BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA

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

AGENDA

February 11, 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

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

B.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
January 14, 2025 Regular Meeting
January 21, 2025 Strategic Planning Retreat
January 21, 2025 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. Public Official Bond for Clerk of the Circuit Court and Comptroller

Approve and authorize the Chairman and the Commissioners to execute the Public Official Bond submitted by Traci Perry, Clerk of the Circuit Court and Comptroller.

B.3. Citrus County Mosquito Control District Board Dates

Acknowledge receipt of correspondence from the Citrus County Mosquito Control District regarding board dates.

B.4. State of Florida Auditor General Report No. 2025-084 January 2025

Acknowledge receipt of the Operational Audit Report No. 2025-084 dated January 2025 from the State of Florida Auditor General regarding the Citrus County District School Board.

B.5. 2024-06 Fleet Management/NAPA Billing Follow-up Audit

Receipt and Acknowledgement of the 2024-06 Fleet Management/NAPA Billing Follow-up Audit.
The Final Report will be available for public view on the Clerk's Website upon approval by the Board.

B.6. External Auditor Engagement Letter and Extension

Approve the engagement letter with Forvis Mazars for audit services for the fiscal year ending September 30, 2024, with the option to renew for five additional one-year terms. Authorize the Chairman to sign the Audit Engagement Letter.

Community Services

B.7. SHIP Local Housing Assistance Plan 2025-2028

a. Adopt and authorize the Chairman to execute a resolution adopting the Citrus County 2025-2028 SHIP Local Housing Assistance Plan.
b. Approve and authorize the Chairman to execute the Certification to the Florida Housing Finance Corporation **(Eric Head, Community Services Director)**

Fire Services

B.8. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Fire Rescue and the removal of same items from the county's capital asset listing:
Asset #55867 - Stryker Stretcher; Asset #55871 - Stryker Stretcher; Asset #55873 - Stryker Stretcher; Asset #55874 - Stryker Stretcher; Asset #55875 - Stryker Stretcher; Asset #55876 - Stryker Stretcher **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

Growth Management

Public Works

B.9. Wright Tree Service, Inc. Security Bond Verification Certificate for Bond No. 107771888

Authorize Chairman to accept the Verification Certificate for Travelers Casualty and Surety Company of America Bond No. 107771888 extending the period to January 23, 2026, in reference to Wright Tree Service, Inc.'s Waste Disposal Account Agreement dated April 25, 2023. **(Carlton Hall, Interim Public Works Director)**

B.10. Waste Pro of Florida, Inc. Security Bond Continuation Certificate for Bond No. EACX4018551

Authorize Chairman to accept the Continuation Certificate for Endurance Assurance Corporation Bond No. EACX4018551 extending the period to January 13, 2026, in reference to Waste Pro of Florida, Inc.'s Waste Disposal Account Agreement dated July 9, 2024. **(Carlton Hall, Interim Director Public Works)**

B.11. Acknowledgment T-Hangar Lease Renewals – Troy Colson, CGC 1-D / Buy Fly Sell (Snyder) CGC 1-J & Scott Buell, KINF 1-C

Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar Lease Agreement(s) for CGC 1-D with Troy Colson, CGC 1-J, Buy Fly Sell, Donald Snyder, and KINF 1-C, Scott Buell. **(Carlton Hall, Interim Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

B.12. Release and Satisfaction of Lien Water and Wastewater Utility Services - BEDENBAUGH

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 Clyde Bedenbaugh.
b. Authorize the Clerk to record Release and Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation - American Freedom Canal

Approve a proclamation by the Citrus County Board of County Commissioners recognizing the segment of the Cross Florida Barge Canal within the jurisdictional boundaries of Citrus County as the "American Freedom Canal."

C.2. Proclamation Black History Month

Approve the Board to proclaim February, 2025, as Black History Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. PB 25-032 Clay County, Florida Request for Bid RFB No. 23/24-074; Various Equipment and Amenities for Parks and Recreation; Multiple Awarded

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and 360 Recreation, LLC; and the Agreement between Citrus County, Florida and Bliss Products and Services, Inc; and the Agreement between Citrus County, Florida and Greenfields Outdoor Fitness, Inc; and the Agreement between Citrus County, Florida and Industrial Shadeports, Inc.; and the Agreement between Citrus County, Florida and Kompan, Inc.; and the Agreement between Citrus County, Florida and Lanier Plans Inc. d/b/a KorKat; and the Agreement between Citrus County, Florida and M. Gay Constructors, Inc; and the Agreement between Citrus County, Florida and Playmore West, Inc for various equipment and amenities for Parks and Recreation on an as-needed basis. **(Eric Head, Director of Community Services)**

E.1.b. QTE 25-057 Re-Bid Mowing Services for Citrus County Properties Zone 3; J & K Lawncare Specialists LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and J & K Lawncare Specialists LLC to provide mowing, trimming, weeding, edging, and litter pickup for Citrus County parks and properties in Zone 3 for an annual amount of $15,300. (**Eric Head, Director of Community Services Department)**

E.1.c. ITB 23-014 Amendment No. 1; Mowing, Trimming, Edging and Clean-up Along the Suncoast Parkway Trail from US98 to SR44; Integrity Site Development, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Integrity Site Development, Inc., to extend the duration of the Agreement to February 27, 2026. There is no cost increase associated with this Amendment. **(Eric Head, Director of Community Services)**

E.1.d. ITB 23-002 Amendment No. 3; Cambridge Greens Septic to Sewer Construction Project; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., extending the time for final completion to May 29, 2025, no additional cost associated with this Amendment. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.e. ITB 23-114 Amendment No. 4; Bicentennial Park Sewer Improvement Project; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc., extending the time for final completion to February 26, 2025, due to delays with Duke Energy in scheduling the disconnect/reconnect of electric service to the pool building. There is no additional cost associated with this Amendment. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.f. ITB 25-042 Traffic Signal Emergency/Planned Repair and Install; TransCore ITS, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and TransCore ITS, LLC to provide services for traffic and other signals, planned and emergency repair and installations on an as-needed basis. **(Carlton Hall, Interim Director of Public Works)**

E.1.g. PB 25-040 Florida Sheriffs Association Contract FSA23-EQU21.0: Equipment; Humdinger Equipment LTD

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Humdinger Equipment LTD for the purchase of a 2024 TANA H555 Landfill Compactor from National Equipment Dealers, LLC, the Authorized Dealer, The total of $1,364,071.93 (including the three-year Warranty) plus the three-year service Maintenance Agreement.
b. Approve Related Budget Transfer **(Carlton Hall, Interim Director of Public Works)**

E.1.h. ITB 24-134 Notice of Termination; Contract Mowing District 11; Gilmer Lawn Service, Inc.

Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and Gilmer Lawn Service, Inc. to terminate the Agreement as of March 13, 2025. **(Carlton Hall, Interim Director of Public Works)**

E.1.i. ITB 20-025 Notice of Termination; Mowing Right of Way Districts 1-7, 8a & 13; Gilmer Lawn Service, Inc.

Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and Gilmer Lawn Service, Inc. to terminate the Agreement as of March 13, 2025. **(Carlton Hall, Interim Director of Public Works)**

E.1.j. RFQ 21-095 Work Authorization; Continuing Contract for Professional Engineering Services; Tierra, Inc.

a. Approve and Authorize the Chairman to execute a Work Authorization to Tierra, Inc. to provide CEI services for Stormwater for FY 24/25. The estimated total is $172,640, funded by Stormwater MSBU.
b. Approve the related Budget Transfer in the amount of $172,640. **(Carlton Hall, Interim Director of Public Works)**

E.1.k. ITB 24-035 Amendment No. 1; Ozello Bridges Construction/Repair Project; Titan Construction Management LLC

a. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Titan Construction Management LLC, extending the time for final completion to July 25, 2025.

b. Approve the related Budget Transfer in the amount of $323,200. **(Carlton Hall, Interim Director of Public Works)**

E.1.l. ITB 25-052 RE-BID Sod & Sodding; AP Sod Service LLC and Megascapes Landscape Services, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and AP Sod Service LLC, and between Citrus County, Florida and Megascapes Landscape Services, Inc., to furnish and/or place sod on an as-needed basis. (**Carlton Hall, Interim Public Works Director)**

E.2. Budget Transfers

Approve the budget transfers for the Facilities (2), Housing (2), Utilities, Road Impact Fees Districts A, B, & C and General Government Vehicle Trust, for fiscal year 2024-2025. **(Erin Dohren, Director, Management & Budget)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending Low Income Home Energy Assistance Program (LIHEAP) grant, the Emergency Home Energy Assistance for the Elderly Program grant (EHEAP), the Transportation Block grant, the Citrus Opioid MOU, the Florida Department of Commerce grant, the Florida Department of Economic Development grant, the State of Florida Department of Commerce grant, the Older American's act - Tittle III B grant, the Older American's Act – Title III C-1 grant, the Older American's Act – Title III C-2 grant, and the Older American's Act – Title III E grant budgets for fiscal year 2024-2025. **(Erin Dohren, Director Management & Budget)**

E.4. Crystal River Airport - Airport Geographic Information System (AGIS) Survey

a. Approve and authorize the Chairman to execute the FDOT Grant Contract – PTGA G3702 in the amount of $117,089, with funding contributions from the FAA ($105,380 or 90.0%), FDOT ($9,367 or 8.0%), and Citrus County ($2,342 or 2.0%) for the AGIS Survey project at Crystal River - Captain Tom Davis Field.
b. Approve and authorize the Chairman to execute the attached Acceptance Resolution included in the FDOT Grant Contract – PTGA G3702 "Exhibit D."
c. Approve the associated budget transfer for this AGIS project at Crystal River - Captain Tom Davis Field. **(Carlton Hall, Interim Director Public Works)**

E.5. Inverness Airport - Update Master Plan

a. Approve and authorize the Chairman to execute the FDOT Grant Contract – PTGA 3281 in the amount of $491,761, with funding contributions from the FAA ($442,585 or 90.0%), FDOT ($39,341 or 8.0%), and Citrus County ($9,835 or 2.0%) for the Airport Master Plan Update project at Inverness Airport.
b. Approve and authorize the Chairman to execute the attached Acceptance Resolution included in the FDOT Grant Contract – PTGA 3281 "Exhibit D." **(Carlton Hall, Interim Director Public Works)**

E.6. Inverness Airport - Automated Weather Observing System (AWOS) Rehabilitation

a. Approve and authorize the Chairman to execute the FDOT Grant Contract – PTGA G3703 in the amount of $164,205, with funding contributions from the FAA ($147,785 or 90.0%), FDOT ($13,136 or 8.0%), and Citrus County ($3,284 or 2.0%) for the AWOS Replacement project at Inverness Airport.
b. Approve and authorize the Chairman to execute the attached Acceptance Resolution included in the FDOT Grant Contract – PTGA G3703 'Exhibit D' **(Carlton Hall, Interim Director Public Works)**

E.7. TDC Request for Unbudgeted Out-of-State Travel Requests

a. Approval for 1 additional individual to attend the Brand USA IPW from June 14-18, 2025.
b. Approval for 2 additional individuals to attend the Destinations International Annual Conference from July 9-11, 2025.
c. Approval for 2 additional individuals to attend the Travel & Adventure Show Mar 22-23, 2024 *and* Mar 29-30, 2025.
d. Approval for 1 individual to attend the FL Golf Alliance Show from Mar 7-9, 2025.
e. Approval for 2 individuals to attend Zarticon from May 12-14, 2025.
f. Approve related budget transfer from Special Projects in the amount of $16,850.
(Auvis Cole, Tourism Director)

E.8. CoreCivic Non-performance assessment, staffing levels contract amendment negotiation

Vote of the Board to pause the non-performance assessment against CoreCivic's invoice, while negotiating an amendment to the contract, concerning staffing levels. **(Joseph Whittick, Contract Monitor)**

E.9. Assignment of Developer’s Utility Pre-paid Credits

a. Approve and authorize the Chairman to acknowledge receipt of this assignment from Lecanto Investments, Inc to Dix Development, LLC, as shown in Exhibit “A”.
b. Approve and authorize the Clerk to place an acceptance stamp on the assignment and record in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

E.10. Letter of Agreement between Citrus County, Florida and Simply Healthcare Plans, Inc. DBA Clear Health Alliance

Approve and authorize the Chairman to execute the Letter of Agreement by and between Citrus County, Florida and Simply Healthcare Plans, Inc. DBA Clear Health Alliance. **(Craig Stevens, Fire Chief)**

E.11. Letter of Support for YMCA Senior and Family Activities Expansion Project

Approve and Authorize the Board to provide a letter of support for the YMCA Senior and Family Activities Expansion Project to Senator Ingoglia and Representative Grow for additional funding request. **(James Toy, Intergovernmental Affairs Manager)**

E.12. Request from the City of Crystal River for letters of support for the City's Legislative Priorities

Approve and Authorize the Board to provide letters of support to the City of Crystal River on the Legislative priorities funding requests for:
a. Wastewater Treatment Plant
b. Hunter Springs Beach Restoration
c. Expansion/ Improvement of existing vessel launch facilities **(James Toy, Intergovernmental Affairs Manager)**

E.13. Local Government Infrastructure Surtax

Provide consensus on Local Government Infrastructure Surtax and direct staff to begin development of next steps and timeline for creating a draft resolution. **(James Toy, Intergovernmental Affairs Manager)**

F. OUTSTANDING COMMISSION ITEMS

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

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Confirmation of Public Works Director, County Engineer, and Assistant County Engineer

a. Confirmation of the appointment of Carlton Hall as the Public Works Director effective February 11, 2025.
b. Confirmation of the appointment of Ken Cheek, Public Works Director, as the County Engineer effective February 11, 2025.
c. Confirmation of the appointment of Cory Dilmore, Utility Planning and Engineering Division Director, as the Assistant County Engineer effective February 11, 2025.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:05 p.m. Capital Project Update

Informational purposes only.

H.2. 1:15 P.M. Elevate Florida - Flood Mitigation Program Information

Staff will provide an update on program implementation in Citrus County. Informational only. **(Eric Head, Community Services Director; Michelle Alford, Housing Services Director)**

H.3. 1:35 pm - Plat Vacation PV-2024-00003 Huchro

a. Conduct a public hearing for PV-2024-00003, Huchro.
b. If approved, authorize the Chairman and Clerk to execute the resolution for PV-2024-00003, and the clerk to record the resolution in the public records. **(Eric Landon, Growth Management)**

H.4. 1:48 p.m. Public Hearing - Northwest Quadrant Water Main Assessment Correction

a. Conduct a public hearing for the purpose of hearing public comments to correct inaccuracies existing in the Northwest Quadrant Water Main Assessment Area Assessment Roll, confirmed and adopted July 23, 2024, by Resolution 2024-065.
b. Adopt and authorize the Chairman to execute a resolution to correct the inaccuracies existing in the assessment roll related to the Northwest Quadrant Water Main Assessment Area adopting and certifying a non-ad valorem assessment roll pursuant to Section 197.3632, Florida Statutes as it pertains to the addition, removal & adjusting of ERUS for properties shown in Exhibits “A”, “B” & “C” of the attached resolution and provide an effective date.
c. Authorize the Clerk of the Board to adjust the special assessment billing program as directed by the attached Resolution and record the Resolution in the Public Records of Citrus County, Florida **(Ken Cheek, P.E., Water Resources Director)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Planning and Development Commission (PDC) - select 1 alternate member and clarify recent regular member appointments

a. Nominate and Appoint one alternate member for a term on the Planning and Development Commission with an expiration date of 1/31/29.
b. Specify which two recently appointed regular members were selected for expiring terms with new expiration dates of 1/31/29, and which recently appointed regular member was selected for an unexpired term with an expiration date of 1/31/27. **(Joanna Coutu, Director of Land Development, Growth Management)**

I.2. Nominate and appointment 3 individuals to the Beverly Hills Advisory Board as regular members to fill the two-year positions that will expire on January 31st, 2027.

Nominate and appoint three (3) individuals to the Beverly Hills Advisory Board as regular members to fill the two-year positions that will expire on January 31st, 2027. **(Carlton Hall, Interim Director Public Works)**

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

K.1. Rescinding PACE “Property Assessed Clean Energy” Resolution

Motion and vote to direct staff to bring documentation to our next meeting to rescind our 2018 Resolution along with termination letters for the Chair’s signature terminating our participation in the four (4) Interlocal Agreements.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

L.1. Riverview Club House Citrus Springs

Consensus from the Board to direct staff to acquire two (2) appraisals for the Riverview Club House, Citrus Springs, located at 561 W. Withlacoochee Trail, Citrus Springs, Florida.

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

M.1. Reducing building permit fees and waiving customer deposits for grant funded Septic to Sewer project properties

a. Motion and vote to reduce the permit fees and to waive the additional customer deposit for those customers current on their existing water accounts for those properties that will be connecting to our system because of a grant funded septic to sewer project.
b. Direct staff to bring back a resolution amending our current Building Permit Fee Schedule consistent with our discussion.
c. Motion and vote to give clear direction to staff regarding Septic to Sewer grants. Staff will apply for grants for the full amount of the projects and connection fees when allowable and feasible.

N. CHAIR REBECCA BAYS - DISTRICT 4

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

O.1. Attorney/Client Session – Southwest Florida Water Management District v. Citrus County, Florida (Case No: 2023 CA 000135)

Approval to set an Attorney/Client Session on February 25, 2025 at 9:00 a.m. in the matter styled Southwest Florida Water Management District v. Citrus County, Florida (Case No: 2023 CA 000135)

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

Q.1. Announce Vacancies - Citrus County Veterans Services Advisory Board

Announce the terms of three (3) positions, and the taking of applications. The terms will be for two years, which begin on April 1, 2025, and will end on March 31, 2027. **(Eric Head, Community Services Director, Philip Watson, Veterans Service Officer Manager)**

R. UPCOMING MEETINGS

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

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

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

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

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

T. PUBLIC HEARINGS

T.1. 5:01 pm PUD2790 James Hartley, Esq. for Jump Station Sales, LLC

a. Conduct a public hearing on February 11, 2025, at 5:01 pm to consider application PUD2790, James Hartley, Esq. for Jump Station Sales, LLC.
b. If approved, direct the Chair and Clerk to execute the ordinance for PUD2790, James Hartley, Esq. for Jump Station Sales, LLC. **(Eric Landon, Growth Management Director)**

U. ADJOURN