



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

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

AGENDA

February 7, 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**

**Steve Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Angela Vick, Clerk of the Circuit Court and
Comptroller**

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: January 10, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. Release of Special Assessment

Approve and authorize the Chairman to execute Releases of Lien for the completed special assessments by and between Citrus County and property owners in the Citrus Springs Waterline Extensions.

B.3. Release of Special Assessment

Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners 2022 Citrus Springs Waterlines, Chassahowitzka Water special assessment district.

B.4. Citrus County Mosquito Control District Meeting Dates

Acknowledge receipt of the meeting dates and times received from the Citrus County Mosquito Control District.

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

B.5. PLT-22-15 Peltier Subdivision

- a. Consider PLT-22-15, Peltier Subdivision, to combine two lots in the Crystal Manor Unit No. 2 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. **(Joanna Coutu, Land Development Division Director)**

B.6. PLT-22-33 Fournier-Graham Subdivision

- a. Consider PLT-22-33, Fournier-Graham Subdivision, to reconfigure three lots to two lots in the Hillside 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. **(Joanna Coutu, Land Development Division Director)**

Public Works

B.7. Acknowledgement of Airport Hangar Lease Agreement(s)

Staff requests that the Board of County Commissioners acknowledge the attached and executed T-Hangar lease agreement(s) with Dr. Milind Shastri. **(Mary Jensen, Public Works Director)**

Systems Management

B.8. Records Disposition

Approve and authorize the Chairman to execute the following Records Dispositions for the disposal of public records that have met legal retention: BOCC-0424, BOCC-0427, BOCC-0428 **(Nancy Kinch, Records Manager)**

Visitors and Convention Bureau

Water Resources

B.9. 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 Jamie St Clair Fehrenbach. **(Ken Cheek, Water Resources Director)**

Set Public Hearings Workshops

B.10. Set a Public Hearing on Street Vacation (SV) 21-01 Gaffney for Qualls

- a. Set a public hearing on February 28, 2023 at 1:45 p.m. for Street Vacation (SV) 21-01, Karen O. Gaffney for James and Penny Qualls.
- b. Approve and authorize the Chairman to execute the resolution setting the public hearing. **(County Attorney, Denise A. Dymond Lyn)**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Heart Health Awareness Month

Approve and authorize the Board to proclaim the month of February, 2023, as Heart Health Awareness Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. AGR 19-108 Amendment No. 1; Hansen Upgrade; Infor Public Sector, Inc.

- a. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement, SaaS Order Form and the Multi-Year Commitment Renewal Form (Subscription Services) between Citrus County, Florida and Infor Public Sector, Inc.
- b. Approve related Budget Transfer. **(Todd Dunn, Systems Management Director)**

E.1.b. RFQ 21-003 Amendment No. 2; Elder Affairs and Older Americans In-Home Health Services; Community Angels, LLC

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Community Angels, LLC to add Personal Care Services to their list of program services and modify the fee schedule to include the fees for this service. **(Eric Head, Community Services Director)**

E.1.c. RFP 19-060 Consent to Assignment of Agreement; Employee Benefit and Insurance Brokerage Services; RSC Insurance Brokerage, Inc.

Approve and Authorize the Chairman to execute the Consent to Assignment of Agreement between Citrus County, Florida and RSC Insurance Brokerage, Inc., as the provider for the County's Employee Benefit and Insurance Brokerage Services. **(June Randall, Human Resources Director)**

E.1.d. LOI 21-041, Amendment No. 2; Special Master for Building Division Compliance; R. Colt Kirkland

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida, and R. Colt Kirkland to provide services to the County as the Building Division Licensing Compliance Special Master through

February 22, 2024. (Eric Landon, Growth Management Director)

E.1.e. ITB 23-001 Bus Shelters; Tolar Manufacturing Company, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Tolar Manufacturing Company, Inc. to provide bus shelters for various locations throughout Citrus County. (Eric Head, Community Service Director)

E.1.f. ITB 19-036, Amendment No. 1; Promotional Products and Logo Apparel; Nature Coast Sports & Apparel, Inc. dba Citrus Sports and Apparel.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Nature Coast Sports & Apparel dba Citrus Sports to continue to provide Promotional Products and Logo Apparel to the County. (Erin Dohren, Management & Budget Director).

E.1.g. RFP 22-065 Advanced Metering Infrastructure System (AMI); Core & Main LP

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Core & Main LP to provide Advanced Metering Infrastructure (AMI) system throughout the County. (Ken Cheek, Director of Water Resources Department)

E.1.h. ITB 22-142 Code Compliance Building Demolition and Unsafe Structure Securing Services; Southern Exposure Construction, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Southern Exposure Construction, Inc. to provide services for the boarding-up and securing of abandoned structures and demolition of unsafe structures on an "as needed basis". (Eric Landon, Growth Management Director)

E.1.i. SGS 23-004 Purchase & Delivery of Roll-Off Sludge-Mate Containers; Flo Trend, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Flo Trend, LLC for the purchase and delivery of Roll-Off Style Sludge-Mate. (Ken Cheek, Water Resources Director).

E.2. Budget Transfers

Approve budget transfers for Visitors & Convention Bureau, Engineering, Aquatics and Housing (3) for fiscal year 2022-23. (Erin Dohren, Director Management & Budget)

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/ amending the Crystal River Airport Fuel Tank Replacement project and State Housing Initiative Partnership grant budgets for fiscal year 2022-23. (Erin Dohren, Director Management and Budget)

E.4. Site Access and Use Agreements (3) – Southwest Florida Water Management District.

a. Approve and authorize the Chairman to accept and execute three (3) Site Access and Use Agreements from Southwest Florida Water Management District for the purposes stated therein.

b. Authorize Clerk to place an acceptance stamp on the Agreements and record in the Public Records of Citrus County, Florida. **(Mary Jensen, Public Works Director)**

E.5. Approval of Emergency Fleet Repairs Over \$35,000

Approve the equipment repairs with Cummins Sales and Service in the amount of \$42,626.76. **(Carl Hall, Assistant Director, Department of Public Works)**

E.6. FY22 Assistance to Firefighters (AFG) Grant

a. Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding to The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2022 Assistance to Firefighters Grant (AFG) Program for automated chest compression devices.

b. Approve and authorize the Chairman to execute the “Designation of Signature Authority”. **(Craig Stevens, Fire Chief)**

E.7. Tana Compactor Rental Extension

a. Approve and authorize the Tana Compactor Rental Extension for 3-months beginning February, 2023 through April, 2023, until the new leased equipment can be delivered.

b. Approve related budget transfer. **(Carl Hall, Assistant Director, Department of Public Works)**

E.8. RESTORE Act - Barge Canal Boat Ramp (13-2) Subrecipient Addendum

Approve and authorize the Chairman to execute the addendum to the Gulf Consortium Subrecipient Agreement No. 200107132.01 to extend the period of performance to December 30, 2024. **(Erin Dohren, Management and Budget Director)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

Review of Outstanding Commissioners' List Items.

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Presentation and Approval of Budget Hearing Dates

Set the dates and times for the FY 2023/2024 Budget Presentation March 28, 2023, and Budget Hearings: Library Special District Preliminary Budget Hearing on Wednesday, July 26, 2023 at 8:30 a.m., Fire Protection Special District Preliminary

Budget Hearing on Wednesday, July 26, 2023 at 8:45 a.m., Board of County Commissioners Preliminary Budget Hearing on Wednesday, July 26, 2023 at 9:00 a.m., Tentative Budget Hearing on Thursday, September 7, 2023 at 5:01 p.m., and the Final Budget Hearing on Tuesday, September 26, 2023 at 5:01 p.m. at the Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness. **(Erin Dohren, Management and Budget Director)**

G.2. Schedule Strategic Planning Retreat Follow-up

Approve setting the follow-up Strategic Planning Retreat on Wednesday July 19, 2023 from 9:00am - 12:00pm at the Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL. 34450.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. SV-22-02 Vacate portion of roadway

- a. Conduct 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.
- b. If approved, direct the Chairman to execute the Resolution and the Clerk to execute the Resolution, and for the Clerk to record the Resolution, Utility Easement deed, and accompanying Lot Reconfiguration survey in the public records. **(Joanna Coutu, Land Development Division Director)**

H.2. 1:35 p.m. PV-22-02 Vacate easement

- a. Conduct a public hearing on February 7, 2023, at 1:35 p.m. to consider PV-22-02, Brian and Jennifer Pollard.
- b. If approved, direct the Chairman and Clerk to execute the Resolution and the Clerk to record the Resolution in the public records. **(Joanna Coutu, Land Development Division Director)**

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

L.1. Ozello Fishing Pier/aka John Brown Pier

- a. Approve the replacement of the Ozello Fishing Pier, aka John Brown Pier, at an estimated cost of \$40,000.00 depending upon permitting cost; or
- b. Approve the additional side railings for safety purposes at a cost of \$5,400.00.

L.2. Discussion on funding for a new Baker Act facility

Discuss funding for a new Baker Act facility

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

M.1. Betz Farm Property

Vote to reconsider the motion made on January 10, 2023 and provide the buyer with a three-month extension to secure the Conceptual permit on Betz Farm with its associated expenses and fees in lieu of making additional escrow deposit.

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

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, February 28, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, March 14, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, March 28, 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

U. ADJOURN