



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

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

AGENDA

September 13, 2022 - 1:00 PM

**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**
- A.4. Approval of Agenda**

B. CONSENT

Minutes

B.1. Disposal of Surplus Property

Approve deletion of the following items from the inventory of the Health Department and the removal of the same item from the county's capital asset listing. Asset #55886 Sterilizer, Instr Ritter M11S

Attorneys Office

Clerk

B.2. City of Crystal River - Filing Notice of Adopted Ordinance No. 22-O-20 - Voluntary Annexation of a portion of Kings Bay

Acknowledge receipt of correspondence received from City of Crystal River regarding the filing of adopted Ordinance No. 22-O-20 - Voluntary Annexation of a portion of Kings Bay.

B.3. Disposal of Surplus Property

Approve deletion of the following item from the inventory of the Clerk of the Circuit Court and Comptroller and the removal of the same item from the Clerk's capital asset listing. Asset# 1032 – Customer Service Counter

Community Services

B.4. Deletion of Surplus Property

Approve deletion of Asset #11292 - 3 Section Book Shelf from the inventory of Library Services and the removal of the same item from the county's Capital Asset listing.

B.5. SHIP and CRF Compliance Monitoring

Acknowledge the SHIP and CRF monitoring report, dated August 3, 2022, was

reviewed in its entirety by the Citrus County Board of County Commissioners.

Fire Services

Human Resources

Management and Budget

B.6. Asset Deletion - Property Storage Conveyor

Approve deletion of the following item from the inventory of the Citrus County Detention Center, and the removal of same item from the County's capital asset listing, Asset ID 12042-000 - Property Storage Conveyor.

Public Works

B.7. Disposal of Surplus Property

Approve deletion of the following items from the inventory of Facilities Management and the removal of the same items from the county's Capital Asset listing. 11033-002 Gibson Seer A/C Unit, 52216 Modular Workstation, 51565 CCTV Security System

B.8. Acknowledgement of Airport Hangar Lease Agreement(s)

Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar lease agreement(s) with Mr. Christian Allhoff, Mr. Joshua Svenningsen and Mr. Larry Putt.

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.9. Set a Public Hearing on a Medicaid Assessment Program Resolution

Set a public hearing on September 27, 2022 at 1:45 p.m. regarding the Medicaid Assessment program.

B.10. Set a Public Hearing on an Ordinance Pertaining to the Historical Resources Advisory Board

B.11. Set a Public Hearing on an Ordinance Pertaining to Historic Preservation

C. PROCLAMATIONS

C.1. Proclamation-Save Our Waters Week

Approve and authorize the Board to Proclaim Save Our Waters Week in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. AGR 21-170 Amendment No. 1, EMS Billing Service Company; EMS Management & Consultants, Inc.

On September 30, 2021, Citrus County, Florida and EMS Management & Consultants, Inc. entered into a Billing Services Agreement to provide medical billing and collection services to medical transport providers, including fire and rescue and emergency medical services (EMS) providers. The monthly fees for this service are 3.60% of net collections and \$7.00 per Medicaid Claim.

The initial term of this agreement is for one (1) year with three (3) successive one (1) year renewal terms.

Staff desires to amend the agreement for an additional one (1) year term, extending the duration of the Agreement through September 30, 2023.

There is no price increase associated with this amendment.

b. RFP 21-050 Work Authorization; General Contractor Construction Services-Continuing Services; Cardiff Construction LLC

On May 25, 2021, the Board approved the award of RFP 21-050 General Contractor Construction Services-Continuing Services Contract to Cardiff Construction LLC as one of the Alternate Contractors for a period of three years.

This project is for the Crystal River Airport Roof Coating to supply and install Uniflex Acrylic Coating on the FBO building roof. Staff requested quotes from the four Contractors using RFP 21-050 Continuing General Construction Services and received only one quote from Cardiff Construction, LLC

Staff desires to issue a work authorization against RFP 21-050 to Cardiff Construction LLC to supply and install the Uniflex Acrylic Coating on the Crystal River Airport FBO building roof at a cost of \$54,189.

c. ITB 18-057, Amendment No. 4; Contractor Services for Processing Yard Waste; Consolidated Resource Recovery, Inc.

On October 9, 2018, Board awarded ITB 18-057 Processing Yard Waste at Landfill to Consolidated Resource Recovery, Inc. to process yard waste and

horticultural debris accumulated at the Citrus County Central Landfill for a period of two (2) years with the option to renew for three (3) one (1) year periods.

Staff desires to exercise the option to renew for the third and final one (1) year renewal extending the Agreement to October 8, 2023, and to increase the fees as submitted in Exhibit "B" of the Agreement.

d. ITB 19-083 Amendment No. 2; Mowing at Citrus County Owned Buildings; Gamco Properties III, Inc.

On October 8, 2019, Board awarded ITB 19-083 Mowing at Citrus County Owned Buildings to Gamco Properties III, Inc. to provide Mowing, Edging, Trimming and Clean up services at various County owned buildings for a term of two (2) years with option to renew for three (3) one year terms.

Staff desires to exercise the option to renew the second one (1) year renewal extending the Agreement to October 7, 2023.

No cost increase associated with this Amendment.

e. PB 22-134 Lake County 22-730; Fire Equipment, Supplies, and Services: North American Fire Equipment Co., Inc.

Lake County advertised and awarded ITB 22-730 Fire Equipment, Parts, Supplies and Services effective on August 1, 2022 through July 31, 2023. This contract provides for two (2) , two (2) year renewals.

Staff have reviewed the documents finding that this contract meets the needs of Citrus County.

Staff desires to piggyback Lake County's ITB 22-730 Agreement with North America Fire Equipment Co., Inc. (NAFECO) to provide fire equipment, parts, supplies and services on an as needed basis.

f. PB 22-121 Herbicides & Related Adjuvants- SFWMD No. 6000001362; Red River Specialties, LLC

South Florida Water Management District (SFWMD) recently solicited and awarded five different Vendors RFB 60000011362 for supply and delivery of herbicide and related adjuvant for various District locations set to expire on June 30, 2023.

After evaluating the responses, staff desires to award PB 22-121 to all five vendors to allow staff to purchase herbicide and related adjuvants from:

Nutrien AG Solutions, Inc. (Agreement No. 4600004626),
Helena Agri Enterprises, LLC (Agreement No. 4600004625)
Winfield Solutions LLC (Agreement No. 460004452),
Red River Specialties, LLC (Agreement No. 4600004627)
Thomas R. Summersill, Inc. (Agreement No. 4600004628)

A signed Agreement from Red River Specialties, LLC was received by County staff and is being presented at this time. Staff will bring forward the remaining agreements to be awarded as each of them is received at a later date.

g. ITB 21-143 Amendment No. 2; Residential Road Resurfacing FY 2021/2022; Pave-Rite, Inc.

On January 4, 2022, the Board entered into an Agreement for the Residential Road Resurfacing Project FY 2021/2022 to be completed within 150 calendar days of the start date set forth in the Notice to Proceed issued by County, said start date being February 25, 2022: and

On April 12, 2022, the Board amended the Agreement extending the date for final completion to September 22, 2022.

On August 9, 2022, the Citrus County Board of County Commissioners approved a sixty-day extension to the completion date.

Staff desires to amend the Agreement to extend the date for final completion to November 21, 2022, consistent with the Board's direction.

h. ITB 21-052 Amendment No. 2; Essex Avenue, Steven Street, and Scenic Way Watermain Extension Project; Pave-Rite, Inc.

On May 11, 2021, the Board awarded ITB 21-052 Essex Ave, Steven St, and Scenic Way Water Main Extension Project to Pave-Rite, Inc. as the lowest and most responsive bidder.

On June 27, 2022, the Board approved Amendment No. 1 to the Agreement to ratify the terms of the first, second, and third Amended Notice to Proceed and extend the time for final completion to August 7, 2022.

The Contractor has requested additional days to be added to this project and the staff desires to amend the Agreement to extend the date for final completion to September 4, 2022.

There is no cost increase associated with this Amendment.

i. ITB 22-090 Janitorial Services for the Citrus County Libraries and Community Centers; Alpha Building Maintenance Services, Inc.

On July 7, 2022, Staff issued an Invitation to Bid ITB 22-090 Janitorial Services for the Citrus County Libraries and Community Centers to provide routine, daily janitorial services. Seven bids were received.

Staff desires to award Alpha Building Maintenance Services, Inc. to provide routine, daily janitorial services at County Libraries and Community Centers as the lowest most responsive and responsible bidder for a total cost of \$91,156 annually beginning October 1, 2022.

j. QTE 22-129 Safety Shoe Program; Shoes for Crews, LLC

On July 29, 2022, Staff issued a Request for Quotes, QTE 22-129 Safety Shoe Program to provide protective footwear for the Citrus County Safety Shoe Program. Two quotes were received.

Staff desires to award Shoes for Crews, LLC to provide protective footwear for the Citrus County Safety Shoe Program as the most responsive and responsible bidder.

k. ITB 21-091 Amendment No. 1; Harbor Lights Plant Interconnect Project; Hartman Civil Construction Company, Inc.

On September 14, 2021, the Board awarded ITB 21-091 Harbor Lights Plant Interconnect Project to Hartman Civil Construction Company, Inc. Inc. as the lowest and most responsive bidder at a cost of \$623,700.

On August 10, 2022, due to the Contractor's request to add an additional 14 days to the project, staff issued an Amended Notice to Proceed to extend the date of final completion to August 28, 2022.

Staff and Contractor desire to amend the Agreement to extend the date for final completion to August 28, 2022.

E.2. Budget Transfers

Approve budget transfers for Grounds Maintenance, Community Services, Transit, Septic Upgrade Incentive, American Rescue Plan grant, Drug Court, Benefits Plan, Land Development, Visitor & Convention Bureau, Utilities and Animal Services for fiscal year 2021-22.

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/ amending the RESTORE - NW Quadrant Sewer Design grant budget, Insurance Trust budget, Low-Income Home Energy Assistance Program, Transportation Operations Section 5307 ARPA, State Housing Initiative Partnership and Private Plant Interconnect project grant budgets for fiscal year 2021-22.

E.4. W Rum Place 6" Water Line

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, and warranty of materials or workmanship of all water main lines and associated parts on W Rum Place and record in the Public Records of Citrus County Florida.

E.5. W Homeway Loop 6" Water Line

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, and warranty of materials or workmanship of all water main lines and associated parts on W Homeway Loop and record in the Public Records of Citrus County Florida.

E.6. Solid Waste Disposal Agreement with Advanced Disposal for the Disposal of Imported Solid Waste and Security Bond Continuation for Bond No. SUR0069942

a. Approve and authorize the chairman to execute the Solid Waste Disposal Agreement for the Importation of Out of County Solid Waste between Citrus County and Advanced Disposal through September 13, 2023, at the rate of \$40/ton.

b. Authorize chairman to accept Verification of Bond in Force for Argonaut Insurance Company Security Bond No. SUR0069942 extended to August 23, 2023.

E.7. Interlocal Agreement with the City of Crystal River for Disposal of Solid Waste

Approve and authorize Chairman to execute an Interlocal Agreement for the disposal of Solid Waste between Citrus County and the City of Crystal River through September 30, 2023.

E.8. Waste Disposal Account Agreement for Florida Express Environmental, LLC

- a. Approve and authorize the Chairman to execute a new Waste Disposal Account Agreement between Citrus County and Florida Express Environmental LLC, with a security deposit in the amount of \$20,000.
- b. Approve termination of Waste Disposal Account Agreement with Florida Express Environmental LLC, approved on 2/22/2011 and transfer Lexon Insurance Company Security Bond #1039035 to the new agreement.

E.9. Ozello Fire Station Auction Proceeds

Confirm the auction proceeds of \$275,000 from the Ozello Fire Station and approve the related budget resolution directing the funds to infrastructure.

E.10. Waste Disposal Account Agreement for Inter-County Recycling

- a. Approve and authorize the chairman to execute a new Waste Disposal Account Agreement between Citrus County and Inter-County Recycling, with a security deposit in the amount of \$1,000.
- b. Approve termination of Waste Disposal Account b. Agreement with Inter-County Recycling approved on 2/22/2011 and transfer cash deposit to new agreement.

E.11. Waste Disposal Account Agreement for Sandland of Florida Enterprises, Inc.

- a. Approve and authorize the Chairman to execute a new Waste Disposal Account Agreement between Citrus County and Sandland of Florida Enterprises, Inc. with a security deposit in the amount of \$8,250.
- b. Approve termination of Waste Disposal Account Agreement with Sandland of Florida Enterprises, Inc. approved on 2/22/2011 and transfer cash deposit to new agreement.

E.12. Settlement of Claim #819001

Approve and authorize the General Release and Hold Harmless Agreement ("Settlement Agreement") between William Lotzvie and Citrus County, Florida, as full and final settlement to include all attorney's fees and costs of Claim Number #819001, in the amount of \$50,000.

E.13. Settlement of Claim #1099031

Approve and authorize the General Release and Hold Harmless Agreement ("Settlement Agreement") between Cynthia Marie Johnson, as Personal Representative of the Estate of Helen Mae Walker and Citrus County, Florida, as full and final settlement to include all attorney's fees and costs of Claim #1099031, in the amount of \$225,000.

E.14. Commercial Property and Casualty Insurance - October 1, 2022

Authorize the Chairman to execute the Premium Recapitulation and supporting

signature pages and approval to purchase the following insurance policies: Aviation Liability, Crime and Employee Dishonesty, Public Officials and Employment Practices which includes Cyber Liability, Excess General Liability, Excess Auto Liability, Excess Workers Compensation, Firefighters Statutory AD&D, Firefighters Cancer Benefit Insurance, Pollution Liability, National Flood Insurance policies and the Public Risk Advisor's Broker Fee for coverage for October 1, 2022 through October 1, 2023, and the Additional Insured Endorsement to the Florida Sheriff's Risk Management Fund for a combined total premium for all policies of \$846,040.

E.15. Waste Disposal Account Agreement for GFL Solid Waste Southeast LLC and Security Bond Continuation for Bond No. 0791322

- a. Approve and authorize the Chairman to execute a new Waste Disposal Account Agreement between Citrus County and GFL Solid Waste Southeast LLC, with a security deposit in the amount of \$50,000.
- b. Approve termination of Waste Disposal Account Agreement with GFL Solid Waste Southeast LLC approved on October 13, 2020 and transfer Harco National Insurance Company Security Bond No. 0791322 to the new agreement.
- c. Authorize Chairman to accept Continuation Certificate for Harco National Insurance Company Bond No. 0791322 extending the period to September 30, 2023.

E.16. FY 2022/2023 - Teamsters Wage Increase

Authorize the Chairman to: (1) Approve the Agreement between Citrus County, Florida and the Teamsters Local 79 as proposed with an effective date of October 1, 2022, (2) Provide the wage increase as indicated above to all regular employees (bargaining and non-bargaining, excluding bargaining Fire Rescue/EMS personnel) and (3) Adjust the current pay grades to match the increase stated above.

E.17. Notice Regarding Property from List of Land Available for Taxes

- a. Approve and Authorize the Chairman to execute notices regarding: All that part of lot 12, Fletcher Heights Subdivision PB 1 Pg 43, Lying N of New State Road 44 and all that portion of a certain 33 foot street lying N of lot 12, all in Fletcher Heights Subdivision PB 1 Pg 41, and also includes a portion of SE ¼ of SW ¼ lying S of Old Stated Rd No. 44, more particularly described as follows:– AK 1688124 – 2608 Hwy 44 W, Inverness.
- b. Authorize Staff to forward the document to the Clerk of the Circuit Court.

E.18. Release of Lien

- A. Approve and Authorize the Chairman to execute Releases of Lien for Property Abatement Assessment by and between Citrus County, Florida, and certain property owners.
- B. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida.

E.19. Lecanto Park Use Agreement - Drone Racing Championship

- a. Approve and authorize the Chairman to execute the Lecanto Park Use Agreement between Citrus County, Florida and Citrus Springs Civic Association, Inc. to host a Drone Racing Championship at the designated drone park in Lecanto, Florida on October 19 & 20, 2022
- b. Approve fee waiver request for \$25.00 per day field usage fee for Drone Racing Championship.

E.20. Hernando Beach Use Agreement - Dragon Boat Festival 2022

Approve and authorize the Chairman to execute the Hernando Beach Use Agreement between Citrus County, Florida, and the Citrus County Education Foundation, Inc. to allow for The Dragon Boat Festival 2022 to be held at Hernando Beach on Saturday, November 5, 2022. The boat ramp will be closed the evening of November 3, 2022, to allow for the setup of the festival which begins on Friday, November 4, 2022. The ramp will be opened back up on the evening of Saturday, November 5, 2022.

E.21. The Groomsmen, LLC - Documentary Shoot

Approve and authorize the Groomsmen, LLC to film a documentary on real-life professional mermaid performers who work at Mertailor's Mermaid Aquarium Encounter here in Inverness, Florida. The filming is scheduled on Wednesday, September 21, 2022 at Fort Island Gulf Beach.

E.22. HUD-VASH Voucher Program - Authorization to Apply

- a. Adopt and authorize the Chairman to execute a Resolution authorizing an electronic application for funding and execution of a contract and other documents related to the Department of Housing and Urban Development (HUD) and Veterans Affairs Supportive Housing (VASH) Housing Choice Voucher Program and any documents related to the HUD-VASH Voucher Program.
- b. Authorize the Housing Services Director to electronically sign and submit the electronic application and related contract and other related documents required to apply for and obtain funding under the HUD-VASH Voucher Program after review by the County Attorney.

E.23. State Housing Initiatives Partnership (SHIP) Rental Development Strategy 2022

Approve and authorize the Chairman to execute the commitment letter and Local Government Verification of Contribution Form for a SHIP loan of \$340,000 for the Invictus Development Cardinal Oaks Project.

F. OUTSTANDING COMMISSION ITEMS

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS

Board of County Commissioners Meeting - September 13, 2022

1.	12/12/2017	Resolve landfill Issues	Ken Cheek Dan Sherlock	Ongoing		
2.	12/8/2020	Ft. Island Trail Multi-Purpose Path Update	Walt Eastmond	TBD		Project Resubmitted
3.	4/13/2021	Hall's River Road Multi-Purpose Path (Board decided to look at completing in phases; first phase Crumps to River Haven)	Randy Oliver	TBD		Funding has not been identified.
4.	2/22/2022	Monthly Updates on Core Civic Staffing	Erin Dohren	Ongoing		9/27/2022 Agenda
5.	4/12/2022	Review qualifications for the Historical Resources Advisory Board	Joanna Coutu	8/30/2022		
6.	4/26/2022	Suggested Airport improvements from FBO's	Quincy Wylupek	6/4/2022		Still have not received information from Right Rudder
7.	5/24/2022	Evaluate further potential changes to waterfront setbacks: vegetative buffers, distance from spring run and construction of pool cages	Joanna Coutu			Must go through PDC
8.	6/14/2022	Density Homes for Low/Medium Income Housing	Joanna Coutu Michelle L. Alford	9/30/2022		
9.	6/27/2022	Provide info to the Board regarding Juneteenth (Jun 19th) to consider it as a County Holiday	June Randall	8/30/2022		
10.	6/27/2022	Collaborate with TBRPC and other counties on Regional High Level Water Issues	Randy Oliver	8/30/2022		
11.	7/12/2022	Further develop parameters for the Strategic Plan	Veronica Kampschroer	10/31/2022		
12.	7/12/2022	Establish parameters/criteria for No Wake and Quiet Zones	Mark Edwards	10/31/2022		

Board of County Commissioners Meeting - September 13, 2022

13.	8/9/2022	Agenda Item for appointment to TBRPC	Randy Oliver	8/30/2022	COMPLETED	Board Addressed
14.	8/30/2022	Status of Repairs in Forrest Ridge	Walt Eastmond	9/13/2022	COMPLETED	Email sent 9/1/2022

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Board Select Candidates to Interview for County Administrator Position

H. PRESENTATIONS/PUBLIC HEARINGS

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Announce vacancy (alternate position) on the Planning and Development Commission

I.2. Citrus Springs Advisory Council - Announce Vacancy

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER SCOTT CARNAHAN - DISTRICT 4

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

M. 2ND VICE CHAIR HOLLY L. DAVIS - DISTRICT 5

N. 1ST VICE CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

O. CHAIR RONALD E. KITCHEN JR. - DISTRICT 2

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, **September 27, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **October 18, 2022 at 1:00 PM**, Citrus County Courthouse, Room

Board of County Commissioners Meeting - September 13, 2022

100, 110 N. Apopka Avenue, Inverness, FL 34450

3. Regular Meeting, **Monday October 31, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Tentative Budget Hearing: **Thursday September 8, 2022 at 5:01PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Final Budget Hearing: **Tuesday September 27, 2022 at 5:01PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

U. ADJOURN