



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

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

MINUTES

May 11, 2023 - 1:00 PM

**Ruthie Davis Schlabach, Chair, District 3
Holly L. Davis, 1st Vice Chair, District 5
Rebecca Bays, 2nd Vice Chair, District 4
Jeff Kinnard D.C., Commissioner District 1
Diana Finegan, Commissioner, District 2**

**Steve Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Angela Vick, Clerk of the Circuit Court and
Comptroller**

A. CALL TO ORDER

May 11, 2023 Citrus County Courthouse
The meeting was called to order at 1:00 PM.

A.1. Invocation

Senior Pastor Ray Cortese, Founding Pastor of Seven Rivers Church in Lecanto led the invocation.

A.2. Pledge of Allegiance

Retired Sergeant of the New York Police Department (NYPD) Harry Nicolino led the Pledge of Allegiance.

A.3. Roll Call

Present: Ruthie Davis Schlabach, Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan County Administrator Steve Howard, County Attorney Denise Lyn, Clerk of the Circuit Court and Comptroller Angela Vick, Deputy Clerk Amy Novinger

Absent:

A.4. Approval of Agenda

County Administrator Steve Howard requested the addition of items L3 and H2, submission of additional information for items H1 (1:30 PM Time Certain) and T1, and to pull item B8.

Motion to approve the Agenda.

RESULT: Adopted

Minutes

Board of County Commissioners Meeting - May 11, 2023

MOVER: Rebecca Bays
SECONDER: Jeff Kinnard D.C.
AYES: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY: None

B. CONSENT

Motion to approve the Consent Agenda.

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

Clerk's Note: Item B8 was pulled during item A.4. Approval of the Agenda motion and vote.

Minutes

B.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
Regular Meeting April 25, 2023
Public Workshop April 25, 2023

Administration

No items.

Attorneys Office

No items.

Clerk

B.2. County Investment Policy

Adopt the revised Investment Policy as presented.

B.3. Release of Special Assessment

Approve and authorize the Chair to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners 2009 Citrus Springs Waterline Extensions, 2014 Crystal River Wastewater special assessment district

Community Services

B.4. CDBG-DR Housing Assistance Plan

Authorize the Chairman to execute the revised CDBG-DR Housing Assistance Plan. **(Eric Head, Community Resources Director, Michelle Alford, Housing Services Director)**

B.5. Colonnade Park - Subordination Agreement

Approve and authorize Chairman to execute the Subordination Agreement. **(Eric Head, Community Resources Director, Michelle Alford, Housing Services Director)**

Fire Services

B.6. Deletion of Surplus Property - Asset 53218

Approve an after the fact deletion of the following non-repairable item from the inventory of Citrus County Fire Rescue and the removal of the same item from the county's capital asset listing. Asset# 53218 -Phosphate Ion Battery SN#GA3VDYY8K9555F58 **(Craig Stevens, Fire Chief)**

Human Resources

No items.

Management and Budget

No items.

Growth Management

B.7. PLT-22-27 Bilar Subdivision

- a. Consider PLT-22-27, Bilar Subdivision.
- b. If approved, direct the Chair and Clerk to execute the plat, and the Clerk to record the plat in the public records of Citrus County, Florida (**Eric Landon, Growth Management Director, Joanna Coutu, Land Development Division Director**)

B.8. PLT-23-09 Hannah-Van Arsdale Subdivision

- a. Consider PLT-23-09, Hannah-Van Arsdale Subdivision.
- b. If approved, direct the Chair and Clerk to execute the plat, and the Clerk to record the plat in the public records of Citrus County, Florida. (**Eric Landon, Growth Management Director, Joanna Coutu, Land Development Division Director**)

This item was pulled during the meeting.

Public Works

No items.

Systems Management

No items.

Water Resources

B.9. Reclass open Secretary position to Administrative Coordinator

Approve reclassification of vacant Secretary position, pay grade 105 to Administrative Coordinator position, pay grade 107. (**Ken Cheek, Water Resources Director**)

Visitors and Convention Bureau

No items.

Set Public Hearings Workshops

Minutes

Board of County Commissioners Meeting - May 11, 2023

B.10. Set a Workshop on May 23, 2023 at 9:00 AM for a Residential Road Resurfacing Presentation.

Set a Workshop on May 23, 2023 at 9:00 AM for a Residential Road Resurfacing Presentation. **(Mary Jensen, Public Works Director, Walt Eastmond, Technical Services Division Director)**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. International Internal Audit Month

Declare the month of May as International Internal Audit Awareness Month

Motion to approve item C1.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Holly L. Davis

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

NAY: None

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Bill Grant, on behalf of the Citrus County Hospital Board

Sabrina Watson, on behalf of Xceptional Life Project

Dr. Paul Reinhardt

Brad Benson

Bill Grant

Frank Papcin

Diane Liptak

Tim Gilbert

Commissioners responded to comments from the public and County Administrator Steve Howard responded to questions from the Board.

[Public Speaker Forms for item D](#)

[Additional Information for item D - Submitted by Brad Benson](#)

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a and b.

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

E.1.a. SGS 23-037 Fire & EMS Incident Management System Software; ESO Solutions, Inc.

- a. Approve the purchase as a single source purchase and waive bid requirements.
- b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and ESO Solutions, Inc. to provide ESO software to streamline and consolidate all the report writing (Fire & EMS), data management, and inspections for Fire Services. **(Craig Stevens, Fire Chief)**

E.1.b. ITB 23-006 Notice of Termination and Contractor Debarment; Mowing of County Owned Buildings; Land-Tech Landscape Services, Inc.

- a. Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and Land-Tech Landscape Services, Inc. to terminate the Agreement for non-compliance per the Notice of Non-compliance, this agreement is hereby terminated.
- b. Impose a disbarment for a term of three (3) years against Land-Tech Landscaping Services, Inc. **(Eric Head, Community Services, Director)**

E.2. Budget Transfers

Approve budget transfers for Management & Budget, Transit (4), Housing Services (2), and Utilities (2) for fiscal year 2022-23. **(Erin Dohren, Director Management & Budget)**

Motion to approve item E2.

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

E.3. Budget Resolutions

Minutes

Board of County Commissioners Meeting - May 11, 2023

Adopt and authorize the Chairman to execute a resolution adopting/amending the Hava Elections Security and State Initiative Partnership (SHIP) grant budgets for fiscal year 2022-2023. **(Erin Dohren, Director Management & Budget)**

Motion to approve item E3.

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

Resolution Number 2023-041

E.4. Acceptance of City Deed from the City of Inverness.

- a. Approve and authorize the Chairman to accept the City Deed from the City of Inverness, for the upper portion of Pinehill Cemetery, Lots 5 and 6, block 65 of the Town of Inverness, Florida, less and except the north 18 feet more or less of lot 5 and lot 6 and the east 140 feet more/less of lot 6 to be retained by the City of Inverness.
- b. Authorize Clerk to place acceptance stamp on the City Deed and record in the Public Records of Citrus County, Florida. **(Mary Jensen, Public Works Director)**

Motion to approve item E4a and b.

Chair Ruthie Schlabach, Second Vice Chair Rebecca Bays, and First Vice Chair Holly Davis commented.

RESULT: Adopted
MOVER: Jeff Kinnard D.C.
SECONDER: Diana Finegan
AYES: Davis, Bays, Kinnard D.C., Finegan
NAY: Davis Schlabach

E.5. Certificate of Public Convenience and Necessity (COPCN) for MTS Ambulance LLC

Approve and authorize the Chairman to execute a Certificate of Public Convenience and Necessity for MTS Ambulance LLC to provide basic and advanced life support non-emergency ground transport services in Citrus County. Certification will expire April 1, 2028. **(Craig Stevens, Fire Chief)**

Motion to approve item E5.

The following individuals addressed the Board: Dr. Keith Gould and Daviel Marrero, spoke on behalf of MTS Ambulance; Jeff Taylor, Chief Operating

Minutes

Board of County Commissioners Meeting - May 11, 2023

Officer for MedFleet; and Ernesto "Tito" Rubio, on behalf of the Citrus County Department of Health Administrator.

Board discussion ensued.

RESULT: Defeated
MOVER: Holly L. Davis
SECONDER: Ruthie Davis Schlabach
AYES: None
NAY: Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan

Additional Information for item E5

E.6. Right of Entry for Charter Communications

Approve and authorize the Chairman to sign the Right of Entry agreement permitting Charter Communications to build out fiber optic broadband internet into Citrus County Community Services at 2804 W. Marc Knighton Ct., Lecanto, FL 34461 while Charter is building fiber infrastructure in the area. This will allow the infrastructure to be in place when the County chooses to upgrade services at a later date. (Todd Dunn, Systems Management)

Motion to approve item E6.

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

E.7. TDC Request for Local Lines Television Partnership

Approve related budget transfer. **(John Pricher, Visitors and Convention)**

Motion to approve item E7.

Visitor & Convention Bureau Director John Pricher responded to questions from the Board.

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

Additional Information for item E7

E.8. COPS Grant

Approve and authorize the Chairman to approve this process.

Minutes

Board of County Commissioners Meeting - May 11, 2023

County Administrator Steve Howard provided an update and Sheriff's Office Colonel Elena Vitt provided the recommendation.

Sheriff's Office Colonel Vitt, Captain Troy Hess, and Financial Services Director Tracy Seffern responded to questions from the Board.

Motion to approve item E8, for the full 44 positions. If the grant is approved, then the Board will find the money.

Prior to the vote, Board discussion continued with Colonel Vitt, Captain Hess, Ms. Seffern, and Mr. Howard.

There were no citizen comments.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Diana Finegan

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

NAY: None

[Additional Information for item E8](#)

F. OUTSTANDING COMMISSION ITEMS

Outstanding Commission Items

County Administrator Steve Howard provided updates on the Betz Farm, Airport, and FBO priority list.

[Item F1 - Outstanding Commission Items](#)

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Reschedule Strategic Planning date

Cancel and Reschedule the Strategic Planning Retreat follow-up meeting, cancel Wednesday, July 19, 23 at 9:00a.m. at the Citrus County Courthouse to Monday, July 31, 2023 at 9:00 a.m. - 12:00 p.m. at the Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto Florida 34461

County Administrator Steve Howard provided the recommendation.

Consensus of the Board was given for staff to cancel the Strategic

Planning Retreat follow-up meeting that was scheduled for Wednesday, July 19, 2023 at 9:00 AM at the Citrus County Courthouse, to reschedule for Monday, August 15, 2023 at 10:00 AM, and decision of location to be made by staff.

County Attorney Denise A. Dymond Lyn and Deputy Clerk Amy Novinger addressed the Board.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. Tourist Development Office Presentation

Receive the Information only presentation. **(John Pricher, Visitors and Convention Bureau Director)**

Visitor & Convention Bureau Director John Pricher and T. J. Fletcher, Account Director with Madden Media, provided the presentation and responded to questions from the Board.

There was no action taken on this item.

[Item H1 - Power Point](#)

[Additional Information for item H1](#)

H.2. Update on Infor Public Sector, Community Development and Regulation (IPS/CDR)

Update from Systems Management Department, Todd Dunn, Systems Management Director, and Shannon Budd, Business Technology Analyst on the new building permitting system "Infor Public Sector, Community Development and Regulation" (IPS/CDR).

Systems Management Director Todd Dunn provided an update on the new building permit system project, followed by Board discussion with Mr. Dunn and County Administrator Steve Howard.

This item was received after the agenda was published.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Value Adjustment Board Citizen Member - Nominate and Appoint

Nominate and appoint a citizen member to the Value Adjustment Board. The citizen member must own homestead property in Citrus County.

Nominate and appoint Jill Lyles as a citizen member to the Value Adjustment Board.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Holly L. Davis

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

NAY: None

J. COMMITTEE REPORTS FROM COMMISSIONERS

First Vice Chair Holly Davis announced that she attended the Tourist Development Council (TDC) and the Medical Examiner's Office Board meetings.

Commissioner Diana Finegan provided an overview from the Citrus, Levy, Marion Regional Workforce Development (Career Source) Board.

Second Vice Chair Rebecca Bays shared information from the Tampa Bay Regional Planning Council (TBRPC) Summit for Resiliency that she attended with the Economic Development Director, Frank Calascione.

Chair Ruthie Schlabach discussed the details from the Citrus One-Stop Recovery and Economic (CORE) meeting.

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

No items.

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

L.1. Update on Interlocal Agreement with Hernando County and Citrus County Hospital Board for Mental Health Facility funding.

Update on Interlocal Agreement with Hernando County and Citrus County Hospital Board for Mental Health Facility funding.

Commissioner Jeff Kinnard, D.C. and County Attorney Denise A. Dymond Lyn provided an update.

L.2. Discussion and vote on reallocating the funds earmarked for the Fort Island Trail path to the connector from Three Sister Springs trail to LeGrone Park.

Discussion and vote on reallocating the funds earmarked for the Fort Island Trail path to the connector from Three Sister Springs trail to LeGrone Park.

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

Consensus of the Board was to table this item.

L.3. County Contracting with Pave Rite, Inc.

Motion and vote to:

1. Continue the status quo as provided in the November 7, 2022, meeting, or
2. Reinstate the Contractor moving forward.

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

Motion to approve the reinstatement of Pave-Rite, Inc. as a contractor that can bid on Citrus County projects moving forward effective today.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Rebecca Bays

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

NAY: None

Additional Item L3

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

No items.

N. 1ST VICE CHAIR HOLLY L. DAVIS - DISTRICT 5

N.1. Update on Inverness Village 4

- a. Update on status of Inverness Village IV

First Vice Chair Holly Davis requested an update from Growth Management Director Eric Landon and County Attorney Denise A. Dymond Lyn.

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

No items.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Minutes

Board of County Commissioners Meeting - May 11, 2023

No items.

Q. OPEN TO THE PUBLIC

The following individual addressed the Board on various issues:

Sharon Hill

Commissioner Diana Finegan responded to comments from the public.

[Public Speaker Form for item Q](#)

R. UPCOMING MEETINGS

1. Regular Meeting, **May 23, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting **June 6, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **June 20, 2023** at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Workshop: Airports; Crystal River and Inverness, **Tuesday, June 6, 2023 at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Strategic Planning Retreat: **Wednesday, July 19, 2023, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Preliminary Budget Hearing: **Wednesday, July 26, 2023, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

Minutes

Board of County Commissioners Meeting - May 11, 2023

Governing Body of the Special Library District 8:30 A.M.

Fire Protection Special District 8:45 A.M.

BOCC 9:00 A.M.

4. Tentative Budget Hearing: **Thursday September 7, 2023, at 5:01 P.M.**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Final Budget Hearing: **Tuesday, September 26, 2023, at 5:01 P.M.**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

Clerk's Note: Recess was taken at 4:43 PM and resumed at 5:15 PM.

T.1. 5:01 PM. AA-22-07 Wilburn for Sweetwater Homes -SF to MF

1. Conduct a public Hearing on May 11th, 2023 to review and discuss application AA-22-07, Michael Wilburn for Sweetwater Homes of Citrus, Inc.
2. If approved, direct the Chair and Clerk to execute the ordinance for AA-22-07. (**Joanna Coutu, Director, Land Development**)

County Attorney Denise A. Dymond Lyn polled the Board for ex parte communications.

Motion to accept the backup material into the record.

RESULT: Adopted

MOVER: Rebecca Bays

SECONDER: Jeff Kinnard D.C.

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

NAY: None

Ms. Lyn read the proposed ordinance title into the record.

Dr. Michael Wilburn and Steve Ponticos, CEO of Sweetwater Homes of Citrus provided the applicant presentation.

Land Development Director Joanna Coutu provided the staff presentation.

The following citizens addressed the Board: Lauren Merriam, legal counsel representing Sugarmill Woods Civic Association; Ralf Brookes, Attorney representing Sugarmill Woods Oak Village Association; Ed Schiller; Dr. Roger Davis; Patrick Goodman; Thomas Sholar; Jerry Myer; Shawn McDonald; Marvin

Minutes

Board of County Commissioners Meeting - May 11, 2023

Robbins; Penny Parks, owner of the Sugarmill Woods Country Club, Citrus National Golf Club, and Oak Village Sports Complex; Michael Deem; Dan Donoghue; Charles Bradway; Ron Riewold; Susan Wallace; Sharon Hill; Rich Charlton; James Aller; Regina Zamboli; Roseann Ambrico; James Pirotta; Theresa Healey; Diane Davidson; Judith Lee Zintel; Nancy Harris; Deborah Robbins; Douglas Thomas; Don Elam; Janet Eberle; Barbara Horsey; Donna Rummel; Samuel Mutch; Barry Stine; Alfred Maughan; Mike Floch; and Jeffry Slutzky.

Dr. Wilburn and Mr. Ponticos responded to comments from the public.

Motion to deny application AA-22-07, based on confident and substantial evidence, due to the application not being compatible.

Clerk's Note: The motion was corrected and approved at the BOCC meeting of May 27, 2025, item C3.

RESULT: Adopted

MOVER: Diana Finegan

SECONDER: Jeff Kinnard D.C.

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

NAY: None

Ordinance Number 2023-A15

Clerk's Note: There was a recess at 7:20 PM that resumed at 7:30 PM.

[Item T1 - Applicant Power Point](#)

[Item T1 - Staff Power Point](#)

[Public Speaker Forms for item T1](#)

[Additional Information for item T1](#)

[Additional Information for item T1 - Submitted by Edward Schiller](#)

[Additional Information for item T1 - Submitted by Lauren Merriam](#)

[Additional Information for item T1 - Submitted by Marvin Robbins](#)

[Additional Information for item T1 - Submitted by Patrick Goodman](#)

[Additional Information for item T1 - Submitted by Ralf Brookes](#)

[Additional Information for item T1 - Submitted by Ron Reiworld](#)

[Additional Information for item T1 - Submitted by Roseann Ambrico](#)

[Additional Information for item T1 - Submitted by Shawn McDonald](#)

Minutes

Board of County Commissioners Meeting - May 11, 2023

[Additional Information for item T1 - Submitted by Thomas Sholar](#)

U. ADJOURN

The meeting was adjourned at 08:33 PM.

[Proof of Publication](#)