



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

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

MINUTES

October 18, 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**

A. CALL TO ORDER

October 18, 2022 Citrus County Courthouse
The meeting was called to order at 01:00 PM

A.1. Invocation

Pastor Doug Alexander from the New Church Without Walls led the invocation.

A.2. Pledge of Allegiance

Veteran, Doug Wright, led the Pledge of Allegiance.

A.3. Roll Call

A.4. Approval of Agenda

Chairman Ronald E. Kitchen, Jr. requested the addition of an emergency item E7, to cancel the October 31, 2022 Regular Board meeting.

Motion to approve the agenda with the addition of item E7.

RESULT: Adopted

MOVER: Scott Carnahan

SECONDER: Jeff Kinnard D.C.

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

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B. CONSENT

Motion to approve the Consent Agenda in its entirety.

RESULT: Adopted

MOVER: Scott Carnahan

SECONDER: Jeff Kinnard D.C.

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

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B.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
September 8, 2022 Tentative Budget Hearing

B.2. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
September 13, 2022 Regular Meeting

Administration

No items.

Attorneys Office

No items.

Clerk

B.3. Release of Special Assessment

Approve and authorize the Chairman to execute Releases of Lien for Special Assessments by and between Citrus County and certain property owners: 22A Citrus Springs Waterlines, 21B Montezuma Wastewater, 19B Citrus Springs Assessment Area ,22B Sea Otter Path Wastewater special assessment district.

Community Services

No items.

Fire Services

No items.

Human Resources

B.4. Equal Employment Utilization Report

Authorize the Chairman to approve the Equal Employment Opportunity Utilization report in order for Citrus County, Florida to continue to receive and be compliant with the Department of Justice federal funding requirements. The expiration of this utilization report will be October 17, 2024.

Management and Budget

No items.

Growth Management

No items.

Public Works

No items.

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

No items.

Set Public Hearings Workshops

B.5. Notice of Intent to Use the Uniform Method of Collecting Non-Ad Valorem Assessments

Set a Public Hearing on November 29, 2022, at 1:30 p.m. 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 with the Fiscal Year beginning on October 1, 2023.

B.6. SV-21-04 Stillwell for Griffith - set public hearing

Set a public hearing on November 7, 2022, at 1:30 p.m. for SV-21-04, Law Office of Clark Stillwell for Lisa Griffith.

Resolution Number 2022-100

[Additional Information for item B6](#)

C. PROCLAMATIONS

Motion to approve the Proclamations, C1 through C3.

RESULT: **Adopted**

MOVER: Scott Carnahan

SECONDER: Ruthie Davis Schlabach

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

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NAY: None

C.1. Proclamation - Domestic Violence Awareness Month

Approve and authorize the Board to proclaim October, 2022 as Domestic Violence Awareness Month in Citrus County, Florida.

C.2. Proclamation - Mediation Week

Approve and authorize the Board to proclaim October 17-21, 2022 as Mediation Week in Citrus County, Florida.

C.3. Proclamation - Pregnancy, Infant, and Child Loss Awareness Month

Approve and authorize the Board to proclaim the month of October as Pregnancy, Infant, and Child Loss Awareness Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Doug Alexander

Sabrina Watson, on behalf of Xceptional Life Project

Christine Wright

Marion Hansen

Rhonda Santis

James Pach

Nancy Pofi

Ernesto Rubio, with Florida Department of Health

Sandrew Wright

Commissioners responded to comments from the public.

[Public Speaker Forms for item D](#)

[Additional Information for item D - Submitted by Sabrina Watson](#)

E. REGULAR BUSINESS

E.1. Bids

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Motion to approve items E1a through i.

RESULT: **Adopted**
MOVER: Jeff Kinnard D.C.
SECONDER: Scott Carnahan
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

County Administrator Charles R. Oliver provided clarification regarding item E1e.

The following individuals addressed the Board regarding item E1e:

*Sabrina Watson, with Xceptional Life Project
Barbara Ocassio*

Commissioners responded to comments from the public.

[Public Speaker Forms for item E1e](#)

E.1.a. ITB 21-063 Amendment No. 5, Sea Otter Path Sewer Addition Project; Constantine Constructors, LLC

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida, and Constantine Constructors, LLC, to extend the final completion date to November 30, 2022.

E.1.b. ITB 22-035 Amendment No. 1; Brentwood Wastewater Treatment Facility to Meadowcrest Wastewater Treatment Facility Diversion; Pospiech Contracting, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida, and Pospiech Contracting, Inc., extend the final completion date to June 28, 2023 and to commence work on October 1, 2022.

E.1.c. ITB 22-132 Bicentennial Park Pool - Chemicals and Equipment; Aqua Triangle I Corporation dba Triangle Pool Service

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Aqua Triangle I Corporation dba Triangle Pool Service to provide pool chemicals and equipment for the Bicentennial Park Pool.

E.1.d. ITB 21-087 Amendment No. 2; Medical Supplies for Fire Rescue Purchase & Delivery, Henry Schein, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Henry Schein, Inc. to modify the fee schedule in Exhibit "A" effective November 9, 2022.

E.1.e. PB 22-121 Herbicides & Related Adjuvants-SFWMD No. 6000001362; Nutrien AG Solutions, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Nutrien AG Solutions, Inc. to furnish Herbicides & Related Adjuvants for the period ending June 30, 2023.

E.1.f. ITB 21-091 Amendment No. 2; Harbor Lights Plant Interconnection Project; Hartman Civil Construction Co., Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Hartman Civil Construction Company, Inc. to extend the date for final completion to October 11, 2022.

E.1.g. BW 19-002 Amendment No. 3; Transportation of Off-Site Soil Material for Landfill Cover Material; Sean Gerrits, Inc. dba SMG, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Sean Gerrits, Inc, dba SMG, Inc. to provide the Off-Site Soil Loading and Transport Services for Landfill Cover Material at no increase in cost.

E.1.h. PB 22-125 Lee County #B220124CMR, Electric Motor Repair and Replacement Services; CEC Motor & Utility Services, LLC

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and CEC Motor & Utility Services, LLC to provide Electric Motor Repair and Replacement Services on an as needed basis.

E.1.i. ITB 22-123 Elevator Safety Inspection, Maintenance, and Repairs; Mowrey Elevator Company of Florida, Inc.

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Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Mowrey Elevator Company of Florida, Inc. to provide elevator safety inspection, maintenance, and repair services.

E.2. Budget Transfers

Approve budget transfers for Parks and Recreation, Community Services, Supervisor of Elections, Housing Services, Beverly Hills MSBU, Citrus Springs MSBU, Land Development and Support Services for fiscal year 2021-22.

Motion to approve item E2.

RESULT: **Adopted**
MOVER: Holly L. Davis
SECONDER: Ruthie Davis Schlabach
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting Meals on Wheels America program grant budget for fiscal year 2021-22.

Motion to approve item E3.

RESULT: **Adopted**
MOVER: Holly L. Davis
SECONDER: Scott Carnahan
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

Resolution Number 2022-101

E.4. Cayla's Coats, Inc., Lease Agreement

a. Discussion and consideration of a request from Cayla's Coats, Inc., a Florida Not for Profit Corporation, to lease a portion of the county-owned, Fort Island Gulf Beach, Crystal River, Florida, Hernando Beach, Hernando, Florida, Eden Boat Ramp, Inverness, Florida and Duval Island Board Ramp, Floral City, Florida, for the purpose of placing and maintaining a life jacket loaner station on each property to make free Coast Guard Certified life jackets available to the public for increased safety.

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Cayla's Coats, Inc., to lease property owned by the County.

c. Approve and authorize the Chairman to execute the Lease Agreement for a period of three (3) years, beginning November 1, 2022, through October 31, 2025, at a rate of \$1.00 per location per year.

Motion to approve item E4a, b, and c.

RESULT: **Adopted**
MOVER: Ruthie Davis Schlabach
SECONDER: Scott Carnahan
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

Resolution Number 2022-102

E.5. Agreement to Provide Additional Insured - Stream Recycling

Approve and authorize the Chairman to execute the Agreement to provide Additional Insured Status and Waiver of Subrogation between Stream Recycling, LLC and Citrus County, Florida, to provide additional insurance protection to Citrus County.

Motion to approve item E5.

RESULT: **Adopted**
MOVER: Holly L. Davis
SECONDER: Jeff Kinnard D.C.
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

E.6. Agreement to Provide Additional Insured Status and Waiver of Subrogation

Approve and authorize the Chairman to execute the Agreement to provide an Additional Insured status and Waiver of Subrogation between Lightning Resources, LLC and Citrus County, Florida to provide additional insurance protection to the County.

Motion to approve item E6.

RESULT: **Adopted**
MOVER: Holly L. Davis
SECONDER: Jeff Kinnard D.C.
AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.
NAY: None

E.7. Cancel October 31, 2022 BOCC meeting

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Discuss and Vote to Cancel the BOCC October 31, 2022 meeting.

Motion to approve item E7.

RESULT: **Adopted**

MOVER: Scott Carnahan

SECONDER: Jeff Kinnard D.C.

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

Board discussion ensued.

F. OUTSTANDING COMMISSION ITEMS

County Administrator Charles R. Oliver requested no changes.

F.1. Outstanding Commission Items

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	12/12/2017	Resolve Landfill Issue	Ken Cheek Dan Sherlock	Ongoing		
2.	12/8/2020	Ft. Island Trail Multi-Purpose Path Update	Walt Eastmond	TBD		Project Not Funded
3.	4/13/2021	Hall's River Road Multi-Purpose Path (Board decided to look at completing it 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		Core Civic to make Presentation in October
5.	4/12/2022	Review qualifications for the Historical Resources Advisory Board	Joanna Coutu	9/30/2022		On 10/18/2022
6.	4/26/2022	Suggested Airport improvements from FBO's	Quincy Wylupek	6/4/2022		Have not received information from Right Rudder
7.	5/24/2022	Evaluate further potential changes	Joanna Coutu	1st Qtr. 2023		Must go through PDC

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		to waterfront setbacks, vegetative buffers, distance from spring run and construction of pool cages				Scheduled for January 2023
8.	6/14/2022	Density Homes for Low/Medium Income Housing	Joanna Coutu Michelle Alford	9/30/2022		Scheduled for 11/29/2022 Agenda
9.	6/27/2022	Provide info to the Board regarding Juneteenth (June 19th) to consider it as a County Holiday	June Randall	10/18/2022		On this agenda
10.	6/27/2022	Collaborate with TBRPC and other counties on Regional High Level Water Issues	Randy Oliver	Ongoing		
11.	7/12/2022	Further develop parameters for the Strategic Plan	Veronica Kampschroer			Survey under way
12.	7/12/2022	Establish parameters/criteria for No Wake and Quiet Zones	Mark Edwards	10/31/2022		
13.	9/13/2022	Set Workshop for FWC/UF to discuss Aquatics	Mark Edwards Mary Jensen	11/29/2022		
14.	9/27/2022	Motorola Contract Modification for Cell Tower Upgrades	Denise Lyn	10/18/2022		

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Juneteenth Holiday Discussion

Discussion and direction concerning Juneteenth Holiday.

County Administrator Charles R. Oliver provided the recommendation, followed by Board discussion.

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Motion to approve keeping the 11 holidays, recognize Juneteenth as a holiday, and if the employees choose to take Juneteenth off it will be unpaid leave.

RESULT: **Adopted**

MOVER: Scott Carnahan

SECONDER: Jeff Kinnard D.C.

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

The following individuals addressed the Board:

Doug Alexander

Christine Wright

Marion Hansen

Rhonda Santis

Josh Wooten

Kathy Gates

Sandrew Wright

Commissioners responded to comments from the public.

[Public Speaker Forms for item G1](#)

G.2. Confirmation of Management and Budget Director

Approve the confirmation of Erin Dohren as the Management and Budget Director effective October 18, 2022

County Administrator Charles R. Oliver provided the recommendation.

Motion to approve Erin Dohren as the Management and Budget Director.

RESULT: **Adopted**

MOVER: Scott Carnahan

SECONDER: Ruthie Davis Schlabach

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

Prior to the vote, Board discussion ensued.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30PM Public Hearing on Publishing Notices Electronically

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Conduct a public hearing on Publishing Notices Electronically on the Clerks website

County Administrator Charles R. Oliver provided an explanation of the criteria, results, and the recommendation.

There were no public comments.

There was no action taken.

[Additional Information for item H1](#)

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

No items.

J. COMMITTEE REPORTS FROM COMMISSIONERS

Commissioner Jeff Kinnard, D.C. shared information from the Keep Citrus County Beautiful and Tampa Bay Regional Planning Council meetings, and announced the High School Jeopardy that will be held on October 20th, 2022 and the Resilience Summit that will be held on May 4th and 5th, 2023.

Second Vice Chair Holly Davis provided an overview from the Tourist Development Council (TDC) and National Association of Counties (NACo) committee meetings.

K. COMMISSIONER SCOTT CARNAHAN - DISTRICT 4

No items.

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

No items.

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

Second Vice Chair Holly Davis requested approval from the Board to host a gathering for the 40 citizens that were selected as representatives regarding the strategic plan, followed by Board discussion.

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

No items.

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

O.1. County Administrator Position

Discussion and approval of the Employment Agreement between Citrus County and Steve Howard for the Citrus County Administrator position.

Chairman Ronald E. Kitchen, Jr. provided the recommendation.

Steve Howard responded to questions from the Board.

Motion to accept the contract for Steve Howard.

RESULT: Adopted

MOVER: Scott Carnahan

SECONDER: Holly L. Davis

AYES: Kitchen Jr. , Carnahan, Davis, Davis Schlabach, Kinnard D.C.

NAY: None

The following individuals addressed the Board:

Josh Wooten

Board discussion ensued.

Following the vote: Mr. Howard addressed the Board; Chairman Ronald E. Kitchen, Jr. recommended the selection of Mariselle Rodriguez as the interim County Administrator to steer the ship during the three-week gap from November 7, 2022 to November 29, 2022; Mr. Howard responded to questions from the Board, followed by Board discussion; and the consensus of the Board was to bring this recommendation back to vote on at the November 7, 2022 meeting.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

Q. OPEN TO THE PUBLIC

There were no public comments.

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R. UPCOMING MEETINGS

Chairman Ronald E. Kitchen, Jr. announced that the regular meeting scheduled to be held on October 31, 2022 has been cancelled.

1. Regular Meeting, **Monday**, October 31, 2022 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **Monday**, November 7, 2022 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **Reorganization Tuesday**, November 22, 2022 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

No items.

T. PUBLIC HEARINGS

No items.

U. ADJOURN

The meeting was adjourned at 02:51 PM.

[Proof of Publication](#)