



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

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

**MINUTES**

**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**

**A. CALL TO ORDER**

November 18, 2025 Citrus County Courthouse  
The meeting was called to order at 1:00 PM.

*Clerk of the Circuit Court and Comptroller Traci Perry called the meeting to order.*

**A.1. Invocation**

*Pastor Zeb Bishop of Eden Baptist Church gave the Invocation.*

**A.2. Pledge of Allegiance**

*Deputy Clerk Paul S. Mihalko, a U.S. Air Force Veteran, led the Pledge of Allegiance.*

**A.3. Roll Call**

Present: Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan, Janet Barek, County Administrator Steve Howard, County Attorney Denise Lyn, Clerk of the Circuit Court and Comptroller Traci Perry, Deputy Clerk Amy Novinger, Deputy Clerk Georgette Tozer

Absent: None

**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

*Clerk of the Circuit Court and Comptroller Traci Perry called for Chair nominations.*

**Motion to nominate Diana Finegan as Chair and move to close nominations.**

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

*Chair Diana Finegan addressed the Board and recognized Commissioner Rebecca Bays.*

**Motion to appoint Janet Barek as First Vice Chair and move to close nominations.**

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

**Motion to nominate Commissioner Kinnard as Second Vice Chair and move to close nominations.**

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

**A.5. Approval of Agenda**

*County Administrator Steve Howard requested the following changes: additional items E1g, E1h and E10; and additional information of correction for item Q2.*

**Motion to approve the agenda, with the changes noted.**

**RESULT:**      **Adopted**  
**MOVER:**      Holly L. Davis  
**SECONDER:** Janet Barek  
**AYES:**        Davis, Bays, Kinnard D.C., Finegan, Barek  
**NAY:**         None

**A.6. Bank Signature Cards**

Minutes

Board of County Commissioners Meeting - November 18, 2025

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)**

**Motion to approve item A6.**

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

**Clerk's Note: Following this item the meeting was recessed at 1:08 PM and resumed at 1:10 PM.**

**B.   PROCLAMATIONS, AWARDS & PRESENTATIONS**

**Motion to approve items B1 and B2.**

**RESULT:**       **Adopted**  
**MOVER:**       Holly L. Davis  
**SECONDER:**   Janet Barek  
**AYES:**        Davis, Bays, Kinnard D.C., Finegan, Barek  
**NAY:**         None

**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**

**Motion to approve Consent Agenda.**

**RESULT:**       **Adopted**  
**MOVER:**       Holly L. Davis  
**SECONDER:**   Janet Barek

## Minutes

### Board of County Commissioners Meeting - November 18, 2025

**AYES:** Davis, Bays, Kinnard D.C., Finegan, Barek  
**NAY:** None

## 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

*No items.*

## Attorneys Office

*No items.*

## 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**

*No items.*

**Fire Services**

*No items.*

**Human Resources**

*No items.*

**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)**

**Resolution Numbers 2025-116 and 2025-117**

**Growth Management**

*No items.*

**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**

*No items.*

**Water Resources**

*No items.*

**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 10, 2024, at 1:30 p.m. for SV-2024-00002, Pope.
- b. Approve and authorize the Chairman to execute the resolution setting the public hearing. **(Eric Landon, Growth Management)**

**Resolution Number 2025-118**

**D. OPEN TO THE PUBLIC**

*Chair Diana Finegan provided the new procedures.*

*The following individuals addressed the Board on various issues:*

*Nate*

*Ray Brown*

*Joe Hicks*

*Steve Eller*

*Margie Eller*

*Barbara Wheeler*

*Pegeen Hanrahan, with Trust for Public Land*

*Susan Nelson*

*Curtiss Bryant*

*Tracey Duncan*

*Mike O'Connell*

*Greg Hoying*

*Mark Svestka, representing Pine Ridge Property Owners Association*

*Karleen Sempert*

*Deb Spence*

*Janeen Eddie*

*Commissioners responded to comments from the public.*

*County Administrator Steve Howard, Budget and Management Director Tammy Wilson and County Attorney Denise A. Dymond Lyn addressed Board questions.*

**[Public Speaker Forms for Item D](#)**

**[Additional Information for Item D - Submitted by Joe Hicks](#)**

**E. REGULAR BUSINESS**

**E.1. Bids**

**Motion to approve items E1a through h.**

**RESULT:**       **Adopted**

**MOVER:**       Holly L. Davis

**SECONDER:**   Jeff Kinnard D.C.

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

**NAY:**          None

**Clerk's Note: Chair Diana Finegan opened up for public comment on the Bids following item E2.**

**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)**

**g. RFQ 25-096 Continuing Services Contract (CCNA) for Professional Engineering Services for Surveying and Mapping; Clymer Farner Barley Surveying LLC, Coastal Engineering Associates, Inc. and Stantec Consulting Services, Inc.**

On May 10, 2025, Staff issued a Request for Qualifications for RFQ 25-096 Continuing Services Contract (CCNA) for Professional Engineering Services to submit qualifications to provide various disciplines of professional engineering services. County staff received 10 responses for the Surveying and Mapping Discipline.

After evaluating the responses and conducting oral presentations with the top 9 respondents, staff desire to award the following Consultants for the Surveying and Mapping discipline # 7 for a period of three (3) years:

Discipline # 7 Surveying and Mapping

Clymer Farner Barley Surveying LLC

Coastal Engineering Associates, Inc.

George F. Young, Inc.

Stantec Consulting Services, Inc.

Currently we have hired one of our Continuing Services Contract for Engineers to assist the County with Surveying responsibilities. Due to excessive delays and ongoing issues, the County has been experiencing the high demand for Surveying, Staff would like to recommend approval of the top 4 Consultants that rated the highest score for their evaluation and oral presentations listed above.

Coastal Engineering Associates, Inc. will also be recommended for Discipline #1-General Civil, Discipline #4-Stormwater Management/NPDES/Watershed Studies on a later Agenda.

Stantec Consulting Services, Inc. will also be recommended for Discipline #1-General Civil, Discipline #3-Transportation/Roadway Engineering, and Discipline #4-Stormwater Management/ NPDES/Watershed Studies on a later Agenda

*This item was received after the agenda was published.*

**Additional Item E1g**

**h. PB 26-048 Highlands County RFP 24-016-SDQ Conservation Planning Study; North Florida Land Trust**

On October 21, 2025, the Board discussed completing a Forever Nature Coast Study through North Florida Land Trust (NFLT) and voted to direct staff to work with NFLT to piggyback an Agreement with Highlands County, including the scope of work as presented by NFLT, paid through stakeholder donations.

The Forever Nature Coast Study will develop a report for the County to use as they deliberate implementing an environmental conservation program to preserve open space, wetland recharge basins, resiliency, and the multiple benefits that open space provides county residents and visitors.

Staff are now requesting execution of a Piggyback Agreement between Citrus County, Florida and North Florida Land Trust to complete Task 1 and Task 2 for a total of \$43,000, which will be paid through stakeholder donations

*This item was received after the agenda was published.*

**Additional Item E1h**

**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)**

**Motion to approve item E2.**

**RESULT:** Adopted

**MOVER:** Holly L. Davis

**SECONDER:** Jeff Kinnard D.C.

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

**NAY:** None

*Following this item, Chair Diana Finegan opened the floor for public comment for the Bids.*

**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)**

**Motion to approve item E3.**

*First Vice Chair Janet Barek commented.*

**RESULT:** Adopted

**MOVER:** Jeff Kinnard D.C.

**SECONDER:** Holly L. Davis

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

**NAY:** Barek

**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)**

**Motion to approve item E4a, b, c, d, e and f.**

**RESULT: Adopted**

**MOVER:** Janet Barek

**SECONDER:** Jeff Kinnard D.C.

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

**NAY:** None

**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)**.

**Motion to approve item E5.**

**RESULT: Adopted**

**MOVER:** Jeff Kinnard D.C.

**SECONDER:** Janet Barek

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

**NAY:** None

**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)**

**Motion to approve item E6.**

**RESULT: Adopted**

**MOVER:** Janet Barek

**SECONDER:** Rebecca Bays

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

**NAY:** None

**Resolution Number 2025-119**

**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)**

**Motion to approve item E7.**

**RESULT:** Adopted

**MOVER:** Janet Barek

**SECONDER:** Rebecca Bays

**AYES:** Bays, Kinnard D.C., Finegan, Barek

**NAY:** None

**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)**

**Motion to approve item E8.**

**RESULT:** Adopted

**MOVER:** Janet Barek

**SECONDER:** Rebecca Bays

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

**NAY:** None

**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.

**Motion to approve item E9.**

*First Vice Chair Janet Barek commented.*

**RESULT:** Adopted

**MOVER:** Jeff Kinnard D.C.

**SECONDER:** Rebecca Bays

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

**NAY:** None

**Clerk's Note:** Following item E9, Commissioner Holly Davis provided votes for items E3 through E9.

**E.10. Small County Outreach Program Agreement (SCOP) FPN 449062 1 54, for Milling and Resurfacing South Apopka Avenue from East Anna Jo Drive to US 41**

**a.** Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, a political subdivision of the State of Florida and the State of Florida Department of Transportation for the Small County Outreach Program for S. Apopka Ave from E Anna Jo Dr to US41.

**b.** Approve and authorize the Chairman to execute the Small County Outreach Program Agreement between Citrus County, a political subdivision of the State of Florida and the Florida Department of Transportation for road milling and resurfacing of S. Apopka Ave from E Anna Jo Dr to US41.

**c.** The FDOT portion will be \$1,222,702 and the County's participation will be \$570,595. **(Carlton Hall, Public Works Director/ Walt Eastmond, Tech Services Director)**

**Motion to approve item E10.**

*Deputy Clerk Amy Novinger requested clarification of the motion.*

**The motion was amended to include: a, b and c.**

**RESULT:** Adopted

**MOVER:** Holly L. Davis

**SECONDER:** Rebecca Bays

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

**NAY:** None

**Resolution Number 2025-121**

*This item was received after the agenda was published.*

**[Additional Item E10](#)**

**F. OUTSTANDING COMMISSION ITEMS**

**F.1. Outstanding Commission Items**

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

Minutes

Board of County Commissioners Meeting - November 18, 2025

*Special Projects Manager Veronica Kampschroer provided the updates.*

**Consensus of the Board was given to direct staff to remove Pavement Management from the Commissioner Items list.**

**G. COUNTY ADMINISTRATOR - STEVE L. HOWARD**

*County Administrator Steve Howard provided Thanksgiving wishes and recognized staff.*

**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)**

*Clerk of the Circuit Court and Comptroller Traci Perry provided the presentation and recommendation.*

**Motion to approve item H1.**

**RESULT: Adopted**

**MOVER:** Rebecca Bays

**SECONDER:** Holly L. Davis

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

**NAY:** None

**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 MacDonald)**

*Public Works Director Carlton Hall recognized Mott MacDonald.*

*Katia Delgado, with Mott MacDonald, recognized the Chair, provided the presentation and addressed Board questions.*

*Mr. Hall provided the recommendation.*

**Consensus of the Board, by the majority, was given to direct staff on the allocation methodology of unconstrained.**

**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**

## Minutes

### Board of County Commissioners Meeting - November 18, 2025

**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)**

#### **Motion to approve item H3a.**

**RESULT:**       **Adopted**

**MOVER:**       Diana Finegan

**SECONDER:** Janet Barek

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

**NAY:**       None

*Public Works Director Carlton Hall provided the overview.*

*Citizen Ray Brown commented.*

*Mr. Hall responded to comments from Mr. Brown.*

*Citizen Mark Svestka, representing the residents of Pine Ridge commented.*

#### **Motion to approve item H3b.**

**RESULT:**       **Adopted**

**MOVER:**       Holly L. Davis

**SECONDER:** Janet Barek

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

**NAY:**       None

### **Resolution Number 2025-120**

#### **[Public Speaker Forms for Item H3](#)**



**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)**

**Motion to table H4a.**

*Board discussion ensued and County Attorney Denise A. Dymond Lyn addressed the Board.*

**RESULT:**       **Tabled**  
**MOVER:**       Holly L. Davis  
**SECONDER:**   Jeff Kinnard D.C.  
**AYES:**         Davis, Bays, Kinnard D.C., Finegan  
**NAY:**          Barek

**Item H4 — Proof of Publication**

**I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS**

*No items.*

**J. COMMISSIONER REBECCA BAYS - DISTRICT 4**

*Commissioner Rebecca Bays provided Thanksgiving wishes.*

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

*Commissioner Holly Davis gave an overview from the Transportation Development Council (TDC) meeting, provided Manatee Season announcement and provided Thanksgiving wishes.*

**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.

Minutes

Board of County Commissioners Meeting - November 18, 2025

*Commissioner Holly Davis provided the recommendation.*

**Motion to approve item K1.**

**RESULT:** Adopted

**MOVER:** Holly L. Davis

**SECONDER:** Jeff Kinnard D.C.

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

**NAY:** None

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

*Second Vice Chair Jeff Kinnard, D.C. recognized staff, shared information regarding the In Focus videos, addressed the Sales Tax initiative, provided Thanksgiving wishes, and mentioned the Library policy.*

**M. COMMISSIONER JANET BAREK- DISTRICT 3**

*First Vice Chair Janet Barek addressed the Board regarding the annual review of the County Administrator, commented on residential roads and provided Thanksgiving wishes.*

**N. COMMISSIONER DIANA FINEGAN - DISTRICT 2**

*Chair Diana Finegan recognized staff regarding Veterans outreach.*

**O. COUNTY ATTORNEY DENISE A. DYMOND LYN**

*County Attorney Denise A. Dymond Lyn provided an announcement regarding the document changes to the name of the Chair.*

**P. OPEN TO THE PUBLIC**

*The following individuals addressed the Board on various issues:*

*Joe Hicks  
Curtiss Bryant  
Deb Spence  
Tracey Duncan*

*County Administrator Steve Howard and County Attorney Denise A. Dymond Lyn addressed Board questions and Commissioners responded to comments from the public.*

[Public Speaker Forms for Item P](#)

[Additional Information for Item P — Submitted by Joe Hicks](#)

**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.

*Executive Assistant to the Board Reese Bilby provided the announcement.*

**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).

*Executive Assistant to the Board Reese Bilby provided the announcement.*

*Additional information was received after the agenda was published.*

**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**

*No items.*

Minutes

Board of County Commissioners Meeting - November 18, 2025

**U.    ADJOURN**

The meeting was adjourned at 4:19 PM.

**Proof of Publication**