



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

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

AGENDA

April 22, 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 -- Citrus County Trash to Treasure Art Exhibition

Approve and authorize the Citrus County Board of County Commissioners to execute a Proclamation to recognize and encourage participation in the Citrus County "Trash to Treasure" art exhibition. **(Eric Head, Community Services Director)**

B.2. Proclamation -- National Volunteer Week

Approve and authorize the Board to execute a Proclamation declaring April 20 through April 26, 2025, as "National Volunteer Week" in Citrus County, Florida. **(Eric Head, Community Services Director)**

B.3. Proclamation -- 2025 Citrus County Sheriff's Office National Volunteer Week

Approve and authorize the Board to execute a Proclamation declaring the 2025 Citrus County Sheriff's Office National Volunteer Week **(Sheriff David Vincent)**

B.4. Proclamation - National Animal Control Officers Appreciation Week

Approve and authorize the Board to proclaim -- National Animal Control Officers Appreciation Week in Citrus County, Florida. **(Director Dave DeCarlo, Citrus County Sheriff's Office)**

B.5. Proclamation -- Gary W. Kuhl Day and Earth Day

Approve and authorize the Board to proclaim April 22, 2025, as Gary W. Kuhl day and Earth Day, in Citrus County, Florida. **(Elicia Kuhl)**

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

April 8, 2025 Attorney Client Session

April 8, 2025 Fire Service Assessment Program Workshop

April 8, 2025 Solid Waste Rate Study Workshop

April 8, 2025 Regular Meeting

Administration

Attorneys Office

Clerk

C.2. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

C.3. RPLT2024-00017 Portz Subdivision

- a. Review and approve RPLT2024-00017, Portz 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

C.4. Connection Charge Installment Lien Agreement - Jorge Gonzalez

- a. Approve and authorize the Chairman to execute Connection Charge Installment Lien Agreement by and between the Citrus County Municipal Service Benefit Unit for Water and/or Wastewater Utility Services for Jorge Gonzalez.
- b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

C.5. Connection Charge Installment Lien Agreement - William & Cinda Ruiz

- a. Approve and authorize the Chairman to execute Connection Charge Installment Lien Agreement by and between the Citrus County Municipal Service Benefit Unit for Water and/or Wastewater Utility Services for William & Cinda Ruiz.
- b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

Set Public Hearings Workshops

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. QTE 24-182 Letter of Termination; Mowing Services Citrus County Properties Zone 2; Cutting Edge Property Maintenance Inc.

Approve and Authorize the Chairman to execute the Letter of Termination for QTE 24-182 between Citrus County, Florida and Cutting Edge Property Maintenance Inc. for noncompliance and issue a termination date of May 22, 2025. **(Eric Head, Community Services Director)**

E.1.b. PB 25-113 Sourcewell #011124-UFC Uniforms with Related Products and Services; UniFirst Corporation

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and UniFirst Corporation for the purchase of uniforms with related products and services for various departments throughout the County on an as-needed basis. **(Erin Dohren, Management & Budget Director)**

E.1.c. PB 25-112 Omnia Partners RFP #158057 Office Supplies and Services; American Office Products Distributors, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and American Office Products Distributors, Inc. for the purchase of office supplies and services for various departments throughout the County on an as-needed basis, with APEX Office Products, Inc. as the authorized dealer. **(Erin Dohren, Management & Budget Director)**

E.1.d. ITB 23-088 Amendment No. 4; (RE-BID) Cardinal Street Force Main Project; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Pave-Rite, Inc., extending the date for final completion to May 24, 2025. There is no additional cost associated with this Amendment. **(Ken Cheek, P.E., Water Resources Director)**

E.1.e. QTE 25-150 Digital Billboard for Division of Water Conservation Advertising; The Lamar Companies

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and The Lamar Companies for advertising for Water Conservation on a digital billboard in Citrus County. **(Ken Cheek, P.E., Water Resources Director)**

E.1.f. RFQ 21-151 Notice of Termination Professional Services to develop Comprehensive Plan Amendment and Land Development Code Updates for the CR486 Interchange Management Area; Causseaux, Hewett, & Walpole, Inc. dba CHW/NV5, Inc.

Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and Causseaux, Hewett, & Walpole, Inc. dba CHW for convenience and issue a termination date of May 22, 2025. **(Eric Landon, Growth Management Director)**

E.1.g. PB 25-158 City of Inverness No. 00500 City of Inverness Downtown and Citrus County Historic Courthouse Streetscape Update Project RFP 2025-01-CDD; Green Construction Technologies Inc.

a. Approve and Authorize the Chairman to execute the agreement between Citrus County, Florida and Green Construction Technologies Inc., to provide landscaping around the Citrus County Historical Courthouse and fencing for two HVAC units. Cost is \$136,751.

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

E.2. Budget Transfers

Approve the budget transfers for the Management & Budget, Law Enforcement Impact Fees, Sheriff's Office, Utilities, Housing Services (2), Solid Waste Management for fiscal year 2024-2025. **(Erin Dohren, Management & Budget Director)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending the Community Care for the Elderly (CCE) grant, the Aquatic Plant Control grant, the Land Development, the Florida Department of Transportation Aviation Development grant, the Fire Rescue, the State Housing Initiative Partnership (SHIP) grant, and the Low Income Energy Assistance Program (LIHEAP) grant budgets for fiscal year 2024-2025. **(Erin Dohren, Management & Budget Director)**

E.4. CoreCivic Contract Monitoring Update for March 2025

Concur with the recommended action of the non-performance assessment of \$5,000 per day, for a total of \$155,000 for the month of March 2025. **(Joseph Whittick, Contract Monitor)**

E.5. Proposed Homosassa Phase 5 Sewer Project Assessment Area – Acceptance of Perpetual Utility & Access Easement(s)

- a. Authorize the Chairman to accept the Perpetual Utility and Access Easements from property owner(s) in the Proposed Homosassa Phase 5 Sewer Project Assessment Area to allow installation of the central sewer system, as part of the Homosassa Septic to Sewer Project.
- b. Authorize the Clerk of the Board to place Board of County Commissioner's acceptance stamp on the Perpetual Utility and Access Easements attached and record the easement and associated documents in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

E.6. Proposed Cambridge Greens Septic to Sewer Assessment Area - AR 11.10-1, Permanent Reassignment of Development Rights (DVR) 2025-005 Barmore & 2025-006 White

- 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 Douglas & Kathleen Barmore, DVR 2025-005 and Robert B. & Marian A. White, DVR 2025-006.
- b. Authorize the Clerk to attest and record in Public Records of Citrus County, Florida. **(Ken Cheek, PE., Water Resources Director)**

E.7. Hazard Mitigation Grant Program (HMGP)-Hurricane Debby FEMA-4806-DR-FL

- a. Recommendation action to sign the Resolution authorizing the application and execution of a resulting contract for the Hazard Mitigation Grant Program. (HMGP) funds from the Florida Division of Emergency Management and authorizing the signature of such instruments.
- b. Approve and authorize staff to apply for the County LMS project through the State. Including submission of the required "LMS Project Submission Letter". **(Erin Dohren, Management & Budget Director)**

E.8. Suncoast Parkway 2, PH 1 – Amendment to Memorandum of Agreement

- a. Approve and authorize the Chairman to sign the Amendment to Memorandum of Agreement between the State of Florida, Department of Transportation and Citrus County, Florida, and
- b. Approve and authorize the Chairman to sign the Partial Assignment of Easement Agreement between the State of Florida, Department of Transportation and Citrus County, Florida, and
- c. Approve and authorize the Chairman to accept five (5) subsequent Quit Claim Deeds, attached as reference only, for the conveyance of numerous parcels pursuant to the Memorandum of Agreement, dated April 11, 2017, and
- d. Approve and authorize the Chairman to execute a subsequent lease agreement between Citrus County, Florida and Clear Channel Outdoor, Inc., for the Outdoor Advertising Signs located on the 9.68-acre portion of the Rooks Parcel, and
- e. Authorize the Clerk, upon receipt of the fully executed documents from the State of Florida, Florida Department of Transportation, to record the Amendment to Memorandum of Agreement, Partial Assignment of Easement Agreement in the Public Records of Citrus County, Florida and place the acceptance stamp on each subsequent Quit Claim Deed prior to recording in the Public Records of Citrus

County, Florida. **(Carlton Hall, Public Works Director / Walt Eastmond, Technical Services Division Director)**

E.9. Suncoast Parkway 2, Phase 3B (from CR495 to US19) – Memorandum of Agreement

- a. Approve and authorize the Chairman to sign the Memorandum of Agreement establishing the relationship between the State of Florida, Florida Department of Transportation and Citrus County, Florida, with respect to the general responsibilities of the parties regarding conveyances of the properties needed and associated with the Suncoast Parkway 2, Phase 3B (Project) from CR495 to US19 and to establish ownership, easements and maintenance responsibilities of specific roadway and other improvements after completion of the Project.
- b. Approve and authorize property and easement conveyances for the purpose of constructing the Project and approve and authorize the Chairman to execute a County Deed between the State of Florida, Department of Transportation and Citrus County, Florida, a political subdivision of the State of Florida.
- c. Approve and authorize the Chairman to execute any subsequent modifications to the Memorandum of Agreement as needed with regard to the Project without further review or approval of the Board.
- d. Approve and authorize the Chairman or designee to execute all related closing documents regarding the Project.
- e. Authorize staff to execute all other documents related to the closing of the property with the exception of recordable documents; approve and authorize payment of related closing costs associated with the Project property acquisitions.
- f. Authorize the Clerk to record the Memorandum of Agreement in the Public Records of Citrus County, Florida, upon receipt of the fully executed documents from the State of Florida, Florida Department of Transportation, record a subsequent County Deed, and place acceptance stamp on any subsequent documents upon receipt and record said documents in the Public Records of Citrus County, Florida. **(Carlton Hall, Public Works Director/ Walt Eastmond, Technical Services Director)**

E.10. Superior Asphalt Emergency Purchase

Ratify Water Resources emergency purchase totaling \$71,690 for emergency roadway repairs related to a watermain break . **(Ken Cheek, Water Resources Director)**

E.11. Verizon Wireless – In-Building Augmentation Agreement

Approve and authorize the Chairman to execute the In-Building Augmentation agreement between Citrus County, Florida, and Celco Partnership (doing business as Verizon Wireless) to install and maintain an in-building wireless coverage system. **(Louis Foltzer, Chief Information Officer & Amy Hannell, Telecommunication Analyst).**

E.12. Spectrum Service Order – Lecanto Government Building

Approve and authorize the Chairman to execute the Spectrum Service Order form between Citrus County, Florida, and Spectrum Enterprise. **(Louis Foltzer, Systems Management Director)**

F. OUTSTANDING COMMISSION ITEMS

Outstanding List Update – Veronica Kampschroer, Project Manager

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

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Recognition of Erin Dohren, Management & Budget Director

Approve and authorize the Board to present a Certificate of Recognition to Erin Dohren, Management and Budget Director.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:05 p.m. Annual Financial Report

a. Acknowledge receipt of Citrus County's Annual Comprehensive Financial Report and condensed Popular Annual Financial Report for the fiscal year ended September 30, 2024.

b. Approve and authorize the Chair and Clerk as the Chief Financial Officer to authorize the Chief Financial Officer to submit their signatures electronically on the Annual Financial Report. **(Traci Perry, Clerk of Court & Comptroller)**

H.2. 1:10PM Feeding Tampa Bay Presentation

Informational Presentation from Feeding Tampa Bay **(Introduction by Barbara Sprague, CEO/ Executive Director Community Food Bank & Presentation by Thomas Mantz & Loranna Hardwick, Feeding Tampa Bay).**

H.3. 1:25 PM Public Hearing for Section 5307 FFY25-26 Capital - Lapsing Funds FFY2020

a. Conduct a public hearing as required by the Federal Transit Administration to obtain public input on the Program of Projects for Section 5307 lapsing funds for the Capital purchase of a bus for fleet expansion.

b. Adopt and authorize the Chairman, or 1st Vice Chairman, respectively, of the Board of County Commissioners of Citrus County, Florida, to execute the resolution authorizing electronic submission of the grant application, resulting contract, amendments, assurances, and certifications by the County Attorney and Transit Services Director as required to obtain funding from the Federal Transit Administrations, after the review by the County Attorney, without the need to bring the documents before the Board of County Commissioners of Citrus County, Florida.

c. Authorize staff to submit a request for Toll Revenue Credits to FDOT in the amount of \$50,000 for us as Capital Match for FTA 5307 grant. **(Eric Head, Community Services Director)**

H.4. 1:30PM Capital Improvement Program Presentation

Review and provide staff direction for the Five-Year Capital Improvement Program projects for fiscal years 2026-2030. **(Erin Dohren, Management & Budget Director)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

M.1. Ordinance Prohibiting Lobbying on behalf of Developers

Motion to direct attorney, Denise Lyn, to create an ordinance for BOCC approval that prohibits any BOCC commissioner, PDC commissioner, or county staff from:

a) lobbying the State or Federal Government on behalf of a Developer, their lobbyists, or representatives, or,

b) assisting a Developer, their lobbyists or representatives in lobbying the State or Federal Government

while the Developer has a development application pending with Citrus County.

M.2. Ordinance Prohibiting Former County Commissioners from Lobbying the Commission or County Staff

Direct the County Attorney's Office to prepare an ordinance prohibiting former County Commissioners from lobbying sitting elected Commissioners or County staff for a period of six (6) years after leaving elected service to the County.

N. CHAIR REBECCA BAYS - DISTRICT 4

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

R. UPCOMING MEETINGS

1. Regular Meeting, May 13, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, May 27, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, June 10, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Citrus County Network Pavement Strategy Workshop, May 13, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Citrus Impact Fees Workshop, May 13, 2025, at 10:30 a.m, Citrus County Courthouse RM 100, 110 N. Apoka Ave Inverness, FI 34450.
3. Citrus Impact Fees Workshop, May 27, 2025, at 10:00 a.m, Citrus County Courthouse RM 100, 110 N. Apoka Ave Inverness, FI 34450.
4. Governing Body of the Special Library District Preliminary Budget Hearing, July 23, 2025, at 8:30AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Board of County Commissioners Fire Protection Special District Preliminary Budget Hearing, July 23, 2025, at 8:45 AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
6. Board of County Commissioners Preliminary Budget Hearing, July 23, 2025, at 9:00 AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
7. Legislative Planning Retreat August 14, 2025, at 9:00 A.M. Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, FL 34461

T. PUBLIC HEARINGS

T.1. 5:01 pm PUD3063 Stantec - PUD for commercial development

- a. Conduct a public hearing on April 22, 2025, at 5:01 p.m. to consider application PUD-3063, Stantec for US 19 and 98 Acquisitions, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-3063, Stantec for US 19 and 98 Acquisitions, LLC. **(Eric Landon, Growth Management Director)**

T.2. 5:05 P.M. PUD2217 Brenda McKenzie for BFB Storage, LLC

- a. Conduct a public hearing on April 22, 2025, at 5:05 p.m. to consider application PUD2217, Brenda McKenzie for BFB Storage, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD2217, Brenda McKenzie for BFB Storage, LLC. **(Eric Landon, Growth Management Director)**

T.3. 5:10 P.M. AA/PUD-2025-00001 Garden Street Communities

- a. Conduct a public hearing on April 22, 2025, at 5:10 p.m. to consider application AA/PUD-2025-00001, Garden Street Communities.
- b. If approved, direct the Chair and Clerk to execute the ordinance for AA/PUD-2025-00001, Garden Street Communities. **(Eric Landon, Growth Management Director)**

U. ADJOURN