



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

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

AGENDA

November 4, 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 — Veterans Appreciation Week and Veterans Day

Approve and authorize the Board to execute a Proclamation declaring that the week of November 3 through November 11, 2025, as "Veterans Appreciation Week" in Citrus County, Florida and that November 11, 2025, be designated as "Veterans Day" in Citrus County, Florida. **(Philip Watson, Veteran Services Manager)**

B.2. Proclamation -- Champion Proclamation

Approve & authorize the Chairman to proclaim November 4, 2025, as "Champion Day". **(Allison Penn, Manager, Comcast - Florida Region - Central)**

B.3. Proclamation — Epilepsy Alliance Florida

Authorize and Approve the Board of County Commissioners to proclaim November 2025 as Epilepsy Month. **(Kaley Mayer, Prevention and Education Supervisor, Epilepsy Alliance Florida)**

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
Special Meeting October 14, 2025

Administration

Attorneys Office

Clerk

C.2. SWFWMD Fiscal Year 2026 Schedule of Meetings and Map

Acknowledge receipt of the schedule of meetings and boundaries map for fiscal year 2026 received from Southwest Florida Water Management District.

Community Services

Fire Services

C.3. Acknowledgment of Donation – 1999 Freightliner/Thomas AmbuBus from Pinellas County EMS & Fire Administration

Approve and authorize the Chair to execute the thank-you letter to Pinellas County EMS & Fire Administration acknowledging the donation of the 1999 Freightliner/Thomas AmbuBus. **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

C.4. Budget Transfers

a. Approve the budget transfers for Housing Services (3), Community Care for the Elderly (CCE), Solid Waste (2), Support Services, Supervisor of Elections and Beverly Hills MSBU for fiscal year 2024-2025

b. Approve the budget transfers for Utilities and General Fund CIP/Park Impact Fees/Visitor and Convention Bureau for fiscal year 2025-2026 **(Tammy Wilson, Management & Budget Director)**

C.5. Budget Resolutions

a. Adopt and authorize the Chairman to execute a resolution amending/adopting the CR491 Widening grant budget for fiscal year 2024-2025.

b. Adopt and authorize the Chairman to execute a resolution amending/adopting the Duke Energy Economic Development (2) and the Low-Income Home Energy Assistance Program (LIHEAP) grant budgets for fiscal year 2025-2026. **(Tammy Wilson, Management & Budget Director)**

C.6. Resolution Exhibit A Correction

Approve replacement of the Exhibit "A" associated with the water and wastewater connection fees rates presented to the Board of County Commissioners on September 23, 2025. **(Tammy Wilson, Management & Budget Director)**

Growth Management

Public Works

C.7. Acknowledgment 2 Addendums to T-Hangar Lease (Mattison/Smith & O'Hanrahan) & 1 Renewal (Redrick)

Staff requests that the Board of County Commissioners acknowledge the attached and executed Addendums to Box Hangar Leases (Mattison/Smith & O'Hanrahan) & one (1) Renewal (Redrick).
(Carlton Hall, Public Works Director)

Systems Management

Visitors and Convention Bureau

Water Resources

C.8. Release and Satisfaction of Lien Water and Wastewater Utility Services - Rosselle

- a. Approve and authorize the Chairman to execute Release and Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Gary Rosselle.
- b. Authorize the Clerk to record Release and Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

C.9. Release and Satisfaction of Lien Water and Wastewater Utility Services - David & Sandra Kline

- a. Approve and authorize the Chairman to execute Release & Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Release and Satisfaction of Lien Water and Wastewater Utility Services - David & Sandra Kline.
- b. Authorize the Clerk to record Release & Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

C.10. Release and Satisfaction of Lien Water and Wastewater Utility Services - Charles E and Denise L Dodge

- a. Approve and authorize the Chairman to execute Release & Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Release and Satisfaction of Lien Water and Wastewater Utility Services - Charles E and Denise L Dodge.
- b. Authorize the Clerk to record Release & Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

C.11. Release and Satisfaction of Lien Water and Wastewater Utility Services - Michael B Casey & Lisa M Jenkins

- a. Approve and authorize the Chairman to execute Release & Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Release and Satisfaction of Lien Water and Wastewater Utility Services - Michael B Casey & Lisa M Jenkins.
- b. Authorize the Clerk to record Release & Satisfaction of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

Set Public Hearings Workshops

C.12. Set a Public Hearing on an Ordinance Regarding a One Percent Sales Surtax

Set a Public Hearing on November 18, 2025 at 1:25 p.m. on an ordinance of the Board of County Commissioners of Citrus County, Florida, levying a one percent (1%) discretionary infrastructure sales surtax, subject to the approval by a majority of the electorate of Citrus County, for the purpose of funding pavement management resurfacing exclusively by open grade and resurface, mill and resurface, and overlay resurface of publicly owned and maintained paved roads; providing for deposit into a dedicated trust fund; providing for the use of the surtax proceeds; providing for a referendum; providing for severability; providing effective dates. **(Denise A. Dymond Lyn, County Attorney)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. RFP 24-203 Amendment No. 2; County-Wide Road Resurfacing Citrus County Roadways; Superior Asphalt, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Superior Asphalt, Inc., to renew the Agreement for one (1) additional one (1) year period, extending the duration of the Agreement to December 9, 2026; and to replace the language in Section 21.17 Equal Employment Opportunity in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.1.b. ITB 22-098 Amendment No. 5; Northwest Quadrant Wastewater Extension Project; Amici Engineering Contractors LLC

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida and Amici Engineering Contractors LLC to ratify the actions of the Department of Water Resources in issuing the October 1, 2025, Amended Notice to Proceed, extending the date for final completion to March 8, 2026; and to replace the language in Section 23.18 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Ken Cheek, P.E., Water Resources Director)**

E.1.c. RFQ 24-061 Residential Construction/Rehabilitation General Contractors Qualified Contractor List for Continuing Services; Nouveau Construction LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Nouveau Construction LLC, to provide construction and remodeling services for residential homes through the State Housing Initiatives Program, CDBG, NSP, and HUD on an as-needed basis. **(Eric Head, Community Services Director)**

E.2. School Resource Officer Agreement between Citrus County, the School Board and the Sheriff's Office

Approve and authorize the Chairman to execute the School Resource Officer Agreement between the Citrus County School Board, Citrus County Sheriff's Office and Citrus County, Florida for FY 2025-2026. **(Citrus County Sheriff David Vincent, Tammy Wilson, Management & Budget Director)**

E.3. Acceptance of Perpetual Stormwater Flow Rights and Access Easement – Ronald A Frizzell, Susan M Stocker, Rebecca J Yarberry & Dale & Lesa Matthews

a. Approve and authorize the Chairman to accept these Perpetual Stormwater Flow Rights and Access Easements from Ronald A Frizzell, Susan M Stocker, Rebecca J Yarberry & Dale & Lesa Matthews. Said easements are for the purpose of constructing, inspecting, improving, repairing, and maintaining stormwater and drainage facilities in, upon, under, over, across and through the property.

b. Authorize Clerk to place acceptance stamp on the Perpetual Stormwater Flow Rights and Access Easements from Ronald A Frizzell, Susan M Stocker, Rebecca J Yarberry & Dale & Lesa Matthews and record said easement in the Public Records of Citrus County, Florida. **(Carlton Hall, Public Works Director)**

E.4. SA202500001 CR 486 and Ottawa Ave Golf cart crossing and Stewardship Agreement for Terra Vista Property Owners Association, Inc

a. Approve and authorize the Chairman to execute the resolution to allow the use of golf carts on the Multi-use path between N Ottawa Ave and Terra Vista Blvd and at the intersection of N Ottawa Ave and W Norvell Bryant Hwy, as shown on Attachment A.

b. Approve the request and authorize the Chairman to execute the Stewardship Agreement for Terra Vista Property Owners Association, Inc.

c. Upon completion of the project, direct staff to open an account with Duke Energy for the operating electrical costs for the lighting on the public rights of way. **(Carlton Hall, Public Works Director)**

E.5. LifeStream Behavioral Center Agreement with Citrus County Fiscal Year 2025-2026

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Lifestream Behavioral Center, Inc. to provide substance abuse and mental health services in Citrus County. This agreement will become effective upon the date it is executed by the last party. The term of the agreement will be for a one (1) year period starting October 1, 2025, to September 30, 2026. **(Craig Stevens, Fire Chief).**

E.6. Acceptance of Perpetual, Non-Exclusive Utility and Access Easement – Mallards 2439 N. Pennsylvania Ave., Crystal River

a. Approve and authorize the Chairman to accept a Perpetual, Non-Exclusive Utility and Access Easement from Mc Damron Land Company, LLC, a Florida Limited Liability Company for Mallards located at 2439 N. Pennsylvania Ave., Crystal River, FL. This easement shall be for the right of ingress and egress to utility facilities to be

owned, operated, and maintained by Citrus County, Florida

b. Authorize Clerk to place the acceptance stamp on the easement and record it in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

F. OUTSTANDING COMMISSION ITEMS

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

F.1. Outstanding Commission Items

UPDATE ONLY—Outstanding Commission Items **(Veronica Kampschroer, MPA, PMP)**

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Board Confirmation, Jessica Flynn, Human Resources Director

A. Confirmation of the appointment of Jessica Flynn as the Human Resources Director, effective November 8, 2025.

B. Approve the reclassification of the Human Resources Manager, pay grade 209, to Assistant Human Resources Director, pay grade 310.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:05 PM FY25 COPS Hiring Grant Award Acceptance

a. Approve and authorize the Chairman to create an account with or log into the Department of Justice (DOJ) as an Authorized Representative and approve the COPS Grant award.

b. Authorize the Board Chair to sign an application electronically to accept the FY25 COPS Hiring Grant not to exceed the full amount requested of \$2,500,000, which is 20 additional positions.

c. Provide staff direction regarding the number of positions to budget each year.

d. Provide direction to staff on funding sources for positions approved for FY26, i.e. Reserve, Impact Fees, etc.

e. Approve related budget transfer for the number of positions approved by the Board for FY26

Citrus County Sheriff, David E. Vincent

H.2. 1:15 PM Conveyance of Escheated Property to the City of Inverness, FL

a. Conduct a public hearing to approve the declaration of AK 1688124 – 2608 Hwy 44 W, Inverness, as surplus and authorize Land Section to proceed with the conveyance of said property to the City of Inverness pursuant to Florida Statute, Section §197.592 (3).

b. Approve and authorize the Chairman to execute a Resolution of the Board conveying one (1) escheated property as needed for public purposes.

c. Authorize the Chairman to execute a statutory County Deed from Citrus County, Florida, a political subdivision of the State of Florida to the City of Inverness, Florida,

a municipal corporation of the State of Florida.

d. Authorize the Clerk to record the Resolution and County Deeds in the Public Records of Citrus County, Florida. **(Carlton Hall, Public Works Director)**

I. **ADVISORY BOARD NOMINATIONS & APPOINTMENTS**

J. **COMMISSIONER HOLLY L. DAVIS - DISTRICT 5**

J.1. **Out of State Commissioner Travel (Budgeted)**

Approval for Commissioner Holly Davis to attend the Board Leadership Symposium in Irving, Texas from January 21–24, 2026.

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

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. **Affordable Housing Advisory Committee (AHAC) Vacancies**

Announce terms of membership available, and the taking of applications on the Affordable Housing Advisory Committee (AHAC). The new terms will be for two (2) years, beginning on February 1, 2026, and ending on January 31, 2028. Applications and resumes are requested by November 28, 2025. **(Michelle Alford, Housing Services Director)**

Q.2. **Aviation Advisory Board - Announce Expiration of Terms**

Announce the terms of expiration for one District 1 member, one District 4 member, one District 5 member, and one Member At Large position on the Aviation Advisory Board. The current terms expire on 01/31/2026. The new terms will be for two years and will expire on 01/31/2028. **(Carlton Hall, Public Works Director)**

Q.3. **Beverly Hills Advisory Council - Announce Expiration of Terms**

a. Announce the terms of expiration for two regular member positions on the Beverly Hills Advisory Council. The current terms expire on 01/31/2026, and the new terms will be for two years and will expire on 01/31/2028.

b. Announce terms of membership available and accepting of applications for two

regular member positions on the Beverly Hills Advisory Council. The terms for the regular members will be through January 31, 2028. **(Carlton Hall, Public Works Director)**

Q.4. Citrus Springs Advisory Council - Announce Expiration of Terms

a. Announce the terms of expiration for three regular members on the Citrus Springs Advisory Council. The current terms expire on January 31, 2026, and the new terms will be for two years and will expire on January 31, 2028.

b. Announce terms of membership available and accepting of applications for three regular member positions on the Citrus Springs Advisory Council. The terms for the regular members will be through January 31, 2028. **(Carlton Hall, Public Works Director)**

R. UPCOMING MEETINGS

1. Regular Meeting, November 18, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. 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 3600 West Sovereign Path, Room 166, Lecanto, FL 34461

T. PUBLIC HEARINGS

T.1. 5:01 pm CPA/AA-2024-00017 Paradise Meadows RV

a. Conduct a public hearing on November 4, 2025, at 5:01 pm to review and consider application CPA/AA-2024-00017 Patrick Kennedy for Paradise Meadows RV Riverside Resort, LLC.

b. If approved, direct the Chair and Clerk to execute the ordinances for CPA/AA-2024-00017 Patrick Kennedy for Paradise Meadows RV Riverside Resort, LLC. **(Eric Landon, Growth Management Director)**

U. ADJOURN