



**BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA**

**Citrus County Courthouse
110 N. Apopka Avenue, Room 100
Inverness, FL 34450**

AGENDA

November 7, 2024 - 1:00 PM

**Holly L. Davis, Chairman, District 5
Rebecca Bays, 1st Vice Chair, District 4
Diana Finegan, 2nd Vice Chair, District 2
Jeff Kinnard D.C., Commissioner District 1
Ruthie Davis Schlabach, Commissioner, District 3**

**Steve L. Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Angela Vick, Clerk of the Circuit Court and
Comptroller**

MISSION

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its citizens.

All persons desiring to address the County Commission will be asked to limit their comments to the specific subject being discussed. The Board gives citizens multiple opportunities for PUBLIC INPUT. All members of the public wishing to speak at the "Open To The Public" portion of a meeting will have three (3) minutes per person to make their request or presentation or five (5) minutes if they represent an organization with the appropriate documentation on file with the Clerk of Courts. If the request or presentation deals with a matter that requires investigation by County Staff, the Chairman will refer it to the County Administrator to follow-up with the person making the request. 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 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 County Administrator's Office, Lecanto Government Bldg., 3600 W. Sovereign Path, Suite 267, Lecanto, FL 34461 (352) 527-5210, TTY (352) 527-5312 at least two days before the meeting.

A. CALL TO ORDER

- A.1. Invocation**
- A.2. Pledge of Allegiance**
- A.3. Roll Call**
- A.4. Approval of Agenda**

B. CONSENT

Minutes

Administration

Attorneys Office

Clerk

B.1. County Warrants

Accept the attached check registers outlining the County warrants.

B.2. City of Crystal River Voluntary Annexation

Acknowledge receipt of the Voluntary Annexation Ordinance Number 24-O-10 for Thomas Estate Holdings, LLC received from the City of Crystal River.

B.3. SWFWMD Fiscal Year 2025 Schedule of Meetings and Boundaries Map

Acknowledge receipt of the Fiscal Year 2025 Schedule of Meetings and District's Boundaries Map received from Southwest Florida Water Management District.

B.4. Release of Special Assessment

- a. Approve and authorize the Chairman to execute Releases of Lien for the completed special assessments by and between Citrus County and property owners in the 2010 Citrus Springs Waterline Extensions, and 2018 Limerock Road Paving.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

Public Works

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.5. Set a Public Hearing on November 19, 2024 at 1:30pm, pertaining to Manatee Protection Zones.

Set a Public Hearing on November 19, 2024 at 1:30pm on an Ordinance of Citrus County, Florida, relating to boating regulatory zones for the protection of Manatees; amending Chapter 64, Article I, Section 64-7, entitled "Manatee Protection Zones"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for scrivener's errors; providing for codification; and providing for an effective date. **(Carlton Hall, Interim Public Works Director)**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation -- National Farm-City Week

Approve and Authorize the Board to proclaim the week of November 20 - 27, 2024 National Farm-City Week

C.2. Proclamation -- National Hunger and Homelessness Awareness Week

Approve and Authorize the Board to proclaim November 17-23, 2004 National Hunger and Homelessness Awareness Week

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. PB 25-006 Agreement; Sourcewell Contract 010521-BUR Playground and Water Play Equipment with Related Accessories and Services; BCI Burke Company, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and BCI Burke Company, LLC for the purchase of playground and water play equipment with related accessories and services on an as-needed basis. **(Eric Head, Director of Community Services)**

E.1.b. ITB 24-021 Bicentennial Park Pool Resurfacing Project; The Pool Specialist of Florida, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and The Pool Specialist of Florida, Inc. for the Bicentennial Park pool resurfacing project. **(Eric Head, Director of Community Services)**

E.1.c. QTE 22-138 Amendment No. 2; Mowing Services at Sheriff's Admin Building; Top Hat, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Top Hat, Inc. to extend the duration of the agreement to November 7, 2025. **(Eric Head, Director of Community Services)**

E.1.d. ITB 24-147 Imperial Gardens Mobile Home Park (MHP) Plant Interconnection Project; Midsouth, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Midsouth, Inc. for the Imperial Gardens Mobile Home Park (MHP) Plant Interconnection Project. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.e. ITB 21-087 Amendments; Medical Supplies for Fire Rescue Purchase and Delivery; Boundtree Medical, LLC, Henry Schein, Inc. and Medline Industries, LP

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Boundtree Medical, LLC, execute Amendment No. 4 to the Agreement between Citrus County, Florida and Henry Schein, Inc. and execute Amendment No. 1 to the Agreement between Citrus County, Florida and Medline Industries, LP for the purchase and delivery of the medical supplies needed for Fire Rescue/EMS on an as-needed basis. **(Craig Stevens, Fire Chief)**

E.1.f. ITB 21-014 Amendment No. 2; Contract Mowing for the Crystal River and Inverness Airport; Gilmer Lawn Service, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Gilmer Lawn Services, Inc. to modify the Scope of Services and rate of payment. **(Carlton Hall, Interim Director of Public Works)**

E.1.g. RFQ 24-080 Work Authorization; Continuing Services Contract for Construction Services; Painting Exterior of the Lecanto Government Building; Fathom General Contractors, LLC

Approve and Authorize the Chairman to execute a Work Authorization for Fathom General Contractors, LLC to paint the exterior of the Lecanto Government Building. **(Carlton Hall, Interim Director of Public Works)**

E.1.h. RFQ 21-095 Work Authorization; Continuing Contract for Professional Engineering Services; Placid-Venturi Drainage Improvements; DRMP, Inc.

Approve and Authorize the Chairman to execute a Work Authorization to DRMP, Inc. for the Placid-Venturi Drainage Improvements project. **(Carlton Hall, Interim Director of Public Works)**

E.1.i. RFQ 21-095 Work Authorization; Continuing Contract for Professional Engineering Services; Woodhill-Woodside Drainage Improvements; DRMP, Inc.

Approve and Authorize the Chairman to execute a Work Authorization to DRMP, Inc. for the Woodhill-Woodside Drainage Improvements project. **(Carlton Hall, Interim Director of Public Works)**

E.1.j. RFQ 21-095 Work Authorization; Continuing Contract for Professional Engineering Services; Hamburg-Frankfurter Drainage Improvements; DRMP, Inc.

Approve and Authorize the Chairman to execute a Work Authorization to DRMP, Inc. for the Hamburg-Frankfurter Drainage Improvements project. **(Carlton Hall, Interim Director of Public Works)**

E.1.k. RFQ 21-095 Work Authorization; Continuing Contract for Professional Engineering Services; W. Cornflower Drive Culvert Upgrade and Stormwater Improvements; Stantec Consulting Services, Inc.

Approve and Authorize the Chairman to execute a Work Authorization to Stantec Consulting Services, Inc. for the W. Cornflower Drive Culvert Upgrade and Stormwater Improvements project. **(Carlton Hall, Interim Director of Public Works)**

E.1.l. RFQ 24-103 Pavement Management Services-Mott MacDonald Florida, LLC

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Mott MacDonald Florida, LLC to provide Pavement Management Services to focus on roadway inventory collection and condition rating, quality assurance of condition rating datasets and the configuration and implementation of the Trimble AgileAssets Pavement Analyst™ software, development of program processes and documentation, as well as post Go-live support services, once Agreement is received and approved by County Attorney's Office and Certificate of Insurance is approved by Risk Department.

b. Approve and Authorize the Chairman to execute the Trimble Software Licensing Agreement, terms and conditions and related documents attached as Appendix B included in the Mott MacDonald Florida, LLC Agreement.

c. Approve related budget transfer **(Carl Hall, Acting Public Works, Director)**.

E.1.m. RFQ 21-095 Amendments; Continuing Contract for Professional Engineering Services; Multiple Consultants

Approve and Authorize the Chairman to execute the Amendment to the Agreement between Citrus County, Florida and AECOM Technical Services, Inc., between Citrus County, Florida and American Infrastructure Development, Inc., between Citrus County, Florida and DRMP, Inc., between Citrus County, Florida and G-A-I Consultants, Inc., between Citrus County, Florida and Hanson Professional Services Inc., between Citrus County, Florida and Infrastructure Consulting & Engineering, PLLC, LLC, between Citrus County, Florida and Kimley-Horn and Associates, Inc., between Citrus County, Florida and Michael G. Czerwinski, P.A., between Citrus County, Florida and Professional Service Industries, Inc., between Citrus County, Florida and Stantec Consulting Services, Inc., and between Citrus County, Florida and Tierra, Inc. **(Carlton Hall, Interim Director of Public Works)**

E.1.n. AGR 25-031 American Rescue Plan Act (ARPA) Funding Agreement; Clerk of the Circuit Court and Comptroller

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Clerk of the Circuit Court and Comptroller once executed by Clerk and approved by County Attorney's Office to fund the project to digitize their collection of official and historical records from 1887 through 1979. The ARPA funding for this project is in an amount not to exceed \$300,000 and completed by December 31, 2025. **(Clerk of Courts, Angela Vick)**

E.1.o. PB 24-211 GSA Schedule No. 47QSWA18D008F; Building Department Software Platform for permitting, licensing and code enforcement using Accela Inc. and Byrne Software Technologies, Inc.; Carahsoft Technology Corp

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Carahsoft Technology Corp to provide a Building Department Software Platform for permitting, licensing and code enforcement once the Agreement is received and approved by the County Attorney's Office and Certificate of Insurance is approved by the Risk Department. **(Eric Landon, Growth Managment, Director)**

E.1.p. PB 24-223 OMNIA GA Partners Contract #23-6692; PermitRocket Software LLC dba ePermitHub; Carahsoft Technology Corp

Approve and Authorize Chairman to execute the Agreement between Citrus County, Florida and PermitRocket Software LLC dba ePermitHub to provide a ePermitHub software to work in connection with Accela and Byrne, once the executed Agreement is received, approved by the County Attorney's Office and the Certificate of Insurance is approved by the Risk Department. **(Eric Landon, Growth Management, Director)**

E.1.q. RFP 24-077 County-Wide Electronic Payment Solution; Invoice Cloud, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Invoice Cloud, Inc. to provide electronic payment solutions throughout our County departments. **(Erin Dohren, Management & Budget Director)**

E.1.r. RFP 24-173A State Lobbyist Services; The Advocacy Group at Cardenas Partners, LLC dba The Advocacy Partners

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and The Advocacy Group at Cardenas Partners, LLC dba The Advocacy Partners to provide State Lobbyist Services, once the Agreement is received by staff and approved by the County Attorney's Office and Certificate of Insurance is approved by the Risk Department.

(Erin Dohren, Management & Budget Director)

E.1.s. RFP 24-174 Five-Year Financial Strategic Plan; PFM Group Consulting LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and PFM Group Consulting LLC to provide the County with a Five-Year Financial Strategic Plan, once the Agreement has been received and approved by the County Attorney's office and the Certificate of Insurance is approved by the Risk Department. **(Erin Dohren, Management & Budget, Director)**

E.2. Budget Transfers

a. Approve the budget transfers for Animal Services, Inverness Airport Maintenance & Remarketing Grant, Transit Services (2), Visitor & Convention Bureau and the Litter Program for fiscal year 2023-2024.

b. Approve the budget transfers for Visitor & Convention Bureau, American Rescue Plan Grant, Housing Services and Public Safety for fiscal year 2024-2025.

(Erin Dohren, Director, Management & Budget)

E.3. Budget Resolutions

a. Adopt and authorize the Chairman to execute a resolution adopting/amending the Older Americans Act-American Rescue Plan-Title III C-2 grant budget for fiscal year 2023-2024.

b. Adopt and authorize the Chairman to execute a resolution adopting/amending the Phone System, the Florida Department of Transportation 5307 Operations and Capital grant, the Florida Department of Transportation 5339 Capital grant, the Residential/Major Road and the Southwest Florida Water Management District (SWFWMD) grant budgets for fiscal year 2024-2025.

(Erin Dohren, Director Management & Budget)

E.4. LPA0410 Old Homosassa North Septic to Sewer DEP Grant Amendment 1

Approve and Authorize the Chairman to execute grant contract LPA 0410 between Citrus County, Florida and FDEP for the Old Homosassa North Septic to Sewer Project. **(Ken Cheek, P.E, Water Resources Director, Leonard Brown, Water Resources Project Manager)**

E.5. LPA0130 Old Homosassa East Septic to Sewer DEP Grant Amendment 2

Approve and Authorize the Chairman to execute grant contract LPA 0130 between Citrus County, Florida and FDEP for the Old Homosassa East Septic to Sewer Project. **(Ken Cheek, P.E, Water Resources Director, Leonard Brown, Water Resources Project Manager)**

E.6. First Amendment to Agreement No. WG039 between the Department of Environmental Protection and Citrus County, Florida for the Fort Island Trail Septic Remediation Project

Approve and Authorize the Chairman to execute the first amendment to the contract between Citrus County, Florida and Department of Environmental Protection for the Fort Island Trail Septic Remediation Project. **(Ken Cheek, Water Resources Director, Leonard Brown, Water Resources Project Manager)**

E.7. CR480 to SWRWRF Force Main Extension Project ITB 23-083 Release of Retainage

Accept the completed CR480 to SWRWRF Force Main Extension Project and approve the release of retainage in the amount of \$35,941.43 to Art Walker Construction, Inc. **(Ken Cheek, P.E., Water Resources Director)**

E.8. Fort Island Trail Septic Remediation Project ITB 23-052 Release of Retainage

Accept the completed Fort Island Trail Septic Remediation Project and approve the release of retainage in the amount of \$84,123.05 to Midsouth, Inc. **(Ken Cheek, P.E., Water Resources Director)**

E.9. Miller Pipe Emergency Purchase

Ratify Water Resources emergency purchase totaling \$141,310. **(Ken Cheek, Water Resources Director)**

E.10. Suncoast Parkway 2, Phase 3A from CR486 to CR495 – Memorandum of Agreement

- a. Approve and authorize the Chairman to sign the Memorandum of Agreement establishing the relationship between the State of Florida, Florida Department of Transportation and Citrus County, Florida, with respect to the general responsibilities of the parties regarding conveyances of the properties needed and associated with the Suncoast Parkway 2, Phase 3A from CR486 to CR495 (Project) and to establish ownership, easements and maintenance responsibilities of specific roadway and other improvements after completion of the Project.
- b. Approve and authorize property and easement conveyances for the purpose of constructing the Project and approve and authorize the Chairman to execute a County Deed, between the State of Florida, Department of Transportation and Citrus County, Florida, a political subdivision of the State of Florida.
- c. Approve and authorize the Chairman to execute any subsequent modifications to the Memorandum of Agreement as needed with regard to the Project without further review or approval of the Board.
- d. Approve and authorize the Chairman or designee to execute all related closing documents regarding the Project.
- e. Authorize staff to execute all other documents related to the closing of the property with the exception of recordable documents; approve and authorize payment of related closing costs associated with the Project property acquisitions.
- f. Authorize the Clerk to record the Memorandum of Agreement in the Public Records of Citrus County, Florida, upon receipt of the fully executed documents from the State of Florida, Florida Department of Transportation, record a subsequent

County Deed, and to place acceptance stamp on any subsequent documents upon receipt and record said documents in the Public Records of Citrus County, Florida. **(Carlton Hall, interim Public Works Director/Walt Eastmond, Technical Services Director)**

E.11. Termination of Waste Disposal Account Agreement for US Lawns of Citrus County, Inc.

Approve termination of the Waste Disposal Account Agreement between Citrus County and US Lawns of Citrus County dated May 26, 2009. **(Carlton Hall, Interim Public Works Director)**

E.12. State Aid to Libraries Grant Agreement for Fiscal Year 2025

a. Approve and authorize the Chairman to execute a State aid to Libraries Grant Agreement between the Florida Department of State, Division of Library and Information Services and Citrus County, Florida for Fiscal Year 2025. Estimated grant amount is \$51,777. No matching funds required.

b. Approve and authorize the Chairman to execute supporting documents including Certification of Hours, Free Library Service and Access to Materials Form, and Annual Plan of Service for 2025. **(Eric Head, Director Community Services)**

E.13. FY24 Equitable Sharing Agreement Certification (ESAC)

Approve and authorize the Chairman to execute the Equitable Sharing Agreement and Certification for the FY 24 Annual Equitable Sharing Reporting. **(Citrus County Sheriff's Office)**

F. OUTSTANDING COMMISSION ITEMS

www.citrusbocc.com/departments/commissioners/commissioner_projects.php

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Hurricane Substantial Damage Update

G.2. Inverness Village IV Update

a. Approve and authorize the Chairman to execute the work authorization between Citrus County, Florida and Burrell Engineering, Inc. to provide professional engineering services for Inverness Village IV Phase 1 conceptual drainage analysis at a cost of \$19,950.

b. Approve related budget transfer.

G.3. Countywide Resurfacing and Preservation Project Update

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 P.M. Presentation: Inverness Airport Project Update

Inverness Airport presentation from Daniel Elsie Operations Manager, ICE

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Aviation Advisory Board - Nominate and Appoint

Nominate and Appoint one individual to the Aviation Advisory Board as a District 3 member to fill the term that will expire January 31, 2025.

Heiko Kallenbach - wishes to be appointed

The vacancy for this appointment was announced at the September 24, 2024 Board of County Commissioner's meeting.

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

K.1. Commissioner Remarks

L. COMMISSIONER JEFF KINNARD D.C. - DISTRICT 1

M. 2ND VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. ADVISORY BOARD ANNOUNCEMENTS

S. UPCOMING MEETINGS

1. Regular Meeting, November 19, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, December 10, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

U. PUBLIC HEARINGS

U.1. 5:01 p.m. PUD2306 Citrus Hills Investment Properties for Brentwood/Davis Reserve -Revise Setbacks

- a. Conduct a public hearing on November 7, 2024, at 5:01 pm to consider application PUD2306, Citrus Hills Investment Properties for Brentwood/Davis Reserve.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD2306, Citrus Hills Investment Properties for Brentwood/Davis Reserve. **(Eric Landon, Growth Management Director)**

U.2. 5:05 p.m. CPA/AA/PUD-2024-00019 Stillwell/Lecanto Preserve - amend master plan

- a. Conduct a public hearing on November 7, 2024, at 5:05 pm to consider application CPA/AA/PUD-2024-00019, Law Office of Clark A. Stillwell for Sterling Residential, LLC and Sterling Commercial, LLC (Lecanto Preserve).
- b. If approved, direct the Chair and Clerk to execute the ordinances for CPA/AA/PUD-2024-00019, Law Office of Clark A. Stillwell for Sterling Residential, LLC and Sterling Commercial, LLC (Lecanto Preserve). **(Eric Landon, Growth Management Director)**

U.3. 5:10 p.m. CPA/AA/PUD-2024-00008 Local Engineering, Inc. for Veer Real Estate, Inc.

- a. Conduct a public hearing on November 7, 2024, at 5:10 p.m. to consider application CPA/AA/PUD-2024-00008 Local Engineering, Inc. for Veer Real Estate, Inc.
- b. If approved, direct the Chair and Clerk to execute the ordinances for CPA/AA/PUD-2024-00008 Local Engineering, Inc. for Veer Real Estate, Inc. **(Eric Landon, Growth Management Director)**

U.4. 5:15 p.m. AA-2024-00008 William Williams and Shannon Snook

- a. Conduct a public hearing on November 7, 2024, at 5:15 pm to consider application AA-2024-00008, William Williams and Shannon Snook.
- b. If approved, direct the Chair and Clerk to execute the ordinance for AA-2024-00008, William Williams and Shannon Snook. **(Eric Landon, Growth Management Director)**

U.5. 5:20 p.m. PUD 2478 Calvary Christian Center Assembly of God

- a. Conduct a public hearing on November 7, 2024, at 5:20 pm to consider application PUD2478, Calvary Christian Center Assembly of God.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD2478, Calvary Christian Center Assembly of God. **(Eric Landon, Growth Management Director)**

U.6. 5:25 p.m. CPA/AA/PUD-2023-00011 Kathie Ebaugh for The Crossings

- a. Conduct a public hearing on November 7, 2024, at 5:25 pm to consider application CPA/AA/PUD-2023-00011 Kathie Ebaugh for The Crossings.
- b. If approved, direct staff to transmit the application to the Florida Commerce/Bureau of Community Planning and Growth and other State agencies for review and comment. **(Eric Landon, Growth Management Director)**

V. ADJOURN