

BOARD OF COUNTY COMMISSIONERS OF CITRUS COUNTY, FLORIDA
Citrus County Courthouse
Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

AGENDA

July 12, 2022 9:00 AM

Ronald E. Kitchen Jr., Chair, District 2 Ruthie Davis Schlabach, 1st Vice Chair, District 3 Holly L. Davis, 2nd Vice Chair, District 5 Jeff Kinnard D.C., Commissioner District 1 Scott Carnahan, Commissioner, District 4	Angela Vick, Clerk of the Circuit Court Charles R. Oliver, County Administrator Denise A. Dymond Lyn, County Attorney
---	--

MISSION

Citrus County Government is a value-driven organization dedicated to responsive citizen service by providing quality programs, services and facilities to build a strong community and promote the best quality of life for our 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, TTY (352) 527-5312 at least two days before the meeting.

A. CALL TO ORDER

A.1. Invocation

A.2. Pledge of Allegiance

A.3. Roll Call

B. WORKSHOP USE OF BOAT LAUNCH FEE FUNDS AND SUCCESSION PLANNING

B.1. Workshop Use of Boat Launch Fee Funds

Workshop: Presentation on Use of Boat Launch Funds.

B.2. Workshop: Succession Planning

Workshop: Presentation on Succession Planning.

C. OPEN TO THE PUBLIC

D. UPCOMING MEETINGS

- | |
|---|
| 1. Regular Meeting: July 12, 2022 at 1:00 PM , Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450 |
|---|

E. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

F. ADJOURN



AGENDA MEMORANDUM

FROM:	Charles R. Oliver, County Administrator				
SUBJECT:	Workshop Use of Boat Launch Funds				
AGENDA DATE:	July 12, 2022				
<u>BRIEF OVERVIEW:</u>					
Presentation on Use of Boat Launch Funds.					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
					\$0
<u>RECOMMENDED ACTION:</u>					
Workshop: Presentation on Use of Boat Launch Funds.					



USE OF BOAT LAUNCH FUNDS

July 12, 2022

BOARD DIRECTION FROM FEBRUARY 9, 2021, MEETING

- The BOCC approved the collection of Boat Launch Fees at four County boat ramps:
 - Fort Island Gulf Beach
 - Fort Island Trail Park
 - Mac Rae's of Homosassa
 - Hernando Beach
- Premium Parking was selected to manage the program
- Go-Live January 2022

APPROVED LAUNCH FEES:

Daily Launch Pass:

\$10 Daily

Annual Launch Pass:

\$25 County Residents

\$75 Non-Residents

- Fees collected are kept in a special revenue fund.

BOAT LAUNCH FEES AS OF MAY 2022

Revenues	Budget	Actual
Boat Launch Fees-Annual Pass	400,000	101,950
On Demand- Daily Pass	-	32,943.80
Less 5% Reserve	(20,000)	
Total Revenues	\$380,000	\$134,893.80
Expenditures		
Other Contractual Services	10,800	10,828.39 (A)
Vendor Fee	80,000	24,064.84 (B)
Utility Services	12,000	747.73
Operating Supplies/ Costs	8,000	-
Sales Tax	24,000	7,806.85
Reserved Budget Fund Balance	245,200	-
Total Expenditures	\$380,000	\$43,447.81
Excess Revenues Over Expenditures	-	\$91,445.99

(A) Installation of power polls at Mac Rae's and Fort Island Gulf Beach and credit card processing fees.

(B) Vendor fees are 20% net of revenues, sales tax, and credit card processing fees.

FEES EXPENDED:

Installation of Power Polls:\$4,800

Mac Rae's of Homosassa



Fort Island Gulf Beach



FOR DISCUSSION:

- Future Projects:
 - Hernando Boat Ramp-Three docks with rotting footers. \$65,000
 - Turner Camp Boat Ramp-Dock leading to the boat ramp has severe wood rotting underneath. \$40,000
 - Additional Parking at the Boat Ramps
 - New Boat Ramp-Fort Island Trail Park
 - Barge Canal Boat Ramp
 - Fort Island Parking and Boat Ramp
- Boating Improvement Fund \$332,738 (approx. \$80K per year)



USE OF BOAT LAUNCH FUNDS

Discussion



AGENDA MEMORANDUM

FROM:	Charles R. Oliver, County Administrator				
SUBJECT:	Workshop: Succession Planning				
AGENDA DATE:	July 12, 2022				
<u>BRIEF OVERVIEW:</u>					
Presentation on Succession Planning.					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
					\$0
<u>RECOMMENDED ACTION:</u>					
Workshop: Presentation on Succession Planning.					

Citrus County

Board of County Commissioners

Succession Planning

Tuesday, July 12, 2022



Succession Planning

is the mitigating process of preparing for the loss of critical personnel in an organization.



RETIREMENT TRENDS

28.6 million

of Boomers who retired in Q3 2020



10,000+

of Baby Boomers turning 65 daily



Benefits



- Proactive vs. reactive approach
- Reduces recruitment and hiring costs
- Assists in selecting and promoting talent
- Supports organizational stability and growth
- Demonstrates positivity and improves morale



Planning Ahead

1) ASSESS STAFFING NEEDS

- Determine future plans of existing employees (DROP, etc.)
- Identify staffing needed to serve growing community.
- List key skills, training, and experience needed to fill key positions.
- Update job descriptions to reflect changing needs.

2) IDENTIFY DEVELOPING LEADERS

- Assess current employees to determine interest, desire, and qualifications for future promotional opportunities.
- Ensure that the process prepares, but does not entitle, employees for future promotions.

3) IMPLEMENT TRAINING & EDUCATION

- Establish training program for employees interested in advancement.
- Encourage employees to obtain additional external training as needed.



Succession Planning

DO NOT

- Try to do too much at once.
- Overburden managers with paperwork.
- Substitute temporary backups for key positions.



Succession Planning

DO

- Start with simple competencies.
- Create a culture of leadership development.
- Be clear about why succession planning matters.



Strategies for Success

- Provide financial support for higher education and advanced training
Centralia, WA
- Decentralize duties in key supervisory positions through cross-training, "understudies," and emphasis on team activities
Boone County, KY
- Work with education partners to implement internship program for talent recruitment
Doylestown, PA
- Create mentorship and/or talent exchange programs within organization
ICMA Knowledge Network

Questions?

County Administrator

Randy Oliver

randy.oliver@citrusbocc.com

(352) 527-5210

Human Resources

June Randall, Director

june.randall@citrusbocc.com

(352) 527-5360





INTERNATIONAL CITY/COUNTY
MANAGEMENT ASSOCIATION

Resources

How Are You Addressing the Issue of Succession Planning?

<https://icma.org/articles/pm-magazine/how-are-you-addressing-issue-succession-planning>

Succession Planning in Government

<https://icma.org/documents/succession-planning-government>

Succession Planning in Local Government and the Impact on Organizational Commitment

<https://icma.org/blog-posts/succession-planning-local-government-and-impact-organizational-commitment>

Top Do's and Don'ts of Succession Planning

<https://icma.org/articles/article/top-dos-and-donts-succession-planning>