



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

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

MINUTES

October 29, 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**

A. CALL TO ORDER

October 29, 2024 Citrus County Courthouse
The meeting was called to order at 1:00 PM.

A.1. Invocation

Pastor Marple Lewis, from Cross Ridge Church in Lecanto, gave the Invocation.

A.2. Pledge of Allegiance

Veteran Services Manager Philip Watson, a U.S. Air Force Veteran, led the Pledge of Allegiance.

A.3. Roll Call

Present: Ruthie Davis Schlabach, Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan County Administrator Steve Howard, County Attorney Denise Lyn, Deputy Clerk Ashlyn Russ, Deputy Clerk Amy Novinger

Absent: Clerk of the Circuit Court and Comptroller Angela Vick

A.4. Approval of Agenda

County Administrator Steve Howard submitted additional information for items E11 and N1.

Motion to approve the Agenda, item A4, with addition of items E11 and N1.

Deputy Clerk Ashlyn Russ requested clarification of the motion.

The motion was amended to change the phrase "additional items" to

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"additional information".

RESULT: **Adopted**
MOVER: Rebecca Bays
SECONDER: Ruthie Davis Schlabach
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

B. CONSENT

Motion to approve the Consent Agenda.

RESULT: **Adopted**
MOVER: Diana Finegan
SECONDER: Ruthie Davis Schlabach
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

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B.1. Minutes of the Board of County Commissioners

Approve the minutes of the Board of County Commissioners for the September 24, 2024 meeting.

Administration

No items.

Attorneys Office

No items.

Clerk

No items.

Community Services

No items.

Fire Services

No items.

Human Resources

No items.

Management and Budget

No items.

Growth Management

No items.

Public Works

No items.

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

B.2. Assignment of Utility Improvement Construction and Reimbursement Agreement

- a. Approve and acknowledge receipt of this assignment from CR 486, LLC to Delta Land Group, LLC.
- b. Authorize the Clerk to record Development Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

Set Public Hearings Workshops

No items.

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

Motion to approve items C1 through C6.

RESULT: **Adopted**

MOVER: Diana Finegan

SECONDER: Jeff Kinnard D.C.

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Following this item, Chair Holly Davis shared information regarding a "Florida Native Plants" presentation from the Florida Association of Counties Conference.

C.1. Proclamation Veterans Appreciation Week and Veterans Day

Approve and authorize the Board to execute a Proclamation declaring the week of November 11 through November 17, 2024, as "Veterans Appreciation Week" in Citrus County, Florida and November 11, 2023, be designated as "Veterans Day" in Citrus County, Florida.

C.2. Proclamation -- Friends of the Library Month

Approve and authorize the Board to execute a proclamation extending appreciation to the Friends of the Library and declaring October 2024 as "Friends of the Library Month" in Citrus County, Florida.

C.3. Proclamation -- Fire Prevention Week 2024

Approve and authorize the Board to execute a Proclamation declaring October 6 through 12, 2024 as "Fire Prevention Week TM" in Citrus County, Florida. "Smoke alarms: Make them work for you!TM".

C.4. Proclamation -- KCCB Acres of Glass Recycling

Approve and authorize the Citrus County Board of County Commissioners to recognize KCCB Acres of Glass Recycling

C.5. Proclamation -- Florida Native Plant Month

Approve and Authorize the board to proclaim the month of October "Florida Native Plant Month".

C.6. Proclamation -- Breast Cancer Awareness Month

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Approve and authorize the Citrus County Board of County Commissioners to recognize October, 2024 as Breast Cancer Awareness Month.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Elaine Hoban

Cindi Fein, Executive Director for the National Alliance on Mental Illness (NAMI)

Becky Beattie

Gill Phelan

Dr. Carmen Koubicek

Terry Weber Nelles

Laurie Pettengill

Janet Barek

Commissioners responded to comments from the public.

County Attorney Denise A. Dymond Lyn and County Administrator Steve Howard responded to the Board regarding Inverness Village IV.

Public Speaker Forms for Item D

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a through f.

Citizen Janet Barek commented and Fire Chief Craig Stevens responded to comments from Ms. Barek prior to the vote.

RESULT: Adopted

MOVER: Ruthie Davis Schlabach

SECONDER: Jeff Kinnard D.C.

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Public Speaker Form for Item E1

E.1.a. QTE 21-152 Amendment No. 2; Nature Coast EMS Landscape Maintenance; JDMF, LLC

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Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and JDMF, LLC, extending the duration of the Agreement to November 8, 2025. **(Eric Head, Director of Community Services)**

E.1.b. RFQ 24-080 Work Authorization; Continuing Services Contract for Construction Services; Central Ridge Community Center Re-roof; Fathom General Contractors, LLC

a. Approve and Authorize the Chairman to execute a Work Authorization for Fathom General Contractors, LLC to provide construction services for the Central Ridge Community Center re-roof of the flat roof and the roof over the Auditorium.

b. Approve related budget transfer **(Carlton Hall, Interim Director of Public Works)**

E.1.c. ITB 23-114 Amendment No. 1; Bicentennial Park Sewer Improvement Project; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc. to extend the date for final completion to October 28, 2024. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.d. ITB 24-106 Agreement; North Museum Point Bridge Repair Project over Indian River; Southern Road & Bridge, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Southern Road & Bridge, LLC for the repairs to the North Museum Point Bridge over Indian River Project. **(Carlton Hall, Interim Public Works Director)**

E.1.e. RFQ 24-080 Work Authorization; Continuing Services Contract for Construction Services; Lecanto Government Building Gutters; Stokes Construction & Maintenance, LLC

Approve and Authorize the Chairman to execute a Work Authorization for Stokes Construction & Maintenance, LLC to provide construction services for the removal and installation of gutters and downspouts at the Lecanto Government Building. **(Carlton Hall, Interim Director of Public Works)**

E.1.f. PB 24-191 Agreement; FSA # FSA23-VEF17.0 Fire & Rescue Vehicles, Boats, & Other Equipment; Ten-8 Fire & Safety, LLC

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Ten-8 Fire & Safety, LLC for the purchase of an ambulance for Emergency Management Services.
- b. Approve related Budget Transfer. **(Craig Stevens, Fire Chief, Fire Rescue/EMS)**

E.2. Budget Transfers

Approve the budget transfers for Transit Services and the Supervisor of Elections for fiscal year 2023-2024. **(Erin Dohren, Director, Management & Budget)**

Motion to approve item E2.

RESULT: Adopted
MOVER: Jeff Kinnard D.C.
SECONDER: Ruthie Davis Schlabach
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

E.3. Budget Resolutions

- a. Adopt and authorize the Chairman to execute a resolution adopting/amending the State Housing Initiative Partnership (SHIP) grant budgets for fiscal year 2023-2024.
- b. Adopt and authorize the Chairman to execute a resolution adopting/amending the Department of Environmental Protection grant, the State Housing Initiative Partnership (SHIP) grant and the Residential/ Major Road budgets for fiscal year 2024-2025. **(Erin Dohren, Director Management & Budget)**

Motion to approve item E3a and b.

RESULT: Adopted
MOVER: Diana Finegan
SECONDER: Jeff Kinnard D.C.
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

Resolution Numbers 2024-101 and 2024-102

E.4. Land Acquisitions for Stormwater Management

- a. Approve and authorize the Chairman to execute a Purchase and Sale Agreement from Eliezer Detres, AK 1808715 - 3677 S Ventura Ave., Inverness, FL. & Eliezer Detres, AK 1808723 - 3691 S Ventura Ave., Inverness, FL.
- b. Authorize staff to order a title search and execute all other documents related

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to the closing of the property, except for recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.

c. Approve and authorize the Chairman or designee to execute all related closing documents and authorize the Clerk to place the acceptance stamp on the deeds upon receipt and record all documents in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

Motion to approve item E4a, b, and c.

RESULT: Adopted

MOVER: Ruthie Davis Schlabach

SECONDER: Rebecca Bays

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

E.5. SRF Loan application for Old Homosassa Downtown West Septic to Sewer Project CIP U2018-01

Approve and authorize the Chair to execute the SRF loan application and Resolution. **(Ken Cheek, P.E, Water Resources Director)**

Motion to approve item E5.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Ruthie Davis Schlabach

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Resolution Number 2024-103

E.6. SRF Loan application for Old Homosassa Downtown East Septic to Sewer Project CIP U2018-02

Approve and authorize the Chair to execute the SRF loan application and Resolution **(Ken Cheek, P.E, Water Resources Director)**

Motion to approve item E6.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Ruthie Davis Schlabach

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Resolution Number 2024-104

E.7. Fy24 Edward Byrne Memorial Justice Assistance Grant (JAG)

Approve and authorize the Chairman to approve this process. **(William DiGelamaro, IT Director CCSO)**

Motion to approve item E7.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Diana Finegan

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Clerk's Note: This item was heard before the 1:15 PM time-certain presentation.

E.8. Small County Outreach Program Agreement (SCOP) 448501 1 54 01, for Full Depth Reclamation and Resurfacing E Turner Camp Rd from E Matthew Meadow Ct to Termination

- a. Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, Florida and the State of Florida Department of Transportation for the Small County Outreach Program for E Turner Camp Rd from E Matthew Meadow Ct to Termination.
- b. Approve and authorize the Chairman to execute the Small County Outreach Program Agreement between Citrus County, Florida, and the Florida Department of Transportation for Full Depth Reclamation and Resurfacing of E Turner Camp Rd from E Matthew Meadow Ct to Termination. The FDOT portion will be \$2,383,837 and the County's participation will be \$1,011,326. **(Carlton Hall, Interim Public Works Director & Walt Eastmond, Technical Services Director)**

Motion to approve item E8a and b.

RESULT: Adopted

MOVER: Rebecca Bays

SECONDER: Ruthie Davis Schlabach

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

Resolution Number 2024-105

E.9. Certificate of Public Convenience and Necessity (COPCN) for E-Care Ambulance Service, Inc.

If approved and authorized by the Chairman to execute a Certificate of Public Convenience and Necessity for E-Care Ambulance Services, Inc. to establish basic and advanced life support non-emergency ground ambulance services in Citrus County, Florida, the certification will be valid for five (5) years with an expiration date of September 30, 2029. **(Craig Stevens, Fire Chief)**

Motion to approve item E9.

The following citizens commented: Jeff Taylor, Chief Operating Officer for Medfleet Ambulance; Thomas Quinn, Public "Professional" Relations for Medfleet Ambulance; Brian Haff, Director of Support Services for Medfleet Ambulance; Alberto Naranjo, representing E-Care Ambulance; Kaitlyn Armstrong, Operations Director for E-Care Ambulance; Dr. Keith Gould, ER Doctor previously with HCA Citrus Florida Hospital and now with Tampa General Hospital; Josh Wooten, President and CEO of the Citrus County Chamber of Commerce; and Janet Barek.

Commissioners responded to comments from the public, Board discussion ensued, and County Attorney Denise A. Dymond Lyn and Fire Chief Craig Stevens responded to questions from the Board.

The motion and second were rescinded.

Motion to schedule a public hearing to determine the needs of this application and that both parties will state their case.

Ms. Lyn provided a recommendation to the Board regarding the motion.

The motion was amended to: Motion to schedule a public hearing for the applicant to state their case for the needs of Citrus County.

Board discussion ensued prior to the vote.

RESULT: **Adopted**
MOVER: Ruthie Davis Schlabach
SECONDER: Holly L. Davis
AYES: Davis Schlabach, Davis, Bays
NAY: Kinnard D.C., Finegan

[Public Speaker Forms for Item E9](#)

E.10. Road Resurfacing - Localized Repairs

a. Request the BOCC to approve the additional funding in the amount of \$200,000 for localized repairs along with any necessary budget transfer.

b. Approved related budget transfer (**Carlton Hall, Interim Public Works Director/Walt Eastmond, Technical Services Director**)

Motion to approve item E10a and b.

RESULT: **Adopted**
MOVER: Jeff Kinnard D.C.
SECONDER: Diana Finegan

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

E.11. Hernando Beach Use Agreement - Dragon Boat Festival 2024

Approve and authorize the Chairman to execute the Hernando Beach Use Agreement between Citrus County, Florida, and the Citrus County Education Foundation, Inc. to allow for the Dragon Boat Festival 2024 to be held at Hernando Beach on Saturday, November 2, 2024. The boat ramp will be closed the evening of October 31, 2024, to allow for the setup of the festival which begins on Friday, November 1, 2024. The ramp will be opened back up on the evening of Saturday, November 2, 2024. **(Eric Head, Community Services Director)**

Motion to approve item E11.

RESULT: Adopted
MOVER: Jeff Kinnard D.C.
SECONDER: Diana Finegan
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

[Additional Information for Item E11](#)

E.12. CoreCivic Contract Monitoring Update for September 2024

At the September 24th BOCC meeting, the Board gave direction to extend the pause for non-performance assessments for an additional 3 months beginning in September. September will be the first of 3 months that the extension of the waiver of the non-performance assessment will not be charged. **(Steve Howard, County Administrator /Joseph Whittick, Contract Monitor)**

There was no action taken on this item.

Clerk's Note: CoreCivic provided the update under item H1.

E.13. Retention Pond Expansion and Maintenance Agreement

Approve and authorize the Chairman to execute the Retention Pond Expansion and Maintenance Agreement and the permitting authorization forms, and Direct the Clerk of the Court to record the agreement in the public record of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director/Walt Eastmond, Technical Services Director).**

Motion to approve item E13.

RESULT: Adopted
MOVER: Jeff Kinnard D.C.
SECONDER: Diana Finegan
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

E.14. LifeStream Behavioral Center Agreement with Citrus County Fiscal Year 2024-2025

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Lifestream Behavioral Center, Inc. to provide substance abuse and mental health services in Citrus County. This agreement will become effective upon the date it is executed by the last party. The term of the agreement will be for a one (1) year period starting October 1, 2024, to September 30, 2025. **(Eric Head, Community Services, Director)**

Motion to approve item E14.

Citizen Gene McGee commented and responded to questions from the Board, followed by Board discussion prior to the vote.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Jeff Kinnard D.C.

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

[Additional Information for Item E14](#)

F. OUTSTANDING COMMISSION ITEMS

Clerk's Note: An update was provided at the regular meeting held on October 29, 2024, at 9:00 AM.

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

No items.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 p.m CoreCivic monthly staffing update from Warden Jason Snow, Citrus County Detention Facility

CoreCivic monthly staffing update

Citrus County Detention Facility Warden Jason Snow provided the update and responded to questions from the Board.

There was no action taken on this item.

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

No items.

J. COMMITTEE REPORTS FROM COMMISSIONERS

No items.

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

K.1. New Animal Shelter Permits & Fees

Requesting a vote to direct staff to move forward with the necessary permitting fees and any other applicable fees associated with the new animal services shelter project.

Commissioner Schlabach provided the recommendation and Management and Budget Director Erin Dohren responded to questions from the Board.

Motion to approve item K1.

The following citizens commented: Janet Barek and Josh Wooten, President and CEO of the Citrus County Chamber of Commerce.

Commissioners responded to citizen comments, followed by Board discussion with County Administrator Steve Howard, Ms. Dohren, and Community Services Director Eric Head.

RESULT: **Adopted**
MOVER: Ruthie Davis Schlabach
SECONDER: Holly L. Davis
AYES: Davis Schlabach, Davis, Bays
NAY: Kinnard D.C., Finegan

[Public Speaker Form for Item K1](#)

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

No items.

M. 2ND VICE CHAIR DIANA FINEGAN - DISTRICT 2

No items.

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

N.1. Corridor Alignment Study for Major Roadways

a. Approve and authorize the Chairman to request the County Attorney's Office to engage outside Eminent Domain Legal Counsel and experts to analyze and develop Right of Way planning and alignment corridors, corridor protection ordinance, land use overlays, shared/regional drainage, storm water harvesting and recommendations for amendments to the Comprehensive Plan and Land Development Code.

Technical Services Director Walt Eastmond provided the recommendation and introduced Campbell McLean, Attorney with GRAYROBINSON, who provided the presentation, and Mr. McLean and Mr. Eastmond responded to questions from the Board.

Motion to proceed with CR491 from Pine Ridge to SR200.

The following citizens addressed the Board: Janet Barek and Josh Wooten, President and CEO of the Citrus County Chamber of Commerce.

RESULT: Adopted

MOVER: Rebecca Bays

SECONDER: Jeff Kinnard D.C.

AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

NAY: None

[Additional Information for Item N1](#)

[Item N1 PowerPoint](#)

[Public Speaker Form for Item N1](#)

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

No items.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

Q. OPEN TO THE PUBLIC

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The following individual addressed the Board on various issues:

Marie William

[Public Speaker Form for Item Q](#)

R. ADVISORY BOARD ANNOUNCEMENTS

R.1. Special Library District Advisory Board - Announce Expiration of Terms

Executive Assistant Elaine Thomas announced the vacancies for the Special Library District Advisory Board.

S. UPCOMING MEETINGS

1. Regular Meeting, November 7, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, November 19, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. 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

No items.

U. PUBLIC HEARINGS

No items.

V. ADJOURN

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The meeting was adjourned at 4:15pm.

[Proof of Publication](#)