



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

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

MINUTES

May 13, 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

May 13, 2025 Citrus County Courthouse
The meeting was called to order at 1:00 PM.

Chair Rebecca Bays recognized the passing of Bud Osborne.

A.1. Invocation

Pastor Troy Sheppard from the Citrus Missionary Baptist Church led the Invocation.

A.2. Pledge of Allegiance

"SCADAbob" 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, Deputy Clerk Tracy Webb

Absent: None

A.4. Approval of Agenda

County Administrator Steve Howard requested the addition of items E18 and E19.

Motion to approve the agenda, with the additions.

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

B. PROCLAMATIONS, AWARDS & PRESENTATIONS

Motion to approve items B1 through B5.

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

B.1. Proclamation -- International Beef Month

Approve and authorize the Board to proclaim the Month of May as International Beef Month in Citrus County Florida.

B.2. Proclamation -- National Historic Preservation Month

Approve and authorize the Board to proclaim the month of May as National Historic Preservation month in Citrus County, Florida. **(Kathy Turner-Thompson, Historical Resources Advisory Board)**

B.3. Proclamation -- National Water Safety Month

Approve and authorize the Board to proclaim the month of May as National Water Safety Month in Citrus County, Florida.
(Jessica Barnes, Cayla's Coats).

B.4. Proclamation -- National Emergency Medical Services (EMS) Week

Approve and authorize the Board to execute a Proclamation declaring May 18 - May 24, 2025, as National Emergency Medical Services (EMS) Week in Citrus County, Florida. **(Craig Stevens, Fire Chief)**

B.5. Proclamation - Mental Health Awareness Month

Approve and authorize the Board to proclaim the month of May 2025, as Mental Health Awareness Month in Citrus County, Florida. **(Alise Morris, Chief Business Officer, LifeStream).**

C. CONSENT

Motion to approve the Consent Agenda.

RESULT: **Adopted**

MOVER: Jeff Kinnard D.C.

SECONDER: Holly L. Davis

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

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C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
April 22, 2025 Regular Meeting

Administration

C.2. Community Congratulatory Letter Request - Girl Scouts West Central Florida

Request the Board to approve and sign the congratulatory letters for the Girl Scouts of West Central Florida.

Attorneys Office

No items.

Clerk

No items.

Community Services

C.3. Asset Deletion - Restroom Building - Ft Island Gulf Beach

Approve deletion of the Restroom Building asset #30777-000, and the removal of same items from the County's capital asset listing. **(Eric Head, Community Service Director)**

C.4. Asset Deletion - Fishing Pier and Electrical Improvements at Fort Island Gulf Beach

Approve the deletion of the Fishing Pier Asset #16498-000 and the Electrical Improvements Asset #16498-001, and the removal of the same items from the County's Capital Asset listing. **(Eric Head, Community Service Director)**

C.5. Asset Deletion - Shower Tower at Fort Island Gulf Beach

Approve the deletion of the Shower Tower Asset #30222-000, and the removal of same items from the County's Capital Asset listing. **(Eric Head, Community Service Director)**

C.6. Asset Deletion - Boardwalk at Ft. Island Gulf Beach

Approve deletion of the Boardwalk asset #53341-000, and the removal of same items from the County's capital asset listing. **(Eric Head, Community Service Director)**

C.7. Asset Deletion - Beach Sand Replenishment asset

Approve deletion of the Beach Sand Replenishment asset #55366-000, and the removal of same items from the County's capital asset listing. **(Eric Head, Community Service Director)**

C.8. DRC Sports Triathlon

Approve and authorize the Chairman to execute the agreement between Citrus County, FL and DRC Sports, INC. for the DRC Sports Triathlon at Fort Island Gulf Beach. **(Eric Head, Director of Community Services)**

Economic Development

No items.

Fire Services

C.9. Lifestream Behavioral Center, Inc. - Monitoring and Compliance Update - October 2024–March 2025

Acknowledge receipt of Lifestream Behavioral Center's monthly reports for October 2024–March 2025. **(Craig Stevens, Fire Chief)**

C.10. Firehouse Subs Donation

Approve and authorize the Chairman to approve the Department of Fire Rescue to donate the following non-assetted items to Firehouse Subs in Lecanto, Florida

- a. Out-of-date bunker gear jacket
- b. Out-of-date bunker gear pants
- c. Out of service pike pole (hand tool used in firefighting operations **(Craig Stevens, Fire Chief)**)

C.11. Vietnam Veterans Gathering of Inglis FL Inc. dba American Heroes - Donation

Approve and authorize the Chairman to approve the Department of Fire Rescue to donate the following non-assetted items to The Vietnam Veterans Gathering of Inglis FL Inc. dba American Heroes to be placed on display at their American Heroes annual events.

- a. Out-of-date bunker gear jacket
- b. Out-of-date helmet **(Craig Stevens, Fire Chief)**

Human Resources

No items.

Management and Budget

No items.

Growth Management

No items.

Public Works

C.12. Acknowledgment T-Hangar Lease Renewals: Excell Partners, Jochen Foerster, Howard Cox, Thomas DeMaeyer & Justin Brady.

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Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar Lease Agreement(s) for CGC 2-A, Excell Partners; CGC 2-B, Jochen Foerster; CGC 2-G, Howard Cox; CGC 2-F, Thomas DeMaeyer and CGC 1-E, Justin Brady. **(Carlton Hall, Public Works Director)**

C.13. Waste Management Inc. of Florida Bond Continuation

Authorize Chairman to accept Continuation Certificate for Bond Safeguard Insurance Company Bond No. 5010030 extending the period to May 11, 2026, in reference to Waste Management Inc. of Florida's Waste Disposal Account Agreement dated September 27, 2022. **(Carlton Hall, Public Works Director)**

C.14. Florida Express Environmental, LLC Bond Continuation

Authorize Chairman to accept Evergreen National Indemnity Company Bond No. 590026 in reference to Florida Express Environmental, LLC's Waste Disposal Account Agreement dated September 13, 2022. **(Carlton Hall, Public Works Director)**

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

C.15. Release and Satisfaction of Lien Water and Wastewater Utility Services - Lamb

- 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 Billy Lamb.
- 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)**

C.16. Release and Satisfaction of Lien Water and Wastewater Utility Services - Herbert

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- 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 John T. Herbert.
 - 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)**

- C.17. Release and Satisfaction of Lien Water and Wastewater Utility Services - Debay**
 - 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 Valerie J. Debay.
 - 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)**

- C.18. Release and Satisfaction of Lien Water and Wastewater Utility Services - Schweighart**
 - 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 Gregory Schweighart.
 - 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)**

- C.19. Release and Satisfaction of Lien Water and Wastewater Utility Services - Glassburn**
 - 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 Robert J Glassburn.
 - 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)**

- C.20. Release and Satisfaction of Lien Water and Wastewater Utility Services - Stroup**

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- 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 A.B. Stroup.
- 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.21. Set Public Hearing for street vacate SV-2025-00001 McKenzie for Bellandi

- a. Set a public hearing on June 10, 2025, at 1:30 p.m. for application SV2025-00001, McKenzie for Bellandi.
- b. Authorize the Chairman to execute the resolution setting the public hearing.

Resolution Number 2025-033

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

"SCADAbob"

Kathryn Sylvester Neubauer

Anthony Ano

Karen Esty

Michelle Bearden

Larry Baughman

John Herlihy

Josh Richardson

John Gattone

Renee Bedford, from the Floral City Heritage Council

Karolee McLaughlin

Sabrina Watson

Shannon Burns

Donna Rummel

Diane Liptak

John Carlson

John Woods

Lola Sanders

Catherine Spears

Robert Haire

Gregg Casto

Alan Dignan

Elizabeth McGovern

Karleen Sempert

Natasha Savage

Heather Cogar

Ken Marotte

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Kayla Carroll, Executive Officer of the Citrus County Building Alliance

Bob Winslow

Janie Stewart, Treasurer of the Duvall Preservation Trust in Floral City and member of the Steering Committee for Floral City Heritage Council

Alonda McCarty

Tracey Duncan

Curtiss Bryant

Steven Schwartz

Paul Daugherty

Commissioners responded to comments from the public and County Attorney Denise A. Dymond Lyn addressed questions from the Board.

[Public Speaker Forms for Item D](#)

[Additional Information for Item D - Submitted by Karen Esty](#)

[Additional Information for Item D - Submitted by Larry Baughman](#)

[Additional Information for Item D - Submitted by Robert Haire](#)

[Additional Information for Item D - Submitted by Janine Stewart](#)

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a through j.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Diana Finegan

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

- E.1.a. RFP 24-078 Amendment No. 1; Congregate & Home Delivered Meals for Older Americans Act (OAA) Title III, Private Pay, and Community Care for the Elderly (CCE) Programs; G.A. Food Services of Pinellas County, LLC**
Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and G.A. Food Services of Pinellas County, LLC, extending the duration of the Agreement for the Older Americans Act (OAA) Title III to December 31, 2026, and extending the duration of the Agreement for the Community Care for the Elderly (CCE) Programs to June 30, 2026. There is no price increase associated with this Amendment. **(Eric Head, Director of Community Services)**

E.1.b. ITB 23-006 Amendment No. 1; Mowing at the Citrus County-Owned Buildings; Integrity Site Development, Inc.

Approve and Authorize the Chairman to execute the Amendment to the Agreement between Citrus County, Florida and Integrity Site Development, Inc., extending the duration of the Agreement to June 19, 2026, no cost increase associated with this Amendment. **(Eric Head, Director of Community Services)**

E.1.c. ITB 25-122 Right-of-Way Mowing Services-District 11; American Grounds Service LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and American Grounds Services LLC to provide routine mowing of County right-of-way areas in District #11 for the purpose of controlling growth on shoulders, ditches, back slopes, and other grassed areas, at the cost of \$20,244.11 per cut. **(Carlton Hall, Public Works Director)**

E.1.d. PB 25-153 GSA Contract # 47QSMS24D004N Industrial Products & Services Cleaning Supplies; SaniGLAZE International, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and SaniGLAZE International, LLC for the purchase of industrial products and cleaning supplies and services associated with these products on an as-needed basis, with Complete Floor Care Solutions, Inc. as the authorized local dealer. **(Carlton Hall, Public Works Director)**

E.1.e. SGS 25-136 Save Crystal River-Kings Bay Restoration Project; Save Crystal River, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Save Crystal River, Inc., to continue to provide Mechanical Maintenance Services with an additional service to provide Planted Submerged Aquatic Vegetation. From June 12, 2025, through September 30, 2025, Save Crystal River, Inc. shall use the remaining balance of their funding from AGR 20-046 to complete the remaining Work. A new purchase order will be opened from October 1, 2025, through September 30, 2026, for Work performed under the new Agreement with a budget amount of \$315,000. **(Carlton Hall, Public Works Director)**

E.1.f. ITB 23-050 Amendment No. 2; Asphalt Concrete Mix Type SP-9.5 and Type -12.5 also Liquid Emulsified Asphalt Grades SS-1 and AE-90 or Comparable; Central Materials Company, Inc. and Superior Asphalt, Inc.

a. Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Central Materials Company, Inc., to extend the duration of the Agreement to June 19, 2026. There is no cost increase associated with this Amendment.

b. Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Superior Asphalt, Inc., to extend the duration of the Agreement to June 5, 2026. There is no cost increase associated with this Amendment. **(Carlton Hall, Public Works Director)**

E.1.g. PB 25-154 Volusia County No. 540 20558-1 Cleaning, Repair, and Inspection of Personal Protective Equipment; Florida PPE Services, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Florida PPE Services, LLC for the cleaning, repair, and inspection of personal protective equipment on an as-needed basis. **(Craig Stevens, Fire Chief)**

E.1.h. PB 25-152 Volusia County No. 780 12608-1 Laboratory Analysis and Sampling; Pace Analytical Services, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pace Analytical Services, LLC for the provision of field sampling and laboratory analysis, as required by the State of Florida on an as-needed basis. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.i. RFP 22-065 Amendment No. 1; Advanced Metering Infrastructure System

a. Approve and Authorize the Chairman to execute Amendment No. 1 to RFP 22-065 to amend Exhibit "F". No cost increase associated with this Amendment.

b. Approve and Authorize the Chairman to execute the First Amendment to Exhibit "F" of the Agreement RFP 22-065. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.j. QTE 25-145 Website Development for Citrus County Economic Development; Marketing Alliance, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Marketing Alliance, Inc. to design and implement a new website for Citrus County Economic Development at the cost of \$34,850 with an annual website hosting fee of \$650. **(Steven Baham, Economic Development Director)**

E.2. Budget Transfers

Approve the budget transfers for the Housing Services (3), Utilities, Visitor & Convention Bureau, Transit Services, Public Works Admin and Supervisor of Elections for fiscal year 2024-2025. **(Barbara Luckham, Interim Management & Budget Director).**

Motion to approve item E2.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Janet Barek

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending the Sheriff's General Operating budget and the Animal Services Operating budgets for fiscal year 2024-2025. **(Barbara Luckham, Interim Management & Budget Director)**

Motion to approve item E3.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Janet Barek

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

Resolution Number 2025-034

E.4. Voting Equipment

Adopt and authorize the Chairman to execute a resolution amending the Supervisor of Elections budget for fiscal year 2024-2025. **(Maureen Baird, Supervisor of Elections)**

Motion to approve item E4.

RESULT: Adopted

MOVER: Janet Barek

SECONDER: Jeff Kinnard D.C.

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

Resolution Number 2025-035

E.5. Commercial Property and Equipment Breakdown Insurance Renewal

- a. Approve and authorize the annual renewal and payment of the County's Commercial Property & Equipment Breakdown Insurance through Preferred Governmental Insurance Trust, Markel American Insurance, Great American, National Fire Insurance Company of Hartford, and Star Surplus Lines with a renewal date of June 1, 2025.
- b. Approve and authorize the Chairman to execute all documents relating to the County's insurance renewal to include the Premium Recapitulation Proposal, and Preferred Governmental Insurance Trust signature page between Citrus County, Florida, a political subdivision of the State of Florida, Preferred Governmental Insurance Trust and Brown and Brown, Inc., in the total premium amount of \$2,099,310.
- c. Approve related budget transfers for various departments in the amount of \$22,075. **(Barbara Luckham, Interim Management & Budget Director)**.

Motion to approve item E5a through c.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Jeff Kinnard D.C.

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

E.6. Housing Stability for Homeless Schoolchildren Grant Program - Authorization to Apply

Adopt and authorize the Chairman to execute a Resolution authorizing a grant application to the Florida Housing Finance Corporation for the Housing Stability for Homeless Schoolchildren Grant Program. **(Eric Head, Community Services Director)**

Motion to approve item E6.

RESULT: Adopted

MOVER: Holly L. Davis

SECONDER: Diana Finegan

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

Resolution Number 2025-036

E.7. Partial Release of Lien

- a. Authorize the Chairman of the Board of County Commissioners to execute the Partial Release of Lien affecting title to 3057 W. Marie Dr., Dunnellon, FL (Legal Description: Altkey: 1263107; CITRUS SPRINGS UNIT 3 PB 5 PG 116-129, LOT 16 BLK 289; Parcel ID: 18E17S100030 02890 0160).
- b. Authorize the clerk to record the Partial Release of Lien in the Public Records of Citrus County, Florida. **(Steve Howard, County Administrator)**

Motion to approve item E7a and b.

Chair Rebecca Bays commented prior to the vote.

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

E.8. RFQ 21-095 / WA 24-170 Change Order Request / Increase Purchase Order #85886; Professional Engineering Services for Design of New Fire Station at Inverness Airport

Authorize the chairman to approve the change order to increase purchase order #85886 for DRMP Inc. an additional \$89,140.97 for additional engineering fees for the design of a new fire station at Inverness Airport. **(Craig Stevens, Fire Chief)**

Motion to approve item E8.

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

E.9. Advanced Septic Waste Disposal Account Agreement

Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Advanced Septic establishing a monthly charge agreement at the Citrus County Central Landfill for disposal fees up to \$500.00. **(Carlton Hall, Public Works Director)**

Motion to approve item E9.

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

E.10. Emergency Repairs - Repairs for EMS Ambulance

Ratify Fleet Management's emergency purchase totaling \$42,181.88 for emergency repair work to ambulance (asset #56054). **(Carlton Hall, Public Works Director)**

Motion to approve item E10.

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

E.11. Notice Regarding Property from List of Land Available for Taxes.

- a. Approve and Authorize the Chairman to execute a notice regarding CRYSTAL HTS DEV CO SEC 1 PB 1 PG 42 LOTS 4, 5 & 6 BLK 6 – AK 2906529 - 6450 W FLANDERS LN, CRYSTAL RIVER
- b. Authorize Staff to forward the document to the Citrus County, Florida, Clerk of the Circuit Court. **(Carlton Hall, Public Works Director)**

Motion to approve item E11a and b.

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

E.12. Release of Retainage ITB 23-125

- a. Accept the completed project, acknowledge pay application number 7 as Final Completion of SCOP Road Resurfacing of N Dunkenfield Ave from W Venable St to 250 LF north of N Marion Way.
- b. Approve the release of retainage and authorize the Clerk to release retainage to the contractor, Pave-Rite, Inc. in the amount of \$100,538.44.
- c. Return any encumbered funds back to the appropriate accounts. **(Carlton Hall, Public Works Director)**

Motion to approve item E12a, b and c.

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

E.13. Guardian Ad-Litem Relocation

Direct staff to obtain appraisals for the 2520-square-foot property located at 102 E Highlands Blvd. **(Carlton Hall, Public Works Director)**

Motion to approve item E13.

First Vice Chair Diana Finegan and Second Vice Chair Janet Barek commented,

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followed by Board discussion prior to the vote.

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

E.14. CareerSource Citrus Levy Marion Master Services Contract

Approve and authorize the Chairman to execute the Master Services Contract with the Citrus, Levy, Marion Regional Workforce Development Board, Inc. **(Steven Baham, Economic Development Director)**

Motion to approve item E14.

Citizen "SCADAbob" commented.

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

[Public Speaker Form for Item E14](#)

E.15. Fund Balance

Approve and authorize the Chairman to execute a budget resolution to recognize the actual fund balance brought forward from September 30, 2024. **(Barbara Luckham, Interim Management & Budget Director)**

Motion to approve item E15.

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

E.16. RESTORE Act Subrecipient Agreement for Inshore Artificial Reef

Approve and authorize the Chairman to execute the Gulf Consortium Subrecipient Agreement No. 250068135.01 pursuant to The RESTORE Act Spill Impact Component and the State of Florida State Expenditure Plan in the amount of \$80,000. **(Barbara Luckham, Interim Management & Budget Director)**

Motion to approve item E16.

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

E.17. Discussion on Alternative Land Use Hearing Dates

Discussion to find BOCC consensus on alternatives to conducting land use hearings after regular business, including considering alternate dates and times each month. **(Eric Landon, Growth Management Director)**

Growth Management Director Eric Landon provided the recommendation, followed by Board discussion with Mr. Landon and County Attorney Denise A. Dymond Lyn.

Board consensus was given to direct staff on alternatives to conducting land use hearings after regular business, including considering alternative dates and times.

E.18. Board discussion to continue Nature Coast Volunteer Center Programming

Discuss and direct staff to:

a. Continue operations of the Nature Coast Volunteer Center at \$195,309.00 from General Fund annually beginning October 1, 2025, and allow use of the remaining budgeted FY 25 cash match of \$38,789.00 to continue operations from June 9, 2025, through September 30, 2025.

b. Discontinue operations of the Nature Coast Volunteer Center effective June 9, 2025

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

Motion to approve item E18 and allow the use of the remaining budgeted fiscal year 2025 cash match of \$38,789 to continue operations from June 9, 2025, through September 30, 2025.

Citizen Kathy Turner Thompson commented.

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

This item was received after the agenda was published.

Public Speaker Form for Item E18

Additional Item E18

E.19. Rescission of Burn Ban

Authorize the Chairman to execute the Proclamation Rescinding Declaration of Drought Emergency.

(Craig Stevens, Fire Chief)

Motion to approve item E19.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Holly L. Davis

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

This item was received after the agenda was published.

Additional Item E19

F. OUTSTANDING COMMISSION ITEMS

Project Manager Veronica Kampschroer shared information regarding the Space Needs Analysis discussion and provided the Outstanding Commission Items updates.

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. 30-Month Progress Report: Moving Citrus Forward

County Administrator Steve Howard provided the presentation.

There was no action taken on this item.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:10 p.m. Opioid Settlement Funds for Citrus County - Annual Presentation

Approve and authorize the Citrus County Opioid Task Force to review and recommend projects to LSF Health Systems for funding from regional opioid

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settlement funds designated for Citrus County as previously approved by the board in 2023 & 2024. **(Todd Hockert, Florida Dept. of Health & Shelly Katz, Luthern Services Florida).**

Todd Hocker, Chairperson for the Citrus County Opioid Task Force, and Shelly Katz, Chief Operating Officer for Lutheran Services Florida provided the presentation.

Motion to approve item H1.

There were no citizen comments.

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

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

No items.

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

J.1. Prepare Ordinance Relating to Quasi-Judicial Hearings.

Direct our County Attorney to bring back an ordinance amending our Code to clearly prohibit communications or attempts to share evidence outside quasi-judicial hearings and to provide a method of informing the public of the prohibition and a path toward resolution if such evidence is received outside the quasi-judicial hearing.

Commissioner Holly Davis provided the recommendation.

Commissioner Holly Davis made a motion to approve item J1 and Commissioner Jeff Kinnard, D.C. seconded the motion.

Board discussion ensued with County Attorney Denise A. Dymond Lyn.

Citizens Natasha Savage, Steven Schwartz, Tom Chancey, Curtiss Bryant, and "SCADAbob" commented.

Board discussion continued.

The motion was rescinded by Commissioner Holly Davis and

Commissioner Jeff Kinnard, D.C. rescinded the second.

Ms. Lyn addressed the Board.

There was no action taken on this item.

Public Speaker Forms for Item J1

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

K.1. Direction to Prepare an Ordinance Enacting a Moratorium

Direct the County Attorney to prepare an ordinance consistent with our discussions for our next meeting.

Commissioner Jeff Kinnard, D.C. provided the recommendation, followed by Board discussion.

There was no action taken on this item.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

L.1. Lobbyist Ruthie Davis Schlabach

Motion and vote to direct County Attorney Denise A. Dymond Lyn to file an ethics complaint with the Florida Commission on Ethics against Ruthie Davis Schlabach on behalf of the Board.

Second Vice Chair Janet Barek provided the recommendation.

Second Vice Chair Janet Barek made a motion to direct the County Attorney to file an ethics complaint with the Florida Commission on ethics against Ruthie Schlabach on behalf of the Board, which was seconded by First Vice Chair Diana Finegan.

The following citizens commented: Josh Wooten, President and CEO of the Citrus County Chamber of Commerce; Terry Weber Nelles; Gaston Hall, representing Citrus County Builders Association and Chairman of the Code Review and Appeals (CRAB) Board ; Natasha Savage; and John Murphy.

Commissioners responded to comments from the public, followed by Board discussion.

RESULT: Defeated

MOVER: Janet Barek

Minutes

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SECONDER: Diana Finegan
AYES: Finegan, Barek
NAY: Davis, Bays, Kinnard D.C.

[Additional Information for Item L1 - Submitted by Diana Finegan](#)

[Public Speaker Forms for Item L1](#)

L.2. Termination of County Administrator

Motion and vote to terminate Steve Howard's employment as County Administrator.

Second Vice Chair Janet Barek provided the recommendation.

Motion to terminate Steve Howard as the County Administrator.

The following citizens commented: Steven Schwartz; Susan Nelson; Dr. Carmen Koubicek; Josh Wooten, President and CEO of the Citrus County Chamber of Commerce; Curtiss Bryant; Natasha Savage; and Terry Weber Nelles.

RESULT: Defeated
MOVER: Janet Barek
SECONDER: Holly L. Davis
AYES: Barek
NAY: Davis, Bays, Kinnard D.C., Finegan

Following the vote, First Vice Chair Diana Finegan addressed the Board, followed by Board discussion.

[Public Speaker Forms for Item L2](#)

L.3. Resolution Regarding Chairman Rebecca Bays

Motion and vote to adopt a Resolution finding Chairman Rebecca Bays role in the request for a legislative appropriation for the CR 491 Project was inappropriate.

Second Vice Chair Janet Barek provided the recommendation.

Motion for the minutes to reflect that Commissioner Rebecca Bays acknowledges that she worked, without the Board's approval, on seeking appropriations for state funding for County Road 491.

Board discussion ensued, followed by comments from Chair Rebecca Bays.

The following citizens commented: "SCADAbob"; Josh Wooten, President and CEO of Citrus County Chamber of Commerce; and Steven Schwartz.

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Commissioners responded to comments from the public, followed by Board discussion.

RESULT: Defeated
MOVER: Janet Barek
SECONDER: Holly L. Davis
AYES: Barek
NAY: Davis, Bays, Kinnard D.C., Finegan

[Public Speaker Forms for Item L3](#)

L.4. Withlacoochee Trail Park Property Appraisals

Motion and vote to direct staff to acquire two appraisals for 651 Withlacoochee Trail.

Second Vice Chair Janet Barek provided the recommendation.

Motion to direct staff to acquire two appraisals for the property located at 651 Withlacoochee Trail.

Board discussion ensued with County Administrator Steve Howard.

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

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.

First Vice Chair Diana Finegan provided the recommendation.

First Vice Chair Diana Finegan made a motion to direct the County

Attorney Denise A. Dymond Lyn to create an ordinance for BOCC approval that prohibits any BOCC commissioner, PDC commissioner, or county staff from: lobbying the State or Federal Government on behalf of a developer, their lobbyists, or representatives; or 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, which the Second Vice Chair Janet Barek seconded the motion.

Board discussion ensued with County Attorney Denise A. Dymond Lyn.

First Vice Chair Diana Finegan withdrew the motion and Second Vice Chair Janet Barek withdrew the second.

There was no action taken on this item.

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.

First Vice Chair Diana Finegan provided the recommendation.

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

Board discussion ensued with County Attorney Denise A. Dymond Lyn.

Citizen Steven Schwartz commented.

The motion was amended to: direct the County Attorney's Office to prepare an ordinance prohibiting former Citrus County Commissioners from lobbying sitting elected Commissioners or Citrus County staff for a period that is consistent with the State of Florida Constitution.

Citizen Alonda McCarty commented.

Board discussion ensued with Ms. Lyn prior to the vote.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Janet Barek

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

[Public Speaker Form for item M1 - Part 1](#)

[Public Speaker Form for Item M2 - Part 2](#)

M.3. Lobbyist Registration Ordinance

Direct the County Attorney to prepare an ordinance providing for a process for lobbyist registration in Citrus County

First Vice Chair Diana Finegan provided the recommendation.

Motion to direct the County Attorney to prepare an ordinance providing for a process for lobbyist registration in Citrus County.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Holly L. Davis

AYES: Davis, Bays, Kinnard D.C., Finegan, Barek

NAY: None

N. CHAIR REBECCA BAYS - DISTRICT 4

No items.

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

P. OPEN TO THE PUBLIC

The following individual addressed the Board on various issues:

Steven Schwartz

[Public Speaker Form for Item P](#)

Q. ADVISORY BOARD ANNOUNCEMENTS

No items.

R. UPCOMING MEETINGS

Minutes

Board of County Commissioners Meeting - May 13, 2025

1. Regular Meeting, May 27, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, June 10, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, June 24, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Industrial Development Authority Workshop: June 10, 2025, at 10:00AM, Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL 34450
2. Citrus Impact Fee Workshop: **Monday**, June 23, 2025, at 9:00AM, Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL 34450
3. Port Citrus Workshop: **Monday**, June 23, 2025, at 10:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Homelessness Coordination Workshop: July 8, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Governing Body of the Special Library District Preliminary Budget Hearing, **Wednesday**, July 23, 2025, at 8:30AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
6. Board of County Commissioners Fire Protection Special District Preliminary Budget Hearing: **Wednesday**, July 23, 2025, at 8:45AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

Minutes

Board of County Commissioners Meeting - May 13, 2025

7. Board of County Commissioners Preliminary Budget Hearing, **Wednesday**, July 23, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
8. Citrus Impact Fee's Workshop July 29, 2025, at 9:00AM, Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL 34450
9. Legislative Planning Retreat August 14, 2025, at 9:00 AM, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, FL 34461

T. PUBLIC HEARINGS

No items.

U. ADJOURN

The meeting was adjourned at 7:36 PM.

[Proof of Publication](#)