



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

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

AGENDA

February 25, 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. PROCLAMATIONS, AWARDS & PRESENTATIONS

B.1. Proclamation -- Newspaper in Education Week March 3-7, 2025

Approve and authorize the Board to commemorate Newspaper in Education Week March 3-7, 2025

B.2. Proclamation -- Keep Citrus County Beautiful - The Rotary Club of Central Citrus County Adopt-A-Road Involvement

Approve and Authorize the Board to recognize The Rotary Club of Central Citrus County for their Adopt-A-Road Involvement.

B.3. Proclamation -- Irish American Heritage Month

Approve and Authorize the Board to recognize March 2025 as Irish American Heritage Month.

C. CONSENT

Minutes

C.1. Approve the minutes of the Board of County Commissioners

Approve the minutes of the Board of County Commissioners for the following meetings:

February 11, 2025, Governing Body of the Special Library District of Citrus County

February 11, 2025, Regular Meeting

Administration

Attorneys Office

Clerk

C.2. Clerk IT Equipment for Disposal

Approve and authorize removal of obsolete server/storage assets 1097, 1097-001, 1291, 1290, 1275, and 1397.

C.3. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

Fire Services

C.4. Small Claims Action - Edward Sardegna

Authorize small claims action against Edward Sardegna in order to recover the \$220.00 in educational fees he owes the County for leaving the County's employment within three years of completing the Live Fire Training Instructor program. **(Craig Stevens, Fire Chief)**

C.5. Small Claims Action - James Williams

Authorize small claims action against James Williams in order to recover the \$2,640.75 in educational fees he owes the County for leaving the County's employment within three years of completing the courses. **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

Growth Management

C.6. RPLT2024-00014 Souza Acres

- a. Review and approve RPLT2024-00014, Souza Acres.
- 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

C.7. Approve Citrus Springs MSBU Revised By-Laws

Approve Revised Citrus Springs MSBU By-Laws. **(Carlton Hall, Public Works Director).**

C.8. Asset #14125 For Auction

- a. Determine and declare Asset #14125, a Dayton 20 KW Generator, a surplus property to be eligible for sale on Gov Deals.
- b. Authorize staff to proceed with the sale of the surplus property on Gov Deals. **(Carlton Hall, Public Works Director)**

C.9. Acknowledge New T-Hangar Lease Andrew Demott, CGC 1-G

Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar Lease Agreement(s) for CGC 1-G with Andrew D Demott III. **(Carlton Hall, Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C.10. Set a Workshop on March 25, 2025 at 10:00 am. for PACE

Set a Workshop for PACE on March 25, 2025, at 10:00 a.m.

C.11. Set a Public Hearing for Section 5307 FY25-26 Funding

Approve and authorized the setting of the public hearing for March 11, 2025, at 1:10PM to obtain public input regarding the Program of Projects for Citrus County Transit FY25 grant application. **(Eric Head, Community Services Director)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 22-098 Amendment No. 3; Northwest Quadrant Wastewater Extension Project; Amici Engineering Contractors LLC

Approve and Authorize the Chairman to execute Amendment No. 3 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 June 30, 2025, at no additional cost. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.b. PB 25-074 Collier County Agreement # 23-8149 Laboratory Services; Pace Analytical Services, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pace Analytical Services, LLC to provide laboratory services for Citrus County's Water Resources Department on an as-needed basis. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.c. RFQ 19-023 Amendment No. 2; Medical Director Services for Citrus County Fire Rescue; W4P, LLC dba Southeast Emergency Partners

Approve and Authorize the Chairman to execute the Amendment No. 2 of the Agreement between Citrus County, Florida and W4P, LLC dba Southeast Emergency Partners, to acknowledge that W4P, LLC is doing business under the fictitious name Southeast Emergency Partners and extending the duration of the Agreement for six (6) months to September 10, 2025, once the Certificate of Insurance is reviewed by the Risk Department. **(Craig Stevens, Fire Chief)**

E.1.d. AGR 22-155 Amendment No. 1; Contract No FWC 21145; Florida Fish and Wildlife Conservation Commission

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Florida Fish and Wildlife Conservation Commission, Contract No. FWC 21145 for the purpose of aquatic plant control on eligible water bodies within Citrus County with an allocation for FY 24/25 of \$1.3 million. **(Carlton Hall, Public Works Director)**

E.1.e. ITB 23-051 Amendment No. 1; Citrus County Landfill Class I Phase 4A Expansion Project; T & K Construction, LLC

Approve and Authorize the Chairman to execute the Amendment No. 1 to the Agreement between Citrus County, Florida and T & K Construction, LLC, extending the time for final completion to April 11, 2025, no additional cost associated with this Amendment. **(Carlton Hall, Public Works Director)**

E.1.f. RFQ 21-082 Amendment No. 1; Inverness Airport Business-Industrial Park Engineering Services for Design, Permitting, Bidding and Inspection; American Infrastructure Development, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and American Infrastructure Development, Inc., to increase the compensation to be paid to the Consultant to include the fees for additional professional services for the second phase of the construction at a cost of \$271,356. **(Carlton Hall, Public Works Director)**

E.2. Budget Transfers

Approve the budget transfers for the Stormwater, Housing (3), Library Services, Lakes Region Library Renovations, the Supervisor of Elections, and the County Covid Grant Program 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 Older Americans Act - Title III B, the State Housing Initiatives Partnership (SHIP), and the Transportation 5311 Operating grant budgets for fiscal year 2024-2025. **(Erin Dohren, Director Management & Budget)**

E.4. First Amendment to the Agreement between the SWFWMD and Citrus County for the Old Homosassa East Septic to Sewer Project (Q134)

Approve and Authorize the BOCC Chairman to sign and execute the contract between Citrus County, Florida and the SWFWMD for the Old Homosassa East Septic to Sewer Project CIP U2018-02. Grant # Q134 \$2,470,800.00. **(Ken Cheek, Water Resources Director)**

E.5. Proposed Cambridge Greens Septic to Sewer Assessment Area - AR 11.10-1, Permanent Reassignment of Development Rights (DVR) 2025-001 Corcoran, 2025-002 Gilley

a. Approve and authorize the Chairman to execute the Permanent Reassignment of Development Rights Agreement for residential properties within the Cambridge Greens Septic to Sewer Assessment Area for Robert J & Cynthia J. Corcoran, DVR 2025-001 and Ewell Vernon Gilley & Donna Hatter Gilley, DVR 2025-002.

b. Authorize the Clerk to attest and record in Public Records of Citrus County, Florida. **(Ken Cheek, PE., Water Resources Director)**

E.6. Water and Wastewater Agreement for Lecanto Preserve, LLC – Phase 1

a. Approve and authorize the Chairman to execute the Water and Wastewater Agreement for Lecanto Preserve, LLC.

b. Authorize the Clerk to place an acceptance stamp on the agreement and record in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

E.7. Subordination of Utility Interests – Suncoast Parkway 2, Phase 3, Segment 3A

a. Approve and authorize the Chairman to execute the attached Subordination of Utility Interests between the Florida Department of Transportation and Citrus County, Florida.

b. Authorize 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)**

E.8. Withlacoochee River Electric Easement – 6710 S. Lima Ave., Homosassa, FL.

a. Approve and authorize Chairman to execute the Easement between Citrus County, Florida and Withlacoochee River Electric Cooperative, Inc., to install and maintain the transformer and associated lines required to run the Lift Station located at 6710 S. Lima Ave., Homosassa, FL.

b. Authorize Clerk to record the Easement in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

E.9. Citrus County Central Landfill Leachate Tanks Lining Project ITB 24-076 Contingency Allowance Adjustment No.1

Approve and authorize the Chairman to execute the Contingency Allowance Adjustment request No.1 by Solid Waste Management to use \$27,456.00 of the contingency to compensate the contractor, Razorback LLC, for the additional surface prep work and coating. **(Carlton Hall, Public Works Director)**

E.10. Florida Department of Transportation Section 5311 Rural Area Funding FY26

Adopt and authorize the Chairman, or 1st Vice Chairman, respectively, to execute a Resolution authorizing the signature of the Florida Department of Transportation (FDOT) SFY 26 Section 5311 grant application, contract, amendments, assurances, and certifications as required to obtain funding from the Florida Department of Transportation, after review by the County Attorney, without the need to bring the documents before the Board. The FDOT SFY 26 Section 5311 grant funding is \$474,194 with a required county match of \$474,194, which will be covered with the FDOT State Block Grant funding. **(Eric Head, Community Services Director)**

E.11. Bicentennial Park and Pool Facility Use Agreement

Approve and authorize the Chairman to execute the Bicentennial Park and Pool Facility Use Agreement between Citrus County, Florida, a political subdivision of the State of Florida and DRC Sports Inc., and Citrus County Education Foundation Inc., for exclusive use of Bicentennial Park and Pool for the Citrus Kids Triathlon on March 7 & 8, 2025. **(Eric Head, Community Services Director)**

E.12. Facilities Use Agreement between the School Board of Citrus County, Florida and Citrus County, Florida

Approve and authorize the Chairman to execute the Facilities Use Agreement between the School Board of Citrus County, Florida and Citrus County, Florida. **(Craig Stevens, Fire Chief)**

E.13. Amendment No. 1 to Marion/Citrus Mutual-Aid/Automatic-Aid Response Plan

Approve and authorize the Chairman to execute the First Amendment to the Interlocal Agreement between Citrus County, Florida and Marion County, Florida Titled: Marion/Citrus Mutual-Aid/Automatic-Aid Response Plan. **(Craig Stevens, Fire Chief)**

E.14. CoreCivic Contract Monitoring Update for January 2025

CoreCivic is requesting a reduction of future assessments to \$1,000/day until an amendment to the contract is approved by the Board. The County assessed a non-performance assessment of \$5,000 per day starting December 2024, **(Joseph Whittick, Contract Monitor)**

E.15. P132BOCT22, Virgin Islands Inmate Housing Contract Renewal

Approve and authorize the Chairman to execute the Contract between the Government of the U.S. Virgin Islands Bureau of Corrections, CoreCivic of Tennessee, LLC and Citrus County, Florida for Housing for the Virgin Island Inmates from December 16, 2024 through December 15, 2028 at the Citrus County Corrections Facility. **(Joseph Whittick, Contract Monitor)**

E.16. 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.17. Letter of Support for Jessie's Place State Appropriations Request

"Approve and authorize the Board to issue a letter of support for Jessie's Place's state appropriations request, to be addressed to Senator Ingoglia and Representative Grow." (**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. Set the FY 25-26 Capital Improvement Program Presentation

Set the Capital Improvement Program Presentation for fiscal years 2026-2030 on Tuesday, April 22, 2025 at 1:15 p.m. at the Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:10 P.M. Citrus County Housing Assistance Programs (Informational Only)

Staff will provide updates on housing assistance programs that are managed through Citrus County Housing Services Division. (**Michelle Alford, Housing Services Director, Eric Head, Community Services Director**)

H.2. 1:30 PM Public Hearing for street vacate SV-2024-00005 Campbell

- a. Conduct a public hearing for SV-2024-00005, Campbell.
- b. Approve and authorize the Chairman and Clerk to execute the resolution approving SV-2024-00005, Campbell, and record the resolution in the public records. (**Joanna Coutu, Deputy Growth Management Director, Eric Landon, Growth Management**)

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

K.1. Resolution in Support of Legislation Requiring Hands-free Cell and Handheld Device use while driving

Approve and Authorize the Chairman to execute the resolution in support for legislation mandating the use of hands-free devices while driving.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. CHAIR REBECCA BAYS - DISTRICT 4

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. UPCOMING MEETINGS

1. Regular Meeting, March 11, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, March 25, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, April 8, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

R. 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

S. PUBLIC HEARINGS

T. ADJOURN