



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

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

AGENDA

June 23, 2025 - 1:00 PM

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

**Steve L. Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Traci Perry, Clerk of the Circuit Court and
Comptroller**

MISSION

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its citizens.

All persons desiring to address the County Commission will be asked to limit their comments to the specific subject being discussed. The Board gives citizens multiple opportunities for PUBLIC INPUT. All members of the public wishing to speak at the "Open To The Public" portion of a meeting will have three (3) minutes per person to make their request or presentation or five (5) minutes if they represent an organization with the appropriate documentation on file with the Clerk of Courts. If the request or presentation deals with a matter that requires investigation by County Staff, the Chairman will refer it to the County Administrator to follow-up with the person making the request. Any person who decides to appeal any decision of the Governing Body with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of proceeding is made which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105 Florida Statutes) Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, Lecanto Government Bldg., 3600 W. Sovereign Path, Suite 267, Lecanto, FL 34461 (352) 527-5210, If you are hearing or speech impaired, dial 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (v), via Florida Relay Service at least two days before the meeting.

A. CALL TO ORDER

A.1. Invocation

A.2. Pledge of Allegiance

A.3. Roll Call

A.4. Approval of Agenda

B. PROCLAMATIONS, AWARDS & PRESENTATIONS

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

June 10, 2025 Public Workshop

June 10, 2025 Regular Meeting

Administration

Attorneys Office

Clerk

C.2. County Warrants

Accept the attached check registers outlining the County warrants.

C.3. Disposal of Surplus Property

Community Services

C.4. LIHEAP Grant Program Agreement

a. Adopt and authorize the Chairman to execute a Resolution for the funding of the Low Income Home Energy Assistance Program (LIHEAP).

b. Approve and authorize the Chairman to execute the agreement between FloridaCommerce and Citrus County, Florida for the Low Income Home Energy Assistance Program (LIHEAP). **(Eric Head, Community Services Director)**

C.5. Asset Deletion - Coastal Region Furniture

Approve deletion of the following items from the inventory of Library Services and the removal of said items from the County's Capital Asset listing: Asset #08861, Asset #18029, Asset #18030, Asset #40330. **(Eric Head, Community Services Director)**

Fire Services

Human Resources

Management and Budget

C.6. Budget Transfers

Approve the budget transfers for the American Rescue Plan Act/Utilities, Transit Services, Long Term Care, Circuit Court and Water Connection Fees for fiscal year 2024-2025. **(Barbara Luckham, Interim Management & Budget Director)**

C.7. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending/adopting the State Housing Initiative Partnership (SHIP) and the Retired Senior Volunteer Program (RSVP) grant budgets for fiscal year 2024-2025. **(Barbara Luckham, Interim Management & Budget Director)**

Growth Management

C.8. Release of Lien

- a. Approve and Authorize the Chairman to execute Releases of Lien for Property Abatement Assessment by and between Citrus County, Florida, and certain property owners.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida. **(Eric Landon, Growth Management Director)**

Public Works

C.9. Reallocation of Department fund for Assessment Agent positions

Board to approve:

- a. Reclass the Assessment Agent I position to Assessment Agent II in the Stormwater (Department 4105).
- b. Reclass the Assessment Agent II position to Assessment Agent I in Technical Services (Department 4104). **(Carlton Hall, Public Works Director)**

C.10. Waste Management Waste Disposal Account Agreement

- a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Management Inc. of Florida for disposal fees up to \$425,000 and accept Pennsylvania Insurance Company Bond No. SBP150121_144.
- b. Approve termination of the existing Waste Disposal Account Agreement with Advanced Disposal Services Solid Waste Southeast, Inc. dated September 19, 2017. **(Carlton Hall, Public Works Director)**

C.11. Waste Pro Waste Disposal Account Agreement

- 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 \$200,000.00.
- b. Approve termination of the Waste Disposal Account Agreement with Waste Pro of Florida Inc. dated July 9, 2024. **(Carlton Hall, Public Works Director)**

C.12. Termination Waste Disposal Account Agreement for Waste Management Inc. of Florida

- a. Approve termination of the Waste Disposal Account Agreement between Waste Management Inc. of Florida and the County dated September 27, 2022.
- b. Approve and authorize the Chairman to execute the letter canceling the bond. **(Carlton Hall, Public Works Director)**

Systems Management

C.13. Records Disposition

Approve and authorize the Chairman to execute the following Records Dispositions for the disposal of public records that have met legal retention: BOCC -0447-Library **(Louis Foltzer, Chief Information Officer)**

Visitors and Convention Bureau

Water Resources

C.14. Acceptance of perpetual operation and maintenance of water and sewer infrastructure to Service Bobbie Glen Subdivision

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of the water and wastewater mains and component parts and record in the Public Records of Citrus County Florida. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services).**

Set Public Hearings Workshops

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. SGS 22-018 Amendment No. 1; Animal License Management Program; PetData, Inc.

Approve and Authorize the Chairman to execute the Amendment to the Agreement between Citrus County, Florida and PetData, Inc., extending the duration of the

Agreement to August 8, 2027, and acknowledging that the compensation to be paid to the Contractor has increased from \$4.20 to \$4.30 per license. **(Eric Head, Community Services Director)**

E.1.b. SGS 25-178 Purchase of Iteris Traffic Control Products and Service and Repair; Iteris, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Iteris, Inc., for the purchase of Iteris traffic control products and service and repair on an "as-needed" basis. **(Carlton Hall, Public Works Director)**

E.1.c. SGS 25-183 Purchase of Siemens Traffic Signal Controller Devices, Associated Hardware and Software for Traffic Signalization; Temple, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Temple, Inc., for the purchase of Siemens traffic controller devices, associated hardware and software for traffic signalization and related services on an "as-needed" basis. **(Carlton Hall, Public Works Director)**

E.1.d. ITB 25-104 Artificial Reef Deployment; Vecellio & Grogan, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Vecellio & Grogan, Inc. to add additional reef materials, comprised of concrete bridge materials, at multiple locations at a depth of approximately 30 feet within the Citrus County Fish Haven #1 Artificial Reef Site as permitted by the U.S. Department of Army, Corps of Engineers Permit Number SAJ-1999-00814. **(Carlton Hall, Public Works Director)**

E.1.e. ITB 25-062 Citrus County Jail HVAC Boiler Replacement; Starr Mechanical, Inc.

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Starr Mechanical, Inc. for the boiler replacement project located at the Citrus County Detention Center.
- b. Approve the related Budget Transfer. **(Carlton Hall, Public Works Director)**

E.1.f. ITB 24-157 Small County Outreach Program (SCOP) Resurfacing Project for N. Deltona Blvd from W. Homeway Loop to County Road (CR) 491 (S. Lecanto Hwy); Pave-Rite, Inc.

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pave-Rite, Inc., to provide construction for SCOP resurfacing Project W. Deltona Blvd, a two (2) lane road from W. Homeway Loop, to CR 491, at the cost of \$537,594.85 (including contingency allowance of \$46,233.00). This is funded by a SCOP Grant through FDOT.
- b. Approve related Budget Resolution **(Carlton Hall, Public Works Director)**

E.1.g. ITB 25-021 Crystal River Airport (CGC) Fuel Farm Project; Gonzalez & Sons Equipment, Inc.

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Gonzalez & Sons Equipment, Inc., to provide all labor, materials, equipment, tools, transportation, services, and incidentals to perform all work necessary for removal, replacement, and installation of two fuel tanks, at Crystal

River Airport, at the cost of \$2,201,800, with a base bid of \$2,143,217 and an additive bid of \$58,583 for an electrical Generator system including a transfer switch and enlarged platform.

b. Approve related Budget Resolution (**Carlton Hall, Public Works Director**)

E.1.h. LOI 25-155 Building Division Licensing Compliance Special Master Services Department of Growth Management; Van Alstyne Law, PLLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Van Alstyne Law, PLLC, for a qualified attorney to serve as the Building Division Licensing Compliance Special Master ("Special Master"), pursuant to Citrus County Code, Chapter 18 Article II, Contractor Licensing, and Chapter 489, Part I and Part II, Florida Statute, on an as-needed basis. (**Eric Landon, Growth Management Director**)

E.1.i. SGS 21-075 Amendment No. 2; Satellite Imaging Water Leak Detection; Utilis Inc. dba Asterra

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Utilis Inc. d/b/a Asterra, to acknowledge the Contractor's name change and to replace Exhibit "A" of the Agreement with the revised Exhibit "A" attached thereto. (**Ken Cheek, P.E., Water Resources Director**)

E.1.j. ITB 23-002 Amendment No. 4; Cambridge Greens Septic to Sewer Construction Project; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., to ratify the action of the Department of Water Resources in issuing the Amended Notice to Proceed on May 28, 2025, extending the time for final completion to June 28, 2025. (**Ken Cheek, P.E., Water Resources Director**)

E.1.k. SGS 25-188 Citrus County Population Forecasting Analysis Modeling & Continuing Planning and Consulting Services; Metro Forecasting Models, LLC

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Metro Forecasting Models, LLC to provide Citrus County population forecasting analysis, modeling and continuing planning and consulting services with regard to the County's water & wastewater utility systems needs and predict where future fire rescue services will be needed. (**Ken Cheek, P.E., Water Resources Director/ Craig Stevens, Fire Chief**)

E.2. FY24 Edward Byrne Memorial Justice Assistance Grant (JAG)

Recommendation to approve and sign the 51% Letter of Support, allowing the Citrus County Sheriff's Office to comply with the FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) application requirements. (**David Vincent, Citrus County Sheriff**)

E.3. Citrus County Forfeiture Fund Request

Request Board approval of appropriation to the Sheriff's Office in the amount of \$251,010 and related budget resolution. **(David Vincent, Citrus County Sheriff)**

- E.4. Health Care Agency Affiliation Agreement Amendment No. 2 to Agreement**
Approve and authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and The EMS Training School, LLC, d/b/a School of EMS to extend the duration of the Agreement to June 30, 2026.
(Craig Stevens, Fire Chief)
- E.5. Proposed Cambridge Greens Septic to Sewer Assessment Area - AR 11.10-1, Permanent Reassignment of Development Rights (DVR) 2025-005 Barmore (Corrective).**
a. Approve and authorize the Chairman to execute the Corrective Permanent Reassignment of Development Rights Agreement for residential properties within the Cambridge Greens Septic to Sewer Assessment Area for Douglas & Kathleen Barmore, DVR 2025-005.
b. Authorize the Clerk to attest and record in Public Records of Citrus County, Florida. **(Ken Cheek, PE., Water Resources Director)**
- E.6. ITB 23-114 Bicentennial Park Sewer Improvement Project Release of Retainage**
Accept the completed Bicentennial Park Sewer Improvement Project and approve the Release of Retainage in the amount of \$27,804.77 to Daly & Zilch, Inc. **(Ken Cheek, Water Resources Director)**
- E.7. Approval for extended terms on Single Source Agreement; GIS Small Government Enterprise Agreement; Environmental Systems Research Institute, Inc. (ESRI)**
Approve and instruct staff to work on a single-source Small Government Enterprise Agreement between Citrus County, Florida and ESRI for a term of three years to provide licensing for all mapping software and web mapping services. The Agreement will be brought back to the Board for approval and Chairman's signature once terms and conditions are agreed upon between County staff and ESRI and reviewed by the County Attorney's Office. **(Louis Foltzer, Chief Information Officer)**
- E.8. Approval of Amendment One to Grant HL202 for Inverness Airport Business Park Phase 2.**
Approve and authorize the Chairman to execute Amendment One to State Appropriated Grant Agreement HL202 between the Florida Department of Commerce and Citrus County. **(Carlton Hall, Public Works Director)**
- E.9. Acceptance of a Deed for 6535 S. Withlapopka Dr., Floral City**
a. Approve and authorize the Chairman to accept a General Warranty Deed from The America Legion Herbert Surber Post No. 225, Inc., a Florida Not For Profit Corporation for a Withlapopka Island Fire Station located at 6535 S. Withlapopka Dr., Floral City, Florida.
b. Authorize the Clerk to place acceptance stamp on the deed and record in the Public Records of Citrus County, Florida.

c. Approve and authorize the Chairman to execute the Floral City Water Association membership transfer application. **(Carlton Hall, Public Works Director)**

E.10. FY24 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

a. Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding to the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2024 Staffing for Adequate Fire and Emergency Response (SAFER) Grant for the hiring of 13 firefighters.

b. Approve and authorize the Chairman to execute the "Designation of Signatory Authority". **(Craig Stevens, Fire Chief)**

E.11. FY24 Fire Prevention and Safety Grant Program

a. Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding to the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2024 Fire Prevention and Safety Grant for the purchase of Visual Pre Plans™ Standalone setup & implementation, execution of grant award and amendments and medications of grant application and award documents.

b. Approve and authorize the Chairman to execute the "Designation of Signatory Authority". **(Craig Stevens, Fire Chief)**

E.12. CoreCivic Contract Monitoring Update for May 2025

Concur with the recommended action of the non-performance assessment of \$5,000 per day, for a total of \$65,000 for the month of May 2025. **(Joseph Whittick, Contract Monitor)**.

E.13. Modification of the Intergovernmental Agreement with the U.S. Marshals Service

Approve and authorize the Chairman to execute the Modification of the Intergovernmental Agreement. **(Joseph Whittick, Contract Monitor)**

E.14. Inverness FBO Lease

Discussion and vote on the future of the Inverness FBO lease with Right Rudder Aviation.

F. OUTSTANDING COMMISSION ITEMS

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Federal Transportation Project Submissions

Informational Purposes Only **(Steve Howard, County Administrator/ James Toy, Intergovernmental Affairs Manager)**

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 pm Presentation - All About Roads

Presentation - All About Roads from Walt Eastmond and Campbell McLean, Esq., GrayRobinson, P.A.

(Carlton Hall, Public Works Director/ Walt Eastmond, Technical Services Director)

H.2. 1:20 pm - Street vacation SV-2025-00002 Schroder

a. Conduct a public hearing on June 23, 2025, at 1:20 p.m. for application SV2025-00002, Schroder for SM industries/Suncoast Pools.

b. If approved, authorize the Chairman and Clerk to execute the resolution, and the Clerk to record the resolution in the public records.

(Eric Landon, Growth Management Director/Joanna Coutu, Deputy Growth Management Director)

H.3. 1:25 p.m. Public Hearing Medicaid Assessment Program

a. Conduct a public hearing to consider the imposition of non-ad valorem special assessments for enhanced Medicaid payments for local services.

b. Adopt and authorize the Chairman to execute a resolution and other related documents, authorizing and adopting a non-ad valorem special assessment within the County for the purpose of benefiting assessed properties through enhanced Medicaid payments for local services; finding and determining that certain real property and interests in property is specially benefited by the assessment; collecting the assessment against the real property; establishing the method of collection; providing for certain other authorizations and delegations of authority as necessary; and providing and effective date.

c. Authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida. **(Suhail Chhabra, Adelanto HealthCare Ventures, TGH - Crystal River, HCA Florida)**

H.4. 1:30 p.m. Conduct a Public Hearing on an Ordinance Prohibiting Lobbying by Former County Commissioners

a. Conduct a public hearing on an ordinance of the Board of County Commissioners of Citrus County, Florida, a political subdivision of the State of Florida, prohibiting lobbying by former county commissioners; providing for severability; providing for inclusion into the code; providing for modifications that may arise from consideration at public hearing; providing for repeal of inconsistent provisions, and; providing for an effective date.

b. Adopt and Authorize the Chairman to execute the ordinance prohibiting lobbying by former county commissioners. **(Commissioner Diana Finegan)**

H.5. 1:35 p.m. Conduct a Public Hearing on a Lobbyist Registration Ordinance

a. Conduct a public hearing on an ordinance of the Board of County Commissioners of Citrus County, Florida, a political subdivision of the State of Florida, adding Chapter 2, Article VIII, entitled "Registration of Lobbyists"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for scrivener's errors; providing for codification; and providing for an effective date.

b. Adopt and authorize the Chairman to execute the Lobbyist Registration ordinance. **(Commissioner Diana Finegan)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

K.1. MPO Request

Request the BOCC to vote to formally ask the Hernando/Citrus MPO to complete the County Level of Service (LOS) study.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. CHAIR REBECCA BAYS - DISTRICT 4

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

Q.1. Historic Resources Advisory Board (HRAB)- Announce Open Positions

a. Accept the resignation of Melissa Bowermaster.

b. Announce openings for two unexpired terms - (1) regular board member and one (1) alternate board member - on the Historic Resources Advisory Board

R. UPCOMING MEETINGS

1. Regular Meeting, July 8, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, July 22, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, August 12, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

Board of County Commissioners Meeting - June 23, 2025

1. *Homelessness Coordination Workshop*: July 8, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. *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
3. *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
4. *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
5. *Citrus Impact Fee Workshop* July 29, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
6. *Citrus County Five-Year Financial Forecast Workshop* August 12, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
7. *Citrus County Space Needs Workshop* August 12, 2025, at 10:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
8. *Citrus County Strategic Progress Report and Legislative Priorities Retreat*, **Thursday**, August 14, 2025, at 9:00AM, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida 34461
9. *Charting our Course: Responsible Growth Workshop*, August 26, 2025, at 9:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

T.1. **5:01 p.m. CPA/AA/PUD-2024-00024 Local Engineering for B and B Land Management, LLC**

- a. Conduct a public hearing on June 23, 2025, at 5:01 p.m. to consider application CPA/AA/PUD-2024-00024, Local Engineering for B and B Land Management, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for CPA/AA/PUD-2024-00024, Local Engineering for B and B Land Management, LLC.
(Eric Landon, Growth Management Director)

U. ADJOURN