



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

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

AGENDA

January 10, 2023 - 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:
December 13, 2022 Regular Meeting

B.2. Minutes of the Board of County Commissioners

Approval of the following minutes of the Board of County Commissioners:
November 29, 2022 Regular Meeting

Administration

Attorneys Office

Clerk

B.3. State of Florida Auditor General Financial Audit - Report No. 2023-060

Acknowledge receipt of correspondence from the State of Florida Auditor General regarding the State Board of Administration Local Government Surplus Funds Trust Fund (Florida Prime) Financial Report No. 2023-060 for the Fiscal Years Ended June 30, 2022 and June 30, 2021.

B.4. Authorize Clerk Personnel to Sign for Vehicle Tags and Titles

Authorize the Chair to sign the attached document stating Patti Wood, Heather Ewing and Shelley Sansone are authorized signers for vehicle titles and tags on behalf of the Citrus County, Florida when registering a new vehicle and submitting vehicles to auction.

B.5. Clerk Records Disposition #2030

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #2030 for the disposal of records that have met their assigned retention periods.

B.6. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

B.7. Floral Park Use Agreement - 36th Annual Floral City Strawberry Festival

a. Approve and authorize the Chairman to execute the Floral Park Use Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Citrus County Chamber of Commerce, Inc. for utilization of Floral Park for the 36th Annual Floral City Strawberry Festival to be held on March 4 & 5, 2023.

B.8. Bicentennial Park Pool Facility Agreement - Sun Coast Swim Team, Inc.

Approve and authorize the Chairman to execute the Bicentennial Park Pool Facility Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Sun Coast Swim Team, Inc. for the use of Bicentennial Park Pool.

Fire Services

B.9. Donation of Surplus Property Asset #54003

Approve donation of the following item from the inventory of fire rescue to Fraternal Order of Eagles Foundation (Crystal River Eagles 4272) and the removal of same items from the county's capital asset listing. Asset #54003 - Zoll AED Plus Defibrillator.

Human Resources

Management and Budget

B.10. Insurance Program Agreement

Approve and authorize the Chairman to execute the Insurance Program Agreement and Schedule No. 1 Plan Specifications, between Citrus County, Florida and XL Insurance America, Inc., Indian Harbor Insurance Company, XL Specialty Insurance Company and Greenwich Insurance Company which sets forth the self insured retention amount and aggregate amount limit for the underground storage tank owned by Citrus County, Florida for fiscal year 22/23.

Growth Management

B.11. PLT-22-30 Halemana Estates

- a. Consider PLT-22-30, Halemana Estates, to combine three lots in the Citrus Springs Unit 22 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.12. PLT-22-17 South Spartan Avenue Subdivision

- a. Consider PLT-22-17, South Spartan Avenue 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.

Public Works

B.13. 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. Joel Bobst.

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.14. SV-22-02 Stillwell for Finegan - Set Public Hearing

- a. Set a public hearing on February 7, 2023 at 1:30 p.m. to consider SV-22-02, Clark A. Stillwell, Esq. for Stephen and Diana Finegan to vacate a portion of Magnolia Place (now known as South Blue Water Point) according to the map or plat thereof as recorded in Plat Book 3, Page 95 of the public records of Citrus County, Florida.
- b. If approved, authorize the Chairman to execute the resolution setting the public hearing.

C. PROCLAMATIONS

C.1. Present a Check to the Board of County Commissioners from the Withlacoochee River Electric Cooperative, Inc.

Gary Steele, General Manager, Crystal River, will present the Board of County Commissioners a capital credit check from the Withlacoochee River Electric Cooperative, Inc.

C.2. Winning the American Water Works Association Best Drinking Water Contest

Acknowledgement of Statewide "Best of the Best" award from the American Water Works Association

C.3. In Honor of Ginger West

Approve and authorize the Board to execute a Proclamation declaring January 10, 2023 as Ginger West Day in Citrus County, Florida.

C.4. Proclamation -- Human Trafficking Awareness Month

Approve and authorize the Board to proclaim the month of January, 2023, as Human Trafficking Awareness Month in Citrus County, Florida.

C.5. Proclamation -- Law Enforcement Appreciation Day

Approve and authorize the Board to proclaim January 9, 2023 as Law Enforcement Appreciation Day in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. RFP 14-002 Amendment No. 3; Citrus County Utility Comprehensive Rate Study Financial Consultant Services; Raftelis Financial Consultants, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Raftelis Financial Consultants, Inc. to include additional services to provide a Rate Study for the Citrus County Central Landfill.

E.1.b. ITB 21-063 Amendment No. 6; Sea Otter Path Sewer Addition Project; Constantine Constructors, LLC

Approve and Authorize the Chairman to execute Amendment No. 6 to the Agreement between Citrus County, Florida, and Constantine Constructors, LLC, to extend the final completion date to February 28, 2023.

E.1.c. ITB 22-153 Re-Bid Mowing for the Fire Training Center, Fire Stations, and Well Sites; Backyard Boys Property Management LLC

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Backyard Boys Property Management LLC to provide routine mowing, edging, trimming and clean-up service at Citrus County's Fire Rescue locations.

E.1.d. ITB 21-083 Amendment No. 1; Sod & Sodding; Connolly's Sod & Lawn Service, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Connolly's Sod & Lawn Service, Inc. to correct the timeline terms of the Agreement.

E.1.e. RFQ 21-096 Work Authorization; Continuing Contract for Professional Services for Water Resources/Utilities Department; McKim & Creed, Inc.

a. Approve and Authorize the Chairman to execute the Work Authorization for McKim & Creed, Inc. to provide a SCADA Master Plan for the Water Resources/Utilities Department.

b. Approve related budget Transfers

E.1.f. PB 23-025, City of Cape Coral Contract #BUT2042MCA Pump Rehabilitation and Repair; John Mader Enterprises, Inc.

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and John Mader Enterprises, Inc. to provide Pump Rehabilitation and Repair Services on an as needed basis.

E.1.g. PB 23-023 Volusia County Emulsified Polymer 22-B-08LS; Polydyne, Inc.

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Polydyne, Inc. to provide Water Wastewater Chemicals for the County on an as-needed basis.

b. Approve related Budget Transfer

E.2. Budget Transfers

Approve budget transfers for Utilities (2), Housing Services (5), Supervisor of Elections and Administrative Services for fiscal year 2022-23.

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/ amending Section 8 Rental Assistance Program, Aquatic Plant Control, Cambridge Greens Septic to Sewer, Septic Upgrade Incentive Program and State Housing Initiative Partnership (SHIP) grant budgets for fiscal year 2022-23.

E.4. Southwest Florida Water Management District Cooperative Funding Agreement for the Q320 Water Sense Labeled Irrigation Controller and Toilet Credit Incentives

a. Approve and authorize the Chairman to execute the electronic signature for the Q320 Water Sense Labeled Irrigation Controller and Toilet incentive Cooperative Funding Agreement between Southwest Florida Water Management District and Citrus County, Florida, a political subdivision of the State of Florida.

b. Adopt and authorize the Chairman to execute the resolution adopting Water Sense Labeled Irrigation Controller and Toilet Credit incentive grant budget for fiscal year 2022-23.

E.5. FY21 Residential Resurfacing Settlement Agreement and Final Payment

a. Accept the roadways completed as part of the FY2021 Residential Resurfacing Program

b. Authorize the Chairman to sign the Settlement Agreement

c. Authorize Settlement payment to Western Surety in the amount of \$380,000.00 and Retainage in the amount of \$116,741.75 will be returned to the County, as noted in the Settlement Agreement.

E.6. Agreement For Recovering Off-site Utility Improvement Costs

Approve and authorize the Chairman to execute the Agreement For Recovering Off-site Utility Improvement Costs by and between the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services and Habitat For Humanity of

Citrus County Florida, Inc. for construction of off-site utility upgrades. Approve recovery up to \$95,571.00 in the form of off-site wastewater connection fees on new construction in Citrus Springs Unit 2.

E.7. Accept Offer to Purchase Surplus Property

- a. Approve the Purchase and Sale agreement with The Deltona Corporation, for AK 1588065, 0 N. Tram Road, Hernando, Florida and authorize the Chairman to execute same.
- b. Approve and Authorize Chairman to execute a County Deed to The Deltona Corporation, for AK 1588065, 0 N. Tram Road, Hernando, Florida.
- c. Authorize staff to execute all other documents related to the closing of the property, with the exception of recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.
- d. Authorize the Clerk to record said County Deed in the Public Records of Citrus County, Florida upon staff's receipt of payment.
- e. Authorize staff to deliver deed once the deed has been recorded in the Public Record.
- f. Provide directions on how the proceeds from the sale of the property are to be applied.

E.8. Citrus Springs Civic Association Inc., Resolution and Lease Agreement – Citrus Springs Community Center

- a. Discussion and consideration of a request from Citrus Springs Civic Association, Inc., a Florida Not for Profit Corporation, to lease the county-owned, Citrus Springs Community Center 1570 West Citrus Springs Blvd., Citrus Springs, Florida, for the purpose of providing services to the community that are considered to be in the nature of public services
- b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Citrus Springs Civic Association, 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) calendar years, beginning February 12, 2023 through February 11, 2026, and the monthly rent shall be Two Hundred Eighteen Dollars and Eighteen Cents (\$218.18) for the first year with a 2% increase per year for the remainder of the lease term.

E.9. Accept conveyance of 100' x 90' Metal Airport Hangar from Crystal Motorsports, LLC, Crystal River Airport (CGC).

- a. Approve and authorize the Chairman to accept the conveyance of the newly constructed, 100' x 90' Metal Airport Hangar at the Crystal River Airport (CGC) from Crystal Motorsports, LLC via Absolute Bill of Sale per the terms stated in the attached Airport Ground Lease Agreement.
- b. Authorize Chairman to execute the Absolute Bill of Sale.
- c. Authorize the Clerk to place an acceptance stamp on the document and record it in the public records of Citrus County, Florida.

E.10. CoreCivic Contract Monitoring Update for November 2022

Concur with the recommended action of the non-performance assessment of

\$112,500.

E.11. Release of Retainage ITB 21-146

- a. Accept the completed project, acknowledge pay application number 2 as Final Completion of SCOP Resurfacing of E Withlacoochee Trail from E Scott Lane to State Road 200.
- b. Approve the release of retainage and authorize the Clerk to release retainage to the contractor, Superior Asphalt, Inc. in the amount of \$20,749.23.
- c. Return any encumbered funds back to the appropriate accounts.

E.12. Release of Retainage ITB 21-148

- a. Accept the completed project, acknowledge pay application number 2 as Final Completion of SCOP Resurfacing of W Yulee Dr (CR 490) from W Bradshaw Street to US19.
- b. Approve the release of retainage and authorize the Clerk to release retainage to the contractor, Superior Asphalt, Inc. in the amount of \$14,489.38.
- c. Return any encumbered funds back to the appropriate accounts.

E.13. Election Security Enhancement Grant for 2022-23

Approve the application for the Election Security Enhancement Grant. Once approved, the Supervisor of Elections will submit the application to the State of Florida.

E.14. American Resue Plan Act (ARPA) Project List Update

Provide direction to staff regarding projects.

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding Commissioners' List

Update Outstanding Commissioners List

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Recommendation for Growth Management Director Position

Confirmation of the appointment of Eric Landon as the Growth Management Director effective January 10, 2023.

G.2. Recommendation for Assistant County Administrator Position

Confirmation of the appointment of Mariselle Rodriguez as the Assistant County Administrator effective January 10, 2023.

G.3. Legislative Priorities List 2023

Board discussion, modification (as appropriate), and adoption of the 2023 Legislative Priorities.

H. PRESENTATIONS/PUBLIC HEARINGS

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Value Adjustment Board, Announce the Vacancy of the BOCC Appointed Citizen Member Position

a. Accept with regret the resignation of the Board appointed citizen member Timothy Gilbert from the Value Adjustment Board.

b. Announce vacancy available and the taking of applications for one citizen member position on the Value Adjustment Board. The citizen member must own homestead property in Citrus County. Applications are available on the Clerk of the Circuit Court and Comptroller website www.citrusclerk.org

I.2. Announce vacancies for the MPO Transportation Disadvantaged Local Coordinating Board

Announce vacancies for the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB):

- Citrus County Resident -- Over 60 years of age
- Citrus County Resident -- Citizen Advocate

The Citrus County resident vacancies are for a 3-year staggered term. Appointments will be made by the MPO (Metropolitan Planning Organization).

I.3. Nominate and Appoint Members of the Aviation Advisory Board

a. Nominate and Appoint one (1) Member-at-Large position to the Aviation Advisory Board.

b. Nominate and Appoint one (1) District 2 regular member position to the Aviation Advisory Board.

c. Nominate and Appoint one (1) District 3 regular member position to the Aviation Advisory Board.

The terms will be for two (2) years and will expire on January 31, 2025.

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

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

Board of County Commissioners Meeting - January 10, 2023

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, January 24, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, February 7, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, February 28, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. *Governing Body of the Special Library District of Citrus County: January 24, 2023*, at 10:00AM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. BOCC Strategic Planning Retreat, January 25, 2023, at 9:00AM, Lecanto Government Building, 3600 W. Sovereign Path, Conference Room 166, Lecanto, FL 34461

T. PUBLIC HEARINGS

U. ADJOURN