



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

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

AGENDA

December 13, 2022 - 1:00 PM

**Ruthie Davis Schlabach, Chair, District 3
Holly L. Davis, 1st Vice Chair, District 5
Rebecca Bays, 2nd Vice Chair, District 4
Jeff Kinnard D.C., Commissioner, District 1
Diana Finegan, Commissioner, District 2**

**Angela Vick, Clerk of the Circuit Court
Steve Howard, 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. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
November 22, 2022 Regular Meeting

B.2. Minutes of the Board of County Commissioners

Approve the minutes of the Board of County Commissioners regular meeting held on
November 7, 2022.

Administration

B.3. Disposal of Surplus Property

Approve deletion of the following item from the inventory of the Health Department
and removal of same item from the county's capital asset listing. Asset # 20337, 07
Ford Freestyle SUV.

Attorneys Office

Clerk

B.4. Clerk IT Equipment for Disposal

Approve and authorize removal of asset 90453, Toshiba UPS 1600 EP.

Community Services

B.5. Transit Asset Management Plan 2022

Approve the 2022 Transit Asset Management (TAM) Plan

Fire Services

Human Resources

Management and Budget

B.6. American Rescue Plan Act - Local Assistance and Tribal Consistency Fund (LATCF)

- a. Approve the designation of the County Administrator as primary agent and the Management & Budget Director as alternate agent to execute any Request for Reimbursement, Certification, or other necessary documentation.
- b. Provide staff direction on the use of funds.

Growth Management

B.7. PLT-22-29 Mills Subdivision

- a. Consider PLT-22-29, Mills Subdivision, to combine two lots in the Citrus Springs Unit 27 subdivision.
- b. If approved, direct the Chair and Clerk to execute the plat, and the Clerk to record the plat in the public records of Citrus County, Florida.

B.8. PLT-22-14 Palmetto-Citrus Avenue

- a. Review and discuss PLT-22-14, Palmetto-Citrus Avenue plat
- b. If approved, direct the Chair and Clerk to execute the plat, and the Clerk to record the plat in the public records of Citrus County, Florida.

Public Works

B.9. 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. Robert Newhall.

B.10. Lease Termination Letter to Filter Family Solutions

Approve and authorize the Chairman to sign the Lease Termination Letter for Filter Family Solution, Inc., fka Filter Youth Development, Inc.

Systems Management

Visitors and Convention Bureau

Water Resources

B.11. Release of Lien- Water and Wastewater Utility Services

Approve and authorize the Chairman to execute 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 Douglas Allen Burris, Joe D Brown, Frank Shaffer, Davis Eugene Snell, and William Echols.

B.12. Connection Charge Installment Lien Agreement

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 Andrew Carlton & Stuart Bozeman.

B.13. Release of Lien - Connection Charge Lien Agreement

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Wayne P Welshans, Frances Kemper, Ned & Karen Holderbaugh, Anthony B Whitehead & Dian L Eckels, James M & Cheryl Jorgensen, Russell & Sherry Burghorn, Colleen E Legg, Michael K Wilson, Digital Landscape Solutions LLC.

B.14. Release of Lien

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Jager Prame Investments LLC, Matthew B & Suzanne S Meister, Megan E Day, and Charles E Slider, Jr.

Set Public Hearings Workshops

C. PROCLAMATIONS

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 20-005 Amendment No. 2; Traffic Signal Emergency-Planned Repair & Installation; Traffic Control Devices, LLC

Approve and Authorize the Chairperson to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Traffic Control Devices, LLC to provide Traffic Signal Emergency-Planned Repair through Citrus County.

E.1.b. SGS 23-016 Legal Advertising and Publishing Services; Citrus Publishing, LLC, a subsidiary of Paxton Media Group, LLC

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Citrus Publishing, LLC, a subsidiary of Paxton Media Group, LLC, for advertising and publishing services.

E.1.c. RFQ 21-095 Work Authorization and FDOT FY 23 Grant Agreement, FPN 451464-1-94-01; Crystal River Airport Fuel Tanks Replacement; Infrastructure Consulting & Engineering, PLLC, LLC (ICE)

a. Approve and Authorize the Chairman to execute the Work Authorization for Infrastructure Consulting & Engineering, PLLC, LLC, to perform design, bidding, and construction administration services to replace two fuel tanks at the Crystal River Airport.

b. Authorize the Chairman to execute the related FDOT agreement FPN 451464-1-94-01.

E.1.d. RFQ 21-095 Professional Services-Continuing Services Contract for Engineering; Work Authorization-CEI Services-County Resurfacing Projects; Tierra, Inc.

a. Approve and Authorize the Chairman to execute the Work authorization for Tierra, Inc. to provide inspection services on road resurfacing projects.

b. Approve related Budget Transfer

E.1.e. PB 23-018 Palm Beach County Contract No. 19-020/SS, Florida Certified Public Expenditure Program for Emergency Medical Transportation (PEMT); Public Consulting Group LLC

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Public Consulting Group LLC to assist the County with the collection of additional transport funds.

b. Approve and Authorize the Chairman to execute the Business Associates Agreement between Citrus County, Florida and Public Consulting Group LLC once received by staff, reviewed and approved by the County Attorneys office.

E.2. Budget Transfers

Approve budget transfers for Supervisor of Elections, Solid Waste (2), Citrus Springs MSBU, Housing Services (3), Visitors & Convention Bureau, Utilities and other various departments for fiscal year 2022-23.

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending Section 8 Rental Assistance Program and State Housing Initiative Partnership grant budgets for fiscal year 2022-23.

E.4. Declaration of County Owned Properties as Surplus

a. Approve the declaration of Lot 30, Blk 3, River Lake Manor Unit 1; Lot 11 & East ½ of lot 10, Blk 428, Inverness Highlands West 1st Addition, as surplus and authorize Land Section to proceed with the sale of said properties pursuant to Florida Statute 125.35, Chapter 2, Article IV.I of the Citrus County Code and Administrative

Regulation 8.03-2.

- b. Authorize staff to earmark proceeds for affordable housing unless any of said properties were purchased with designated or restricted revenue.
- c. Approve and authorize the Chairman to sign subsequent County Deed for the properties after the County Attorney has reviewed them.

E.5. User Access to the U.S. Marshals LEEP & Capture System

Provide staff direction on who will be designated to create LEEP and Capture accounts to amend the agreement with the USM.

E.6. Land Acquisitions for Stormwater Management

- a. Approve and authorize the Chairman to execute Purchase and Sale Agreements from Howard Gustafson R., AK 2010193 - 6731 N. Dawson Dr., Hernando., and James Lavoie & Vicki Lavoie, AK 2402521 – 7832 W. Tolle Ln., Dunnellon.
- b. Authorize staff to order a title search and execute all other documents related to the closing of the property, except for recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.
- c. Approve and authorize the Chairman or designee to execute all related closing documents and authorize the Clerk to place the acceptance stamp on the deeds upon receipt and record all documents in the Public Records of Citrus County, Florida.

E.7. 1st Amendment to Chassahowitzka Watershed Mgmt. Plan Agreement

Approve and authorize the Chairman to execute the First Amendment to Agreement between the Southwest Florida Water Management District and Citrus County for the Chassahowitzka Watershed Plan (N873).

E.8. Land Donation for Stormwater Management

- a. Approve and authorize the Chairman to execute Purchase and Sale Agreements from Donna Haas, as Personal Representative of the Estate of John Henry Atzberger, Sr., A/K/A John H. Atzberger, Deceased, for AK 1153590, 8830 W. Aurora Ln. Homosassa; AK 2818166, 8862 W. Aurora Ln. Homosassa; and AK 1152216, 10111 W. New York St. Homosassa.
- b. Authorize staff to order a title search and execute all other documents related to the closing of the property, except for recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.
- c. Approve and authorize the Chairman or designee to execute all related closing documents and authorize the Clerk to place the acceptance stamp on the deeds upon receipt and record all documents in the Public Records of Citrus County, Florida.

E.9. Village Green Unit 1 Acceptance of Perpetual County Maintenance

Approve the request to accept the roadways and associated roadside drainage facilities within Village Green Unit 1 PB 8, PG 80 for perpetual County maintenance.

- South Friar Point, platted as Village Drive from State Road 470 to end.
- West Lane from South Friar Point, platted as Village Drive to East Village Green Circle, platted as Park Circle.
- East Village Green Circle, platted as Park Circle from West Lane to West Lane.
- East Gable Court, platted as Palm Court from East Village Green Circle, platted

as Park Circle to end

- East Dame Court, platted as East Lane from East Village Green Circle, platted as Park Circle to the end

E.10. 2022-2023 Emergency Medical Services County Grant Funds Resolution

Approve and authorize the Chairman to execute the resolution authorizing the County Administrator to submit the application requesting funds from the State of Florida Emergency Medical Services (EMS) Trust Fund, contract documents, amendments, or modifications thereto and any related documents. This resolution certifies that the monies from the EMS County Grant will be used to improve and expand the County's existing pre-hospital EMS system and not to supplant current levels of county expenditures.

E.11. Roll Forward Purchase Order Budget Resolution

Adopt and authorize the Chairman to execute a resolution amending the County Budget for outstanding purchase orders from fiscal year 2021/2022 that will be brought forward into fiscal year 2022/2023.

E.12. Accept Blanket Utility Access Agreement and License – Rolling Oaks Utilities, Inc.

A. Approve and authorize the Chairman to accept a Blanket Utility Access Agreement and License from Rolling Oaks Utilities, Inc., a Florida Profit Corporation, for the purposes stated therein and execute same.

B. Authorize Clerk to place acceptance stamp on the Blanket Utility Access Agreement and License and record in the Public Records of Citrus County, Florida.

E.13. Section 8 Housing Choice Voucher Program Certification

Adopt and authorize the Chairman to execute a Resolution authorizing the approval and execution HUD-50071 "Certification of Payments to Influence Federal Transactions" for the Citrus County Housing Choice Voucher Program to be submitted to the Department of Housing and Urban Development, and authorize the signatories for such instruments including certifications, amendments, modifications to the program, and any other documents or forms as required to carry out the said terms and conditions of said program after review by the County Attorney.

E.14. Harbor Lights Plant Interconnect Release of Retainage ITB 21-091

Accept the completed Harbor Lights Plant Interconnect Project and approve the release of retainage in the amount of \$31,158.62 to Hartman Civil Contracting, Inc

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding Commissioners' List

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION	DATE COMPLETED	COMMENTS
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Board of County Commissioners Meeting - December 13, 2022

				DATE		
1.	12/12/2017	Resolve Landfill Issue/Land Swap with Forestry	Mary Jensen Dan Sherlock	3 Years		
2.	12/12/2017	Resolve Landfill Issue/Rate Study	Mary Jensen Dan Sherlock	December, 2023		
3.	12/12/2017	Resolve Landfill Issue/Citizens Service Area	Mary Jensen Dan Sherlock	Ongoing		
4.	12/8/2020	Ft. Island Trail Multi-Purpose Path Update	Walt Eastmond	TBD		Project Not Funded.
5.	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)		TBD		Funding has not been identified.
6.	2/22/2022	Monthly Updates on Core Civic Staffing	Erin Dohren	Ongoing		On December 13, 2023 Meeting
7.	4/26/2022	Suggested Airport Improvements FBO's	Quincy Wylupek	March, 2023		Have not received information from Right Rudder.
8.	5/24/2022	Evaluate further potential changes to waterfront setbacks, vegetative buffers, distance from spring run and construction of pool cages	Joanna Coutu	1st Qtr. 2023		Must go through PDC.
9.	6/14/2022	Density Homes for Low/Medium Income Housing	Joanne Coutu Michelle Alford	September 30, 2022		Scheduled for December 13, 2022 Agenda.
10.	6/27/2022	Collaborate with TBRPC and other counties on Regional High Level Water Issues		Ongoing		Received Uniform Resilient Shoreline Protection Model Ordinance Template from TBRPC.
11.	7/12/2022	Further develop parameters for the Strategic Plan	Veronica Kampschroer			PIO preparing strategic initiatives for the January BOCC Retreat.
12.	7/12/2022	Establish parameters/criteria for No Wake and Quiet Zones	Mark Edwards			Draft Written and in Legal Review.

Board of County Commissioners Meeting - December 13, 2022

13.	9/13/2022	Set Workshop for FWC/UF to discuss Aquatics	Mark Edwards Mary Jensen	December 15, 2022		UF expert 1:1 meeting with Commissioners scheduled for December 13, 2022.
14.	9/27/2022	Motorola Contract Modification for Cell Tower Upgrades	Denise Lyn	November 7, 2022	Completed	Ask for approval to be removed from this list at the December 13, 2022 BOCC meeting.
15.	12/13/2022	Examine the process of moving to a new Water Management District	Steve Howard Denise Lyn	March 14, 2023		

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. BOCC Strategic Planning Retreat

a. Discuss and schedule the BOCC Strategic Planning Retreat to be held on Wednesday, January 25, 2023 at the Lecanto Government Building, Room 166, from 9:00 a.m. to 3:00 p.m.

b. Discuss the use of purchasing card for food for the January 25, 2023 BOCC Strategic Planning Retreat, not to exceed \$500.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 pm Animal Shelter Project

Board discussion and consensus on project direction.

H.2. 1:35 p.m. Discussion regarding Affordable Housing and Density Bonuses

Review and discuss Affordable Housing Incentive Strategies.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

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

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

N. 1ST VICE CHAIR HOLLY L. DAVIS - DISTRICT 5

N.1. Inverness Villages IV

Motion and vote to direct staff to obtain quotes for preparing preliminary engineering plans and an estimate of probable costs to remedy the right of way and drainage issues in Inverness Villages IV.

N.2. Attendance at NACo Conference

Discussion and approval to attend the National Association of Counties (NACo) Legislative Conference in Washington, DC from February 10-15, 2023.

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

O.1. Attendance at NACo Legislative Conference

Discussion and approval to attend the National Association of Counties (NACo) Legislative Conference in Washington, DC from February 10-15, 2023 for committee meetings.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, January 10, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, January 24, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, February 7, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

T. PUBLIC HEARINGS

T.1. 5:01 p.m. AA-22-05 Amy Barbieri

- a. Conduct a public hearing on December 13, 2022, at 5:01 p.m. to review and discuss AA 22-05, Amy Barbieri
- b. If approved, adopt and authorize the Chairman and Clerk to execute the ordinance for AA 22-05 ,Amy Barbieri..

U. ADJOURN