



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

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

AGENDA

October 21, 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

B.1. Proclamation -- Alternative Dispute Resolution Week

Approve and Authorize the Board to proclaim October 12-18, 2025, as Alternative Dispute Week (**Kathy Rector, Clerk of Court**)

B.2. Proclamation -- Friends of the Library Month

Approve and authorize the Board to execute a proclamation extending appreciation to the Friends of the Library and declaring October 2025 as "Friends of the Library Month" in Citrus County, Florida. (**Eric Head, Community Resources Director, Adam Chang, Library Services Director**)

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
October 7, 2025 Regular Meeting

Administration

C.2. Partial Release of Lien

a. Authorize the Chairman of the Board of County Commissioners to execute the Partial Release of Lien affecting title to 10588 E. Gobbler Dr. Floral City, FL (Legal Description: Altkey:1880157;100 FT ON E SD 1/4 OF NE 1/4 OF SEC 36-19-20. – LESS THAT PORTION LYING N OF LK TSALA APOPKA (CANAL WATERWAY) – AND ALL THAT PART OF THE W 1/2 OF THE NW 1/4 OF SEC 31-19-21 – LESS THAT PORTION LYING N AND E OF LAKE TSALA APOPKA (CANAL WATERWAY) – ALSO THE E 1/2 OF THE SW 1/4 OF THE NW 1/4 OF SD SEC 31 LYING W OF AND INCLUDING THE LK TSALA APOPKA (CANAL WATERWAY) TITLE IN OR BK 47 PG 256 & OR BK 52 PG 555

b. Authorize the clerk to record the partial Release of Lien in the Public Records of Citrus County, FL (**Steve Howard, County Administrator**)

Attorneys Office

Clerk

C.3. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

C.4. Lecanto Community Park -Friends & Families Reaching for the Abilities Halloween Event

Approve and authorize the Chairman to execute the Lecanto Community Park Use Agreement between Citrus County, Florida and the Friends and Families Reaching for the Abilities to allow for the 2025 Skelebration to be held at Lecanto Community Park on Saturday, October 25, 2025. They will additionally be allowed to use Lecanto Community Park no earlier than 8:00am on Friday, October 24, 2025 to setup for the event. **(Eric Head, Community Services Director)**

C.5. Hernando Beach Use Agreement -2025 Dragon Boat Festival

Approve and authorize the Chairman to execute the Hernando Beach Use Agreement between Citrus County, Florida, and the Citrus County Education Foundation, Inc. to allow for the Dragon Boat Festival 2025 to be held at Hernando Beach on Saturday, November 1, 2025. The boat ramp will be closed on the evening of Friday, October 31, 2025, to allow setup for the festival. The ramp will be opened back up in the evening on Saturday, November 1, 2025. **(Eric Head, Community Services Director)**

Fire Services

Human Resources

Management and Budget

C.6. Budget Transfers

- a. Approve the budget transfers for Crystal River Airport, Inverness Airport, Library Services (2), Stormwater (2) and Supervisor of Elections for fiscal year 2024-2025
 - b. Approve the budget transfers for Visitors & Convention Bureau, Grounds Maintenance and Library Services for fiscal year 2025-2026
- (Tammy Wilson, Management & Budget Director)**

C.7. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending/adopting the Withlacoochee Regional Water Supply Authority (WRWSA), the Southwest Florida Water Management District (SWFWMD), the Home Care for the Elderly (HCE), Community Care for the Elderly (CCE), and the Alzheimer's Disease Initiative (ADI) grant budgets for fiscal year 2025-2026. **(Tammy Wilson, Management & Budget Director)**

Growth Management

Public Works

C.8. Asset Deletion – OCE Colorwave 500 Scanner/Copier

Approve the deletion of the OCE Colorwave 500 Scanner/Copier from the inventory of the Department of Public Works, Technical Services Division and the removal of said item from the County's Capital Asset listing: Asset #52622, 52622-001 & 52622-002. **(Carlton Hall, Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C.9. Conveyance of Escheated Property to the City of Inverness, FL

Set a public hearing on November 4, 2025, at 1:15 pm to consider the conveyance of one (1) escheated property to the City of Inverness, Florida. **(Carlton Hall, Public Works Director)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. PB 26-014 (CONFIDENTIAL) SOC 2 Report Confidentiality Acknowledgment

Approve and Authorize the Chairman to execute the SOC 2 Report Confidentiality Acknowledgment between Citrus County, Florida and the Vendor listed on the Confidentiality Acknowledgment, for the release of Vendor's SOC 2 Type 2 report for County review to ensure State and Federal regulation compliance, before staff can move forward with a possible Agreement. **(Louis Foltzer, Chief Information Officer)**

E.1.b. SGS 25-166 Purchase of Products, Licenses and Services related to Geographic Information Systems (CONFIDENTIAL)

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and the Vendor named in the Agreement, for the purchase of products, licenses and services related to Geographic Information Systems mapping software and web development platforms at a three (3) year total cost of \$295,540.
- b. Approve and Authorize the Chairman to execute the Quotation # Q-544121 included as Attachment "D" of the Agreement.
- c. Approve and Authorize the Chairman to execute the Small Enterprise Agreement County and Municipality Government (E214-5) between Citrus County, Florida and the Vendor named on the Agreement which is included as Attachment "D" of the Agreement. **(Louis Foltzer, Chief Information Officer)**

E.1.c. QTE 21-152 Amendment No. 3; Nature Coast EMS Landscape Maintenance; JDMF, LLC

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and JDMF, LLC, to exercise the final option to renew the Agreement, extending the duration of the Agreement to November 8, 2026; and to modify the language in Section 19.15 Equal Employment Opportunity in accordance with Executive Order 14173. **(Eric Head, Community Services Director)**

E.1.d. QTE 25-095 Notice of Termination; Re-Bid Mowing Services for Citrus County Libraries: Schaeffers Commercial Landscaping & Hauling, LLC

Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and Schaeffers Commercial Landscaping & Hauling, LLC to terminate the Agreement for non-compliance effective on midnight of November 20, 2025. **(Eric Head, Community Services Director)**

E.1.e. SGS 21-131 Amendment No. 2; Parking Meter Management System to Collect and Enforce Launching Fees at the County Boat Ramps; Premium Parking Service, L.L.C.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Premium Parking Service, L.L.C., to renew the Agreement for an additional one (1) year period, extending the duration of the Agreement to October 25, 2026; replacing the current Scope of Work with Exhibit "A", attached hereto and made a part thereof; and to modify the language in Section 19.15 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Eric Head, Community Services Director)**

E.1.f. QTE 26-004 Drug Court Alcohol & Drug Testing, Labs & Supplies; Redwood Toxicology Laboratory, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Redwood Toxicology Laboratory, Inc., to provide Drug Court with alcohol and drug testing, labs, and supplies on an as-needed basis, for fiscal year 25/26 at a cost of \$25,995.54. **(Eric Head, Community Services Director)**

E.1.g. RFP 25-128 Amendment No. 1; Third Party Claims Administrator for Property, Liability, and Workers' Compensation; Commercial Risk Management, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Commercial Risk Management, Inc. to amend the fee schedule for inmate hospital billing review and repricing to those rates set forth in Exhibit "B". **(Tammy Wilson, Management & Budget Director)**

E.1.h. SGS 23-016 Amendment No. 1; Legal Advertising and Publishing Services; Citrus Publishing, LLC, a subsidiary of Paxton Media Group, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Citrus Publishing, LLC, a subsidiary of Paxton Media Group, LLC, to renew the Agreement for an additional two (2) year term, extending the duration of the Agreement to December 12, 2027; and to modify the language in Section 19.18 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Tammy Wilson, Management & Budget Director)**

E.1.i. ITB 22-111 Amendment No. 3; Landfill Alternate Daily Cover; LSC Environmental Products, LLC

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and LSC Environmental Products, LLC, to renew the Agreement for an additional one (1) year term, extending the duration of the Agreement to November 29, 2026; and to amend the fee schedule to those rates set forth in Exhibit "A", attached hereto and made a part thereof; and to modify the language in Section 18.11 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.1.j. RFP 25-185 Citrus County Courthouse Lobby Elevator Modernization (CONFIDENTIAL)

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and the Contractor listed on the Agreement for the modernization of two (2) single three-stop, hydraulic passenger elevators, publicly accessed front elevators at the Citrus County Courthouse

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

E.1.k. ITB 23-088 Amendment No. 6; (RE-BID) Cardinal Street Force Main Project; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute Amendment No. 6 to the Agreement between Citrus County, Florida and Pave-Rite, Inc., to ratify the terms of the Amended Notice to Proceed, extending the time for final completion to October 30, 2025; and modify the language in Section 23.18 Equal Employment Opportunity in accordance with Executive Order 14173. **(Ken Cheek, P.E. Water Resources Director)**

E.1.l. PB 26-006 Marion County # 25P-140 Sodium Hypochlorite; Odyssey Manufacturing Co.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Odyssey Manufacturing Co., to furnish and deliver liquid sodium hypochlorite (12.5 Trade Percent Available Chlorine), on an as-needed basis, at a cost of \$1.84 per Gallon. **(Ken Cheek, P.E., Water Resources Director)**

E.1.m. RFQ 24-161 Utility Billing Services; OPUS 21 Management Solutions, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and OPUS 21 Management Solutions, LLC to effectively support and maintain all integrated billing systems and provide utility bill design, mailing, and related services on an as-needed basis. **(Ken Cheek, P.E., Water Resources Director)**

E.1.n. PB 25-224 City of Tampa ITB 25-P-00118 Pool and Fountain Chemicals; Hawkins Water Treatment Group, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hawkins Water Treatment Group, Inc., to furnish and deliver 12.5% liquid Sodium Hypochlorite, on an as-needed basis, at a cost of \$2.40 per Gallon. **(Ken Cheek, P.E., Water Resources Director)**

E.1.o. PB 25-231 Seminole County IFB-064913-24/LAS Hydrant & Valve Maintenance, Repair, and Flushing; Hydromax USA LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hydromax USA LLC, to provide maintenance, repairs and replacement parts, and flushing for hydrants and valves, on an as-needed basis. **(Ken Cheek, P.E., Water Resources Director)**

E.1.p. PB 25-232 Seminole County IFB-604927-25/LAS Hydrant and Valve Construction and Repair Services; Hydromax USA LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hydromax USA LLC, to provide fire hydrant and valve construction and repair services on an as-needed basis. **(Ken Cheek, P.E., Water Resources Director)**

E.2. Cayla's Coats, Inc., Lease Agreement

a. Discussion and consideration of a request from Cayla's Coats, Inc., a Florida Not for Profit Corporation, to lease of a portion of the county-owned, Fort Island Gulf Beach, Crystal River, Florida, Fort Island Trail Park, Crystal River, Florida, Hernando Beach, Hernando, Florida, Eden Boat Ramp, Inverness, Florida and Duval Island Board Ramp, Floral City, Florida, for the purpose of placing and maintaining a life jacket loaner station on each property to make free Coast Guard Certified life jackets available to the public for increased safety.

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Cayla's Coats, Inc. to lease property owned by the County.

c. Approve and authorize the Chairman to execute the Lease Agreement for a period

of five (5) years, beginning November 1, 2025, through October 31, 2030, at a rate of a \$1.00 per location per year. **(Eric Head, Community Services Director)**

E.3. Developer Funding and Connection Fee Credit Purchase Agreement

- a. Approve and authorize the Chairman to execute the Developer Funding and Connection Fee Credit Purchase Agreement for Hampton Hills, LLC and Citrus Hills Investment Properties, LLC .
- b. Authorize the Clerk to place an acceptance stamp on the agreement and record in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

E.4. Water & Wastewater Infrastructure Conveyance – Davis Reserve

Approve and authorize the Clerk to place an 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 in the Davis Reserve subdivision and record in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services)**

E.5. Water and Wastewater Developer's Agreement - Davis Reserve

- a. Approve and authorize the Chairman to execute the Water and Wastewater Agreement for Brentwood Farms, LLC and Davis Reserve Community Development.
- b. Authorize the Clerk to place an acceptance stamp on the agreement and record in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

E.6. CoreCivic Contract Monitoring Update for September 2025

Concur with the recommended action of the non-performance assessment based on a tiered level of staffing pursuant to Amendment #2 of the contract with Corecivic for the month of September 2025 would be \$38, 000.00 **(Joseph Whittick, Contract Monitor)**

E.7. Letter of Support for the Homosassa River Restoration Project – Phase 4

- a. The Board of County Commissioners is requested to reaffirm its formal support for the Homosassa River Restoration Project and endorse the continuation of collaborative restoration efforts. This action underscores the County's commitment to environmental stewardship, sustainable management of natural resources, and the enhancement of quality of life for current and future residents.
- b. Approve and authorize the Chair to sign a letter of support for the Homosassa River Restoration Project Phase 4.nt and future residents. **(James Toy, Administrative Development Review Expediter and Intergovernmental Liaison)**

E.8. Administrative Regulation Regarding Communications Between the County Commission and the County Administrator

Approve Administrative Regulation 3.01-6 regarding Communications Between the County Commission, the County Administrator, and Staff. **(Denise Lyn, County Attorney)**

F. OUTSTANDING COMMISSION ITEMS

Outstanding Commission Items

www.citrusbocc.com/departments/commissioners/commissioner_projects.php

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:10PM Presentation - Adoption of the 2026 Citrus County Legislative Priorities

Motion to approve and adopt the 2026 Citrus County Legislative Priorities as presented; and authorize County Administration to:

- a.** Transmit the adopted priorities to the Citrus County legislative delegation;
- b.** Advocate for the inclusion of these priorities in state legislative and budgetary considerations; and
- c.** Engage in related efforts, including coordination with external agencies and associations, to advance the County's legislative agenda. **(James Toy, Administrative Development Review Expeditor and Intergovernmental Liaison)**

H.2. 1:15 PM Citrus County Industrial Development Authority (CCIDA) - Creation

- a.** Approve the establishment and formation of the Citrus County Industrial Development Authority (CCIDA) and structural approval of the associated Resolution.
- b.** Provide for a 45-day open application and review period of interested parties for potential appointment as initial members of the Authority. **(Steven Baham, Economic Development Director)**

H.3. 3:30 PM Citrus County Hospital Board Sunset/Dissolution

Citrus County Hospital Board Sunset/Dissolution

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Code Review and Appeals Board (CRAB) membership

Provide staff direction regarding membership of the Code Review and Appeals Board (CRAB)

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

J.1. Forever Nature Coast Study

1. Motion and vote to direct County Staff to work with NFLT to piggyback its Agreement with Highlands County including the Scope of Work as presented by NFLT.
2. Motion and vote to direct County staff to establish a fund within which to accept stakeholder donations.
3. Discussion and vote to designate up to \$22,000 from the Duke funds to Task 2 of the Scope of Services and approve related budget transfer.

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

K.1. Potential Property Acquisition of Pirates Cove

- a. Approve and authorize Chairman to sign a Vacant Land Contract and Addendum to Vacant Land Contract between Stacy N. Armstrong, Kim M. Duemier and Citrus County, Florida, regarding the potential property acquisition of Pirates Cove.
- b. Authorize staff to deposit within 5 days of contract execution, \$50,000 to be held in escrow by Citrus Title Company LLC (Escrow Agent).
- c. Approve and authorize staff to obtain all necessary documents to effectuate the acquisition of this property, and execute all other documents related to the closing of the property, except for recordable documents; approve and authorize payment of related closing costs associated with the property acquisition.
- d. Approve and authorize the Chairman or designee to execute all related closing documents and accept a subsequent Warranty Deed from Stacy N. Armstrong and Kim M. Duemier.
- e. Approve and authorize the Clerk to place the acceptance stamp on the deed upon receipt and record all documents as required in the Public Records of Citrus County, Florida.

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. CHAIR REBECCA BAYS - DISTRICT 4

N.1. Proposed Naloxone Cabinet Locations

Discuss and approve the proposed locations for the installation of naloxone cabinets using Opioid Settlement – NQC funds.

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

R. UPCOMING MEETINGS

1. Regular Meeting, November 4, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, November 18, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, December 9, 2025, 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 Retreat: January 30, 2026, at 9:00AM, Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, FL 34461

T. PUBLIC HEARINGS

T.1. 5:01 p.m. PUD-2025-00004 Shahzad Mahmood/Kimley Horn for Wal Mart Stores East LP

a. Conduct a public hearing on October 21, 2025, at 5:01 pm to review and consider application PUD-2025-00004 Shahzad Mahmood/Kimley-Horn for Wal-Mart Stores East LP.

b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-2025-00004 Shahzad Mahmood/Kimley-Horn for Wal-Mart Stores East LP. **(Eric Landon, Growth Management Director)**

T.2. 5:05 p.m. CPA/AA/PUD-2024-00018 Michael Wilburn for LKQ Southeast

a. Conduct a public hearing on October 21, 2025, at 5:05 p.m. to consider application CPA/AA/PUD-2024-00018 Michael Wilburn for LKQ Southeast.

b. If approved, direct the Chair and Clerk to execute the ordinance for CPA/AA/PUD-2024-00018 Michael Wilburn for LKQ Southeast. **(Eric Landon, Growth Management Director)**

U. ADJOURN