



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

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

AGENDA

November 18, 2025 - 1:00 PM

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

**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. Reorganization

- a. Clerk to call for nominations for Chair of the Board of County Commissioners
- b. Chair calls for nominations for First Vice Chair
- c. Chair calls for nominations for Second Vice Chair

A.5. Approval of Agenda

A.6. Bank Signature Cards

Approve and authorize the Chair, 1st Vice Chair, 2nd Vice Chair and the Clerk to execute new signature cards and resolutions for bank accounts with Truist and TD Bank. **(Clerk of Courts, Shelly Sansone)**

B. PROCLAMATIONS, AWARDS & PRESENTATIONS

B.1. Proclamation National Hunger and Homelessness Awareness Week

Approve and authorize the Board to proclaim the week of November 16 - 22, 2025 **(Norma Smith, Program Assistant)**

B.2. Keep Citrus County Beautiful Award -- Sharon Autry

Approve and Authorize the Chairman to commend and thank Sharon Autry for creating the Inverness Middle School Resilient Roots campus beautification and stewardship to preserve Citrus County for future generations. **(Curt Ebitz, KCCB)**

C. CONSENT

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the minutes for the following Board of County Commissioner meetings:
October 21, 2025 Regular Meeting
November 4, 2025 Regular Meeting

Administration

Attorneys Office

Clerk

C.2. Credit Application

Approve and authorize the Chairman to execute the Credit Application to be used for Accounts Payable vendors upon request.

C.3. Releases of Special Assessments

a. Approve and authorize the Chairman to execute Releases of Liens for the completed special assessments by and between Citrus County and property owners in the 2011 Citrus Springs Waterline Extension and 2019 Limerock N Linda Point Road Paving.

b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

C.4. Releases of Special Assessments

a. Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners in Garcia PT Wastewater, Citrus Springs Waterlines, NW Quadrant Water, FT Island Trail Septic to Sewer, NW Quadrant Water Main II special assessment district.

b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

C.5. SWFWMD Proposed 2026 Five-Year Water Resource Development Work Program and Cover Letter

Acknowledge receipt of the Proposed 2026 Five-Year Water Resource Development Work Program and cover letter received from Southwest Florida Water Management District (SWFWMD)

C.6. Third Quarter Investment Performance Report

Acknowledge receipt of the 3rd Quarter Investment Reports from July 1, 2025, through September 30, 2025

Community Services

Fire Services

Human Resources

Management and Budget

C.7. Budget Transfers

a. Approve the budget transfers for Human Resources, Aquatic Services, Senior Program (5), Community Care for the Elderly (2), Community Center, Support Services Administration, Community Services Administration, Veteran Services, Retired Senior Volunteer Program (RSVP), Public Works Administration, LIHEAP, Visitors & Convention Bureau, Utilities (2), Grounds Maintenance and Parks and

Recreation for fiscal year 2024-2025

b. Approve the budget transfers for Stormwater, Building Division, Solid Waste Management, Supervisor of Elections and Library Services for fiscal year 2025-2026 **(Tammy Wilson, Management & Budget Director)**

C.8. Budget Resolutions

a. Adopt and authorize the Chairman to execute a resolution amending/adopting various special assessment budgets, the Florida Department of Transportation 5307 Operations and Capital grant budget, and the Florida Department of Transportation 5311 (Rural) Operations grant budget for fiscal year 2024-2025.

b. Adopt and authorize the Chairman to execute a resolution amending/adopting the Florida Department of Transportation (FDOT) grant budgets (3) and the Federal Aviation Administration (FAA) grant, various Utilities budgets and the State Housing Initiative Partnership (SHIP) grant budgets for fiscal year 2025-2026. **(Tammy Wilson, Management & Budget Director)**

Growth Management

Public Works

C.9. Acknowledgment Box Hangar Lease Renewal (Mattison/Smith)

Staff requests that the Board of County Commissioners acknowledge the attached and executed Box Hangar Lease (Mattison/Smith) **(Carlton Hall, Public Works Director)**

Systems Management

C.10. Purchase Order Change Request

Approve and authorize the Chairman to execute the change order in purchase order #87420 between Citrus County, Florida, and SHI to reduce the total amount by \$16,799, reflecting a decrease in software licenses. **The documentation for this project is exempt from public record, as per F.S. 119.0725** **(Louis Foltzer, Chief Information Officer)**

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C.11. Set a public hearing for street vacate SV-2025-00003 Capt. Jim's Golf Carts

a. Set a public hearing on December 9, 2025, at 1:25 p.m. for SV-2025-00003, Capt. Jim's Golf Carts.

b. If approved, authorize the Chairman to execute the resolution for SV-2025-00003 setting the public hearing. **(Eric Landon, Growth Management Director)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. QTE 23-033 Amendment No. 2; Cattle Grazing Lease at the Inverness Airport; John L. Thomas

Approve and Authorize the Chairman to execute Amendment No. 2 to the Lease Agreement between Citrus County, Florida and John L. Thomas to reduce the amount of acreage leased to Lessor to 30 acres and to replace language in Section 4. **(Carlton Hall, Public Works Director)**

E.1.b. ITB 24-022 Amendment No. 1; Mechanical Harvesting of Aquatic Vegetation; Texas Aquatic Harvesting, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Texas Aquatic Harvesting, Inc., to replace the language in Section 21.17 Equal Employment Opportunity in accordance with Executive Order 14173; and to add Section 21.43 Cooperative Purchasing. **(Carlton Hall, Public Works Director)**

E.1.c. ITB 22-124 Amendment No. 1; CR 491 Roadway Improvement Project from South of Audubon Park Path to Horace Allen St.; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., to ratify the terms of the Amended Notice to Proceed, extending the time for final completion to January 1, 2026; and to modify the language in Section 23.18 Equal Employment Opportunity in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.1.d. ITB 24-095 Amendment No. 1; (Re-Bid) Mowing & Trimming of Median/Curbed Roadways, Zone 2; Calloway & Clark Enterprises LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Calloway & Clark Enterprises LLC, to add the additional 1.7 miles of N. Lecanto Hwy, Subgroup 2D, and to add the additional fees for the subgroup, to commence upon the completion of the road construction at this location, and to modify the language in Section 19.17 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.1.e. ITB 24-031 Amendment No. 2; Lecanto Government Building Chiller Replacement Project (Furnish and Install); ENFRA MCC, LLC

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and ENFRA MCC, LLC, to ratify the action of the Department of Public Works in issuing the Amended Notice to Proceed

on August 6, 2025, and extend the time for final completion to September 26, 2025; and to modify the language in Section 21.18 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.1.f. ITB 22-139 Amendment No. 2; Pest Control Services; Power Exterminators, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Power Exterminators, Inc., to renew the Agreement for an additional one (1) year term, extending the duration of the Agreement to November 28, 2026; and to replace the language in Section 19.17 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Carlton Hall, Public Works Director)**

E.2. FY25 Equitable Sharing Agreement Certification (ESAC)

Approve and authorize the Chairman to execute the Equitable Sharing Agreement and Certification for the FY 25 Annual Equitable Sharing Reporting. **(Citrus County Sheriff's Office)**

E.3. City of Crystal River 2026 Legislative Priorities

Approve and authorize the Chairman to execute a letter of support for the City of Crystal River on the Legislative priorities for the (1) City Hall Resiliency/Reconstruction, (2) Septic-to-Sewer Conversion and Water Projects, (3) Golf Cart Crossings — State Road 19. **(Audra Curts, Crystal River City Manager)**

E.4. Subdivide Land For Future Land Exchange

- a. Approve and authorize the Chairman to direct staff to proceed with subdividing the 189.5-acre (mol) parcel located at 1650 East Withlacoochee Trail, Dunnellon (AK2891467) into two parcels 60 acres (mol) & 130 acres (mol).
- b. Approve and authorize the Chairman to declare the 130 acres (mol), once subdivided, as surplus property.
- c. Approve and authorize the Chairman to execute a subsequent Exchange Agreement from Florida Department of Environmental Protection.
- d. Approve and authorize staff to obtain all necessary documents as required by the Exchange Agreement to effectuate the exchange of 130 acres (mol) parcel, execute all non-recordable documents and approve payment of associated costs.
- e. Approve and authorize the Chairman to execute a subsequent County Deed to convey 130 acres (mol) to the FDEP.
- f. Approve and authorize the Chairman or designee to execute all related closing documents, accept a subsequent quitclaim deed from State/FDEP and authorize the Clerk to place the acceptance stamp on the deed upon receipt and record all necessary documents in the Public Records of Citrus County, Florida. **(Carlton Hall, Public Works Director)**

E.5. Reclassification of Bldg Div Customer Service Coordinator

Approve the reclassification of the Customer Service Coordinator position within the Building Division (pay grade 112) to a Customer Service Supervisor (pay grade 204). **(Eric Landon, Growth Management Director)**

E.6. Florida Department of Transportation Section 5339-Capital SFY26

Adopt and authorize the Chairman, or 1st Vice Chairman, respectively, of the Board of County Commissioners of Citrus County, Florida, to execute the resolution authorizing an electronic submission of the grant application as required to obtain funding from FDOT and sign the FDOT SFY 26 Section 5339 grant application, cover letter, contract, amendments, assurances, certifications and execute or amend any documents, forms or amendments as required to obtain funding from the Florida Department of Transportation and as required to carry out the terms and conditions of said program, after review by the County Attorney, without the need to bring documents before the Board. **(Eric Head, Community Services Director)**

E.7. State Aid to Libraries Grant Agreement for Fiscal Year 2026

a. Approve and authorize the Chairman to execute a State aid to Libraries Grant Agreement between the Florida Department of State, Division of Library and Information Services and Citrus County, Florida for Fiscal Year 2026. Estimated grant amount is \$65,477. No matching funds required.

b. Approve and authorize the Chairman to execute supporting documents including Certification of Hours, Free Library Services and Access to Materials Form, and Annual Plan of Service 2026. **(Eric Head, Community Services Director)**

E.8. CoreCivic Contract Monitoring Update for October 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 October 2025 would be \$34,000.00 **(Joseph Whittick, Contract Monitor)**

E.9. Proposed 2026 Board of County Commissioner Meeting Dates

Approve and authorize the board to vote and confirm the proposed 2026 Board of County Commissioners meeting dates.

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding Commission Items

Outstanding Commission Items **(Veronica Kampschroer, PMP, Special Projects Manager)**

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

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:05 PM Annual Investment Performance and Policy Update

Approve and adopt the updated County Investment Policy **(Traci Perry, Clerk of the Circuit Court & Comptroller)**

H.2. 1:06 PM Presentation: Citrus County Pavement Management - Network Condition

Board consensus on allocation methodology (constrained vs unconstrained). **(Katia Delgado, Senior Project Manager - Mott McDonald)**

H.3. 1:10 p.m. Public Hearing Annual Notice of Intent to Use the Uniform Method of Collecting Non-Ad Valorem Assessments FY 2026

a. Conduct a public hearing pursuant to Section 197.3632, Florida Statutes, for the purpose of hearing public comment on the utilization of the uniform method for the levy, collection and enforcement of non-ad valorem special assessments, throughout the unincorporated and all incorporated areas of the County for the cost of providing fire protection services and facilities; roadway maintenance, improvements, associated services and facilities; neighborhood beautification; bicycle and pedestrian facilities, improvements and associated services; potable water services and facilities; sanitary wastewater services and facilities; solid waste disposal services and facilities; street lighting services and facilities; property nuisance abatement services and facilities; water and wastewater availability, maintenance services, facilities and programs; and stormwater management services, facilities, and programs commencing for the Fiscal Year beginning on October 1, 2025.

b. Adopt and authorize the Chairman to execute a resolution of Citrus County, Florida electing to use the uniform method of collecting non-ad valorem special assessments levied within Citrus County, Florida; stating a need for such levy; providing for the mailing of this resolution; and providing for an effective date. **(Carlton Hall, Public Works Director)**

H.4. 1:25 PM Public Hearing on an Ordinance Regarding a One Percent Sales Surtax

a. Conduct a Public Hearing 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 a pavement management program for 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.

b. Approve and authorize the Chairman to execute the ordinance. **(Denise A. Dymond Lyn, County Attorney)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J. COMMISSIONER REBECCA BAYS - DISTRICT 4

K. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

K.1. Support for Marion County's Response to Reassignment of Lake County from Medical Examiner District 5 to District 24

Approve submitting a letter of support for Marion County's counter-offer to Seminole and Lake Counties.

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

M. COMMISSIONER JANET BAREK- DISTRICT 3

N. COMMISSIONER DIANA FINEGAN - DISTRICT 2

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

Q.1. Special Library District Advisory Board - Announce Expiration of Terms

Announce the expiration of terms for five (5) regular membership positions and accepting of applications for the Special Library District Advisory Board. The new two-year terms will begin on February 1, 2026, and will expire on January 31, 2028.

Q.2. Code Review and Appeals Board (CRAB)-Announce Member Vacancies

Approve and authorize chair to announce the vacancy of one (1) regular and two (2) alternate vacancies on the Code Review and Appeals Board (CRAB).

R. UPCOMING MEETINGS

1. 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, 2025, at 9:00AM, Lecanto Government Building 3600 W. Sovereign Path Lecanto, FL 34461 Room 166

T. PUBLIC HEARINGS

U. ADJOURN