BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA

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

MINUTES

January 6, 2026 - 1:00 PM

Diana Finegan, Chair, District 2
Janet Barek, 1st. Vice Chair, District 3
Jeff Kinnard D.C., 2nd Vice Chair, 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

January 6, 2026 Citrus County Courthouse
The meeting was called to order at 1:00 PM.

A.1. Invocation

Pastor Wayne Pratt from First Baptist Church of Beverly Hills gave the Invocation.

A.2. Pledge of Allegiance

Commissioner Jeff Kinnard, D.C. led the Pledge of Allegiance.

A.3. Roll Call

Present: Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan, County Administrator Steve Howard, County Attorney Denise Lyn, Deputy Clerk Amy Novinger, Deputy Clerk Georgette Tozer

Absent: Janet Barek, Clerk of the Circuit Court and Comptroller Traci Perry

A.4. Approval of Agenda

County Administrator Steve Howard submitted additional information for items C3, C10, E9, and P2.

Motion to approve the Agenda with the changes.

RESULT: **Adopted**
MOVER: Holly L. Davis
SECONDER: Jeff Kinnard D.C.

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

B. PROCLAMATIONS, AWARDS & PRESENTATIONS

B.1. 2026 Certified Registered Nurse Anesthetists (CRNA) Week

Approve & Authorize the Chairman to proclaim January 18–24, 2026 as Certified Registered Nurse Anesthetists (CRNA) Week. **(Chelsea Patterson, BSN, RN, David Pawlikowski, CRNA and John Waters, SRNA)**

Motion to approve item B1.

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

C. CONSENT

Chair Diana Finegan commented regarding item C18.

Motion to approve the Consent Agenda, pulling item C18 to address separately.

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

Minutes

C.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
December 9, 2025 Regular Meeting

Administration

C.2. Risk Management Reorganization
Approve the reorganization of Risk Management to the Human Resources Department, effective January 6, 2026. **(Jessica Flynn, Human Resources Director)**

C.3. CoreCivic Contract Monitoring Update for November 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 November 2025 would be $17,000.00 **(Joseph Whittick, Contract Monitor)**

Additional information was received after the agenda was published.

Additional Information for Item C3

Attorneys Office

No items.

Clerk

C.4. County Warrants
Accept the attached check registers outlining the County warrants.

C.5. 2025-09 Transit Services Audit
Receipt and acknowledgment of the 2025-09 Transit Services Audit.
The Final Report will be available for public view on the Clerk's website upon approval by the Board.

Community Services

C.6. Retired and Senior Volunteer Program (RSVP) Update
a. Adopt and authorize the Chairman to execute an updated Resolution authorizing the Director of Community Services to submit an application for funding, certifications, assurances, amendments or modifications to the approved application, grant award, and all other required documents and execute the Notice of Grant Award electronically to AmeriCorps for the Retired Senior Volunteer Program 2025-2028 grant.

b. Approve and authorize the Chairman to execute an updated Designation of Signature Authority. **(Eric Head, Community Services Director)**

Resolution Number 2026-001

C.7. Citrus Roadrunner Renegade Run Agreement

Approve and authorize the Chairman to execute the Agreement between Citrus County, FL and Citrus Roadrunners Inc. for the January 18, 2026, event. **(Eric Head, Community Services Director)**

C.8. Library Services Asset Deletion - Asset #20411

Approve deletion of the following item from the inventory of Library Services and the removal of same item from the county’s capital asset listing:
Asset # 20411 – Ford Econoline Van **(Adam Chang, Library Director)**

Fire Services

C.9. LifeStream Behavioral Center, Inc. - Monitoring and Compliance Update - April 2025 - October 2025

Acknowledge receipt of LifeStream Behavioral Center's monthly reports for April 2025 - October 2025. **(Craig Stevens, Fire Chief)**

C.10. Citrus County Behavioral Health Transportation Plan

Approve and authorize the submittal of the Citrus County Behavioral Health Transportation Plan 2026. **(Craig Stevens, Fire Chief)**

Additional information was received after the agenda was published.

Additional Information for Item C10

Human Resources

No items.

Management and Budget

C.11. Budget Transfers

Approve the budget transfers for Emergency Medical Services (EMS), Utilities (2), Animal Services, Park Impact Fees, Alzheimer's Disease Initiative, Road

Maintenance, Management and Budget, Housing Services (SHIP), Parks and Recreation, Visitor & Convention Bureau Special Projects and Aquatic Services for fiscal year 2025-2026 **(Tammy Wilson, Management & Budget Director)**

C.12. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending/adopting the Old Homosassa East Septic to Sewer project, the Sugarmill Woods Golf Course Reuse project, the Older American's Act – Title III B, the Older American's Act – Title III C-1, the Older American's Act – Title III C-2, and the Older American's Act – Title III E, the HUD-Housing Choice Voucher Section 8, the NW Quadrant Sewer Extension, the US Department of Homeland Security (FEMA) FY24 Assistance to Firefighters Grant (AFG), the Safer Grant, the Transportation Operations Section 5311, the Restore/Gulf Consortium Inshore Reef and the State Housing Initiatives Partnership (SHIP) grant budgets for fiscal year 2025-2026. **(Tammy Wilson, Management & Budget Director)**

Resolution Number 2026-002

C.13. Settlement of Claim #2024-199/F230AL0213

Approve and authorize the Chairman to execute the General Release and Settlement Agreement between Kenneth Perciful and Citrus County, Florida, Commercial Risk Management, Inc., and Preferred Governmental Insurance Trust in the full and complete settlement amount of $75,000. **(Tammy Wilson, Management & Budget Director)**

C.14. CCSO - Edward Byrne Memorial Justice Assistance Grant (JAG)

Approve and authorize Chairman to execute the Award Agreement and the Certificate of Participation for the FY24 JAG Grant. **(David Vincent, Sheriff / Tammy Wilson, Management & Budget Director)**

Growth Management

No items.

Public Works

C.15. Fish Haven 1-East Offshore Artificial Reef, Final As-Built and Retainage

a. Accept the completed project, acknowledge pay application Final Invoice 2 as Final Completion of the Fish Haven 1-East Offshore Artificial Reef project.
b. Approve the release of retainage and authorize the Clerk to release retainage

to the contractor, Vecellio & Grogan, Inc. in the amount of $87,961.50.
c. Return any encumbered funds back to the appropriate accounts. **(Carlton Hall, Public Works Director)**

C.16. Notice Regarding Property from List of Land Available for Taxes

a. Approve and Authorize the Chairman to execute a notice regarding: AK 1578086 – 6765 N CAPRI LOOP, HERNANDO and AK 1596882 – 3211 E BUFFALO LN, HERNANDO
b. Authorize Staff to forward the document to the Citrus County, Florida, Clerk of the Circuit Court. **(Carlton Hall, Public Works Director)**

C.17. Acceptance of Perpetual Stormwater Flow Rights and Access Easements – Barry Francis O'Neill, David D. Boden & Doretta L. Boden.

a. Approve and authorize the Chairman to accept these Perpetual, Exclusive, Ingress, Egress, Stormwater, Drainage and Utility Easement from Barry Francis O'Neill, David D. Boden & Doretta L. Boden. 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, Exclusive, Ingress, Egress, Stormwater, Drainage and Utility Easements from Barry Francis O'Neill, David D. Boden & Doretta L. Boden and record said easement in the Public Records of Citrus County, Florida. **(Carlton Hall, Public Works Director)**

Systems Management

C.18. Update Administrative Regulation 16.07-1

Approve and authorize the changes to the Administrative Regulation 16.07-1 Policy for County Issued Mobile Devices. **(Louis Foltzer, Systems Management Director/ Amy Hannell, Telecommunications Administrator)**

County Attorney Denise A. Dymond Lyn provided direction to Chair Diana Finegan regarding policy numbers 1c, 3c and 12b, followed by Board discussion.

Motion to approve item C18 with the changes.

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

Following this item, Board discussion ensued with Ms. Lyn.

Visitors and Convention Bureau

No items.

Water Resources

C.19. Release of Retainage ITB 23-088 Cardinal Force Main Project CIP U2022-06
Accept the completed Cardinal Force Main Project and approve the release of retainage in the amount of $100,291.91 to Pave-Rite Inc. **(Ken Cheek, P.E., Water Resources Director)**

C.20. Connection Charge Installment Lien Agreement - Susan & Jack Novita
a. Approve and authorize the Chairman to execute Connection Charge Installment Lien Agreement by and between the Citrus County Municipal Service Benefit Unit for Water and/or Wastewater Utility Services for Susan & Jack Novita.
b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

C.21. Release and Satisfaction of Lien Water and Wastewater Utility Services - Patricia Whitaker
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 Patricia Whitaker.
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)**

C.22. Release and Satisfaction of Lien Water and Wastewater Utility Services - Terri Linn Vlcek
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 Terri Linn Vlcek.
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)**

C.23. Release and Satisfaction of Lien - Troy & Patricia Whitaker

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 Troy & Patricial Whitaker.

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)**

C.24. Proposed CCU Bulk Wastewater Rate

Set a public hearing on February 10, 2026, at 2:00 pm to consider proposed inclusion of the rate charged to bulk wastewater customers of all Citrus County Utility Service Areas. **(Ken Cheek, P.E., Water Resources Director)**

Set Public Hearings Workshops

No items.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Sharon Sanady
Kenneth Ferguson
Curtiss Bryant
Chuck Hutterli
Barry Tillis
John Labriola
Raymond Kowalski, President of Arbor Lakes Homeowners Association

Commissioners responded to comments from the public and Growth Management Director Eric Landon and County Administrator Steve Howard addressed Board questions.

Public Speaker Forms for Item D

Clerk's Note: This item was paused at 1:16 PM and resumed at 1:19 PM.

E. REGULAR BUSINESS

E.1. Bids

Motion to approve items E1a through I.

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

E.1.a. ITB 24-147 Amendment No. 1; Imperial Gardens Mobile Home Park (MHP) Plant Interconnection Project; MidSouth, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and MidSouth, Inc. to ratify the terms of the Amended Notice to Proceed issued by the Department of Water Resources, extending the time for final completion to April 24, 2026; and to modify the language in Section 23.18 Equal Employment Opportunity, in accordance with Executive Order 14173, no additional cost associated with this Amendment. **(Ken Cheek, P.E., Water Resources Director)**

E.1.b. SGS 26-046 Rotamat Mechanical Bar Screen for Purchase and Repair Services; Huber Technology, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Huber Technology, Inc., for the purchase and repair services of the Huber Rotamat Mechanical Bar Screen, at a repair cost of $34,252.08. **(Ken Cheek, P.E., Water Resources Director)**

E.1.c. ITB 20-034 Amendment No. 3; Offender GPS Electronic Monitoring; Allied Universal Electronic Monitoring US, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Allied Universal Electronic Monitoring US, Inc., to renew the Agreement for an additional five (5) year term, extending the duration of the Agreement to March 8, 2031; and to modify the language in Section 18.11 Equal Employment Opportunity, in accordance with Executive Order 14173. **(Tammy Wilson, Management & Budget Director)**

E.1.d. QTE 22-152 Amendment No. 1; SaaS Web and PDF QA; CivicPlus, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and CivicPlus, LLC, to renew the Agreement for an additional one (1) year term, extending the duration of the Agreement to January 23, 2027; the price to be paid to the Service Provider for the renewal term is $2,996.52. **(Tammy Wilson, Management & Budget Director)**

E.1.e. RFP 24-001 Amendment No. 1; Fire Rescue Uniforms & Supplies; North America Fire Equipment Co., Inc., Galls, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and North America Fire Equipment Co., Inc., and between Citrus County, Florida and Galls, LLC to exercise the first option to renew both Agreements, extending the duration of the Agreement to January 21, 2027. **(Craig Stevens, Fire Chief)**

E.1.f. PB 25-223 Acceptance Form and related documents, Sourcewell #011723 Heavy Construction Equipment With Related Attachments and Technology; Beard Equipment Company

Approve and Authorize the Chairman to execute the Customer's Acceptance Form and related documents between Citrus County, Florida and Beard Company Equipment to accept the equipment and acknowledge the County's understanding of the operation and warranty coverage for the Dozer delivered on October 7, 2025. **(Carlton Hall, Public Works Director)**

E.1.g. RFQ 25-096 Continuing Services Contract (CCNA) for Professional Engineering Services; Multiple Consultants

a. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and AECOM Technical Services, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #3 Transportation/Roadway Engineering, on an as-needed basis.
b. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Bhide & Hall Architects, to provide continuing professional engineering services as desired in the brief overview for Discipline #5 Architecture, on an as-needed basis.
c. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and DLZ Florida, LLC, to provide continuing professional engineering services as desired in the brief overview for Discipline #5 Architecture, on an as-needed basis.
d. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Donnelly Architecture, to provide continuing professional engineering services as desired in the brief overview for Discipline #5 Architecture on an as-needed basis.

e. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and DRMP, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #1 General Civil Engineering, Discipline #3 Transportation/Roadway Engineering, Discipline #4 Stormwater Management/NPDES/ Watershed Studies, on an as-needed basis.
f. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Hanson Professional Services, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #4 Stormwater Management/NPDES/ Watershed Studies, on an as-needed basis.
g. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Infrastructure Consulting & Engineering, LLC, to provide continuing professional engineering services as desired in the brief overview for Discipline #2 Aviation and Airport Engineering, and Discipline #5 Architecture, on an as-needed basis.
h. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Jacobs Engineering Group, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #1 General Civil Engineering, Discipline #3 Transportation/Roadway Engineering, Discipline #4 Stormwater Management/NPDES/ Watershed Studies, and Discipline #5 Architecture, on an as needed basis.
i. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Kimley-Horn & Associates, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #1 General Civil Engineering, Discipline #2 Aviation and Airport Engineering, Discipline #3 Transportation/Roadway Engineering, and Discipline #4 Stormwater Management/NPDES/ Watershed Studies, on an as needed basis.
j. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Madrid CFTL, to provide continuing professional engineering services as desired in the brief overview for Discipline #6 Geotechnical Engineering/Environmental/ Construction Administration on an as-needed basis.
k. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Mohsen Design Group Incorporated, to provide continuing professional engineering services as desired in the brief overview for Discipline #2 Aviation and Airport Engineering, on an as-needed basis.
l. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Pegasus Engineering, LLC, to provide continuing professional engineering services as desired in the brief overview for Discipline #3 Transportation/Roadway Engineering, on an as-needed basis.
m. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Professional Services Industries, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #6 Geotechnical Engineering/Environmental/ Construction Administration on an as-needed basis.
n. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Tierra, Inc., to provide continuing professional

engineering services as desired in the brief overview for Discipline #6 Geotechnical Engineering/Environmental/ Construction Administration on an as-needed basis.

o. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Vanasse, Hangen, Brustlin, Inc., to provide continuing professional engineering services as desired in the brief overview for Discipline #1 General Civil Engineering, on an as-needed basis.

p. Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Woolpert to provide continuing professional engineering services as desired in the brief overview for Discipline #2 Aviation and Airport Engineering, on an as-needed basis.

q. Approve the Agreement between Citrus County, Florida and Coastal Engineering Associates, Inc., for Discipline # 1 General Civil and Discipline # 4 Stormwater Management/NPDES/Watershed Studies on an as-needed basis. Discipline #7 Surveying and Mapping was approved and executed on the November 18, 2025, Agenda.

r. Approve the Agreement between Citrus County, Florida and Stantec Consulting Services, Inc., for Discipline # 1 General Civil, Discipline #3 Transportation/Roadway Engineering, and Discipline # 4 Stormwater Management/NPDES/Watershed Studies on an as-needed basis. Discipline #7, Surveying & Mapping was previously approved and executed on the November 18, 2025, Agenda. **(Carlton Hall, Public Works Director)**

E.1.h. RFQ 25-096 Work Authorization; Continuing Services Contract (CCNA) for Professional Engineering Services; Infrastructure Consulting & Engineering, LLC

Approve and Authorize the Chairman to execute a Work Authorization between Citrus County, Florida and Infrastructure Consulting & Engineering, LLC, to provide Construction Engineering Inspection (CEI) Services for the Construction of the Business-Industrial Park at the Inverness Airport (INF) at a cost of $388,250. **(Carlton Hall, Public Works Director)**

E.1.i. RFQ 25-096 Amendment No. 1; Continuing Services Contract (CCNA) for Professional Engineering Services; Multiple Consultants

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Clymer Farner Barley Surveying, LLC, Citrus County, Florida and Coastal Engineering Associates, Inc., Citrus County, Florida and George F. Young, Inc., and Citrus County, Florida and Stantec Consulting Services Inc. to modify the language in Sections 10.1 Changes in Consultants Labor Fee Schedule, 14.5 Cyber Insurance, and 19.6 Correction of Services in accordance to Addendum No. 4 of the Solicitation for the Agreement, and to modify the language in Section 19.7 Equal Employment Opportunity, in accordance with Executive Order 14173, with no additional cost being associated with this Amendment. **(Carlton Hall, Public Works Director)**

E.1.j. RFQ 25-096 Work Authorization; Continuing Services Contract (CCNA) for Professional Engineering Services; Kimley-Horn and Associates, Inc.

a. Approve and Authorize the Chairman to execute a Work Authorization between Citrus County, Florida and Kimley-Horn and Associated, Inc., to provide the County with a feasibility study and Conceptual Site Plan (CSP) for the potential expansion of Ft. Island Trail Park, at the cost of $54,940.00.
b. Approve the related Budget Transfer. **(Carlton Hall, Public Works Director)**

E.1.k. AGR 26-054 Ekos Billing; EKOS, Inc.

Approve and Authorize the Chairman to execute the FHO & GSS Support Agreement between Citrus County, Florida and EKOS, Inc. for on-site fuel operation billing services. **(Carlton Hall, Public Works Director)**

E.1.l. SGS 26-047 Purchase of Carlson GNSS GPS System; Carlson Software, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Carlson Software, Inc. for the purchase of the Landfill Grade GNSS System at a cost of $42,500.00. **(Carlton Hall, Public Works Director)**

E.2. Opioid Settlement Funds for Citrus County

Authorize the Citrus County Opioid Task Force to review and recommend projects to LSF Health Systems for funding from regional opioid settlement funds designated for Citrus County. **(Todd Hockert, Florida Department of Health)**

Motion to approve item E2.

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

E.3. Forest Ridge Blvd from Lake Beverly to Colbert Ct - Ph 2 Safe Routes to School Sidewalk

Approve and authorize the Chair to execute the Locally Funded Agreement between Citrus County, Florida, a political subdivision of the State of Florida, and the Department of Transportation for funding the County's portion of the Forest Ridge Blvd Safe Routes to Schools Sidewalk project in the amount of $1.8 million dollars. **(Carlton Hall, Public Works Director)**

Motion to approve item E3.

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

E.4. IMP 2024-00010 Davis Reserve – Perpetual Private Maintenance

Approve the request from Brentwood Farms, LLC to approve Davis Reserve subdivision for Perpetual Private Maintenance of subdivision improvements, roadways and stormwater facilities, with potable water and sewer improvements being publicly owned and maintained facilities. **(Carlton Hall, Public Works Director)**

Motion to approve item E4.

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

E.5. TDC Request for City of Crystal River — Interlocal Agreement for Kings Bay Riverwalk

Authorize the Chair to sign the Interlocal Agreement with the City of Crystal River for Kings Bay Riverwalk Phase II in the amount of $500,000 from the Tourist Development funds which has no impact on Ad Valorem Taxes. **(Auvis Cole, Tourism Director)**

Motion to approve item E5.

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

E.6. Updated Memorandum of Understanding between Healthcred Care Insurance Services and Citrus County, Florida

Approve and authorize the Chairman to execute the Amended Memorandum of Understanding between Health Cred Care, LLC dba Healthcred Care Insurance Services and Citrus County, Florida. **(Joseph Whittick, Contract Monitor)**

Motion to approve item E6.

RESULT:	**Adopted**

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

E.7. Amendment 2 to Agreement LPA0152 Homosassa Phase 5 CIP U2022-11

Approve and authorize the Chairperson to execute the Homosassa Phase 5 Septic to Sewer Project Agreement between the Florida Department of Environmental Protection and Citrus County, Florida. **(Ken Cheek, P.E. Water Resources Director)**

Motion to approve item E7.

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

E.8. Amendment 3 LPA0410 Old Homosassa North Septic to Sewer CIP U2018-03 DEP Grant

Approve and Authorize BOCC Chairman to execute grant contract LPA 0410 between Citrus County, Florida and FDEP for the Old Homosassa North Septic to Sewer Project. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E8.

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

E.9. Amendment 3 to Grant Agreement LP0901A Old Homosassa West CIP U2018-01

Approve and authorize the Chairperson to execute the Old Homosassa West Septic to Sewer Project Agreement between the Florida Department of Environmental Protection and Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E9.

RESULT: **Adopted**
MOVER: Rebecca Bays
SECONDER: Jeff Kinnard D.C.
AYES: Davis, Bays, Kinnard D.C., Finegan

NAY:	None

Additional information was received after the agenda was published.

Additional Information for Item E9

E.10. Sugarmill Woods Reclaimed Water Project – Acceptance of Perpetual Utility & Access Easement(s)

a. Authorize the Chairman to accept the Perpetual Utility and Access Easements from Links Golf – Sugar LLC to allow for the installation and maintenance of a reclaimed water main from the Southwest Regional Water Reclamation Facility to the golf course within Sugarmill Woods.
b. Authorize the Clerk of the Board to place Board of County Commissioner's acceptance stamp on the Perpetual Utility and Access Easements attached and record the easement and associated documents in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

Motion to approve item E10a and b.

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

E.11. Interlocal Agreement Between Citrus County, Florida and the City of Inverness, Florida for Automatic and Mutual Aid Response Plan

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County, Florida and the City of Inverness, Florida for the Automatic and Mutual Aid Response Plan. **(Craig Stevens, Fire Chief)**

Motion to approve item E11.

Commissioner Rebecca Bays commented regarding items E11 and E12.

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

E.12. Interlocal Agreement Between Citrus County, Florida and the City of Crystal River, Florida for Automatic and Mutual Aid Response Plan

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County, Florida and the City of Crystal River, Florida for the Automatic and Mutual Aid Response Plan. **(Craig Stevens, Fire Chief)**

Motion to approve item E12.

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

E.13. Florida Department of Transportation Section 5311 Rural Area Funding FY27

Adopt and authorize the Chairman, or 1st Vice Chairman, respectively, to execute a Resolution authorizing the signature of the Florida Department of Transportation (FDOT) SFY27 Section 5311 grant application, contract, amendments, assurances, and certifications as required to obtain funding from the Florida Department of Transportation, after review by the County Attorney, without the need to bring the documents before the Board. The FDOT SFY27 Section 5311 grant funding is $617,405 with a required county match of $617,405, which will be covered with the FDOT State Block Grant funding. (**Eric Head, Community Services Director)**

Motion to approve item E13.

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

Resolution Number 2026-003

E.14. Letter of Support for Jessie's Place State Appropriations Request

Approve and authorize the Chairman to execute letters of support for Jessie's Place's state appropriations request for the construction of a 7,500 square foot addition to their current facility located in Lecanto, FL. These letters will be addressed to State Senator Massullo and State Representative Grow. **(Alexander Alt, Intergovernmental Liaison)**

Motion to approve item E14.

Melissa Bowermaster addressed Board questions, followed by Board discussion with County Administrator Steve Howard.

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

E.15. Funding of Tri-Party Agreement with Technology Conservation Group (TCG) for wastewater connection fees

Discuss and recommend the funding source for the budget transfer related to the Tri-Party Agreement with Technoology Conservation Group (TCG). **(Tammy Wilson, Management & Budget Director)**

Motion to approve item E15.

Board discussion ensued.

The motion was amended to include the funding source to be Business Tax Reserves.

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

E.16. Florida Development Finance Corporation (FDFC) Resolution and Interlocal Agreement

a. Approve and authorize the Chariman to execute the Resolution authorizing the Interlocal Agreement between Citrus County, Florida and the Florida Development Finance Corporation.

b. Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County Florida and the Florida Development Finance Corporation. **(Tammy Wilson, Management and Budget Director)**

Motion to approve item E16a and b.

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

Resolution Number 2026-004

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding Commission Items

OUTSTANDING COMMISSION ITEMS **(Veronica Kampschroer, MPA, PMP)**

County Administrator Steve Howard provided the Annual Report presentation and recognized Special Projects Manager Veronica Kampschroer and staff.

Ms. Kampschroer provided the updates.

Annual Report Presentation

G. LEGISLATIVE UPDATES

G.1. Legislative Updates

Approve the request to elevate the Chassahowitzka River Campground project from the “Requests for Special Consideration” section to the main appropriations list. If approved, staff further recommends that the Board re-prioritize and re-rank the updated list of appropriations requests accordingly. **(Alexander Alt)**

Intergovernmental Liaison and Administrative Development Review Expeditor Alexander Alt provided the 2026 State Legislative Session presentation.

Commissioner Jeff Kinnard, D.C. made the motion to elevate the Chassahowitzka River Campground Repairs and Restoration Project state appropriations ask for $800,000 to the list of priorities, and Chair Diana Finegan seconded the motion.

Board discussion ensued with Mr. Alt and Community Services Director Eric Head.

Commissioner Jeff Kinnard, D.C. rescinded the motion and Chair Diana Finegan rescinded the second.

Mr. Alt continued the presentation and announced the key session dates.

Board discussion continued.

Legislative Updates Presentation

H. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H.1. Set the Budget Development and Hearing Dates for FY 2026/2027

Set the dates and times for the FY 2026/2027 Budget Presentation on Tuesday, March 10, 2026, and Budget Hearings: Library Special District Preliminary Budget Hearing on Wednesday, July 22, 2026, at 8:30 a.m., Fire Protection Special District Preliminary Budget Hearing on Wednesday, July 22, 2026, at 8:45 a.m., Board of County Commissioners Preliminary Budget Hearing on

Wednesday, July 22, 2026, at 9:00 a.m., Tentative Budget Hearing on Thursday, September 10, 2026, at 5:01 p.m., and the Final Budget Hearing on Monday, September 21, 2026, at 5:01 p.m. at the Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness. **(Tammy Wilson, Management and Budget Director)**

County Administrator Steve Howard provided the recommendation.

Consensus of the Board was given for item H1.

H.2. Set the FY26-27 Capital Improvement Program Presentation

Set the Capital Improvement Program Presentation for fiscal years 2027-2031 on Tuesday, April 28, 2026, at 2:00pm at the Citrus County Courthouse, 110 N Apopka Avenue, Room 100, Inverness, Florida. **(Tammy Wilson, Management & Budget Director)**

County Administrator Steve Howard provided the recommendation.

Consensus of the Board was given for item H2.

I. PRESENTATIONS/PUBLIC HEARINGS

I.1. 1:15pm Public Hearing on an Ordinance amending Chapter 38 - Emergency Services

Conduct a Public Hearing on an ordinance of Citrus County, Florida, a political subdivision of the State of Florida, amending Chapter 38, Emergency Services, Amending Article II. - Emergency Medical Transportation Services, Section 38-21, entitled "Certificate of public convenience and necessity for emergency medical transportation", Section 38-22, entitled "Application Fees", Section 38-23, entitled "County emergency medical transport services fees", Section 38-24, entitled "County interfacility transfer transport fees"; providing for severability; providing for codification; providing for modification; providing for repeal of inconsistent provisions; providing for an effective date.
a. Approve and authorize the Chairman to execute the ordinance.
b. Approve the revised schedule of fees for COPCN application fees, County Emergency Medical Transport Services Fees, and County Interfacility Transfer Transport Service Fees and authorize the Chairman and Clerk to execute the adopted resolution. **(Craig Stevens, Fire Chief)**

County Attorney Denise A. Dymond Lyn read the proposed ordinance title into the record.

Fire Chief Craig Stevens provided the recommendation.

There were no citizen comments.

Motion to approve item I1a and b.

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

Ordinance Number 2026-A01 and Resolution Number 2026-005

J. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J.1. Aviation Advisory Board - Nominate & Appoint

Nominate and appoint four individuals to the Aviation Advisory Board to fill 4 (four) member positions that expire January 31, 2026. **(Carlton Hall, Public Works Director)**

Motion to nominate to the Aviation Advisory Board: Carl Flanagan, reappoint to District 1; Charles Carr, reappoint to Member at Large; George McDonald, reappoint to District 4; and Ryan Naugle, appoint to District 5.

Board discussion ensued with County Attorney Denise A. Dymond Lyn.

Citizen Heiko Kallenbach commented.

Board discussion continued.

The motion was amended to nominate to the Aviation Advisory Board: Carl Douglas Flanagan, reappoint to District 1; Charles Carr, reappoint to Member at Large; Barry Simons, appoint to District 4; and Ryan Naugle, appoint to District 5.

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

Public Speaker Form for Item J1

K. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

No items.

L. COMMISSIONER REBECCA BAYS - DISTRICT 4

No items.

M. 2nd VICE CHAIR JEFF KINNARD D.C. - DISTRICT 1

Motion to elevate the appropriations request for the Chassahowitzka Campground Repairs and Restoration Project for $800,000 from the special interests up to the appropriations request.

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

M.1. Canopy Tree

Seeking BOCC approval to make a formal request to FDOT to preserve this oak tree and ask our representatives on the MPO to put it on their agenda to obtain a similar formal request from the MPO.

Second Vice Chair Jeff Kinnard, D.C. provided the recommendation, followed by Board discussion.

Motion to direct staff to draft a letter expressing support to the Florida Department of Transportation for protecting that oak tree, in current plans and future plans for that intersection.

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

M.2. Growth Management - Request direction for impact fees, park concurrency and fire standards

Board to provide direction on three items: Impact fee schedule to include right-of-way acquisition costs, park concurrency, and minimum concurrency-related standards for fire stations. **(Eric Landon, Growth Management Director)**

Second Vice Chair Jeff Kinnard, D.C. provided the first recommendation.

Growth Management Director Eric Landon provided clarification to the Board, followed by Board discussion.

Consensus of the Board was given to provide staff direction to bring back the transportation impact fee schedule to include right-of-way acquisition costs and to address fairness across the board for all the residential and commercial structures.

Second Vice Chair Jeff Kinnard, D.C. provided the second recommendation, followed by Board discussion with Mr. Landon.

Consensus of the Board was given to provide staff direction to bring back a park concurrency and minimum concurrency related standards for fire stations.

M.3. CR 491 Widening — From Pine Ridge Blvd. to Hampshire Blvd.

a. Approve staff to execute an appropriation application for the widening of the County Road 491 project from Pine Ridge Blvd. to Hampshire Blvd.
b. If approved, Board to amend and reprioritize the previously approved appropriations.

Second Vice Chair Jeff Kinnard, D.C. provided the recommendation.

At the request of Commissioner Rebecca Bays, County Attorney Denise A. Dymond Lyn shared the conflict of interest ethics results.

Board discussion ensued and Public Works Director Carlton Hall and Engineering Director Walt Eastmond provided clarification to the Board.

Consensus of the Board was given to provide staff direction to bring back the widening of the County Road 491 project.

M.4. Evaluation Process for County Administrator

Board Discussion

Second Vice Chair Jeff Kinnard, D.C. provided the recommendation, followed by Board discussion with County Administrator Steve Howard.

There was no action taken on this item.

N. 1st VICE CHAIR JANET BAREK- DISTRICT 3

No items.

O. CHAIR DIANA FINEGAN - DISTRICT 2

No items.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

P.1. Attorney/Client Session - Cardinal Farms Group, LLC v. Citrus County, Florida and Right Rudder Aviation, LLC v. Citrus County, Florida

Approval to set an Attorney/Client Session on January 13, 2026, at 9:00 a.m. in the case styled Cardinal Farms Group, LLC v. Citrus County, Florida and the case styled Right Rudder Aviation, LLC v. Citrus County, Florida.

County Attorney Denise A. Dymond Lyn provided the recommendation, followed by Board discussion with Ms. Lyn.

Motion to approve item P1.

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

P.2. Settlement and Compromise of Code Cases, John Heaxt

a. Approve a settlement and compromise in Code Cases 2163542 and 2163543, John Heaxt, in the amount of $3,500 plus $270 in Administrative Costs for a total of $3,770.
b. If approved, authorize the Chairman to execute a satisfaction of lien upon payment of the settlement sums. **(Denise A. Dymond Lyn, County Attorney)**

County Attorney Denise A. Dymond Lyn provided the recommendation, followed by Board discussion with Ms. Lyn.

Motion to approve the release of the liens on both lots in exchange for payment in the amount of $30,000 plus $270 in Administrative Costs.

Deputy Clerk Amy Novinger requested clarification of the motion.

Citizen Kenneth Ferguson commented.

Commissioners responded to the comments from Mr. Ferguson and Ms. Lyn addressed Board questions.

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

Additional information was received after the agenda was published.

Additional Information for Item P2

Public Speaker Form for Item P2

Q. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Kenneth Ferguson
Curtiss Bryant
Ray Brown
Chuck Hutterli
SCADABob

Commissioners responded to comments from the public and County Administrator Steve Howard addressed the Board.

Public Speaker Forms for Item Q

R. ANNOUNCE ADVISORY BOARD

R.1. Announce vacancies on the Code Review and Appeals Board (CRAB)
Announce one regular member vacancy and two alternate member vacancies on the Code Review and Appeals Board (CRAB) for terms expiring January 31, 2029. Also announce three regular member expiring terms on January 31, 2026, with new terms expiring on January 31, 2030. **(JC Charlton, Code Compliance Director)**

Executive Assistant to the Board Reese Bilby provided the announcement.

R.2. 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)**

Executive Assistant to the Board Reese Bilby provided the announcement.

R.3. 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)**

Executive Assistant to the Board Reese Bilby provided the announcement.

S. UPCOMING MEETINGS

1. Regular Meeting, January 27, 2026, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

2. Regular Meeting, February 10, 2026, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

3. Regular Meeting, **Thursday,** February 26, 2026, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. *Strategic Planning Retreat*, **Friday,** January 30, 2026 at 9:00AM, Lecanto Government Building 3600 W. Sovereign Path Lecanto, FL 34461 Room 166

U. PUBLIC HEARINGS

Clerk's Note: The meeting was in recess at 4:30 PM and resumed at 5:01 PM.

U.1. 5:01 p.m. PUD-2025-00011 Sam's Mobile Home Service, LLC
If approved, direct the Chair and Clerk to execute and record the ordinance for PUD-2025-00011, Sam's Mobile Home Service, LLC. **(Eric Landon, Growth Management Director)**

Chair Diana Finegan provided an announcement regarding the motions for items U1 and U2.

County Attorney Denise A. Dymond Lyn read the proposed ordinance title into *the record.*

David Walker provided the applicant information.

Land Development Planner Frankie Piland provided the staff presentation.

There were no citizen comments.

Motion to approve PUD-2025-00011, Sam's Mobile Home Service, and direct the Chair and Clerk to execute the ordinance.

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

Ordinance Number 2026-A02

U.2. 5:05 p.m. CPA/AA/PUD-2025-00003 Local Eng for Gerrits

If approved, direct the Chair and Clerk to execute and record the ordinances for CPA/AA/PUD-2025-00003, Local Engineering, Inc. for Edward J. Gerrits. **(Eric Landon, Growth Management Director)**

County Attorney Denise A. Dymond Lyn read the proposed ordinance titles into the record.

Dr. Michael Wilburn, of Local Engineering, provided the applicant information.

Land Development Principal Planner Joe Hochadel provided the staff presentation.

There were no citizen comments.

Motion to approve CPA/AA/PUD-2025-00003 and direct the Chair and Clerk to execute the ordinance.

Board discussion ensued.

The motion was amended to add: with the conditions from the PDC.

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

Ordinance Numbers 2026-A03 and 2026-A04

V. ADJOURN

The meeting was adjourned at 05:20 PM.

Proof of Publication