BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA

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

MINUTES

January 14, 2025 - 1:00 PM

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

Steve L. Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Traci Perry, Clerk of the Circuit Court and Comptroller

A. CALL TO ORDER

January 14, 2025 Citrus County Courthouse
The meeting was called to order at 1:01 PM.

A.1. Invocation

Pastor Lloyd Bertine, from Gulf to Lake Church, gave the Invocation.

A.2. Pledge of Allegiance

Pastor Lloyd Bertine, from Gulf to Lake Church, led the Pledge of Allegiance.

A.3. Roll Call

Present: Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan, Janet Barek, County Administrator Steve Howard, County Attorney Denise Lyn, Clerk of the Circuit Court and Comptroller Traci Perry, Deputy Clerk Amy Novinger, Deputy Clerk Ashlyn Russ

Absent: None

A.4. Approval of Agenda

County Administrator Steve Howard requested the addition of item H4 and submitted additional information for items E3, S1, and S2.

Motion to approve the Agenda, with the changes as spoken by Mr. Howard.

Deputy Clerk Amy Novinger requested clarification of the motion.

RESULT: **Adopted**
MOVER: Diana Finegan

SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

B. PROCLAMATIONS, AWARDS & PRESENTATIONS

Motion to approve items B1 and B2.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

B.1. Proclamation -- National Certified Registered Nurse Anesthetists Week
Approve & Authorize Chairman to proclaim January 19-25, 2025 as National CRNA Week.

B.2. Present a check to the Board of County Commissioners from the Withlacoochee River Electric Cooperative, Inc.
Mr. James Monbarren, District Manager of Withlacoochee River Electric Cooperative, Inc., Crystal River, will present the Board of County Commissioners with a capital credit check from the Withlacoochee River Electric Cooperative, Inc.

C. CONSENT

Motion to approve the Consent Agenda, in its entirety.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Janet Barek
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Following this item, Citrus County Sheriff David Vincent addressed the Board.

Minutes

C.1. Minutes of the Board of County Commissioners
Approve the minutes of the Board of County Commissioners for the December 10, 2024, regular meeting.

C.2. Minutes of the Board of County Commissioners
Approve the minutes of the Board of County Commissioners for the following meetings:
December 17, 2024 Legislative Retreat
December 19, 2024 Attorney Client Session

Administration

No items.

Attorneys Office

C.3. Continuation Certificates for Public Official Bonds
Approve Continuation Certificates for the Public Official Bonds for Commissioner Kinnard and Commissioner Davis. **(Denise Lyn, County Attorney)**

Clerk

C.4. 2024-08 BOCC IT Governance Audit
(Pursuant to Florida Statutes (F.S.) 281.301(1) and 119.071(3), this audit report is exempt from public access or disclosure.)
Receipt and acknowledgement of 2024-08 BOCC IT Governance Audit Report.

C.5. 2024-11 Fire Services/Fire Academy Payment Audit
Receipt and acknowledgement of 2024-11 Fire Services/Fire Academy Payment Audit.
The Final Report will be available for public view on the Clerk's Website upon approval by the Board.

C.6. Authorize Clerk Personnel to Sign for Vehicle Tags and Titles

Authorize the Chair to sign the attached document stating Patti Wood, Heather Ewing and Shelley Sansone are authorized signers for vehicle titles and tags on behalf of the Citrus County, Florida when registering a new vehicle and submitting vehicles to auction.

C.7. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

No items.

Fire Services

No items.

Human Resources

C.8. Agreement with College of Central Florida - Co-Op and Internship Agreement

Approve and authorize the Chairman to execute the Co-Op and Internship Agreement with the College of Central Florida. **(June Randall, Human Resources Director)**

C.9. Agreement for Army Career Skills Program Individual Internship/DoD SkillBridge Program

Approve and authorize the Chairman to execute the “Employer Agreement for Army CSP Individual Internship/Approved DoD SkillBridge Program” for Sergeant William McQueen, and Sergeant Vanessa McQueen. **(June Randall, Human Resources Director)**

C.10. Equal Employment Opportunity Plan

Authorize the Chairman to approve the Equal Employment Opportunity Plan in order for Citrus County, Florida to receive Federal and State grants throughout the year with an expiration date of October 1, 2026. **(June Randall, Human Resources Director)**

Management and Budget

C.11. Asset Deletion - Claim 1284374
Approve the deletion of Asset #20331 from the Utilities Division due to the total loss on July 01, 2024. **(Erin Dohren, Management & Budget Director)**

Growth Management

C.12. RPLT2024-00011 US Hwy 19 Conrad RePlat
a. Review and approve RPLT2024-00011, US Hwy. 19 Conrad Plat.
b. If approved, direct the Chair to execute the plat and the Clerk to execute and record the plat in the public records. **(Eric Landon, Growth Management Director).**

Public Works

No items.

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

C.13. Release and Satisfaction of Lien Water and Wastewater Utility Services - Charlotte Foley
a. Approve and authorize the Chairman to execute Release and Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Charlotte Foley.
b. Authorize the Clerk to record Release and Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director)**

C.14. Release and Satisfaction of Lien Water and Wastewater Utility Services - Charles & Anthea Dodgins

a. Approve and authorize the Chairman to execute Release and Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Charles & Anthea Dodgins.
b. Authorize the Clerk to record Release and Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director)**

Set Public Hearings Workshops

No items.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Trina Romeo
Karen Hanna
Donna Rummel
Erik Anthes
Gill Phelan
Bob O'Connell
Bill Geffert
Terry Weber-Nelles
Janeen Eddie

At the request of Commissioner Holly Davis, Chair Rebecca Bays and County Attorney Denise A. Dymond Lyn provided clarification regarding Inverness Village IV.

Public Speaker Forms for Item D

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a through n.

First Vice Chair Diana Finegan commented.

RESULT: Adopted

MOVER:	Jeff Kinnard D.C.
SECONDER:	Janet Barek
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.1.a. PB 25-037 Leon County, Florida Contract No. B-23-005 Florida Certified Public Expenditure Program for Emergency Medical Transportation (PEMT); Public Consulting Group LLC

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Public Consulting Group LLC, to complete the required paperwork, cost reports, and schedules as required by the Agency for Health Care Administration (AHCA) for the participation in the Public Emergency Medical Transportation (PEMT) Program.
b. Approve and Authorize the Chairman to execute the Business Associate Agreement between Citrus County, Florida and Public Consulting Group LLC **(Craig Stevens, Fire Chief of Fire Services)**

E.1.b. PB 25-043 Sourcewell #010424 Firefighting Personal Protective Equipment with Related Equipment Cleaning; Central Alabama Training Solutions, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Central Alabama Training Solutions, Inc. to provide Firefighting Personal Protective Equipment with Related Equipment Cleaning on an as-needed basis. **(Craig Stevens, Fire Chief of Fire Services)**

E.1.c. PB 25-049 TIPS RFP 240501; MRO (Maintenance, Repair, and Operations of Facilities and Grounds) Supplies, Equipment, Tool Rental, Sales and Services; Hydromax USA LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hydromax USA LLC, to provide fire hydrant maintenance and valve preventative maintenance services, on an as-needed basis. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.d. ITB 22-098 Amendment No. 2; Northwest Quadrant Wastewater Extension Project; Amici Engineering Contractors LLC

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Amici Engineering Contractors, LLC, to ratify the terms of the Amended Notice to Proceed and extend the time of final completion to February 21, 2025. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.e. ITB 23-002 Amendment No. 2; Cambridge Greens Septic to Sewer Construction Project; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., to ratify the terms of the Amended Notice to Proceed and extend the time of final completion to April 29, 2025, at no additional cost. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.f. ITB 23-088 Amendment No. 3 (RE-BID) Cardinal Street Force Main Project; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Pave-Rite, Inc., extending the date for final completion to March 25, 2025. There are no additional costs associated with this amendment. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.g. ITB 23-114 Amendment No. 3; Bicentennial Park Sewer Improvement Project; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc., extending the time for final completion to January 27, 2025. No additional cost associated with this Amendment. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.h. ITB 24-218 Bicentennial Park Pool-Chemicals & Equipment; Aqua Triangle 1 Corporation dba Triangle Pool Service

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Aqua Triangle 1 Corporation dba Triangle Pool Service to provide pool chemicals and equipment for the Bicentennial Park Pool on an as-needed basis. **(Eric Head, Community Services Director)**

E.1.i. RFP 25-018 Substance Abuse Therapy/Counseling Services; SMA Healthcare, Inc.

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and SMA Healthcare, Inc. to provide behavioral health and substance abuse treatment for Citrus County Court Alternatives participants as outlined by the Court for a monthly fee of $3,417.
b. Approve and Authorize the Chairman to execute the related Business Associate Agreement between Citrus County, Florida and SMA Healthcare, Inc.

c. Approve and Authorize the Chairman to execute the related Budget Resolution in the amount of $5,300. **(Eric Head, Director of Community Services)**

Resolution Number 2025-001

E.1.j. ITB 22-030 Amendment No. 3; Contract Mowing and Trimming of Median/Curbed Roadways with Litter Pickup; Gamco Properties III, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc., extending the Agreement to March 28, 2026. **(Carlton Hall, Interim Director of Public Works)**

E.1.k. ITB 24-076 Amendment No. 1; REBID Citrus County Central Landfill Leachate Tank Lining; Razorback LLC

Approve and Authorize the Chairman to execute the Amendment to the Agreement between Citrus County, Florida and Razorback LLC to extend the date for final completion to February 27, 2025, and to ratify the terms of the Amended Notice to Proceed. No cost adjustment associated with this Amendment. **(Carlton Hall, Interim Director of Public Works)**

E.1.l. RFQ 23-007 Professional Engineering Services for the Development and Design of a Fuel Tank Expansion Project; Pond & Company Corporation

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pond & Company Corporation to design a fuel tank expansion at the County Maintenance Facility at a cost of $561,255 with a $56,000 contingency allowance, once Agreement is received and reviewed by County Attorney's office and certificate of insurance is approved by Risk Management.
b. Approve related budget transfer. **(Carlton Hall, Interim Public Works Director)**

E.1.m. ITB 22-033 Amendment No. 3; Fire Protection Systems Testing and Repair Services; Piper Fire Protection, LLC

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Piper Fire Protection, LLC, extending the Agreement to March 21, 2026. No cost increase associated with this Amendment. **(Carlton Hall, Interim Director of Public Works)**

E.1.n. LOI 21-067 Amendment No. 4; Code Compliance Special Master & Alternate Special Master Services; Christian W. Waugh, Waugh, PLLC

Authorize and Approve the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Christian W. Waugh, Waugh, PLLC, to renew the Agreement for an additional one (1) year term, extending the duration to April 12, 2026, on an as-needed basis. **(Eric Landon, Growth Management Director)**

E.2. Citrus County Sheriff's Office Budget Amendment Request

a. Vote to approve the requested Budget Amendment request from the Citrus County Sheriff's Office in the amount of $17,459.11 to complete the move of the Sheriff's Fleet Maintenance to another facility/location.
b. Approve related budget transfer.

Motion to approve item E2a and b.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Janet Barek
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.3. Budget Transfers

Approve the budget transfers for Emergency Management Services (EMS) (2), Coastal Regional Library Renovation, Libraries, Imperial Gardens, Utilities, Building, Various Permit Fees and Housing Services (4) for fiscal year 2024-2025. **(Erin Dohren, Director, Management & Budget)**

Motion to approve item E3.

First Vice Chair Diana Finegan commented, followed by Board discussion with County Administrator Steve Howard and County Attorney Denise A. Dymond Lyn prior to the vote.

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

Additional Information for Item E3

Additional Information for Item E3 - Submitted by Citrus County Building Alliance

E.4. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending the Detention Services, the NW Quadrant Sewer Extension grant, and various grant budgets that need to be re-appropriated, the Older American's Act – Title III B grant, the Older American's Act – Title III C-1 grant, the Older American's Act – Title III C-2 grant, the State Housing Initiative Partnership (SHIP) grant, the Hurricane Helene and Hurricane Milton budgets for fiscal year 2024-2025. **(Erin Dohren, Director Management & Budget)**

Motion to approve item E4.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Resolution Number 2025-002

E.5. Citrus County Forfeiture Fund Request

Provide staff direction regarding funding in the amount of $7,398.72 for Anti-Drug Coalition of Citrus County. **(Erin Dohren, Management & Budget Director)**

Motion to approve item E5.

At the request of Commissioner Holly Davis, Chair Rebecca Bays provided clarification of the motion prior to the motion.

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

E.6. Northwest Quadrant Water Main Assessment

a. Set a public hearing on Tuesday, February 11, 2025, at 1:30 P.M. to correct the inaccuracies on the Northwest Quadrant Water Main Assessment Area assessment roll, confirmed and adopted July 23, 2024, by Resolution 2024-065, receive public comment on adoption of a resolution confirming, adopting and certifying a non-ad valorem assessment roll for the Northwest Quadrant Water Main Assessment Area, pursuant to Section 197.3632, Florida Statutes, as it pertains to the properties shown on the attached Executive Summary, and providing an effective date. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E6.

RESULT:	**Adopted**
MOVER:	Diana Finegan

SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.7. Water and Wastewater Agreement For Crystal Ridge Property Group, LLC - Phase 2

Approve and authorize the Chairman to execute the Water and Wastewater Agreement For Crystal Ridge Phase 2, and approve and authorize the Clerk to place an acceptance stamp on the agreement and record in the Public Records of Citrus County Florida. **(Ken Cheek, P.E. Water Resources Director).**

Motion to approve item E7.

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

E.8. Hernando Self-Storage Facility Water Main and Hydrant

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of the 8" water main line, fire hydrant and component parts on E Norvell Bryant Hwy and record in the Public Records of Citrus County Florida. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E8.

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

E.9. Subordination of Utility Interests – Suncoast Parkway 2, Phase 3, Segment 3B

a. Approve and authorize the Chairman to execute the attached Subordination of Utility Interests document between the Florida Department of Transportation and Citrus County, FL.
b. Authorize the Clerk to record the Subordination of Utility Interests in the Public Records of Citrus County, Florida upon receipt of the fully executed document.
(Ken Cheek, P.E., Water Resources Director)

Motion to approve item E9.

Deputy Clerk Amy Novinger requested clarification of the motion.

The motion was amended to add: a and b.

RESULT:	**Adopted**
MOVER:	Janet Barek
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.10. Partial Release of Permanent Access, Maintenance and Utility Easement – Wal-Mart Stores East, L.P.

a. Approve and authorize the Chairman to execute a Partial Release of Perpetual Access, Maintenance and Utility Easement to allow for expansion of the Wal-Mart Fueling Station located at 6885 S. Suncoast Blvd., Homosassa.
b. Authorize Clerk to record the partial release in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E10a and b.

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

E.11. Annapolis Avenue Sewer Force Main Project (ITB 23-082) Release of Retainage – Hartman Civil Construction Co.

Accept the completed Annapolis Avenue Sewer Force Main Project (ITB 23-082) and approve the release of retainage funds in the amount of $13,474.50, (Thirteen thousand four hundred seventy-four dollars and fifty cents) to Hartman Civil Construction Co. **(Ken Cheek, P.E., Director Water Resources)**

Motion to approve item E11.

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

E.12. Small County Outreach Program Agreement (SCOP) 448500 1 54 01, for the Open Grade and Resurfacing of N Deltona Blvd from CR491 to Homeway Loop

a. Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, Florida, a political subdivision of the State of Florida and the State of Florida Department of

Transportation for the Small County Outreach Program for N Deltona Blvd from CR491 to Homeway Loop.
b. Approve and authorize the Chairman to execute the Small County Outreach Program Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Transportation for the Open Grade and Resurfacing of N Deltona Blvd from CR491 to Homeway Loop. The FDOT portion will be $346,746 and the County's participation will be $161,815. **(Carlton Hall, Interim Public Works Director)**

Motion to approve item E12a and b.

Second Vice Chair Janet Barek, Chair Rebecca Bays and County Administrator Steve Howard commented prior to the vote.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Resolution Number 2025-003

E.13. Proposed Aviation Ground Lease Templates

a. Accept the attached aviation Due Diligence Access Agreement, Ground Lease Agreement and Memorandum of Ground Lease Agreement templates and authorize immediate implementation of its use.
b. Approve and authorize the County Administrator or designee authority to complete and execute aviation leases on behalf of the Board in a timely manner and cause them to be presented to the Board for acknowledgment at the next available regular Board meeting. **(Carlton Hall, Interim Public Works Director)**

Motion to approve item E13a and b.

County Attorney Denise A. Dymond Lyn addressed the Board regarding the page numbering.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.14. Agreement to Provide Additional Insured Status and Waiver of Subrogation - Marion Community Hospital, Inc., d/b/a HCA Florida Ocala Hospital

Approve and authorize the Chairman to execute the Agreement to Provide Additional Insured Status and Waiver of Subrogation. **(Craig Stevens, Fire Chief)**

Motion to approve item E14.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

E.15. Club Recovery of Citrus County, Inc. Resolution and Lease Agreement

a. Discussion and consideration of a request from Club Recovery of Citrus County, Inc., a Florida Not for Profit Corporation, to lease the building located on the property known as the Historic Hernando School, located at 2415 N. Florida Ave, Hernando, Florida, for the purpose of promoting the interest and welfare of the community.b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Club Recovery of Citrus County, Inc., a Florida Not for Profit Corporation, to lease property owned by the County.
c. Approve and authorize the Chairman to execute the Lease Agreement for a period of five (5) calendar years, at a rate of $1.00 per year. (Eric Head, Community Services Director)

Motion to approve item E15a, b, and c.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Resolution Number 2025-004

E.16. Florida Department of Transportation Section 5311 Rural Area Funding

Adopt and authorize the Chairman, or 1st Vice Chairman, respectively of the Board of County Commissioners of Citrus County, Florida, to execute a Resolution authorizing the application, contract, amendments, assurances, and certifications as required to obtain funding from the Florida Departments of Transportation, after review by the County Attorney, without the need to bring the documents before the Board for the acceptance of the State of Florida Department of Transportation Section 5311 funding of $200,522. The required county match of $200,522 will be covered with the FDOT State Block Grant G1U24 and match funds that are already allocated. **(Eric Head, Community Services Director)**

Motion to approve item E16.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis

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

Resolution Number 2025-005

E.17. PROTECT grant application for Stormwater

a. Approve and authorize the chairman to execute the Resolution authorizing the application for grant funding from the U.S. Department of Transportation for the PROTECT Discretionary Grant Program.
b. Authorize the Chairman to sign the grant application and resulting contract for receipt of funding from the U.S. Department of Transportation for the PROTECT Discretionary Grant Program, after review by the County Attorney.
c. Authorize the Chairman to sign amendments and modifications to the grant application and resulting contract for receipt of funding from the U.S. Department of Transportation for the PROTECT Discretionary Grant Program, after review by the County Attorney without needing to bring the amendments and modifications to the Board for review.
d. Authorize the designation of a County employee to electronically submit the documents to the U.S. Department of Treasury. **(Carlton Hall, Interim Director of Public Works)**

Motion to approve item E17a, b, c, and d.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Diana Finegan
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Resolution Number 2025-006

F. OUTSTANDING COMMISSION ITEMS

Special Projects Manager Veronica Kampschroer provided the updates and responded to questions from the Board.

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Presentation and Approval of Budget Hearing Dates

Set the dates and times for the FY 2025/2026 Budget Presentation March 11, 2025, and Budget Hearings: Library Special District Preliminary Budget Hearing on Wednesday, July 23, 2025, at 8:30 a.m., Fire Protection Special District Preliminary Budget Hearing on Wednesday, July 23, 2025, at 8:45 a.m., Board of County Commissioners Preliminary Budget Hearing on Wednesday, July 23, 2025, at 9:00 a.m., Tentative Budget Hearing on Thursday, September 11, 2025, at 5:01 p.m., and the Final Budget Hearing on Tuesday, September 23, 2025, at 5:01 p.m. at the Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness. **(Erin Dohren, Management and Budget Director)**

Management and Budget Director Erin Dohren provided the recommendation and responded to questions from the Board, followed by Board discussion.

Consensus of the Board was given to direct staff to draft a resolution to be effective May 1, 2026, regarding the constitutional officer's budget expectations letter.

Deputy Clerk Amy Novinger request clarification of the motion.

Motion to approve item G1.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Diana Finegan
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15pm Presentation: Nabors, Giblin & Nickerson, PA, Heather Encinosa presentation on Local Option sales Tax Options
Presentation from Nabors, Giblin & Nickerson, PA, Heather Encinosa presentation on Local Option sales Tax Options

Heather Encinosa, with the Law Firm of Nabors, Giblin & Nickerson, provided the presentation and responded to questions from the Board.

Board discussion ensued with Ms. Encinosa, County Administrator Steve Howard, and Management and Budget Director Erin Dohren.

Consensus of the Board was given to direct staff to bring back Local Option Sales Tax as an item on the February 11, 2025, meeting for a vote in order to solicitate entities.

Item H1 PowerPoint

H.2. 1:30pm presentation - Annual Investment Performance and Policy Update
Approve and adopt the updated County Investment Policy. **(Traci Perry, Clerk of Court & Comptroller)**

Clerk of the Circuit Court and Comptroller Traci Perry: gave an overview; recognized the partnership with PFM, Senior Financial Analyst Susan Sullivan, Chief Audit Officer Robin Barclay, prior Clerk of the Circuit Court and Comptroller Angela Vick and Accountant Cherice Parrish; and provided the presentation.

Motion to approve item H2.

Chair Rebecca Bays recognized the Clerk of the Circuit Court and Comptroller Traci Perry.

Citizen Sabrina Watson commented.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Janet Barek
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Item H2 PowerPoint

Public Speaker Form for Item H2

H.3. 1:45pm New Animal Shelter Update & Presentation
Consensus to move forward with the solicitation for the new Citrus County Animal Shelter, to be constructed at 3150 W Woodland Ridge Dr in Lecanto.
(Eric Head, Community Services Director)

Community Services Director Eric Head provided the recommendation and responded to questions from the Board, followed by Board discussion with Mr. Head.

Consensus of the Board was given to provide staff direction to move forward with the solicitation of the new Citrus County Animal Shelter, to be constructed at 3150 W. Woodland Ridge Drive in Lecanto, by the majority of the following Board members: Commissioner Jeff Kinnard, D.C.; Commissioner Holly Davis; and Chair Rebecca Bays. The following Board member were not in agreement: First Vice Chair Diana Finegan and Second Vice Chair Janet Barek.

Item H3 PowerPoint

H.4. 1:10 p.m. Presentation - FEMA Direct Temporary Housing
Presentation only-FEMA Representatives

James Murphy, with Federal Emergency Management Agency (FEMA) and Gentry Salter, Individual Assistance Branch Director for Direct Housing with Federal Emergency Management Agency (FEMA) provided the presentation and responded to questions from the Board.

There was no action taken on this item.

Item H4 PowerPoint

Additional Item H4

This item was received after the agenda was published.

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Tourist Development Council - Nominate and Appoint

Nominate and appoint three (3) individuals to the Tourist Development Council; one position is for a Citizen who Demonstrates an Interest in Tourism and two positions are for Owner/Operator of a Tourist Accommodation.

Commissioner Holly Davis commented.

Motion to nominate and appoint Max Schulman and reappoint Michael Shoemaker and LouAnn Jacobs-Willcut to the Tourist Development Council.

Board discussion ensued prior to the vote.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

No items.

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

No items.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

No items.

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

First Vice Chair Diana Finegan recognized Chair Rebecca Bays and Commissioner Jeff Kinnard, D.C. for attending Homosassa River Alliance, followed by comments from Commissioner Holly Davis.

N. CHAIR REBECCA BAYS - DISTRICT 4

N.1. Value Adjustment Board (VAB) Chair Election Vote

Board to vote for 2025 Value Adjustment Board, Chair

Chair Rebecca Bays provided the recommendation and First Vice Chair Diana Finegan commented.

Motion to appoint First Vice Chair Diana Finegan as the Chair of the Value Adjustment Board for 2025.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

N.2. Medical Examiner's Building Project

Discussion and consensus on next step; Marion County would like to review the finances of this project with all the members of the district and develop a reimbursement method for the portion of the $6,000,000 advanced funding that is not Marion County's obligation and share the position of governing board regarding the makeup of District 5 and the continued partnership with District 24.

Commissioner Holly Davis provided the recommendation, followed by Board discussion.

Consensus of the Board was to give staff direction that if any county wants to pull out of the construction of the building, they need to apportion costs that have been expended so far on a population basis.

N.3. Legislative Appropriations Requests 2025

Vote on adoption of the 2025 Legislative Appropriations requests and accompanying policy proposals. Consensus was received during the Legislative Retreat on December 17, 2024.

Interim Public Works Director Carlton Hall and Engineering Director Walt Eastmond provided the Board an update regarding the Barge Canal.

Motion to approve the 2025 Legislative Appropriations request for the Barge Canal Boat Ramp, except the amount requested will be changed to $10 million, and remove "Phase 1" and change to a "fully funded project".

The following citizens addressed the Board: Josh Wooten, President and CEO of the Citrus County Chamber of Commerce and Dixie Hollins, with Citrus Mining and Timber.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis, Bays, Kinnard D.C., Barek
NAY:	Finegan

Following the vote, First Vice Chair Diana Finegan commented.

Board discussion ensued with Mr. Hall and Mr. Eastmond.

Motion to approve balance of the 2025 Legislative Appropriations requests of Halls River Multi-Use Path and Fire Rescue Station 8, as presented.

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

Deputy Clerk Amy Novinger requested clarification of the motions.

Motion to approve the policy proposals that were brought to the Board after the Legislative meeting.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Item N3 PowerPoint

Public Speaker Form for Item N3

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

P. OPEN TO THE PUBLIC

There were no comments.

Q. UPCOMING MEETINGS

1. Regular Meeting, January 21, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

2. Regular Meeting, February 11, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

3. Regular Meeting, February 25, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

R. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Strategic Planning Retreat- 2023 & 2024 Targets for Action ~ Performance Review and Establishment of 2025 ~ Targets for Action on **January 21, 2025, at 8:30AM,** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

2. Legislative Planning Retreat: **August 14, 2025, at 9:00AM,** Lecanto Government Building, 3600 W. Sovereign Path, Room 166, Lecanto Florida 34461

S. PUBLIC HEARINGS

S.1. 5:01 pm PUD-2212 Tradewinds Resort amend master plan

a. Conduct a public hearing on January 14, 2025, at 5:01 p.m. to consider application PUD-2212 - Homosassa Tradewinds Condo Association, Inc.

b. If approved, direct the Chair and Clerk to execute and record the ordinance for PUD-2212 - Homosassa Tradewinds Condo Association, Inc. **(Eric Landon, Growth Management Director)**

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications and read the proposed ordinance title into the record.

Randy Summers, resident and previous President of the Homosassa Tradewinds Condo Association, provided the applicant information.

Land Development Senior Planner Jennifer Perkins provided the staff presentation and responded to questions from the Board.

There were no citizen comments.

Motion to approve PUD-2212, Tradewinds Resort to amend master plan, based on competent and substantial information.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis, Bays, Kinnard D.C., Finegan, Barek
NAY:	None

Ordinance Number 2025-A01

Additional Information for Item S1

Item S1 Staff PowerPoint

Public Speaker Form for Item S1

S.2. 5:05 P.M. CPA/AA/PUD-2024-00014 Local Engineering, Inc. for Nomad RVR LLC

a. Conduct a public hearing on January 14, 2024, at 5:05 p.m. to consider application CPA/AA/PUD-2024-00014, Local Engineering, Inc. for Nomad RVR, LLC.
b. If approved, direct the Chair and Clerk to execute and record the ordinances for CPA/AA/PUD-2024-00014, Local Engineering, Inc. for Nomad RVR, LLC. **(Eric Landon, Growth Management Director)**

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications and read the proposed ordinance titles into the record.

Dr. Michael Wilburn, with Local Engineering, Inc., provided the applicant information.

Nate Dwyer and Jared Debehnke, owners, provided the applicant presentation.

Dr. Wilburn responded to questions from the Board.

Growth Management Deputy Director Joanna Coutu provided the staff presentation and responded to questions from the Board.

The following citizens addressed the Board: Sally Krasny; John Cortalano, Jr.; Mike Krasny; Gary Bartell, Jr.; Joanne Bartell; Rebekah Petty; Bob Svoboda; and William H. Gaffney.

Dr. Wilburn and Mr. Dwyer provided rebuttal to comments.

Commissioner Jeff Kinnard, D.C. commented.

Commissioner Jeff Kinnard, D.C. made a motion to approve CPA/AA/PUD-2024-00014, item S2a and b, which died for lack of a second.

First Vice Chair Diana Finegan commented.

Motion to deny CPA/AA/PUD-2024-00014.

Commissioner Holly Davis commented.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Janet Barek
AYES:	Davis, Bays, Finegan, Barek
NAY:	Kinnard D.C.

Additional Information for Item S2

Additional Information for Item S2 - Continued

Additional Information for Item S2 - Submitted by Joanne Bartell

Item S2 Applicant PowerPoint

Item S2 Staff PowerPoint

Public Speaker Forms for Item S2

T. ADJOURN

The meeting was adjourned at 7:10 PM.

Proof of Publication