at 2000 NW 13th St. – repaired live
  - o Replaced RPZ backflow preventer at 1910 NW Hwy 19
  - o Installed new Fire Hydrant @ NE 2nd St. and NE 4th Ave
  - o Installed new Run/Stop switch at CRUMC well
- Replaced 13 meters with blank screens and condensation
- Replaced 24 Endpoints that no longer communicated
- Completed Work Orders: 227 - Underground Utility Locates Performed: 119

* Further details are listed in the full departmental reports.

FIRE DEPARTMENT

Fire Department Activities: During the month of September, the Fire Department received 88 calls for service. An average of 2.57 personnel per call and had an average response time of 4:21. CRFD attended Crystal River Nights Concert and continued fire cadet training at the station. Fire Cadet training continued at the fire station, as well as overall station training. There were 51 EMS calls and 37 calls for fire incidents and crashes. CRFD participated in the 911 stair climb at Epic Gym and the Trooper Smith Memorial event. CRFD assisted in 7 mutual aid calls outside of city limits this month. The year marks 5 years of service with the City for Fire Inspector Criag Davide.

* Further details are listed in the full departmental reports.

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.C.**

Requested Motion: Motion to authorize the Mayor to accept the "Grant of Sidewalk Easement" between The First Baptist Church of Crystal River, Inc. and the City of Crystal River.

Summary:
There is a sidewalk located on Crystal Street that runs along a portion of land owned by the First Baptist Church of Crystal River (in front of Agape House). The sidewalk has fallen into disrepair and needs to be addressed for safety reasons. In order to address the issue, the church has granted an easement to the City, which is required to move forward with the necessary repairs. Staff has brought forth the easement and supporting documentation for formal acceptance by the Council.

Staff Recommendation:
Staff recommends authorizing the Mayor to accept the "Grant of Sidewalk Easement" between The First Baptist Church of Crystal River, Inc. and the City of Crystal River.

ATTACHMENTS:
Description
20261022102140986.pdf
20261022102359766.pdf

This Instrument Prepared by and Return To:
James T. Hartley, Esq.
Gooding, Batsel, Hartley, and MacKay, PLLC
1531 SE 36th Avenue
Ocala, FL. 34471

GRANT OF SIDEWALK EASEMENT

THIS INDENTURE, made this _____ day of _____, 2026, by First Baptist Church of Crystal River, Inc., a non-profit Florida Corporation, whose post office address 700 North Citrus Avenue, Crystal River, FL 34428, hereinafter called the Grantor[1], and the City of Crystal River, a Florida municipal corporation, whose address is 730 N. Suncoast Boulevard, Crystal River, FL 34429, hereinafter called the Grantee.

WITNESSETH, that Grantor, for and in consideration of the sum of Ten and No/100 ($10.00) Dollars, and other good and valuable consideration to Grantor in hand paid by Grantee, the receipt of which is hereby acknowledged, has granted, bargained and sold to the Grantee, its successors or assigns forever, a perpetual nonexclusive easement for the construction, operation and maintenance of a public sidewalk (the "facilities") over, under, across and on the following described land (the "easement area"), situate, lying and being in Citrus County, Florida:

See attached Exhibit "A"

The easement rights specifically include: (a) the right of perpetual ingress and egress by Grantee, its employees, agents, contractors, and the general public for pedestrian access and use over, upon, and across the easement area for sidewalk purposes; (b) the right of Grantee to patrol, inspect, alter, improve, construct, repair, maintain, rebuild, relocate, remove and provide access and service to sidewalk and related improvements within the easement area; (c) the right to decrease or increase, or to change the quantity and type of such improvements; (d) the right to clear the easement area of trees, limbs, undergrowth, and other physical objects (regardless of the physical location of such trees, limbs, undergrowth and other physical objects) which, in the opinion of Grantee, endanger or interfere with the safe and efficient installation, operation, or maintenance of the facilities; and (e) all other rights and privileges reasonably necessary or convenient for the safe and efficient construction, operation, maintenance, and public use of the easement area for sidewalk purposes. No buildings, structures, or obstacles within the easement area shall be located, constructed, excavated or created within the easement area.

No buildings, structures, or obstacles shall be located, constructed, excavated, or created within the easement area that would interfere with pedestrian access or the Grantee's rights hereunder.

---

[1] Wherever the context so admits or requires, the terms "Grantor" and "Grantee" are used for singular and plural, and respectively refer to the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations.

Subject to easements, limitations and restrictions of record, if any; provided, however, such reference shall not serve to reimpose same.

GRANTOR

First Baptist Church of Crystal River, Inc., a non-profit Florida Corporation

By: _____
Name: Michael A Howard
Title: Trustee

_____
Witness #1 Signature
MIA FINK
Witness #1 Printed Name
123 NW US Hwy 19
Witness #1 Address CRYSTAL RIVER

_____
Witness #2 Signature
Sabrinna R. Utter
Witness #2 Printed Name
123 NW US. Hwy 19
Witness #2 Address Crystal River

STATE OF FLORIDA
COUNTY OF CITRUS

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of _____ 2026, by Michael Howard, as Trustee of First Baptist Church of Crystal River, Inc., a non-profit Florida Corporation, who personally appeared before me and is [___] personally known to me or [X] has produced FL DL as identification.

[NOTARY SEAL]

SABRINNA R. UTTER
Notary Public
State of Florida
Comm# HH773685
Expires 6/23/2030

_____
Notary Public Signature
Sabrinna R. Utter
Typed or Printed Notary Name
Notary Public-State of Florida
Commission No.: HH773685
My Commission Expires: 6/23/2030

P:\RWB\City of Crystal River\Real Estate\First Baptist Church Sidewalk Easement\Grant of Sidewalk Easement JTH 4-22-26.docx

Exhibit A

SKETCH OF DESCRIPTION FOR:
CITY OF CRYSTAL RIVER
SECTION 21, TOWNSHIP 18 SOUTH, RANGE 17 EAST,
CITRUS COUNTY, FLORIDA

DESCRIPTION:

A PORTION OF LAND DESCRIBED IN OFFICIAL RECORDS BOOK 1363, PAGE 1142, AS LOT 6, BLOCK C, BREWERS ADDITION TO CRYSTAL RIVER, PER PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 32, ALL OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF SAID LOT 6, BLOCK C; THENCE ALONG THE WEST BOUNDARY OF SAID LOT 6, BLOCK C, N.00°33'42"E., 7.00 FEET; THENCE DEPARTING SAID WEST BOUNDARY, S.89°37'47"E., 273.00 FEET TO THE EAST BOUNDARY OF SAID LOT 6, BLOCK C; THENCE ALONG SAID EAST BOUNDARY, S.00°02'03"W., 7.00 FEET TO THE NORTH RIGHT OF WAY OF N.W. CRYSTAL STREET (50' RIGHT OF WAY); THENCE DEPARTING SAID EAST BOUNDARY, ALONG SAID NORTH RIGHT OF WAY, N.89°37'47"W., 273.06 FEET TO THE POINT OF BEGINNING. SAID LANDS CONTAINING 0.04 ACRES, MORE OR LESS.

NOTES:

1. *DATE OF SKETCH: MARCH 13, 2026.*
2. *SUBJECT TO RIGHTS OF WAY, RESTRICTIONS, EASEMENTS AND RESERVATIONS OF RECORD.*
3. *UNLESS OTHERWISE SHOWN, UNDERGROUND IMPROVEMENTS NOT LOCATED.*
4. *PUBLIC RECORDS NOT SEARCHED BY JCH CONSULTING GROUP, INC.*
2. *BEARINGS AS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983 (NAD 83), WITH 2011 ADJUSTMENT AS DERIVED FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION VIRTUAL REFERENCE STATION NETWORK.*
3. *ADDITIONS OR DELETIONS TO SURVEY MAPS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.*
4. *THIS SKETCH HAS BEEN PREPARED FOR THE EXCLUSIVE BENEFIT OF THE PARTY(IES) NAMED HEREON, AND SHALL NOT BE DUPLICATED OR RELIED UPON BY ANY OTHER INDIVIDUAL OR ENTITY WITHOUT AUTHORIZATION FROM JCH CONSULTING GROUP, INC.*

NOTE: THIS IS NOT A SURVEY
SHEET 1 OF 2
ONE IS NOT COMPLETE
WITHOUT THE OTHER

LEGEND:

—⌇—	*LINE BREAK*
R/W	*RIGHT-OF-WAY*
CONC.	*CONCRETE*
LS	*LAND SURVEYOR*
LB	*LICENSED BUSINESS*
NO.	*NUMBER*
℄	*CENTERLINE*
O.R.B.	*OFFICIAL RECORDS BOOK*
L	*ARC LENGTH*
R	*RADIUS*
Δ	*DELTA (CENTRAL ANGLE)*
CB	*CHORD BEARING*
CH	*CHORD DISTANCE*
○	*CHANGE IN DIRECTION*

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THAT THE SKETCH REPRESENTED HEREON MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17.050-052, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

CHRISTOPHER J. HOWSON, P.S.M., C.F.M.- LS 6553
OF JCH CONSULTING GROUP, INC.

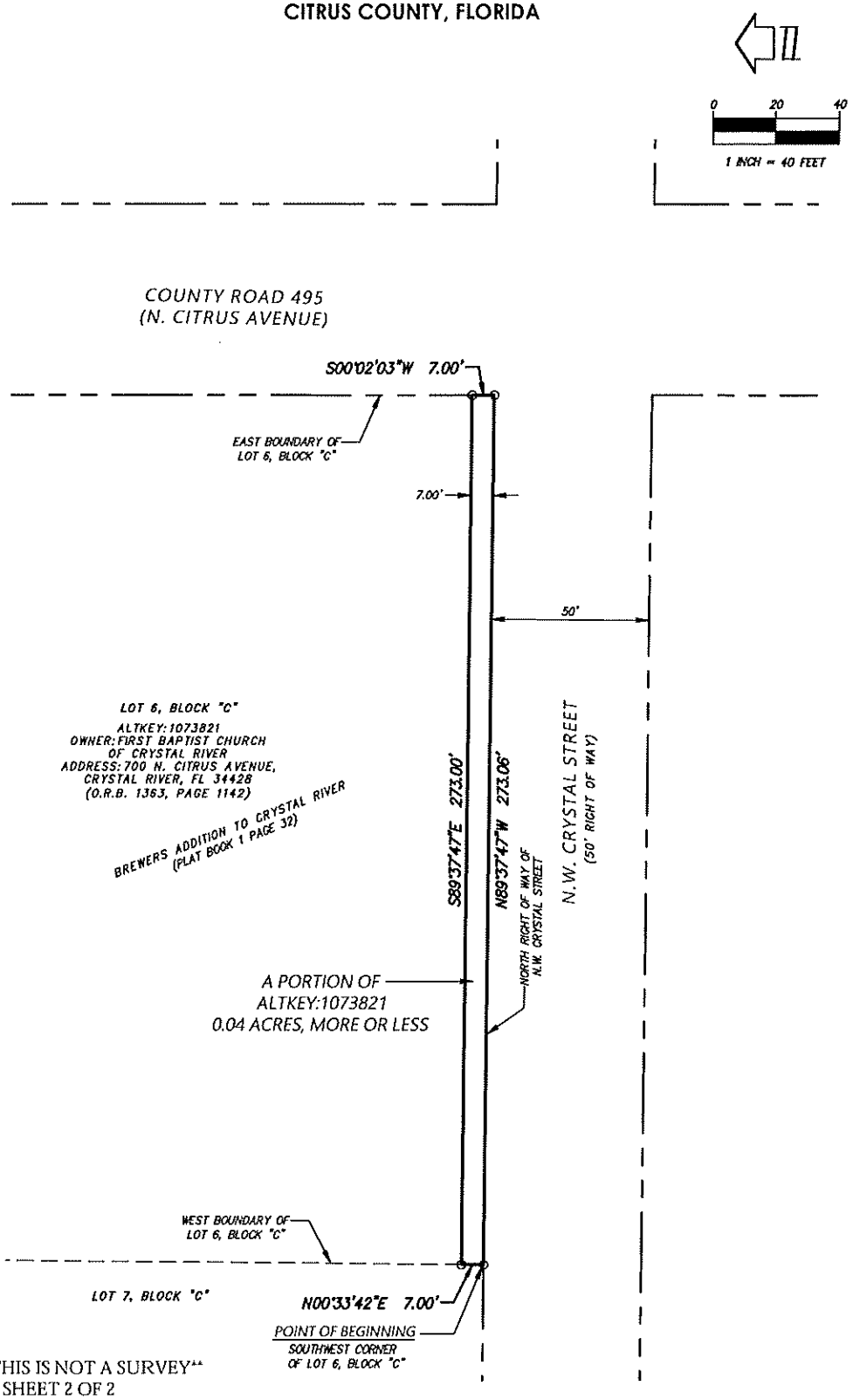
NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER

Drawing name: Z:\Projects\260355 First Baptist Church of Crystal River; 700 N Citrus Ave\DWG\260355SK (Access Easment).dwg SHEET 1 Mar 27, 2026 2:17pm by: Administrator

JCH
CONSULTING GROUP, INC.
LAND DEVELOPMENT • SURVEYING & MAPPING
PLANNING • ENVIRONMENTAL • G.I.S.
CERTIFICATE OF AUTHORIZATION NO. LB 871 CHRISTOPHER J. HOWSON, P.S.M., C.F.M. - LS 6553
428 SOUTH BYRON BUTLER PARKWAY, OCALA, FLORIDA 34474
PHONE (352) 401-7340 FAX (866) 272-3310 www.JCHgroup.com

DRAWN:	C.J.H.	J.O.# 260355
REVISED:		DWG.# 260355SK
CHECKED:	C.J.H.	SHEET 1 OF 2
APPROVED:	C.J.H.	ALTKEY: 1073821
SCALE: 1" = 40'		COPYRIGHT © MARCH, 2026

SKETCH OF DESCRIPTION FOR:
CITY OF CRYSTAL RIVER
SECTION 21, TOWNSHIP 18 SOUTH, RANGE 17 EAST,
CITRUS COUNTY, FLORIDA



NOTE: THIS IS NOT A SURVEY
SHEET 2 OF 2
ONE IS NOT COMPLETE
WITHOUT THE OTHER

JCH
CONSULTING GROUP, INC.
LAND DEVELOPMENT, SURVEYING & MAPPING
PLANNING - ENVIRONMENTAL - G.I.S.
CERTIFICATE OF AUTHORIZATION NO. LB 6471 CHRISTOPHER J. HOWSON, P.S.M., C.F.M. - LS 6351
0552 13TH STREET, OCALA, FLORIDA 34471
PHONE (352) 425-1962 FAX (866) 272-4316 www.JCHgroup.com

DRAWN:	M.A.	J.O.# 260355
REVISED:		DWG.# 260355SK
CHECKED:	C.J.H.	SHEET 2 OF 2
APPROVED:	C.J.H.	ALTKEY: 1073821
SCALE: 1" = 40'		COPYRIGHT © MARCH, 2026

CORPORATE RESOLUTION

We, the undersigned, hereby certify that we are all of the Trustees of **FIRST BAPTIST CHURCH OF CRYSTAL RIVER, INC., a Florida not for profit corporation**, duly organized and existing under the laws of the State of Florida ("Corporation"); that the following is a true and correct copy of resolutions adopted by the Board of Trustees of said Corporation at a meeting duly held on October 9, 2026; that said meeting was called and held pursuant to law at which a quorum was present; and that said resolutions are in full force and effect and have not been rescinded or modified.

RESOLVED, that First Baptist Church Crystal River as Trustees of the Corporation, is hereby authorized to grant a sidewalk easement to the City of Crystal River, a Florida municipal corporation ("City"), for pedestrian ingress and egress and related sidewalk purposes over, under, and across that certain real property owned by the Corporation, and to execute and deliver such easement and any related documents as may be necessary or convenient to effectuate the foregoing.

FURTHER RESOLVED, that the foregoing resolution shall remain in full force and effect until express written notice of their prospective amendment of rescission shall have been furnished to and received by the City, and that receipt of such notice shall not affect any action taken by the City prior thereto; and

FURTHER RESOLVED, that the Trustees be, and are hereby authorized and directed to certify to the City the foregoing resolutions and to certify that the provisions thereof are in conformity with the Articles of Incorporation and By-Laws of this Corporation and that said resolutions are in full force and effect and have not been rescinded or modified.

We further certify that there is no provision in the By-Laws of said Corporation limiting the power of the Board of Trustees to pass the foregoing resolutions; that the same are in conformity with the provisions of said By-Laws; and that we are the custodian of the minutes of said Corporation.

I further certify that the following are the names and official signatures of all of the officers, directors and trustees of said Corporation.

NAME	TITLE	SIGNATURE
LYNN KENT	Treasuere	Lynn Kent
MIKE HOWARD	Trustee	Mike Howard
CONNIE HOPKINS	Church Clerk	Connie Hopkins
MICHAEL CULVER, SR.	Trustee	Michael Culver
ROBERT HADEN	Trustee	Robt S. Haden
SHARON DENISE FOSTER	Business Administrator	Sharon Denise Foster

IN WITNESS WHEREOF, we have hereunto subscribed our names as Trustees, pursuant to due and lawful Corporation authority this 9th day of October, 2026.

MIKE HOWARD, as Trustee of First Baptist Church of Crystal River, Inc., a Florida not for profit corporation

MICHAEL CULVER, SR., as Trustee of First Baptist Church of Crystal River, Inc., a Florida not for profit corporation

ROBERT HADEN, as Trustee of First Baptist Church of Crystal River, Inc., a Florida not for profit corporation

P:\RWB\City of Crystal River\Real Estate\First Baptist Church Sidewalk Easement\Corporate Resolution to Grant Sidewalk Easement JTH 4-22-26.docx

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.D.**

Requested Motion: Motion to approve Resolution No. 27-R-02 to amend items in the City's Fee Schedule, Exhibit "D" Special Event Permit Fees

---

Summary:
The City has received a few requests to rent our stage for events held on City Property. Approval of the proposed resolution would establish official rental rates for the use of the stage, which features a fully hydraulic system, a roof, and both ramp and stair access. The proposed rate does not include three Public Works employees who must be present for the duration of each event and requires an additional fee.

Research indicates that covered stage rentals typically range up to $5,000 per day. Locally, an uncovered 16-by-24-foot stage rents for approximately $1,300 per day, with additional fees for stairs, ramps, skirting, delivery, and other services. Discussions with our partner, the City of Inverness, indicate they charge $1,500 when their 16x24 stage is available for rent.

Based on these comparisons and the features of the city's stage (16x28), proposed rental rates are $1,500 for nonprofit events and $3,000 for private events as set in the proposed resolution amending the special events fee schedule.

The City would also like to have vendor fees outlined in Exhibit D for our Special Events. These fees do not include the fire inspection fee ($20) for vendors using propane, generators, or other flammable items.

Saturday Night in Town Square:
- $50 for 10x20 space
- $30 for 10x10 vendors
- $15 for nonprofits
- $15 per extra space

Crystal River Nights Concerts (Food Vendors Only) - $130

City Annual/Holiday Events
- $180 for 10x20 space
- $130 for 10x10 food vendors
- $80 for 10x10 non-food vendors
- $40 for nonprofits
- $50 per extra space

Staff Recommendation:

Approval of Resolution No. 27-R-02 to amend items in the City's Fee Schedule, Exhibit "D" Special Event Permit Fees

---

ATTACHMENTS:
Description
RES 27-R-02 Fee Schedule Update_10.26.26.docx

RESOLUTION NO. 27-R-02

A RESOLUTION AMENDING THE CITY OF CRYSTAL RIVER FEE SCHEDULE, BY REVISING EXHIBIT D SPECIAL EVENT FEES; PROVIDING ADMINISTRATIVE ACTION; PROVIDING FOR CONFLICTS; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Crystal River adopted Resolution 25-R-30 entitled "City of Crystal River Fee Schedule" on September 8, 2025; and

WHEREAS, the City Council desires to revise said schedule to update Exhibit "D" *Special Event Fees,* effectively amending Resolution 25-R-30, regarding fees related to the function of the Department of Growth Management; and

WHEREAS, Exhibits "A", "B", "C", "E", and "F" of Resolution 25-R-30 remain unchanged and in effect; and

WHEREAS, the City Council has determined that it is fiscally responsible, necessary, and beneficial to the public to revise the Fee Schedule; and

WHEREAS, the City Council of the City of Crystal River has determined that all the fees set forth hereinafter are equitable and necessary for the regulatory and programmatic matters involved in the activities and functions funded by the City; and

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

SECTION 1. Findings. The foregoing clauses are incorporated herein by reference and adopted as legislative and administrative findings in support of the matters set forth in this Resolution and made a part hereof.

SECTION 2. Fee Schedule. The fee schedule for Exhibit D – Special Event Fees is hereby adopted to show the changes reflected in the attached exhibit.

SECTION 3. Implementing Administrative Actions. The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution and to take any and all necessary administrative actions.

SECTION 4. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. Severability. If any Section or portion of a Section of this Resolution

proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 6. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED THIS _____ DAY OF _____2026.

ATTEST:

_____

MIA FINK, CITY CLERK

CITY OF CRYSTAL RIVER

_____

JOE MEEK, MAYOR

APPROVED AS TO FORM

AND LEGALITY:

_____

ROBERT W. BATSEL, JR., ESQUIRE
CITY ATTORNEY

VOTE OF COUNCIL:

Meek _____

Holmes _____

Hastings _____

Ensing _____

Satchell _____

ADMINISTRATIVE FEES	
Copying of Records Fees [per Sec. 119.07(4), F.S.]	as prescribed by law
LIEN REVIEW/RELEASE FEES	
Lien Release Fees	$100.00
Utility Lien Search - Balance Only (5-7 days)	$35.00
Utility Lien Search - Balance Detail (5-7 days)	$70.00
Utility Lien Search - RUSH (3 days) additional fee	$15.00
Code or Other Lien Search - Balance Only (5-7 days)	$35.00
Code or Other Lien Search - Balance Detail (5-7 days)	$70.00
Code or Other Lien Search - RUSH (3 days) additional fee	$15.00
CRA Corner Post Sign Blade	$750.00

EXHIBIT B

BUILDING PERMIT FEES	
Preliminary Building Plan Courtesy Review – New Residential (these fees may be credited toward a full permit review submittal as determined by the Planning and Community Development Director)	Same as Building Fee – Residential Permit
Preliminary Building Plan Courtesy Review – New Commercial (these fees may be credited toward a full permit review submittal as determined by the Planning and Community Development Director)	Same as Building Fee – Commercial Permit
Appeal Application to the Building/Housing Review Board	$250.00
All new construction, alterations, renovations, etc., requiring a building permit shall pay fees as follows:	
Minimum Building Permit Fee	Commercial - $120 Residential - $120
Building Fee – Residential Permit	1.25% Cost of Construction value on first $0 to $750,000; Add 0.625% on value over $750,000 (Minimum $120)
Building Fee – Commercial Permit	1.5% Cost of Construction value on first $0 to 2,000,000; Add 0.75% on value over $2,000,000 (Minimum $120)
Retaining Walls, Seawalls, Privacy Walls	$.45 per Lineal Foot
Non-residential communication tower	$1.45 per foot
Temporary Tent Events	$250 per week
Alarm Systems	$75.00 + $5.00 per each 1,000 SF over 3,000
Plumbing permits (stand alone)	$75.00 + $5.00 per fixture
Mechanical Permits (stand alone)	$15.00 per ton
Electrical permits (stand alone)	$75.00 + $5.00/room
Commercial Hood	$100.00
Fire Sprinkler	$.05/SF
Swimming pools, pool cage	1.25% Cost of Construction- Minimum $120.00
Roofing Permits: Re-Roof	$100 +$5.00 per each $1,000 of contract price or part thereof up to $15,000 + $3.00 per each $1,000 of contract price part thereof over $15,000
Solar Heater	$75.00 + $5.00/panel
Signs (including Billboard Repair Fee)	See Above Building Permit fees for commercial projects
Demolition Permits	1% of contract amount
Lawn Irrigation	$75.00
Mobile Home Set-up fee	$300 for first section + $150 per additional section
Gas	See above Building permit fees based on residential or commercial projects

EXHIBIT B

BUILDING PERMIT FEES	
Misc. Building Fees not listed	See above Building permit fees based on residential or commercial projects - $100 minimum
Time Extensions (max 2 allowed, up to 90 days each, before re-permitting is required)	$50/Extension
Revision to Approve Plans	$100 for both residential and commercial
Reinspection Fee (Charged for all reinspections that result from the work on a Corrective Action Notice not being completed, inspection called for before the work is done, and other reinspections.	$50 Reinspection $75 for second Reinspection and $100 for each subsequent Reinspection
Repermitting Fee shall be the full permit fee. Projects lacking only a final inspection	$100.00
Time extensions (Maximum of 2 up to 90 days each	$50/per inspection
Revision to approved plans	$50 + $.25/SF of revised area
After the Fact permits	Double fees
Change of contractor	$100.00
Contractor registration	$20.00
Plan Review	
Fees borne by the City for Plan Review may be passed on to the applicant	actual cost of service
Fees borne by the City for Fire Inspections shall be the responsibility of the property and/or business owner	actual cost of service
Pursuant to Florida Statutes, Chapter 553.791, an applicant may choose to use a private provider to provide plan review and/or inspection services. The credit applicable to Private Provider use are as follows: • Inspection Services, only – 15% credit • Plan Review and Inspection Services – 30% credit	

EXHIBIT C

PLANNING AND ZONING FEES	
PLANNING AND ZONING APPLICATION FEES:	
Written Zoning Verification Request	$50.00
LDC Written Determination Request	$200.00
Appeal Application to the Planning Commission	$250.00
Vested Rights Determination	$500.00
Development Agreement	$1,200
Amendment to Development Agreement	$600.00
Development of Regional Impact (DRI)	
DRI Review	$2,500.00
DRI Time Extension Change	$300.00
DRI Application for Proposed Change	$750.00
DRI – review of annual reports	$200.00
Planning Unit Developments (PUD)	
≤20 acres	$1,200 + $5.00/acre
>20 acres	$2,500 + $5.00/acre
Major Amendment to PUD	$750.00
Minor Amendment to PUD	$200.00
Variances, Supplemental Uses or Special Uses of the LDC	
Residential Variance	$400.00
Commercial Variance	$600.00
After-the-fact Variance	Double fee
Supplemental Use/Special Use (which requires public hearing)	$600
Site Development Plan Review (new const on vacant land)	
Residential Site Development Plan (1- and 2-family dwelling)	$250.00
Non-residential Site Development Plan	$750.00
Site Improvement Plan (Addition and/or Change of Use)	
Site Improvement Plan (<500 SF new impervious)	$250.00
Site Improvement Plan (500+ SF new impervious)	$750.00
Other Site Plan Review	
Accessory Structure	$50.00
Misc. Zoning Fee	$50.00
Professional and consultant services	actual cost of service
Tree Removal	
Commercial Tree Removal	$75.00
After-the-fact Commercial Tree Removal	$150.00
Residential Tree Removal with new SFR (Sec. 163.045, F.S.)	$0.00
After-the-fact Residential Tree Removal (Sec. 163.045. F.S.)	$0.00
Vacant Property Tree Removal	$75.00
After-the-fact Vacant Property Tree Removal	$150.00
Signs and Billboards	
Billboard	$0.00
Signs (zoning approval)	$250.00
Miscellaneous Planning Fees	
Adult Use Site Check	$50.00
Miscellaneous Site Review Items	
Mobile Vendor Application (Sec. 509.102, F.S.)	$0.00
Telecommunication Tower	$250.00

EXHIBIT C

PLANNING AND ZONING FEES	
Telecommunication Tower Co-locate	$100.00
Subdivision – Platting	
Preliminary Plat	$300 + $20/Lot
Plat Variance	$250.00
Subdivision or Replat Improvement Plan Review	$150+ $20/Lot
Final Subdivision Plat	$400 + $20/Lot
Subdivision Plat Resubmittal	$250.00
Final Plat Surveyor's Certificate of Review Fee (Sec. 177.081 (1), F.S.)	actual cost of service
Minor Subdivision	$150.00
Plat Vacations	$500.00
Street Vacations	$500.00
Comprehensive Plan Amendments	
Text Amendment (Large Scale)	$1,000.00
Large Scale FLUM Map Amendment	$1,000.00
Small Scale FLUM Map Amendment	$500.00
Land Development Code Amendments	
Land Development Code Text Amendment	$500.00
Rezoning (Zoning Map Amendment)	$500.00
Right of Way Utilization Permit	
Residential	$75.00
Commercial	$100.00

EXHIBIT D

SPECIAL EVENT FEES	
Non-Profit Entities	
Festival on City Property	$250.00
Special Event on City Property	$150.00
Special Event on Private Property	$100.00
For-Profit Entities	
Festival on City Property	$500.00
Special Event on City Property	$500.00
Special Event on Private Property	$100.00
Pumphouse Rental	
Full Day (pumphouse with front and back patio)	$300.00
Gazebo/Pavilion Rental	
Gazebo/Pavilion Rental	$40.00 / 4 hours

ADDITIONAL SPECIAL EVENT FEES ***These fees are assessed with each event.***	
City Staff (Personnel, Vehicle, and Materials)	$35.00 / hour
CR Fire Department Presence	$50.00 / hour
Water Barricades	$60.00 / barricade
Fire Inspection	$20.00 / food vendor
Post-Event Cleanup Charge	$250.00 / day
Submission < 60 Days	$150.00
City Stage Rental	
For Profit	$3,000.00 / day
Non-Profit	$1,500.00 / day
Saturday Night in Town Square	
10x20 Space	$50.00
10x10 Space	$30.00
Non-profit	$15.00
Extra Space	$15.00
Crystal River Nights Concert	
Food Vendors	$100.00
City Annual/Holiday Events	
10x20 Space	$180.00
10x10 Food Vendor Space	$130.00
10x10 Space for non-food vendors	$80.00
Non-profits	$40.00
Extra Space	$50.00

EXHIBIT E

VISITOR SERVICES FEES	
Hunter Springs Park – Parking/Launch Fees:	
Parking all day (Overnight parking not permitted.) Oversized vehicle and trailer parking not permitted.	$5.00
Paddle-craft launch fee (per vessel)	$5.00
Kings Bay Park – Parking/Launch Fees:	
Parking all day (Overnight parking not permitted.)	$5.00
Parking all day for a vehicle with trailer (if applicable) 8-foot maximum length.	$7.50
Paddle-craft launch fee (per vessel)	$5.00
NW 3rd Avenue Boat Ramp – Parking/Launch Fees:	
Parking all day (located at Fire Department across U.S. 19)	$5.00
Vehicle with trailer parking all day (located at Fire Department across U.S. 19)	$7.50
Launch fee (per vessel)	$5.00
Pete's Pier Boat Ramp – Launch Fee:	
Launch fee (per vessel)	$5.00
Parking fee is paid directly to Pete's Pier attendant (not included in Annual Passes)	
Non-commercial Resident Annual Parking/Motorized Vessel Pass:	
Fee per vehicle, includes unlimited parking at Hunter Springs Park, King's Bay Park, and the Fire Department lot on U.S. 19. (Excludes Pete's Pier parking.) Pass includes resident motorized vessel launches at the two city owned boat ramps.	$50.00 per year
Non-commercial Citrus County Resident Annual Motorized Vessel Launch Pass:	
Fee per vehicle or trailer, includes unlimited parking at Fire Department lot on U.S. 19 and unlimited boat launch at NW 3rd Avenue boat ramp and Pete's Pier. Pass does not include paddle-craft launch fees or parking at Pete's Pier or any other city-owned metered parking sites.	$75.00 per year
Commercial Business Annual Boat Pass:	
Fee per vehicle or trailer, includes unlimited parking at Fire Department lot on U.S. 19 and unlimited motorized vessel launch at NW 3rd Avenue Boat Ramp and the Boat Ramp at Pete's Pier. Commercial Annual Pass does not include parking at Pete's Pier or any other city-owned metered parking sites.	$100.00 per year
Resident of City of Crystal River Annual Paddle-Craft Launch Pass:	
Fee includes unlimited launches at Hunter Springs Park and King's Bay Park.	$5.00 per paddle-craft or $20.00 per residential address (with valid ID) for up to 10 resident-owned paddle-craft
Pavilion/Gazebo/Court Rental Fees:	
Fee for a 4-hour block of time for 49 people or less. Facilities are available at Kings Bay Park, Little Springs Park (pavilion and gazebo), Yeomans Park, LeGrone Park and Copeland Park. Facilities at Hunter Springs Park are first come-first serve and cannot be reserved.	$25.00
Trolley Advertising	
End of Trolley	$2,500/year
Inside Trolley	$1,000/year

EXHIBIT F

FIRE DEPARTMENT FEES	
Annual Fire Inspection	$0.00 (with active City Business Tax Receipt)
Delinquent Fire Inspection	$50.00
Repeat Alarm	$50.00

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.E.**

Requested Motion: Motion to approve Resolution No. 27-R-03 appointing a Special Magistrate, Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA., as the City's Alternate Local Hearing Officer through an Administrative Code Enforcement Hearing Officer Agreement, and if approved, authorize the Mayor to execute the agreement.

Summary:
In accordance with the City of Crystal River Code of Ordinances, Article VI, Chapter 2, Section 2-111, the City of Crystal River seeks to enter into an Administrative Code Enforcement Hearing Officer Agreement authorizing Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA. to serve as the City's Alternate Local Hearing Officer for the purposes of Code Enforcement Special Magistrate Hearings when Robert Christensen, Esq. is unable to serve.

Staff Recommendation:
Staff recommends adoption of Resolution No. 27-R-03 appointing a Special Magistrate, Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA., as the City's Alternate Local Hearing Officer through an Administrative Code Enforcement Hearing Officer Agreement and if approved authorize the Mayor to execute the agreement.

ATTACHMENTS:
Description
RES_27-R-03_CODE_ENFORCEMENT_HEARING_OFFICER.pdf
Magistrate Agreement City of Crystal River (1).pdf

RESOLUTION NO. 27-R-03

A RESOLUTION OF THE CITY OF CRYSTAL RIVER APPOINTING A SPECIAL MAGISTRATE, RICHARD DAVID MUTARELLI, JR., MCGRAW, RAUBA & MUTARELLI, PA., AS AN ALTERNATE LOCAL HEARING OFFICER THROUGH AN ADMINISTRATIVE CODE ENFORCEMENT HEARING OFFICER AGREEMENT PURSUANT TO ARTICLE VI SEC. 2-111. OF THE CITY OF CRYSTAL RIVER CODE OF ORDINANCES.

WHEREAS, the City Council of the City of Crystal River established Chapter 2 Article VI of the City of Crystal River Code of Ordinances establishing Code Enforcement Procedures; and

WHEREAS, Section 2-111 provides for definitions, including the term *Hearing Officer,* which specifies this person is appointed by the City Council to preside over code enforcement hearings; and

WHEREAS, the City of Crystal River will enter into an Administrative Code Enforcement Hearing Officer Agreement with Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA., as an alternate local hearing officer for this purpose; and

WHEREAS, the City of Crystal River City Council hereby finds that approval of the Administrative Code Enforcement Hearing Officer Agreement with Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA. furthers the City's intent for code enforcement, while also being in the best interests of the City and its citizens;

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

SECTION 1. The foregoing clauses are incorporated herein by reference and adopted as legislative and administrative finds in support of the matters set forth in this Resolution and made a part hereof.

SECTION 2. Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA. is hereby appointed to serve as an alternate hearing officer for the City of Crystal River, with alternative hearing officers for occasions when Mr. Rob Christensen is unavailable to serve with other alternates appointed by separate resolution when necessary.

SECTION 3. The Administrative Code Enforcement Hearing Officer Agreement with Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA. is hereby approved, authorizing and directing staff to draft and execute the Administrative Code Enforcement Hearing Officer Agreement, together with such changes therein as the City Attorney deems appropriate.

SECTION 4. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED THIS _____DAY OF ____2026.

ATTEST:

CITY OF CRYSTAL RIVER

_____

MIA FINK, CITY CLERK

_____

JOE MEEK, MAYOR

APPROVED AS TO FORM

AND LEGALITY:

_____

ROBERT W. BATSEL, JR., ESQUIRE
CITY ATTORNEY

VOTE OF COUNCIL:

Meek _____

Hastings _____

Holmes _____

Satchell _____

Ensing _____

AGREEMENT FOR HEARING OFFICER SERVICES

THIS AGREEMENT, made and entered into this _____ day of _____, 2026, by and between the City of Crystal River, Florida, a Florida municipal corporation ("City"), and Richard David Mutarelli, Jr., McGraw, Rauba & Mutarelli, PA, 35 SE 1st Avenue, Suite 102, Ocala, FL 34471 ("Hearing Officer").

WHEREAS:

A. Pursuant to Section 162.03, Florida Statutes, and Section 2-111, City of Crytal River Code of Ordinances (the "Code") the City may appoint a hearing officer in lieu of a code enforcement board to hold hearings and assess fines against violators of the Code.

B. The City Council (the "Council") at a public meeting held October 26, 2026, approved the appointment of Hearing Officer to such position.

C. At such meeting, the Council found that the Hearing Officer is someone of judicial temperament with an outstanding reputation for civic pride, interest, integrity, responsibility and business or professional ability, and has significant knowledge of City's code enforcement matters and the Code; and

D. Hearing Officer has agreed to accept the position of hearing officer; and

E. Hearing Officer represents that he is capable of providing in an able and competent manner the required services described below; and

F. City desires to engage Hearing Officer for such code enforcement services on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Scope of Services. Hearing Officer hereby agrees to perform all services required of a hearing officer as set forth in Article VI of the Code and Chapter 162, Florida Statutes (collectively the "Scope of Services"), including hold hearings and assessing fines against violators of the Code. The Scope of Services shall include review of any relevant documents prior to hearings, attend hearings, make rulings based on evidence presented at said hearings, executing Final Orders, and any additional services deemed reasonable and necessary in connection with the foregoing.

2. Term. This Agreement shall commence on _____, 2026, and be for a term of one year and expiring on _____, 2027. Either party may terminate this agreement without cause with ten (10) days' written notice provided to the other party.

3. Authority to Practice, Conflict of Interest Professional Responsibility. Hearing Officer hereby represents and warrants that Hearing Officer is qualified to perform the Scope of Services contemplated in this Agreement, shall continue to be a member in good standing with The Florida

Bar, and shall maintain all licenses required to perform the Scope of Services rendered under this Agreement. Hearing Officer shall be prohibited from handling cases in his private practice that may be adverse to City. Hearing Officer shall not hear any case in which he has a conflict through a family relationship or a financial interest. Hearing Officer shall promptly notify the City of any conflicts of interest that may arise in the discharge of duties arising out of this Agreement or the Code of Professional Responsibility and the Rules Regulating the Florida bar.

4. Neutrality of Hearing Officer. Hearing Officer acknowledges and agrees that, although appointed and compensated by the City pursuant to Section 162.03, Florida Statutes, and Section 2-111 of the Code, Hearing Officer shall conduct all code enforcement hearings in a fair, impartial, and neutral manner, free from any actual or perceived influence by the City, its staff, or any other party. Hearing Officer shall perform all duties consistent with principles of due process and fundamental fairness.

5. Effective Date. Services performed pursuant to this Agreement shall commence on the date of execution of this Agreement ("Effective Date"). This Agreement may be amended only by mutual agreement of the parties, in writing. This Agreement may not be assigned by any party, and the work performed hereunder may not be assigned to another attorney with Hearing Officer's firm, without City's prior written approval. Either Party may terminate this Agreement at any time upon ten (10) days' written notice to the other party.

6. Compensation. City shall pay Hearing Officer Two Hundred and Fifty dollars ($250.00) per hour for the Scope of Services performed pursuant to the Agreement.

7. Invoices. Hearing Officer shall submit detailed invoices to City on a monthly basis, and said invoice, billings shall be itemized as to dates, description of work performed, time spent on each task, hourly rate, and total amount payable for each entry.

8. Jurisdiction and Venue; Attorney's Fees. The parties agree that any disputes arising from this Agreement shall be governed by the laws of the State of Florida. The parties agree that venue and jurisdiction for any such disputes shall be in the state courts located in Citrus County, Florida.

9. Independent Contractor. Hearing Officer is, and shall be, in the performance of all services under this Agreement, an independent contractor, and not an employee, agent, or servant of the City.

10. Indemnification and Insurance. Hearing Officer shall be solely and entirely responsible for Hearing Officer's tortious acts and for the tortious acts of his agents, employees, or servants during the performance of this Agreement. Hearing Officer shall indemnify and hold harmless the City, its agents, employees and officers from and against all liabilities, claims, demands, or actions at law and equity including court costs and attorney's fees that may hereafter at any time be made or brought by anyone for the purposes of enforcing a claim on account of any injury or damage allegedly caused or occurring to any person or property in which was caused in whole or in part by any tortious, wrongful, or intentional acts or omissions of Hearing Officer during performance

under this Agreement. If permitted by law, Hearing Officer shall be allowed to enjoy the sovereign immunity protections and limitations of liability set forth in Section 768.28 Florida Statutes, as it may be amended from time to time. Hearing Officer shall maintain appropriate professional liability or malpractice coverage.

11. Notice. All notices, demands, and other writings either required and/or permitted under this Agreement shall be deemed to have been fully given, made, or sent when it is either (a) prepared in writing and deposited in the United States Mail, certified, return receipt requested, postage pre-paid, and property addressed to the Party to be notified at its address of record, or (b) actually delivered by nationally recognized courier service, with receipt thereof by the addressee being acknowledged by an authorized signature.

12. General. The parties agree that this Agreement is entered into knowingly and voluntarily, after having the opportunity to fully discuss it with an attorney. The parties agree that this Agreement shall be construed as if the parties jointly prepared it, so that any uncertainty or ambiguity shall not be interpreted against any one party and in favor of the other. This Agreement supersedes any prior understandings or agreements between the parties, there are no other agreements between the parties concerning this subject matter except as set forth herein; and there are no representations, warranties, or oral agreements other than those expressly set forth herein. This Agreement may be executed in electronic format and in any number of identical counterparts. If so executed, each such counterpart is to be deemed an original for all purposes, and all such counterparts shall, collectively, constitute one agreement. In making proof of this Agreement, it shall not be necessary to produce or account for more than one such counterpart. The invalidity of any provision of this Agreement or any covenant herein contained on the part of any party shall not affect the validity of any other provision or covenant hereof or herein contained, which shall remain in full force and effect. This Agreement shall inure to the benefit of and be binding upon the Parties, their successors, heirs, and personal representatives. The waiver by any party hereto of a breach of any provisions of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party. Time shall be of the essence of this Agreement. All parties agree to cooperate fully and to execute any supplementary documents, and to take any additional actions that may be necessary or appropriate to give full force and effect to the basic terms and intent of this Agreement, and which are not inconsistent with its terms. Captions or paragraph headings herein contained are for organizational convenience only and shall not be construed as material provisions of this Agreement or to limit any provisions hereunder. Whenever the context shall so require, all words in this Agreement of one gender shall be deemed to include the other gender, all words in their singular form shall be construed as if the plural had be used where the context of the part so requires, and the rest of the sentence shall construed as if the grammatical and the terminological changes thereby rendered necessary had been made.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF CRYSTAL RIVER, FLORIDA, a Florida municipal corporation

By:_____
Printed Name: _____
Date Signed: _____

ATTEST:

_____
Mia Fink, City Clerk

For use and reliance of City only, approved as to form and legal sufficiency:

_____
Robert Batsel, Jr, City Attorney

HEARING OFFICER

_____
Richard David Mutarelli, Jr.
McGraw, Rauba & Mutarelli, PA
Date Signed: _____

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 6.F.**

Requested Motion: Motion to authorize staff to accept Change Order No. 2 in the amount of $10,945.00 for Bid No. 25-B-05 "Stormwater Drainage Clearing Areas" for the emergency repair of embankment erosion on Martin Luther King Jr. Blvd.

Summary:
Staff has identified a location on Martin Luther King Jr. Blvd. where the embankment has eroded to the point of needing an emergency repair. Staff contacted Daly & Zilch (Contractor approved by Council to perform all storm water related issues) to make the repair. This work is in concession of the Stormwater Drainage Clearing Areas. The total project cost to date including this change order, is $1,235,167.00.

Staff Recommendation:
Authorize staff to accept Change Order No. 1 for Bid No. 25-B-05 "Stormwater Drainage Clearing Areas" for the emergency repair of embankment erosion on Martin Luther King Jr. Blvd. The cost $10,945.00

Project Cost:
$ 10,945.00

Funding Source:
301-31541-63076-24-02 (General Fund CIP Stormwater Projects - Stormwater Needs Analysis)

Amount Available:
$500,000.00

ATTACHMENTS:
Description
20261015105414602.pdf

DALY
& ZILCH (FLORIDA), INC.
CGC 059597
305 S. Salisbury Ter. • Suite A• Lecanto, FL 34461 • Office: (352) 341-4860 • www.daly-zilch.com

Attn: Troy Slattery
City of Crystal River

Re: Change Order for Crystal River Stormwater Drainage Cleaning – Stormwater repairs on MLK Blvd.

All prices include insurance, labor, material and final clean:

- **Mobilization - $940**
- **Labor - $ 6,600**
- **Equipment - $ 1,270**
- **Dirt - $ 830**
- **Concrete - $725**
- **Erosion Mats - $ 580**

Total Price $ 10,945.00

Excluded: MOT by City

10/15/26

10/5/26

Thank You,
Chuck Daly

CRYSTAL RIVER CITY COUNCIL MEETING
Agenda Item Summary

Meeting Date: October 26, 2026 **Agenda Item Number: 11.A.**

Requested Motion: Motion to approve "Employment Agreement for the City Manager of the City of Crystal River, Florida"

Summary:
The City Council has finalized decision and selected a candidate for the City Manager position. Staff was directed to bring back an employment contract for Council approval. The contract specifies the terms and conditions of employment, including salary, benefits, and other key provisions. Council approval is required to proceed with the candidate's official appointment.

Staff Recommendation:
Approval of employment contract for the City Manager.

ATTACHMENTS:
Description
City Manager Employment Agreement - Slattery 10-23-26.pdf

EMPLOYMENT AGREEMENT FOR
THE CITY MANAGER OF THE CITY OF CRYSTAL RIVER, FLORIDA

This **Employment Agreement** made and entered into this 26th day of October, 2026 (the "*Effective Date*" or "*Date of Hire*"), by and between the **City of Crystal River**, a Florida municipal corporation (hereinafter "*City*,") and **Troy David Slattery (**hereinafter "*Manager*"), both understanding and agreeing to abide at all times by all terms and conditions as set forth herein:

WITNESSETH

WHEREAS, pursuant to Section 5.01 of the Charter, there shall be a city manager who shall be the chief administrative officer of the City, and she shall be responsible to the Council for the administration of all City affairs placed in his/her charge by the Council, or under the Charter;

WHEREAS, the City Council, after deliberation, voted on October 26, 2026, to appoint Troy David Slattery to the position of City Manager, subject to successful completion of a comprehensive background check and approval of this Employment Agreement;

WHEREAS, it is the desire of the City to secure and retain the professional services of Manager as City Manager;

WHEREAS, the parties have negotiated this Employment Agreement which outlines the terms and conditions of Manager's employment, including salary, benefits, and termination of such employment, consistent with the City's Charter; and

WHEREAS, Manager desires to accept continued employment with the City, now consisting of the role as the City Manager, under the terms and conditions set forth herein.

NOW, THEREFORE, for the reasons set forth above and in consideration of the mutual promises, covenants and agreements of the parties hereto, together with other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Recitals**. The above recitals are agreed by the parties to be true and correct and incorporated as if set forth herein.

2. **Condition Precedent**. The Manager's appointment as City Manager is contingent upon successful completion of the City's comprehensive background screening requirements. In the event Manager does not successfully complete the City's comprehensive background screening requirements in a manner satisfactory to the City, then the City shall have no obligation to employ Manager under this Agreement, and as such, this Agreement will be null and void.

3. **Employment Term**. This Agreement shall be effective October 26, 2026 (the "Date of Hire"), and shall have an initial term of three (3) years ending on October 26, 2029, (the "Expiration Date"), unless this Agreement is otherwise renewed or earlier terminated as hereinafter provided.

4. **Extension or Renewal**. On the Expiration Date, this Agreement shall automatically renew for additional three-year term(s) unless: (a) terminated in accordance with the terms of this Agreement; or (b) either party provides written notice of nonrenewal to the other party at least sixty (60) days prior to the Expiration Date of the then-current term. Any such termination or nonrenewal shall require City Council approval.

5. **Position of Employment, Reporting and Job Duties**.

5.1. ***Position of Employment and Reporting***. During the Term, Manager shall serve as the City Manager and shall report directly to the City Council of the City of Crystal River.

5.2. ***Duties and Responsibilities***. The City hereby appoints and employs Manager as City Manager of the City of Crystal River, under the terms established herein, to perform the functions and duties specified in the Charter and Ordinances of the City of Crystal River, and such other legally permissible and proper duties and functions as the City Council may assign.

5.2.1. The Manager agrees to perform all duties and responsibilities faithfully, industriously, and to the best of his/her ability in a professional and competent manner.

5.2.2. *City Code, Rules and Regulation*. All provisions of City Code, rules and regulations that apply to all other employees as they now exist or may be amended, shall apply to the Manager in addition to those items outlined in this Agreement.

5.3. ***Exclusive Employment; Hours and Schedule***. Manager agrees to remain in the exclusive employment of the City until said Expiration Date, unless this Agreement is earlier terminated as hereinafter provided.

5.3.1. *Best Efforts.* The Manager shall remain in the exclusive employ of the City and shall devote such time, attention, knowledge, and skills necessary to diligently perform his/her duties under this Agreement. Except as provided herein or during periods of illness, vacation or absences of a day or more as authorized by the City Council, or its designee, Manager will devote his/her best efforts to the performance of his/her duties and responsibilities under this Agreement. Nothing herein will limit Manager's right to make passive investments; to participate in charitable service and organizations; to participate in community activities, trade and professional organizations; or to undertake other engagements or activities which do not interfere with the performance of his/her duties hereunder, it being mutually agreed that his/her participation in charitable service, other community activities and trade and professional organizations is to the benefit of the City.

5.3.2. *Outside Employment.* Manager shall not otherwise be employed on a full or part-time basis without the written permission of the City Council. Manager shall not accept outside employment while performing duties under this Agreement, unless such outside employment is approved by a majority vote of the City Council. A request for approval of other or outside employment shall pertain only to temporary, occasional or part-time activities of Manager that would not adversely affect the performance of Manager's duties under the terms of this Agreement. No request for full-time other or outside employment will be considered.

5.3.3. *Hours of Work*. The Manager understands that the duties of the City Manager require the Manager to work more than forty (40) hours per week in the performance of his/her duties hereunder. Manager shall be "on-call" 24 hours a day and agrees to make himself available as needed. It is recognized that Manager's duties as City Manager require a great deal of time outside of normal office hours. It is also recognized that Manager is required to devote an unspecified amount of time and energy to carry out those duties with the highest amount of professionalism possible and that because of the "24-hour" nature of his/her responsibilities, interference with his/her private life is to be expected.

5.3.4. *Board Appointments or Professional Organization Service*. In the event the Manager shall serve on any appointed boards or elected boards of any professional

organization, or serve on any committees related to his/her professional activities, in the event any monies are paid, or gifts received, by the Manager related to such service, such money or property shall be paid over to or deliver to the City, unless otherwise provided by the City Council.

5.4. ***Conflicts of Interest***. Manager will disclose to the City any real or potential conflicts of interests and otherwise comply with the International City Manager's Association's Code of Ethics and all laws of the State of Florida. The Manager may not engage in business opportunities that conflict with the interests of the City or his/her fiduciary duty as the City Manager.

5.5. ***Travel***. Manager understands and agrees that Manager may be required to travel in performing Manager's duties. Approval of travel and payment of travel expenses shall be in accordance with standard City policies and procedures regarding travel.

6. **Compensation and Benefits**.

6.1. ***Base Salary***. City agrees to pay Manager for services rendered pursuant to this Agreement a gross salary of $120,000.00 annually ("Base Salary"), subject to all applicable taxes and deductions, payable on a biweekly basis at the same time and in the same manner as applicable to other employees of the City.

6.2. ***Salary Increases/Adjustments***. Other than as stated above, nothing herein shall require the City to increase the Manager's base salary. The decision as to whether or not Manager shall receive a merit increase to the base salary, and the amount thereof, shall be solely at the discretion of the City Council on the Manager's anniversary date. In the event the City Council approves a market adjustment or a cost-of-living adjustment affecting salaries of all other employees, which may be effective October 1st of each fiscal year, then such adjustment shall also be applied to the Manager's base salary.

6.3. ***Fringe Benefits***. Except as herein provided, all provisions of the City Code and Personnel Policies and Procedures relating to working conditions, holiday pay, jury duty, witness leave, funeral leave, and other benefits that presently exist or may be hereafter provided for other managerial employees of the City shall also apply to Manager, in addition to the benefits enumerated herein.

6.3.1. City shall provide full major medical insurance for Manager in the same manner that City provides said insurance for other non-collective bargaining City employees.

6.3.2. City shall provide Manager with insurance protection, including comprehensive, general liability, errors and omissions coverage and public official liability applicable to all acts of Manager arising out of his/her employment, which shall be similar to what other governmental jurisdictions provide for this type of coverage.

6.3.3. Manager shall be entitled to four (4) weeks of paid annual leave per year and shall accumulate sick leave in the same manner that City provides paid sick leave for other employees.

6.4. ***Retirement/Deferred Compensation***. The City will make contributions into the City's established retirement plan per the applicable plan documents, policies and procedures. The City further agrees to transfer ownership in any deferred compensation plan to succeeding employers,

if applicable, or to Manager upon Manager's termination, resignation, or the expiration of this Agreement.

6.5. ***Residency***. Manager shall be required to maintain residency within Citrus County with the ability to respond to critical incidents.

6.6. ***Deductions***. The City will withhold the Manager's portion of Federal Social Security, Medicare tax and Federal income taxes, and deposit such amounts along with employer's portion of social security taxes, as required by Federal regulations. The City will withhold other deductions from Manager's paycheck as otherwise required, or as requested by the Manager for any employer-sponsored benefit plan enrollments or elections.

6.7. ***Vehicle***. The City shall reimburse the Manager for automobile travel pursuant to the policies of the City, and the Manager shall procure, maintain and insure a personal vehicle for use in performing his/her duties under this Agreement. Proof of insurance shall be provided upon request by the City.

7. **Other Terms and Conditions of Employment**.

7.1. ***Performance Review***. The City Council shall review the Manager's performance on an annual basis and shall focus on (but shall not be limited to) the duties and responsibilities set forth in the City's Charter.

7.2. ***Professional Development***. Subject to budgeted funds and state law, the City shall pay the travel, registration fees, and reasonable subsistence expenses of Manager for professional conferences, training programs, and meetings necessary for the continued professional development of Manager, and for the Manager to adequately pursue necessary official and other functions for or on behalf of the City, including, but not limited to, the annual conference of the International City Management Association and of the Florida City and County Managers Association. Further, City shall pay any costs associated with Manager's membership in such associations.

7.3. ***General Expenses***. The City recognizes that certain expenses of a non-personal and generally job-related nature shall be incurred by Manager and hereby agrees to reimburse Manager for such expenses provided that claims, supported by receipts (when available) are submitted to the City by Manager and are reimbursable pursuant to Florida law and the City travel policy.

7.4. ***Community Involvement***. The City recognizes the desirability of representation in and before civic, service, and other organizations or associations, and Manager may become a member of such organizations as Manager deems appropriate, provided Manager pays any expenses related thereto, or as otherwise approved by City Council.

7.5. ***Bonding***. The City will provide and pay the cost of any fidelity or other bonds required of the Manager under any law or ordinance.

7.6. ***Communications***. The City will, during the term of this Agreement, provide Manager with the use of cellular phone and service (and, if applicable, portable radio transceiver including all channels utilized by the City), in accordance with City policy. Any costs associated with personal calls will be reimbursed to the City by the Manager. Also, during the term of this Agreement, the City will provide reasonable technology resources including laptop computer/peripherals, wireless service, and remote access to Manager's in-office technology resources.

8. **Termination**.

8.1. ***Intentionally omitted.***

8.2. ***By City For No Cause***. Manager will serve at the pleasure of the City and nothing in this Agreement will prevent, limit, or otherwise interfere with the right of City to terminate this Agreement and the services of Manager at any time, without cause or for convenience, subject only to the provisions of this Agreement. If Manager is terminated by the City without just cause, and Manager is willing and able to perform the duties of City Manager, City agrees to pay to Manager on the effective date of termination a sum equal to:

8.2.1. Ten (10) weeks of Base Salary if such termination occurs on or before March 23, 2027, together with any accumulated and unused leave pursuant to the terms City Personnel Policy in place as of the effective date of termination; or

8.2.2. Twenty (20) weeks of Base Salary if such termination occurs on or after March 24, 2027, together with any accumulated and unused leave pursuant to the terms City Personnel Policy in place as of the effective date of termination.

8.3. ***By City For Cause***. In the event Manager is terminated for Cause, the City will pay Manager his/her salary at Manager's existing pay rate together with accrued but unused vacation and sick time or other benefits through the effective date of termination, pursuant to the terms of the City Personnel Policy in place as of the effective date of termination.

8.3.1. Cause shall be defined as:

8.3.1.1. Manager's dishonesty towards, fraud upon, or deliberate injury or attempted injury to, the City or its officials;

8.3.1.2. Manager's gross negligence or intentional misconduct with respect to the performance of Manager's duties under this Agreement;

8.3.1.3. Manager's arrest for a felony offense;

8.3.1.4. Manager's commission of a violation of the Code of Ethics for Public Officers and Employees (Chapter 112, Florida Statutes);

8.3.1.5. Manager's commission of any act of fraud or theft;

8.3.1.6. Manager's failure to follow the assigned duties or the reasonable directions of the City Council after written notice of such failure and a reasonable opportunity to remedy such failure has been provided to Manager;

8.3.1.7. Manager's material breach of this Agreement; or

8.3.1.8. Any conduct that would be cause for termination pursuant to the City Personnel Policy in effective during the Term of this Agreement.

8.4. ***By Manager - Effective Termination/Involuntary Resignation***. In the event the City, at any time during the Term, without prior agreement of the parties, reduces the salary or other

financial benefits of Manager, then Manager may, at his/her option, be deemed to be "terminated" at the date of such action and the provision of paragraph 8.2 shall take effect.

8.5. ***By Manager - Voluntary Resignation***. Nothing in this Agreement will prevent, limit, or otherwise interfere with the right of Manager to resign at any time from the position of City Manager. In the event Manager voluntarily resigns as City Manager prior to the Expiration Date, Manager agrees to give City a minimum of sixty (60) days' written notice in advance, or such shorter period as the City shall approve. In the event Manager resigns, as provided for by this section, Manager's salary and benefits will continue until the effective date of Manager's resignation and Manager will receive payment for any earned but unused vacation and sick time or other benefits, pursuant to City Personnel Policy.

8.6. ***In the Event of Manager Disability***. If Manager is permanently disabled or is otherwise unable to perform the duties and responsibilities of the City Manager position due to health, accident, injury or mental incapacity for a period in excess of twenty (20) days, the City Council may require Manager to submit reports from competent medical authorities regarding Manager's physical and mental condition. After reviewing such reports and any additional information provided by the Manager, City may terminate the Manager if the City Council determines that the Manager is not physically or mentally able to perform the duties and responsibilities of City Manager. If terminated under this section, the Manager will receive payment of salary until the effective date of termination under this paragraph 8.6 and any earned but unused vacation or sick time or other benefits, pursuant to the existing City Personnel Policy.

8.7. ***In the Event of Death of Manager***. Should Manager die during the term of this Agreement, all amounts due Manager as of the date of death, including accrued salary, and accrued but unused vacation time, and other benefits, shall be paid to Manager's designated beneficiary, according to written instruction on file with the Human Resources Division or personnel file.

8.8. ***Severance Pay / Payment at Separation***.

8.8.1. *Timing of Payment.* If Manager is terminated (with or without cause) or resigns, the City will pay all amounts due Manager in the ordinary course of payroll. In the event of death, the City will pay all amounts otherwise due Manager to Manager's beneficiary within thirty (30) calendar days.

8.8.2. *Limitations.* In accordance with Section 215.425, Florida Statutes, if Manager is terminated for cause, including misconduct, no severance pay shall be paid, and all other limitations set forth in the statute shall apply.

9. **Indemnification**.

9.1. The City agrees, pursuant to Section 111.07, Florida Statutes, to defend, save harmless, and indemnify the Manager against any action for any injury or damage suffered as a result of any act, event, or omission of action of Manager within the scope of his/her duties or functions, unless he/she acted in bad faith or with malicious purposes or in a manner exhibiting wanton and willful disregard of human rights, health, safety and welfare of the citizenry, or property of the City.

9.2. The City shall not be liable for the acts or omission of the Manager committed while acting outside the course and scope of his/her agreed duties or committed in bad faith or with malicious purposes or in a manner exhibiting wanton and willful disregard of human rights, health, safety and welfare of the citizenry, or property of the City. In such instance, Manager shall reimburse the City

for any legal fees and expenses the City has incurred or otherwise paid, for or on his/her behalf, in connection with the conduct.

9.3. Said indemnification shall extend beyond the termination of employment and the Expiration Date of this Agreement to provide protection for any such acts undertaken or committed in his/her capacity as City Manager, regardless of whether notice of claim or filing of a lawsuit occurs during or following employment with the City.

10. **Notices**. Any notices under or pursuant to this Agreement shall be deemed duly received and effective if delivered in hand to any officer or agent of the party noticed, or if mailed by registered or certified mail, return receipt requested, addressed to the recipients at:

City: Mayor
City of Crystal River
123 NW Highway 19
Crystal River, FL 34428

Manager: Troy David Slattery
4437 N. Ficus Drive
Beverly Hills, FL 34465

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice will be deemed given the date of personal service or four (4) calendar days after the date of transmission by US Postal Service by certified mail. Notification of changes in the address for notices will be made to the other party by the same procedure as set forth in this section.

11. **General Provisions**.

11.1. ***Amendment and Modification***. This Agreement may not be amended or modified except by written agreement duly executed by the parties hereto.

11.2. ***Assignment***. This Agreement shall not be assignable.

11.3. ***Dispute Resolution and Enforcement***. All disputes arising out of or in connection with the Agreement shall be attempted to be settled through good-faith negotiation between the parties, followed if necessary within thirty (30) calendar days by professionally-assisted mediation by a Florida Supreme Court Certified Circuit Civil Mediator. Any mediator so designated must be acceptable to each party. The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the dispute. The mediation will be treated as a settlement discussion and therefore will be confidential. The mediator may not testify for either party in any later proceeding relating to the dispute. No recording or transcript shall be made of the mediation proceedings. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Failing resolution through negotiation or mediation, either party may file an action in a court of competent jurisdiction pursuant to the Law of Agreement provisions contained in this Agreement.

11.4. ***Expenses, Attorney's Fees and Costs***. In the event an action is commenced to enforce this Agreement, except for pre-suit mediation pursuant to paragraph 11.3, each party shall be responsible for its own costs of said action including reasonable attorney's fees in all proceedings,

trials, investigations, appearances, appeals and in any bankruptcy proceeding or administrative proceeding.

11.5. ***Choice of Law of Agreement; Forum; Venue***. The parties agree that this Agreement is consummated and entered into in Citrus County, Florida. This Agreement shall be governed by and construed under and in accordance with the laws of the State of Florida. All questions, issues or disputes arising out of or under this Agreement and any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this Agreement may be brought against any of the parties, only in the state circuit court in and for Citrus County, Florida and each of the parties irrevocably consents to the jurisdiction of such court (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to venue laid therein. Process in any action or proceeding referred to in this paragraph may be served on any party anywhere in the world.

11.6. ***Waiver of Jury Trial***. The parties hereto shall, and they hereby do, waive trial by jury in action, proceeding or counterclaim brought by either party against the other with respect to any matters whatsoever arising out of or in any way connected with this Agreement. The parties acknowledge that this provision is a material inducement to their respective execution of this Agreement.

11.7. ***Entire Agreement; Conflict and Merger***. This Agreement and any attachments duly executed by the City and the Manager contain the entire and only understandings and agreements between the City and the Manager relating to the subject matter hereof. Any representations, provisions, understandings, or conditions not contained herein will be of no effect and will not be binding on City or Manager. To the extent this Agreement and the City Personnel Policy in place at the time of final execution of this Agreement are in direct conflict, if any, the terms of this Agreement shall govern and prevail.

11.8. ***Waiver***. Failure to insist upon strict compliance with any of the terms, covenants or conditions hereof shall not be deemed a waiver of such term, covenant or condition, nor shall any waiver or relinquishment of, or failure to insist upon strict compliance with, any right or power hereunder at any one or more times be deemed a waiver or relinquishment of such right or power at any other time or times. The waiver by any party hereto of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party.

11.9. ***Severability***. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and this Agreement shall be constructed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

11.10. ***Binding***. This Agreement shall inure to the benefit of and be binding upon the parties, their successors, heirs, and personal representatives.

11.11. ***Jointly Drafted***. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no court construing this Agreement shall construe it more strictly against one party than the other, and every covenant, term and provision of this Agreement shall be construed simply according to its fair meaning.

11.12. ***Cooperation***. The parties agree to sign all such documents and do all such things as may be necessary or desirable to completely and effectively carry out the terms and conditions of this Agreement.

11.13. ***Time of the Essence***. Time shall be of the essence of this Agreement.

11.14. ***Counterparts***. This Agreement may be executed in duplicate or counterparts, each of which shall be deemed an original an all of which together shall be deemed one and the same instrument. No term, condition, or covenant of this Agreement shall be binding on either party until both parties have signed it.

11.15. ***Headings and Gender Usage***. In this Agreement, wherefore the singular and masculine are used, they shall be construed as if the plural or the feminine or the neuter had been used, where the context or the party or parties so requires, and the rest of the sentence shall be construed as if the grammatical and the terminological changes thereby rendered necessary had been made. Paragraph headings are provided as an organizational convenience and are not meant to be construed as material or limiting provisions of this Agreement.

[INTENTIONALLY LEFT BLANK – SIGNATURES ON FOLLOWING PAGE]

IN WITNESS HEREOF, the City of Crystal River, by City Council approval at the Special Meeting held on October 26, 2026, has caused this Agreement to be signed and executed on its behalf of the City by the Mayor, duly attested by the Acting City Clerk, and the Manager has signed this Agreement, both in duplicate.

MANAGER

Troy David Slattery

_____
Troy David Slattery

CITY

City of Crystal River, a Florida municipal Corporation

_____
Joe Meek, Mayor

Attest:

_____
Mia Fink, CMC, City Clerk

Approved for form and legality:

_____
Robert W. Batsel, Jr., City Attorney

P:\RWB\City of Crystal River\City Manager\CM Contracts\City Manager Employment Agreement - Slattery 10-23-26.docx