



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

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

MINUTES

August 8, 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

August 8, 2023 Citrus County Courthouse
The meeting was called to order at 1:00 pm.

A.1. Invocation

Bishop Doug Alexander from the New Church Without Walls gave the Invocation.

A.2. Pledge of Allegiance

Navy Veteran, Chief Doug Wright, led the Pledge of Allegiance.

A.3. Roll Call

Present: Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan,
County Administrator Steve Howard, County Attorney Denise Lyn,
Deputy Clerk Amy Novinger, Deputy Clerk Ashlyn Hunnicutt

Absent: Ruthie Davis Schlabach, Clerk of the Circuit Court and Comptroller
Angela Vick

A.4. Approval of Agenda

*County Administrator Steve Howard provided the additional information for items
B3, G1, and T2a, b, and c.*

Motion to approve the Agenda, with the changes.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

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SECONDER: Diana Finegan

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

NAY: None

B. CONSENT

First Vice Chair Holly Davis requested pulling item B3 for separate consideration.

Motion to approve the Consent Agenda, with the exception of pulling item B3 for discussion.

RESULT: **Adopted**

MOVER: Rebecca Bays

SECONDER: Jeff Kinnard D.C.

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

NAY: None

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No items.

Administration

No items.

Attorneys Office

No items.

Clerk

No items.

Community Services

No items.

Fire Services

No items.

Human Resources

B.1. Administrative Regulation 7.27 Respirator Fit Test

Approve and authorize the Chairman to approve Administrative Regulation 7.27, Respirator Fit Test. **(June Randall, Human Resources Director).**

Management and Budget

B.2. Revision of AR: 2.13-1 - Citrus County Risk Management Policy

Accept and authorize the revisions to AR: 2.13-1 - Citrus County Risk Management Policy. **(Erin Dohren, Management and Budget Director, Mary Glancy, Risk Management).**

Growth Management

B.3. PLT-22-31 Tidal Wave - Lecanto

a. Consider PLT-22-31 (aka RPLT202300010), Tidal Wave- Lecanto Subdivision.

b. If approved, direct the Chairman 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, Planning and Development Division Director)**

Second Vice Chair Rebecca Bays commented.

Motion to deny item B3 was made by Second Vice Chair Rebecca Bays and seconded by First Vice Chair Holly Davis.

County Attorney Denise A. Dymond Lyn provided the Board with clarification prior to the vote, followed by Board discussion.

Brandon Hebron, Developer of the Tidal Wave Project commented.

Commissioners responded to comments from Mr. Hebron.

At the request of Commissioner Diana Finegan, Ms. Lyn provided further clarification.

First Vice Chair Holly Davis rescinded her second motion; the motion died for lack of a second.

Board discussion continued with Ms. Lyn.

Motion to table item B3.

Board discussion ensued with Ms. Lyn and Growth Management Director Eric Landon prior to the vote.

There were no citizen comments.

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

This item was pulled for discussion.

[Additional Information for item B3](#)

[Public Speaker Form for Item B3](#)

Public Works

B.4. Release of Lien

- A. Approve and Authorize the Chairman to execute Release of Lien for Property Abatement Assessment by and between Citrus County, Florida, and certain property owner.
- B. Authorize the Clerk to record the Release of Lien in the Public Records of Citrus County, Florida. **(Mary Jensen, P.E., Public Works Director).**

Systems Management

No items.

Visitors and Convention Bureau

No items.

Set Public Hearings Workshops

No items.

Water Resources

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No items.

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

Motion to approve items C1 and C2.

RESULT: **Adopted**

MOVER: Rebecca Bays

SECONDER: Diana Finegan

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

NAY: None

C.1. Proclamation - Nature Coast Community Band 15th Season of Performances

Approve and authorize the Board to recognize the Nature Coast Community Band 15 Seasons of Performances in Citrus County, Florida.

C.2. Proclamation - Breastfeeding Support Month

Approve and authorize the Board to proclaim the month of August 2023, as Breastfeeding Support Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Frank Papcin

Dr. Carmen Koubicek

Janet Barek

Joselito Cappa

Ernesto Rubio

Terry Weber

Ricky Rawls

Commissioners and Growth Management Director Eric Landon responded to comments from the public, and Mr. Landon provided an update regarding Inverness Village IV.

[Public Speaker Forms for Item D](#)

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a through d.

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Diana Finegan

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

NAY: None

E.1.a. QTE 19-072 Amendment No. 3; Mowing Citrus County Libraries; Gamco Properties III, Inc. dba Third Generation Services

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc. dba Third Generation Services to extend the Agreement to September 23, 2024. **(Eric Head, Community Services Director)**.

E.1.b. ITB 23-072 Mowing Water / Wastewater Facilities & Lift Stations; Greco International Corporation

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Greco International Corporation to provide routine mowing, edging, trimming, and clean-up service at the County's water, wastewater, and lift station sites. **(Ken Cheek, Water Resources Director)**.

E.1.c. ITB 19-085 Amendment No. 4; Mowing of County Zones 2 and 3; Gamco Properties III, Inc.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc. to extend the Agreement to September 23, 2024. **(Eric Head, Community Services Director)**.

E.1.d. RFP 20-043 Amendment No. 1; Third Party Claims Administration Services; Johns Eastern Company, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Johns Eastern Company, Inc. to extend the Agreement to August 10, 2025 including a five percent increase in the annual fee. **(Erin Dohren, Management and Budget, Mary Glancy, Risk Management)**.

E.2. Budget Transfers

Approve budget transfers for Utilities (2), Grounds Maintenance, Land Development Division, Library Services, Communication Services and Gas Taxes for fiscal year 2022-23 (**Erin Dohren, Director Management & Budget**)

Motion to approve item E2.

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

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending/adopting the Lake Regions Library Renovation Grant, Transportation Disadvantaged Trip and Equipment Grant , Aquatic Plant Control, Road Maintenance, State Housing Initiative (SHIP) Grant and Cambridge Greens Septic to Sewer Project Grant budgets for fiscal year 2022-2023. (**Erin Dohren, Director Management & Budget**)

Motion to approve item E3.

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

Resolution Number 2023-060

E.4. Settlement of Claim #1098592

Accept and approve the Release of Claims, General Release and Settlement Agreement where Rhonda Marshall releases Citrus County, Florida, Citrus County Board of County Commissioners and Johns Eastern Company, Inc., in the full settlement amount of \$55,000, inclusive of all fees and costs of Claim #1098592. (**Erin Dohren, Management and Budget Director, Mary Glancy, Risk Management**).

Motion to approve item E4.

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

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E.5. Amendment #2 to the County's State Revolving Fund loan agreement DW090140 regarding the pipeline project along Suncoast Pkwy

Approve and authorize the Chairman to execute the amendment to the State revolving fund loan for the pipeline interconnect along the Suncoast parkway and seal one copy. Staff will then send to FDEP for a fully executed original to be completed. **(Ken Cheek, Water Resources Director).**

Motion to approve item E5.

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

E.6. FY 2023 Annual Byrne/Justice Assistance Grant

Approve and authorize the Chairman to execute the grant Certification and Assurances for funding assistance through the U.S. department Office of Justice programs, Bureau of Justice Assistance, FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG D) Local Solicitation in the amount of \$34,282. **(Sheriff's Office).**

Motion to approve item E6.

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

F. OUTSTANDING COMMISSION ITEMS

Outstanding Commissioners' List

County Administrator Steve Howard provided an update on number three, requested removal of number seven, and provided an update on number nine.

Motion to remove item number seven from the Outstanding Commissioners' List.

Mr. Howard and Deputy Clerk Amy Novinger responded to comments from First Vice Chair Holly Davis prior to the vote.

RESULT: Adopted

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

Item F1 - Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Discussion and Vote to relocate the Board of County Commissioners meeting on September 12, 2023 at 1:00 pm to the College of Central Florida, Wilton Simpson Citrus Campus.

- a. Discussion and Vote to relocate the Board of County Commissioners meeting on September 12, 2023 at 1:00 pm and the Public Hearing at 5:01 pm for the Pine Ridge Golf Course from the Citrus County Courthouse to the College of Central Florida, Wilton Simpson Citrus Campus, at 3800 S. Lecanto Hwy, Lecanto, Florida.
- b. Approve related budget transfer.

County Administrator Steve Howard provided the recommendation and responded to questions from the Board.

Motion to approve item G1a and b.

Board discussion ensued with County Attorney Denise A. Dymond Lyn, Mr. Howard and Growth Management Director Eric Landon prior to the vote.

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

Additional Information for Item G1

G.2. Discussion on the terms of the trash haulers agreement.

Discussion on the terms of the trash haulers agreement and rescinding the agreement for non-compliance if violations continue.
Discussion on commingling of household trash and yard waste.

Interim Public Works Director Carlton Hall and Solid Waste Management Director Dan Sherlock provided the recommendation and responded to questions from the Board, followed by Board discussion.

County Attorney Denise A. Dymond Lyn provided legal insight.

Board discussion continued with Mr. Sherlock and Mr. Hall.

There was no action taken on this item.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Presentation - Business Plan Right Rudder Aviation

- a. 1:30 PM Presentation from Andy Chan, Right Rudder Aviation
- b. Provide staff direction regarding any updates or amendments to the current agreement.
- c. If the consensus is to approve an extension of the agreement with Right Rudder Aviation, approve and authorize the Chairman to execute the agreement between Citrus County, Florida and Right Rudder Aviation once the agreement is received and approved by the County Attorney's office.

Andy Chan, Chief Operating Officer with Right Rudder Aviation provided the presentation and responded to questions from the Board.

Motion to approve the extension of the contract for one year was initiated by Second Vice Chair Rebecca Bays and seconded by Commissioner Diana Finegan.

Board discussion ensued with Mr. Chan.

The following citizens commented: Josh Wooten, President and CEO of the Citrus County Chamber of Commerce; and Janet Barek.

County Administrator Steve Howard and Economic Development Director Frank Calascione responded to questions from the Board and Mr. Calascione provided the recommendation.

Motion, made by Second Vice Chair Rebecca Bays, was amended to extend the contract for five years with amendable terms on a twelve month rolling basis, which died for lack of a second.

County Attorney Denise A. Dymond Lyn, Mr. Calascione and Mr. Howard responded to questions from the Board.

Motion was amended to approve the contract for a two-year lease.

Citizens President and CEO of the Citrus County Chamber of Commerce Josh Wooten, Frank Papcin and Janet Barek commented.

Commissioner Diana Finegan responded to citizen comments.

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Mr. Chan addressed the Board.

Board discussion ensued with Mr. Howard, Mr. Chan and Ms. Lyn.

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

Public Speaker Forms for item H1

Item H1 Power Point

H.2. 1:45 PM Presentation from Citrus County Community Charitable Foundation and WellFlorida Council

1:45 PM Presentation from Citrus County Community Charitable Foundation and WellFlorida Council on Health survey.

Lindsey Redding, Director of Community Initiatives WellFlorida Council provided the Citrus County Community Charitable Foundation presentation and responded to questions from the Board.

There was no action taken.

Item H2 Power Point

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

No items.

J. COMMITTEE REPORTS FROM COMMISSIONERS

First Vice Chair Holly Davis discussed a meeting with three other entities regarding MSBU for Inverness Villages IV.

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

Commissioner Diana Finegan discussed the 5:01 pm public hearings, followed by legal insight provided from County Attorney Denise A. Dymond Lyn.

Ms. Lyn responded to questions from Commissioner Diana Finegan and Commissioner Jeff Kinnard, D.C. regarding 5:01 pm public hearings and Planning Development Council (PDC) Board meetings, followed by Board discussion.

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

County Attorney Denise A. Dymond Lyn provided an update on the LifeStream contract per Commissioner Jeff Kinnard's request.

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 IV

Update on Inverness Village IV

No items.

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

No items.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

Q. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

*Ricky Rawls
Janet Barek
Frank Papcin*

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

[Public Speaker Forms for Item Q](#)

R. UPCOMING MEETINGS

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Board of County Commissioners Meeting - August 8, 2023

1. Regular Meeting, August 22, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, September 12, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, October 10, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Strategic Planning Status Update: **Tuesday, August 15, 2023, at 10:00AM**, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida 34461
2. Tentative Budget Hearing: **Thursday, September 7, 2023, at 5:01 PM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Final Budget Hearing: **Tuesday, September 26, 2023, at 5:01 PM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Citrus Elected Leadership Summit: **Tuesday, October 3, 2023 at 9:00 AM**, Withlacoochee Technical College, 1201 W. Main St., Inverness, Florida 34450

T. PUBLIC HEARINGS

Clerk's Note: Meeting was recessed at 4:02 PM and resumed at 5:01 PM.

T.1. 5:01 P.M. CPA/AA/PUD-23-03 Wilburn/Veer - new RV park

- a. Conduct a public hearing to review and discuss CPA/AA/PUD-23-03 (a/k/a CPA/AA/PUD-2023-00001), Michael Wilburn for Veer Real Estate Inc.
- b. If approved, direct the Chairman and Clerk to execute the ordinance for

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CPA/AA/PUD-23-03, Wilburn for Veer Real Estate, Inc. **(Eric Landon, Growth Management)**

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

Dr. Michael Wilburn, with Local Engineering gave the presentation and responded to questions from the Board.

Land Development Director Joanna Coutu provided the staff presentation.

Commissioner Jeff Kinnard, D.C. commented.

Citizen Janet Barek commented.

Dr. Wilburn responded to questions from the Board.

Commissioner Diana Finegan responded to comments from Ms. Barek.

Motion to deny CPA/AA/PUD-23-03.

Board discussion ensued prior to the vote.

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

[Additional Information for Item T1](#)

[Public Speaker Form for Item T1](#)

[Item T1 Power Point](#)

T.2. 5:05 PM CPA-22-10 Wade Trim/BOCC SR-44 Interchange Mgmt Area

- a. Conduct a public hearing on August 8, 2023, to review and consider CPA-22-10, SR-44 Interchange Management Area (IMA).
- b. If approved, direct the Chairman and Clerk to execute the ordinance for CPA-22-10, SR-44 Interchange Management Area (IMA) **[Eric Landon, Growth Management]**

County Attorney Denise A. Dymond Lyn read the proposed ordinance title into the record.

Amanda Warner, with Wade Trim, provided the applicant presentation, followed by Board discussion with Ms. Warner and Land Development Director Joanna Coutu.

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There were no citizen comments.

Based on confident and substantial evidence, motion to approve the ordinance for CPA-22-10, with the single change discussed in permitted uses, removing travel centers.

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

RESULT: Adopted

MOVER: Jeff Kinnard D.C.

SECONDER: Diana Finegan

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

NAY: None

Ordinance Number 2023-A22

[Additional Information for Item T2](#)

[Item T2 Power Point](#)

[Item T2 Power Point - Extra Slide](#)

U. ADJOURN

The meeting was adjourned at 5:46 pm.

[Proof of Publication](#)