CITRUS COUNTY

BOARD OF COUNTY COMMISSIONERS

MINUTES ● MARCH 22, 2022

Regular Meeting | **Citrus County Courthouse** | **1:00 PM**

Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

A. CALL TO ORDER

March 22, 2022 Citrus County Courthouse
The meeting was called to order at 1:00 PM

1. Invocation

County Attorney Denise A. Dymond Lyn led the Invocation.

2. Pledge of Allegiance

County Attorney Denise A. Dymond Lyn led the Pledge of Allegiance.

3. Roll Call

Attendee Name	Title	Status	Arrived
Ronald E. Kitchen Jr.	Chair, District 2	Present	
Ruthie Davis Schlabach	1st Vice Chair, District 3	Present	
Holly L. Davis	2nd Vice Chair, District 5	Present	
Jeff Kinnard D.C.	Commissioner District 1	Present	
Scott Carnahan	Commissioner, District 4	Present	
Denise A. Dymond Lyn	County Attorney	Present	
Charles R. Oliver	County Administrator	Present	
Amy Novinger	Deputy Clerk	Present	

4. Approval of Agenda

Chairman Ronald E. Kitchen, Jr. requested the addition of items C4 and E23 and the deletion of items H1 and E13.

Clerk's Note: County Administrator Charles R. Oliver stated that item E13 should be item E16.

. **Motion to approve the agenda with the addition of items C4 and E23 and the deletion of items H1 and E16.**

Prior to the vote, Second Vice Chair Holly Davis requested further information regarding item G2 from County Administrator Charles R. Oliver.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

. **Following item A4**

Chairman Ronald E. Kitchen, Jr. provided an explanation on the order of the agenda.

B. CONSENT

Motion to approve the Consent Agenda, in its entirety.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Carnahan, Commissioner, District 4
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

Minutes

B.1. Board of County Commissioners - Regular Meeting - Feb 22, 2022 1:00 PM

Administration

No items.

Attorneys Office

No items.

Clerk

B.2. Clerk Records Disposition 1887

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1887 for the disposal of records that have met their assigned retention periods.

B.3. Release of Special Assessments

Approve and authorize the Chairman to execute Releases of Lien for Special Assessments by and between Citrus County and certain property owners Montezuma Waste Water, Chassahowitzka Water, Chassahowitzka Sewer, 2008 Citrus Springs Waterline Extensions, 2009 Citrus Springs Waterline Extensions special assessment district.

B.4. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

No items.

Fire Services

No items.

Human Resources

No items.

Management and Budget

No items.

Planning and Development

No items.

Public Works

No items.

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

No items.

Set Public Hearings Workshops

No items.

C. PROCLAMATIONS

Motion to approve the Proclamations, items C1 through C4.

Clerk's Note: Meeting was recessed following this item.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Carnahan, Commissioner, District 4
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

1. Proclamation American Red Cross Month

Approve and authorize the Board to proclaim the month of March, 2022 as Red Cross Month in Citrus County, Florida.

2. Proclamation - National Library Week

Approve and authorize the Board to execute a proclamation declaring April 3 through April 9, 2022, as "National Library Week" in Citrus County.

3. April is Water Conservation Month

Approve and authorize the Board to execute a Proclamation declaring April 2022 as Water Conservation Month in Citrus County.

4. Proclamation Kieran Boyle Day *- Item received after the agenda was published.*

Approve and authorize the Board to proclaim March 11, 1022 as "Kieran Boyle Day" in Citrus County, Florida.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues: Ryan Asmus, with the Florida Department of Transportation in Lake City, Florida; Daniel Lillard; Rena Murray; Tyara Otto; Deborah Spence; Margaret Hampton; Margaret Mardis; Michael Nappi; Phil Cote; Patty Kendrick; Bobbi Beswick; Rohini DeSilva; John Labriola; Marianne Parker; and Barbara Lord.

Commissioners responded to comments from the public.

E. REGULAR BUSINESS

1. Bids

Motion to approve items E1a through o.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

a. RFQ 21-029 Work Authorization; Environmental Consultant Services for the Citrus County Fire Training Facility Contaminant Assessment; Aptim Environmental & Infrastructure, LLC

Approve and Authorize the Chairman to execute the Work Authorization Between Citrus County Florida and Aptim Environmental & Infrastructure, LLC to provide continued onsite evaluation and assessment a the Citrus County Fire Training Center

b. RFQ 21-095 Continuing Contract for Professional Engineering Services

Approve and authorize the Chairman to execute Master Agreement between Citrus County, Florida and Hanson Professional Services, Inc., to provide professional engineering services on an as needed basis utilized by all County departments.

c. ITB 20-025, Amendment No. 1; Mowing Right of Way Districts 1-7, 8A & 13; Gilmer Lawn Service, Inc. & MWM Lawn and Landscape, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and MWM Lawn and Landscape LLC and Amendment No 1 to the Agreement between Citrus County, Florida and Gilmer Lawn Service, Inc. to provide routine finish mowing and litter pickup of County Right-of-Ways throughout Citrus County through May 11, 2023.

d. ITB 22-045, Asphaltic Concrete for Surface/ Leveling Cources Including Sand Seal Coat; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pave-Rite, Inc to furnish and place asphaltic concrete and bituminous sand seal coating that meets the Florida Department of Transportation Specifications throughout sections of Citrus County roadways.

e. ITB 22-033 Fire Protection System Testing and Repair Services; Piper Fire Protection, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Piper Fire Protection, Inc. to provide repair services, system upgrades and install new systems for our Fire Protection Systems throughout the County on an as needed basis for a term of three (3) years with an option to renew for two (2) additional one-year periods

f. ITB 22-030 Mowing/Trimming of Curbed Roadways/Medians with Litter Pickup

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and MWM Lawn & Landscape, LLC to provide mowing of curbed roadways/ medians and litter pickup.

b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Gamco Properties III, Inc., to provide mowing of curbed roadways/medians and litter pickup.

g. ITB 22-042, Asphalt Concrete Mix Type SP-9.5 and Type SP-12.5 also Liquid Emulsified Asphalt Grades SS-1 and AE-90 or Comparable; Central Materials Company, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Central Materials Company, Inc. to furnish asphalt concrete mix and liquid emulsion for the maintenance of County roadways.

h. QTE 22-046 Bicentennial Park Pool- Chemicals and Equipment; Aqua Triangle I Corporation dba Triangle Pool Service

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Aqua Triangle I Corporation dba Triangle Pool Service to provide pool chemicals and equipment to the Bicentennial Park Pool for a period of one-year with an option to renew for three additional one-year renewals.

i. QTE 19-037 Amendment No. 2; Mowing of the Cemeteries & Clerks Annex ; N&B Cleanout & Lawn Mowing Services, LLC

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida, and N & B Clean Out & Lawn Mowing Services, LLC to provide mowing at the County Cemeteries and Clerk of Court Annex Building through March 25, 2023.

j. QTE 19-053 Amendment No. 2; Landscaping Services at the Central Ridge Community Center and Central Ridge Community pool/Park; N&B Cleanout and Lawn Mowing Services, LLC

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and N & B Cleanout and Lawn Mowing Services LLC to extend the Agreement until July 21, 2022.

k. PB 21-127 Amendment No. 2; RTQ-01593 Backfile Conversion & Scanning Services; Image-One Corporation

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida, and Image One Corporation to include converting building permits and plans held on microfilm into digital images for Growth Management, Building Division at a cost of $173,852.

l. PB 19-032 Sourcewell RFP #040621, Bulk Solid Waste and Recycling Equipment; Petersen Industries, Inc,

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Petersen Industries, Inc. for the purchase of Solid Waste and Recycling Equipment.

m. PB 22-070 FSA20-EQU-18.0 Purchase of two Volvo L110H Wheel Loaders; Alta Equipment Co.

a. Approve and Authorize the Purchase of two Volvo L110H Wheel Loaders with the approval of the insurance certificate from Risk Management and approval of final documents from the County Attorney's office.

b. Approve and Authorize the Chairman to execute the Buy-Back Agreement between Citrus County, Florida and Alta Equipment Company.

c. Approve and Authorize the Chairman to execute the Total Maintenance & Repair Agreement when received from Alta Equipment Company with requested County Changes have been completed with approval from County Attorneys office.

n. LOI 21-067 Amendment No. 1; Letter of Interest for Code Compliance Special Master & Alternate Special Master Services; Christian W. Waugh, Waugh Grant, PIIC Special Master and CPLS, PA, Alternate Special Master

a. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Christian W. Waugh, Waugh Grant, PLLC to provide services as the Code Compliance Special Master through April 12, 2023.

b. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and CPLS, PA to provide services as the Code Compliance Alternate Special Master through May 3, 2023.

o. BW 22-069 Emergency Bid Waiver Repair of the 850L Dozier used at the Landfill; Beard Equipment Co.

a. Approve and authorize the emergency repair of the 850L Dozer at the Landfill as a non-conforming purchase.

b. Ratify the payment in the amount of $36,020.78 to Beard Equipment Company.

E.2. Budget Transfers

Approve budget transfers for Utilities (4) for fiscal year 2021-22.

Motion to approve item E2.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.3. Budget Resolution

Adopt and authorize the Chairman to execute a resolution adopting/ amending various Small County Outreach Programs, State Housing Initiative Partnership, Florida Economic Community Development Block grant, Older American's Act Title III B, Older American's Act Title III C-1, Older American's Act Title III C-2, Older American's Act Title III E, Alzheimer's Disease Initiative and Community Care for the Elderly grant budgets for fiscal year 2021-22.

Motion to approve item E3.

Resolution Number 2022-024

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.4. Waste Disposal Account Agreement for Waste Pro of Florida, Inc.

a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Pro of Florida, Inc., for disposal fees up to $120,000.00 and accept Security Bond No. EACX4018551 to be made part of the new Waste Pro Disposal Account Agreement dated March 22, 2022.

b. Approve termination of the existing Waste Disposal Account Agreement with Waste Pro of Florida, Inc., dated May 11, 2021, and the release of United States Fire Insurance Company Security Bond No. 6213004047.

Motion to approve item E4a and b.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.5. Ferrovial Services Infrastructure, Inc. Security Bond Continuation for Bond No. K40347628

Authorize Chairman to accept Continuation Certificate for Federal Insurance Company Security Bond No. K40347628 extending the period to April 13, 2023, and to be made a part of Ferrovial Services Infrastructure, Inc, Waste Disposal Account Agreement dated June 8th, 2020.

Motion to approve item E5.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.6. Citrus County Forfeiture Fund Request

Provide staff direction regarding funding in the amount of $5,000 for the Boys and Girls Clubs of Citrus County. Approve budget transfer.

Motion to approve item E6.

Prior to the vote, Chairman Ronald E. Kitchen, Jr. requested clarification from County Administrator Charles R. Oliver and Management and Budget Director Colleen Scott.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.7. Develop Disc Golf Course - Central Ridge District Park

a. Approve and authorize the partnership between Citrus County and volunteers to design and build an 18-hole disc golf course at Central Ridge District Park.

b. Accept the donation of course design and 18 baskets at a value of $7,200.00.

c. Approve and authorize the County to provide labor, equipment, and materials to assist in the development of the course at an estimated value of $7,573.30.

Motion to approve item E7a, b, and c.

Prior to the vote, Michael Barnett addressed the Board.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.8. Veteran's Village of Citrus County – Proposed Eighth Modification to Memorandum of Understanding

Staff is requesting direction from the Board to:

a. Prepare modification number 8 to the Memorandum of Understanding granting the Village a one (1) year extension to obtain written financial commitments, which identifies all funding for the project; and

b. Expand the proposed lease area from the current 5.5 acres mol, to approximately 8.10 acres, mol, to fit the conceptual building plan.

Commissioner Jeff Kinnard, D.C. commented.

Motion to approve item E8a and b.

Prior to the vote, First Vice Chair Ruthie Schlabach requested clarification from County Administrator Charles R. Oliver.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

. **Continued item E8**

County Administrator Charles R. Oliver requested clarification regarding item E8 from Dr. William Dixon and Dr. Dixon responded to questions from the Board.

E.9. Water Resources – Accept Temporary Construction Easement & Perpetual Utility and Access Easement from Robert J. Carlson.

a. Approve and authorize the Chairman to accept a Temporary Construction Easement from Robert J. Carlson.

b. Authorize Clerk to place acceptance stamp on the Temporary Construction Easement and record in the Public Records of Citrus County, Florida.

c. Approve and authorize the Chairman to accept the donation of a Perpetual Utility and Access Easement centered on the constructed pipe location from Robert J. Carlson after completion of construction.

d. Authorize Clerk to place acceptance stamp on a subsequent Perpetual Utility and Access Easement upon receipt and record in the Public Records of Citrus County, Florida

Motion to approve item E9a, b, c, and d.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.10. Memorandum of Understanding Electronic Badge Access to School District Facilities

Approve and authorize the Chairman to execute a Memorandum of Understanding between The School Board of Citrus County, Florida and Mike Prendergast, Sheriff of Citrus County, Florida; and Citrus County, Florida regarding electronic badge access to school district facilities.

Motion to approve item E10.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.11. FAA FY 2022 Grant Application for Crystal River Airport

a. Approve and Authorize the Chairman to sign the FAA grant application and cover letter for the Environmental Assessment for Wetlands Removal South of RW 9-27 at the Crystal River Airport.

b. Authorize the Chairman to execute the FAA grant agreement once received and reviewed by the County Attorney.

Motion to approve item E11a and b.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.12. MFAAA/Elder Options Older American's Act Grant Application for Funding Year 2023

Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding, execution of resulting contract, amendments and necessary documents for the Mid Florida Area Agency on Aging dba Elder Options Older American's Act Title IIIB, IIIC1, IIIC2, and IIIE Programs for the period effective January1, 2023 through December 31, 2023.

Funding is allocated at $741,778. The required cash match is $82,419(Cash of $50,500 to be budgeted in FY 23, and $31,919 In-Kind).

Motion to approve item E12.

Resolution Number 2022-025

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.13. MFAAA/Elder Options (CCE, ADI, HCE, LSP) Grant Application for funding year 2022-2024

Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding, execution of resulting contract, amendments and necessary documents for the Mid Florida Area Agency on Aging dba Elder Options General Revenue Programs, Alzheimer's Disease Initiative Program, Community Care for the Elderly Program, Home Care for the Elderly Program, and Local Services Provider for the period effective July 1, 2022 through June 30, 2024.

Funding is allocated at $903,995 The required cash match for Community Care for the Elderly is $64,561(Cash of $37,500.00 budgeted in FY 22, and $27,061 In-Kind).

Motion to approve item E13.

Resolution Number 2022-026

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.14. DOT FY2022 National Infrastructure Investments - RAISE Grant Funding

a. Approve and authorize the Chairman or 1st Vice Chairman, respectively, to sign the Resolution authorizing the electronic submittal of up to three applications for a total of $25,000,000 in RAISE grant funding through the US Department of Transportation and electronic execution and submittal of the related contracts for up to $25,000,000 in grant funding and any amendments thereto, after review by the County Attorney.

b. Approve and authorize the Chairman or 1st Vice Chairman, respectively, to grant Signature Authority to the Director of the Management and Budget Department to electronically submit the grant application, resulting contract, amendments, assurances and certifications as required to obtain funding from the Department of Transportation, after review by the County Attorney.

Motion to approve item E14a and b.

Resolution Number 2022-027

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.15. SRTS Ph II Forest Ridge Blvd from W. Lake Beverly Dr to W. Colbert Ct

Board Discussion to address the construction funding shortfall.

Commissioner Jeff Kinnard, D.C. commented, followed by Board discussion with County Administrator Charles R. Oliver.

Motion to commit to covering the shortfall of $1.229 million out of the Duke Special Funds money over the next 3 budget cycles, equally divided, in the meantime we will seek out any federal grant money that could possibly be out there to reduce what is required to come out of that Duke money.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.16. Settlement of Claim No: 790120 *- This item was pulled during the meeting.*

Approve and authorize the General Release and Hold Harmless Agreement (hereinafter Settlement Agreement between Citrus County, Florida and Karen Strouse, as full and final settlement to include all attorney's fees and costs of Claim No: 790120, in the amount of $35,000.

E.17. Approve and authorize the Chairman in coordination with the Citrus County Sheriff's Office to make application and submission to the Department of Management Services E911 State Grant Program.

The Sheriff's office is requesting to apply for a grant from the E911 State Grant Program to replace the Viper System (911) and with a new platform Vesta, next generation 911 compliant product subject to 100% grant funding.

Motion to approve item E17.

Prior to the vote, Citrus County Sheriff's Office Captain Casola addressed the Board.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.18. Travel approval for conference in Toronto for John Pricher and Terry Natwick

Approval of travel for John Pricher and Terry Natwick to Toronto for events connected to Destinations International's annual conference.

Motion to approve item E18.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.19. Medium Equipment Operator Position

a. Approve the transfer of Light Equipment Operators to Medium Equipment Operators.

b. Approve employee reimbursement to the County for CDL costs if the employee voluntarily separates from the County within one year of certification. Reimbursement will be based on a pro rata share of training/exam costs funded by the County.

Motion to approve item E19a and b.

At the request of First Vice Chair Ruthie Schlabach, County Administrator Charles R. Oliver provided clarification.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.20. Reclassification of Plans Examiner III

Approve the re-structure and reclassification of the Plans Examiner positions.

Motion to approve item E20.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
SECONDER:	Jeff Kinnard D.C., Commissioner District 1
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.21. CoreCivic Contract Monitoring Update for February 2022

Concur with recommended action of a non-performance assessment of $35,000 against CoreCivic's February payment.

Motion to approve item E21, concurring with the recommended action of a non-performance assessment of $35,000 against CoreCivic's February payment.

Prior to the vote, Carlos Melendez, with CoreCivic addressed the Board.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.22. Approve Sponsorship of Additional Strategic Planning Ads in the Chronicle

Approve additional spend of $780 for advertising with the Chronicle to enhance participation in the strategic planning sessions.

Motion to approve item E22.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

E.23. Insurance - Defensive Driving Contract *- Item received after the agenda was published.*

Approve and authorize the Chairman to execute the Defensive Driving Contract between Intercept Close Quarter Combat, Inc., and Citrus County, Florida and to accept the Professional Liability Insurance and all other terms and conditions shall remain.

Motion to approve item E23.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

F. OUTSTANDING COMMISSION ITEMS

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	12/12/2017 RETREAT	Resolve Landfill Issues	Brian Kauffman/	Ongoing		

2.	12/8/2020 RETREAT	Agenda Item for an RFP for Communications firm to Assist County	Veronica Kampschroer/ Commissioner Davis			To be considered as part of the budget process
3.	12/8/2020 RETREAT	Ft Island Trail Multi-Purpose Path update	Brian Kauffman	3/15/2022		Waiting for potential State Appropriation
4.	4/13/2021	Hall's River Road Multi-Purpose Path (Board decided to look at completing in phases, first phase Crumps to River Haven)	Randy Oliver	TBD		Funding has not been identified
5.	8/24/2021	Update on Homosassa River Noise & Safety Issue	Denise Lyn	Ongoing		
6.	10/26/2021	Establish Process and criteria for Renting to Non-profits	Colleen Scott/ Randy Oliver	4/12/2022		
7.	11/10/2021	Modify waterfront setbacks & Storm Water Management	Mike Sherman/ Brian Kauffman	BOCC Consideration April 2022		Scheduled to go to the PDC 3/17/2022
8.	2/22/2022	Issue RFP for Administrator Search	June Randall	3/22/2022		On this Agenda
9.	2/22/2022	Agenda Item to place Commissioner Carnahan on Canvassing Board.	Denise Gallagher	3/8/2022	COMPLETED	
10.	2/22/2022	Monthly Updates on Core Civic Staffing	Erin Dohren	3/22/2022		March update on this Agenda
11.	3/8/2022	Benchmark other counties and cities in Florida regarding Affordable Housing	Mike Sherman	5/24/2022		

County Administrator Charles R. Oliver requested the deletion of item 9.

. **Motion to approve item F with the deletion of item 9.**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. American Rescue Plan Act Final Rule Update

Approve the $10 million revenue loss standard allowance selection for the State and Local Fiscal Recovery Funds (SLFRF).

County Administrator Charles R. Oliver provided the recommendation, followed by Board discussion with Mr. Oliver.

Motion to approve the $10 million revenue loss standard allowance selection for the State and Local Fiscal Recovery Funds (SLFRF) and to make sure that future Boards are reminded of what has been committed to.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

G.2. Economic Development Council Development and By-Laws *- Item postponed for future meeting*

Provide Direction on Economic Development Council Advisory Board and direct staff to schedule final adoption for Board consideration.

County Administrator Charles R. Oliver provided the recommendation, followed by Board discussion.

There was no action on this item.

G.3. RFP 22-062 Firm to provide a County Administrator Nationwide search

Discuss and approve the scope of services to be used in the Request for Proposal including any other direction from Board.

County Administrator Charles R. Oliver provided the recommendation, followed by Board discussion with Mr. Oliver.

Motion to go out for quotes versus a Request for Proposal (RFP) based on the attached Scope of Services, to hire a consultant to perform a nationwide search for a new County Administrator, using the firms from the previous agenda (Item O1 on February 22, 2022 listed Baker Tilly, Colin Baenziger & Associates, CPS HR Consulting, Florida Association of County Managers, GovHR USA, Higginbothan, Slavin Management Consultants, Inc., S. Renee Norlock & Associates, and The Mercer Group, Inc.) and any other firms that are interested.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Carnahan, Commissioner, District 4
SECONDER:	Ruthie Davis Schlabach, 1st Vice Chair, District 3
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:20 PM Annual Financial Report *- This item was pulled during the meeting.*

a. Acknowledge receipt of Citrus County's Annual Comprehensive Financial Report

and condensed Popular Annual Financial Report for the fiscal year ended September

30, 2021.

b. Approve and authorize the Chairman and Clerk as the Chief Financial Officer to authorize the Financial Analyst to submit their signatures electronically on the Annual Financial Report.

H.2. 1:30 PM FY 22/23 Budget Development Presentation

Conduct Budget Presentation to receive direction regarding the development of the 2022/2023 budget.

County Administrator Charles R. Oliver recognized the following Management and Budget Team: Director Colleen Scott; Senior Budget Analyst Barbara Luckham; Senior Budget Analyst Erin Dohren; and Budget Analyst Nikki Burns.

Mr. Oliver and Ms. Scott provided the presentation and responded to questions from the Board, followed by Board discussion with Mr. Oliver.

Consensus of the Board was given to direct staff on budget changes.

Mr. Oliver announced the Budget Hearing dates.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Special Library District Advisory Board Announcement

Announcement of the expiration of terms for five (5) regular positions and the taking of applications for the Special Library District Advisory Board. The new two-year terms will expire on January 31, 2024. Deadline for applications is April 5, 2022 with nominations and appointments to occur at the April 26, 2022 meeting of the Special Library District Governing Board.

Chairman Ronald E. Kitchen, Jr. provided the announcement.

J. COMMITTEE REPORTS FROM COMMISSIONERS

Commissioner Scott Carnahan shared information from the Springs Steering Committee.

First Vice Chair Ruthie Schlabach discussed the Veterans Advisory Board, Public Safety Council, and Withlacoochee Regional Water Supply Authority (WRWSA) Board meetings.

Second Vice Chair Holly Davis gave an overview from the Tourist Development Council (TDC), WRWSA, National Association of Counties(NACo), and Aviation Advisory Board meetings.

Commissioner Jeff Kinnard, D.C. announced his appointment as Vice-President to the Withlacoochee Regional Water Supply Authority Board.

Chairman Ronald E. Kitchen, Jr. announced the two day summit with the Tampa Bay Regional Planning Council (TBRPC) to be held on April 5, 2022 from 8 AM until 7 PM and April 6, 2022 8:30 AM until 4:30 PM, discussed the different Boards involved in the TBRPC, and shared information from the TBRPC meeting.

K. COMMISSIONER SCOTT CARNAHAN - DISTRICT 4

Commissioner Scott Carnahan shared information from the Citrus County Building Alliance regarding variances, followed by Board discussion with County Attorney Denise A. Dymond Lyn and County Administrator Charles R. Oliver. Commissioner Carnahan discussed a phone call regarding a barndominium with Mr. Oliver, Ms. Lyn, and the Board.

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

Commissioner Jeff Kinnard, D.C. discussed a Florida Greenways and Trails System presentation with Mickey Thomason for an agenda item scheduled for the regular meeting to be held on April 12, 2022 with the Board.

M. 2ND VICE CHAIR HOLLY L. DAVIS - DISTRICT 5

M.1. Medical Examiner Resolution to increase certain Medical Examiner Fees

Approve and authorize the Chairman to execute the Resolution increasing certain Medical Examiner Fees.

County Administrator Charles R. Oliver commented.

Motion to approve and authorize the Chairman to execute the Resolution increasing certain Medical Examiner Fees.

Prior to the vote, Second Vice Chair Holly Davis provided an overview.

Resolution Number 2022-028

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Holly L. Davis, 2nd Vice Chair, District 5
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

. Following item M1

Second Vice Chair Holly Davis discussed the participation in the Women in Welding at the Withlacoochee Technical College (WTC) and shared information in the Poverty Simulator located at WTC run by Citrus County Educational Foundation as a part of the involvement with Prosperity Citrus.

N. 1ST VICE CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

No items.

O. CHAIR RONALD E. KITCHEN JR. - DISTRICT 2

No items.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

Q. OPEN TO THE PUBLIC

John Labriola addressed the Board.

Commissioners responded to comments from the public.

R. UPCOMING MEETINGS

1. Regular Meeting**, April 12, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

2. Regular Meeting: **April 26, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

3. Regular Meeting: **May 10, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100,

110 N. Apopka Avenue, Inverness, FL 344520

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. *Workshop*: Communications **Tuesday April 12, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. *Workshop*: Residential Road Resurfacing **Tuesday April 26, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. *Workshop:* Airports & Infrastructure **Tuesday May 10, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. *Workshop*: Debt Reduction to Capitol **Tuesday May 24, 2022, at 8:30AM**, **& Tuesday May 24, 2022, at 9:00AM, Northern Connector** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. *Workshop*: Long-Term Landfill Planning **Tuesday June 14, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
6. *Workshop*: Resiliency **Monday June 27, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
7. *Workshop*: Use of Boat Launch Funds **Tuesday July 12, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
8. *Workshop*: Succession Planning **Tuesday July 26, 2022, at 9:00AM,** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

T.1. 5:01 CPA/AA-22-03 Law Office of Clark A. Stillwell for William E. James Trustee

a. Conduct a public hearing on March 22, 2022, at 5:01 p.m. to consider application CPA/AA-22-03, Law Office of Clark A. Stillwell for William E. James Trustee.

b. If approved, adopt and authorize the chairman to execute the ordinances for CPA/AA-22-03, Law Office of Clark A. Stillwell for William E. James Trustee, and direct the Clerk to Record the ordinances in the Public Records.

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications and read the proposed ordinance titles into the record.

Attorney Clark Stillwell provided the applicant information and responded to questions from the Board.

Land Development Director Joanna Coutu provided the staff presentation and responded to questions from the Board.

Citizen Richard Frank commented.

Mr. Stillwell responded to comments from Mr. Frank and responded to questions from the Board.

Motion to approve CPA/AA-22-03, adopt and authorize the Chairman to execute ordinances for Law Office of Clark A. Stillwell, based on confident and substantial evidence.
Clerk's Note: The motion was corrected and approved at the BOCC meeting of May 27, 2025, item C3.
Ordinance Numbers 2022-A19 and 2022-A20

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Holly L. Davis, 2nd Vice Chair, District 5
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

T.2. 5:05 AA-22-02 – Emily Zediker

a. Conduct a public hearing on March 22, 2022, at 5:05 p.m. to consider application AA-22-02 - Emily Zediker.

b. If approved, adopt and authorize the chairman to execute the ordinance for AA-22-02 - Emily Zediker, and direct the Clerk to record the ordinance in the public records.

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications and read the proposed ordinance title into the record.

Land Development Director Joanna Coutu provided the staff presentation.

There were no citizen comments.

Motion to approve AA-22-02, adopt and authorize the Chairman to execute the ordinance for Emily Zediker, based on confident and substantial evidence.
Clerk's Note: The motion was corrected and approved at the BOCC meeting of May 27, 2025, item C3.
Ordinance Number 2022-A21

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

T.3. 5:10 pm CPA/AA/PUD-21-15 Steve Luce of EPG Land LLC for Apollo Beach Investments Limited Partnership

a. Conduct a public hearing on March 22, 2022 at 5:10 p.m. to review and discuss CPA/AA/PUD-21-15, Steve Luce of EPG Land LLC for Apollo Beach Investments Limited Partnership.

b.If approved, adopt and authorize the Chairman to execute the ordinances for CPA/AA/PUD-21-15 Steve Luce of EPG Land LLC for Apollo Beach Investments Limited Partnership and direct the Clerk to execute the ordinances.

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications and read the proposed ordinance titles into the record.

Kamala Corbett, with Hill Ward Henderson addressed the Board on behalf of the applicant.

Land Development Director Joanna Coutu provided the staff presentation and responded to questions from the Board.

There were no citizen comments.

Based on confident and substantial evidence, motion to approve CPA/AA/PUD-21-15, adopt and authorize the Chairman to execute the ordinances.

Clerk's Note: The motion was corrected and approved at the BOCC meeting of May 27, 2025, item C3.
Ordinance Numbers 2022-A22 and 2022-A23

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jeff Kinnard D.C., Commissioner District 1
SECONDER:	Scott Carnahan, Commissioner, District 4
AYES:	Kitchen Jr., Schlabach, Davis, Kinnard D.C., Carnahan

U. ADJOURN

The meeting was adjourned at 5:25 PM