



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

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

AGENDA

March 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, If you are hearing or speech impaired, dial 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (v), via Florida Relay Service 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 -- Fair Housing Month

Approve and Authorize the Board to recognize April 2025 as Fair Housing month.

B.2. Proclamation -- Child Abuse Prevention Month

Approve and Authorize the Board to recognize April 2025 as Child Abuse Prevention Month

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

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

March 11, 2024 Regular Meeting.

Administration

Attorneys Office

Clerk

C.2. Public Official Bond for Commissioner Barek

Approve and authorize the Commissioners to execute the Public Official Bond in the amount of \$2,000 for Commissioner Barek.

C.3. County Warrants

Accept the attached check registers outlining the County warrants.

C.4. 2025-07 Grounds Maintenance Follow-up Audit

Receipt and Acknowledgment of the 2025-07 Grounds Maintenance Follow-up Audit. The final report will be available for public view on the Clerk's website upon acceptance by the Board.

C.5. Release of Special Assessment

- a. Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners for 11A Citrus Springs Waterlines Extension special assessment district.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

Community Services

Fire Services

C.6. Asset #55872 for Auction - Surplus Property

- a. Determine and declare Asset #55872, Stryker Stretcher Power Pro XT 6500, 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.
- c. Approve the deletion of the following items from the inventory of Fire Rescue and the removal of the same item from the County's capital asset listing.
Asset #55872 - Stryker Stretcher Power Pro XT 6500 (**Craig Stevens, Fire Chief**)

Human Resources

Management and Budget

Growth Management

C.7. RPLT2024-00020 The Narrows of Crystal River subdivision

- a. Review and approve RPLT2024-00020, The Narrows of Crystal River subdivision.
- 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

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C.8. Set a Workshop for Solid Waste Rate Study

Set a Workshop on April 8, 2025, at 11:00 a.m. for a Solid Waste Rate Study. (**Carlton Hall, Public Works Director**)

C.9. Set a Workshop for Data-Driven Decisions: A Network Pavement Management Strategy Session

Set a workshop with the BOCC for Tuesday, May 13, 2025, at 9:00 am for Data-Driven Decisions: A Network Pavement Management Strategy Session. **(Carlton Hall, Public Works Director/ Walt Eastmond, Technical Services Division Director)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 23-114 Amendment No. 5; Bicentennial Park Sewer Improvement Project; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc., extending the time for final completion to March 28, 2025, to ensure adequate time remains for submitting necessary clearance documents to FDEP for review and approval of lift stations. There is no additional cost associated with this amendment. **(Ken Cheek, P.E., Water Resources Director)**

E.1.b. SGS 25-107 Code Lien Search Provider; Proplogix LLC d/b/a Orange Data Systems

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Proplogix LLC d/b/a Orange Data Systems to provide the information pertaining to fees and debts owed to the County in connection with real property records, including permits, code enforcement, utilities, and related liens. **(Eric Landon, Growth Management Director)**

E.1.c. PB 25-129 Purchase of two Ambulances; Florida Sheriffs Association Contract FSA23-VEF17.0 Fire & Rescue Vehicles, Boats, and Equipment; Ten-8 Fire & Safety, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Ten-8 Fire & Safety, LLC for the purchase of two (2) Osage Warrior on F450 Gas Type I Ambulances, at a total cost of \$565,320. **(Craig Stevens, Fire Chief)**

E.1.d. RFQ 21-025 Amendment No. 5; Citrus County Landfill Scale Infrastructure Upgrade and Modernization Project; Mettler-Toledo, LLC

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida and Mettler-Toledo, LLC, extending the duration of the Agreement to September 30, 2025, due to delays with the training and implementation of the electronic payment solution for the Solid Waste Division at no additional cost with this Amendment. **(Carlton Hall, Public Works Director)**

E.1.e. ITB 25-073 Disposal Facility for Tree, Brush, Construction and Demolition Debris; Sand/Land of Florida Enterprises, Inc., Sean M. Gerrits, Inc. dba S.M.G., Inc. and Waste Pro of Florida, Inc. dba Citrus Landfill, Inc

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Sand/Land of Florida Enterprises, Inc., and between Citrus County, Florida and Sean M. Gerrits, Inc. dba S.M.G., Inc., and between Citrus County, Florida and Waste Pro of Florida, Inc. dba Citrus Landfill, Inc, to provide disposal services facility(s) on an as-needed basis. **(Carlton Hall, Public Works Director)**

E.1.f. AGR 24-066 Amendment No. 1; County's Vulnerability Assessment; Tampa Bay Regional Planning Council

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Tampa Bay Regional Planning Council to modify the terms of the Agreement and request final invoices no later than May 1, 2025, at no additional cost associated with this Amendment. **(Erin Dohren, Management & Budget Director)**

E.1.g. RFQ 24-103 Pavement Management Services; Trimble Software Licensing Agreement; AgileAssets Inc., dba Trimble, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Agile Assets, Inc. dba Trimble, Inc. **(Erin Dohren, Management & Budget Director)**

E.2. Sheriff's Office Budget Amendment Request

- a. Approve the Sheriff's Office budget amendment
- b. Approve related budget transfers **(Citrus County Sheriff's Office, Sheriff David E. Vincent)**

E.3. Agent Agreement with Citrus County Sheriff's Office

Approve and authorize the Chairman to execute the Agent Agreement with the Citrus County Sheriff's Office and Citrus County Florida, to issue trespass warnings and make arrests for trespassers on County property. **(Citrus County Sheriff's Office, Sheriff David E. Vincent).**

E.4. JAGC Local Grant-Citrus County's Sheriff's Office

Approve the JAGC C-6N128 amendment letter to be signed by County Administrator Steve Howard. **(Sheriff David Vincent, Citrus County Sheriff's Office)**

E.5. Budget Transfers

Approve the budget transfers for the Facilities Management, Road Maintenance, Inverness Airport, the Beverly Hills MSBU and the Coastal Region Library Renovation for fiscal year 2024-2025. **(Erin Dohren, Management & Budget Director)**

E.6. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending the State Housing Initiatives Partnership (SHIP) grant, Fire Rescue, the Florida Department of Transportation Small County Outreach Program (SCOP) N. Deltona Blvd, the Federal Aviation Administration (FAA) (3), and the Florida Department of Transportation (FDOT) (3) grant budgets for fiscal year 2024-2025. **(Erin Dohren, Management & Budget Director)**

E.7. Litter Crew Positions

- a. Approve the recruitment of 4 additional litter crew staff member positions for Solid Waste Management.
- b. Approve related budget transfer. **(Carlton Hall, Public Works Director)**

E.8. Citrus County Central Landfill Class I Phase 4A Expansion ITB 23-051 Contingency Allowance Adjustment No. 5

Approve and authorize the Chairman to execute the Contingency Allowance Adjustment request No.5 by Solid Waste Management to use \$191,519.67 of the contingency to compensate the contractor, T&K Construction, LLC, for the repaving of the existing roadway. **(Carlton Hall, Public Works Director)**

E.9. Proposed Cambridge Greens Septic to Sewer Assessment Area - AR 11.10-1, Permanent Reassignment of Development Rights (DVR) 2025-004 Cravens

- 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 John W. Cravens, DVR 2025-004.
- b. Authorize the Clerk to attest and record in Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

E.10. Suncoast Parkway 2, Phase 3, Segment 3B

Approve and authorize the Chairman to execute the attached Quit Claim Deed to the Florida Department of Transportation to release any interest the County has over that portion of Lot 1, Block 23, Crystal Manor Unit No. 2 as recorded in Plat Book 2, Page 112. **(Ken Cheek, P.E., Water Resources Director)**

E.11. Acceptance of Perpetual, Non-Exclusive Utility and Access Easement from Wal-Mart Stores East, L.P.

- a. Approve and authorize the Chairman to accept a Perpetual, Non-Exclusive Utility and Access Easement from Wal-Mart Stores East, L.P., located at 6829 S. Suncoast Blvd., Homosassa, FL. This easement shall be for, but not limited to, the purpose of reading and maintaining a potable water meter and the right of ingress and egress to same.
- b. Authorize Clerk to place the acceptance stamp on the easement and record it in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

E.12. Memorandum of Understanding between Healthcred Care Insurance Services and Citrus County, Florida

Approve and authorize the Chairman to execute the Memorandum of Understanding and the Business Associate Agreement between Health Cred Care, LLC dba Healthcred Care Insurance Services and Citrus County, Florida. **(Joseph Whittick, Contract Monitor)**

E.13. CoreCivic Contract Monitoring Update for February 2025

Concur with the recommended action of the non-performance assessment of \$5,000 per day, for a total of \$140,000 for the month of February 2025. **(Joseph Whittick, Contract Monitor)**.

E.14. Payment Approval - Marion County

Approve and authorize the payment to Marion County for costs incurred in the amount of \$9,796.98 for the planning and design of the New Medical Examiner Facility and approve related budget transfers. **(Erin Dohren, Management & Budget Director)**

E.15. Citrus Springs Civic Association Inc., Resolution and Lease Agreement – Citrus Springs Community Center

a. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Citrus Springs Civic Association, Inc. to lease property owned by the County.

b. Approve and authorize the Chairman to execute the Lease Agreement for a period of one (1) calendar years, beginning April 1, 2025 through March 31, 2026, and the monthly rent shall be One Thousand One Hundred Dollars and Eighty Cents (\$1,100.80) **(Eric Head, Community Services Director)**

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding List Update - Veronica Kampschroer, Project Manager

Legislative Update - James Toy, Intergovernmental Affairs Manager

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:05p.m. Presentation of ACFR/PAFR Awards

Presentation by Traci Perry, CPM, Clerk to the Board of Citrus County Commissioners for the awards for Certificate of Achievement for Excellence in Financial Reporting and for Outstanding Achievement in Popular Annual Financial Reporting to Citrus County for its Popular Annual Financial Report. **(Traci Perry, Clerk of Court & Comptroller)**

H.2. 1:10 p.m. Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the County's FY 24 Budget Document

Congratulations Management & Budget for earning the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the County's FY 24 budget document.

H.3. 1:20 PM Petition-establish Comm Dev Dist Davis Reserve

a. Conduct a Public Hearing at 1:20 p.m. to review and approve the establishment of the Davis Reserve Community Development District.

b. If approved, direct the Chair and Clerk to execute the Ordinance establishing the Community Development District, and place the Ordinance in the Citrus County Code of Ordinances. **(Eric Landon, Growth Management Director)**

H.4. 1:25PM PACE Presentation

Presentation to provide Commissioners with an overview of PACE **(Chris Peterson, FortiFi Financial, Inc & Matthew Choy, RenewFinancial)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Nominate and Appoint - Citrus County Veterans Services Advisory Board

Nominate and appoint four (4) individuals to fill regular member seats on the Veterans Service Advisory Board for a two-year term that will expire March 31, 2027. **(Philip Watson, Veterans Service Manager, Eric Head, Community Services Director)**

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

K.1. Pirate's Cove

a. Give staff directions to continue discussions with the Owners consistent with our discussion.

b. Authorize the Chairman to execute a LOI, that includes our direction after review by the County Attorney's Office.

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

O.1. Attorney/Client Session - Cardinal Farms Group, LLC v. Citrus County, Florida

Approval to set an Attorney/Client Session on April 8, 2025, at 9:00 a.m. in the matter styled Cardinal Farms Group, LLC v. Citrus County, Florida.

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

R. UPCOMING MEETINGS

1. Regular Meeting, April 8, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, April 22, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, May 13, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Development Forecast Tool Retreat: March 25, 2025, at 8:30AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Fire Services Assessment Workshop: April 8, 2025, at 10:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

U. ADJOURN