



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

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

AGENDA

February 28, 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 24, 2023 Regular Meeting
January 25, 2023 BOCC Strategic Planning Retreat

B.2. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners: February 7, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

B.3. County Warrants

Accept the attached check registers outlining the County warrants.

B.4. City of Crystal River Voluntary Annexation

City of Crystal River Voluntary Annexation

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

B.5. PLT-22-25 MLD 6 LLC Subdivision

- a. Consider PLT-22-25, MLD 6 Subdivision, to combine twelve lots into two lots in the US-19 No. 3 Addition 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.6. 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.

B.7. 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 Barry Simons. (Mary Jensen, Public Works Director)

B.8. Local Mitigation Strategy Annual Update

Approve and transmit the Local Mitigation Strategy Plan and Working Group Annual Update to the Florida Division of Emergency Management as specified in Florida Administrative Code 27P-22.004.

B.9. Resolutions - FDEP, SWFWMD, FDOT

Adopt and authorize the Chairman to execute Resolutions and Certificates of Incumbency and Authority authorizing selected County staff to execute permit applications on behalf of Citrus County for the Florida Department of Environmental Protection (FDEP), Southwest Florida Water Management District (SWFWMD) and the Florida Department of Transportation (FDOT).

B.10. Surplus Property

Authorize staff to sell equipment as listed through an online auction service and remove assets from the County's Capital Asset list. In the event an item does not sell, authorize staff to dispose of the surplus property according to County policy. **(Carlton Hall, Assistant Director, Public Works)**

Systems Management

Visitors and Convention Bureau

Water Resources

B.11. Release of Lien for Connection Charge Installment Lien Agreement

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: Kerry Williams.

B.12. Satisfaction of Lien for 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 Daniel Parker.

Set Public Hearings Workshops

B.13. Set a Workshop for Lifestream Presentation

Set a Workshop on March 14, 2023 at 10:00a.m. for a Lifestream presentation and discussion.

B.14. Set a Public Hearing on Gas Tax Interlocal Agreements

Set a Public Hearing on March 14, 2023, at 1:45 p.m. for the purpose of hearing public comment on the Gas Tax Interlocal Agreements.

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Newspapers in Education Week

Approve and authorize the Board to proclaim the week of March 6 through March 10, 2023 as Newspaper in Education Week in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 23-011 Eden Park Fishing Pier-Removal and Replacement; Marlin Marine Construction, Inc.

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Marlin Marine Construction, Inc., to remove and replace the existing fishing pier located at Eden Park. The duration of the agreement shall be until completion and closeout of the project is accepted by the county. **(Eric Head, Community Services Director)**

E.1.b. ITB 23-014 Contract Mowing, Edging, Weeding, and Clean-Up Along the Suncoast Parkway Trail from US 98 to SR 44; Integrity Site Development, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Integrity Site Development, Inc. to provide mowing, edging,

weeding, and clean-up along the Suncoast Parkway trail from US 98 to SR 44. **(Eric Head, Community Service Director)**.

E.1.c. QTE 19-037 Amendment No. 3; Mowing of County Cemeteries & Clerk Annex Properties; N & B Clean Out and Lawn Mowing Services, LLC

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida, and N & B Clean Out & Lawn Mowing Services, LLC to provide mowing at the County Cemeteries and Clerk of Court Annex Building through March 25, 2024. **(Eric Head, Community Services Director)**.

E.1.d. QTE 23-033 Cattle Grazing Lease at the Inverness Airport; John L. Thomas

a. Approve and authorize the Chairman to execute the Lease between Citrus County, Florida and John L. Thomas, for the Cattle Grazing Lease for the Inverness Airport Property, in the amount of \$2,649.66 per year for an agreement of five (5) years with an option to renew for one (1) five-year renewal period.

b. Approve and authorize the Chairman to execute the Resolution. **(Mary Jensen Public Works, Director)**

E.1.e. ITB 23-006 Mowing at the Citrus County-Owned Buildings; Land-Tech Landscape Services, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Land-Tech Landscape Services, Inc. to provide mowing, edging, trimming and clean up services at various County-owned buildings **(Eric Head, Community Services, Director)**.

E.1.f. ITB 22-076, Business-Industrial Park at Inverness Airport; Commerical Industrial Corp.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Commercial Industrial Corp. for construction of the Business-Industrial Park at Inverness Airport in the amount of \$5,383,667.80 plus a contingency amount of \$300,000, for a total contract amount of \$5,683,667.80, subject to approval and execution of the Department of Economic Development (DEO) Grant HL14,1 Amendment No. 2. **(Mary Jensen, Public Works, Director)**.

E.1.g. RFQ 20-045 Assignment to the Agreement; PE for Design, Post Design, Permitting and Bidding Assistance of the Barge Canal Boat; Stantec Consulting Services, Inc.

Approve and Authorize the Chairman to execute the Assignment of the Agreement between Citrus County, Florida and Stantec Consulting Services, Inc. for the continued design of the Barge Canal Boat Ramp Project. **(Mary Jensen, Public Works Director)**

E.1.h. RFQ 21-095 Assignment to the Agreement; Continuing Contract for Professional Engineering Services; Stantec Consulting Services, Inc.

Approve and Authorize the Chairman to execute the Assignment of the Agreement between Citrus County, Florida and Stantec Consulting Services, Inc. for the continuing contract for Engineering Services. **(Mary Jensen, Public Works Director)**

E.1.i. RFQ 18-055 Assignment to the Agreement; Work Authorization - Continuing Contract for Professional Engineering Services; Stantec Consulting Services, Inc.

Approve and Authorize the Chairman to execute the Assignment of the Agreement between Citrus County, Florida and Stantec Consulting Services, Inc. for the continuing services for the inshore reef feasibility study. **(Mary Jensen, Public Works Director)**

E.2. Budget Transfers

Approve budget transfers for Visitors & Convention Bureau, Utilities (7), Fire, Road Maintenance, School Impact Fees, Housing and EMS for fiscal year 2022-23. **(Erin Dohren, Director Management & Budget)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending various budgets, Fire Rescue budget, Florida Department of Transportation Aviation Development grant budget, Alzheimer's Disease Initiative, Community Care for the Elderly and Emergency Home Energy Assistance for the Elderly grant budgets for fiscal year 2022-23. **(Erin Dohren, Director Management and Budget)**

E.4. Interfacility Transport Agreement Citrus HMA LLC d/b/a Bravera Health Seven Rivers Hospital

Approve and authorize the Chairman to execute the Interfacility Transport Agreement between Citrus County, Florida and Citrus HMA, LLC d/b/a Bravera Health Seven Rivers Hospital to provide ambulance services from Bravera Health ER Citrus Hills (freestanding emergency department) to Bravera Health Seven Rivers or other Bravera network hospitals as agreed by the parties. **(Craig Stevens, Fire Chief)**

E.5. Waste Disposal Account Agreement for Bentley Waste Services, LLC dba Hook Company

a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Bentley Waste Services, LLC dba Hook Company.

b. Approve termination of the existing Waste Disposal Account Agreement with Bentley Waste Services, LLC dba Hook Company dated September 27, 2022, and transfer cash deposit to new agreement. **(Mary Jensen, Public Works Director)**

E.6. CoreCivic Contract Monitoring Update for January 2023

Concur with the recommended action of the non-performance assessment of \$116,250 against CoreCivic's January 2023 invoice. **(Erin Dohren, Director of Management & Budget/Erin Kluis, Contract Monitor)**

E.7. Release of Retainage ITB 21-052 Essex Avene., Steven St. and Scenic Way Water Main Extensions

Accept the completed Essex, Stevens, and Scenic Way Water Main Project and approve the release of retainage in the amount of \$34,302.85 to Pave-Rite, Inc. **(Ken Cheek, Water Resources Director)**

E.8. Alaska Street Water Main

Approve and authorize the Clerk to place an acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of the 8" water main on Alaska Lane and record in the Public Records of Citrus County Florida. **(Ken Cheek, Water Resources Director)**

E.9. Public Official Bonds for Commissioners

Approve and authorize Commissioners to execute Public Official Bonds in the amount of \$2,000.00 each for Commissioner Finegan and Commissioner Bays. **(Denise Dymond Lyn, County Attorney)**

E.10. Small County Outreach Program Agreement (SCOP) FPN 441095, for Milling and Resurfacing Withlacoochee Tr (CR39) from Tasha to Scott

- a. Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, Florida, a political subdivision of the State of Florida and the State of Florida Department of Transportation for the Small County Outreach Program for Withlacoochee Tr (CR39) from Tasha Ct. to Scott Ln.
- b. Approve and authorize the Chairman to execute the Small County Outreach Program Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Transportation for road milling and resurfacing of Withlacoochee Tr (CR39) from 4000 Ft. West of Tasha Ct. to E. Scott Ln. The FDOT portion will be \$880,074 and the County's participation will be \$293,358 plus a 10% Contingency Allowance of \$117,343, for a total County participation of \$410,701. **(Mary C. Jensen, Public Works Director)**

E.11. Small County Outreach Program Agreement (SCOP) FPN 443411, for Milling and Resurfacing Trails End from Wymar Tr to Withlapopka Dr.

- a. Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, Florida, a political subdivision of the State of Florida and the State of Florida Department of Transportation for the Small County Outreach Program for Trails End from Wymar Tr to Withlapopka Dr.
- b. Approve and authorize the Chairman to execute the Small County Outreach Program Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Transportation for road milling and resurfacing of E. Trails End Rd from E. Wymar Tr to S. Withlapopka Dr. The FDOT portion will be \$579,210 and the County's participation will be \$193,070 plus a 10% Contingency Allowance of \$77,228, for a total County participation of \$270,298. **(Mary C. Jensen, Public Works Director)**

E.12. Airport Ground Lease Agreement Template

Discussion, direction and/or approval of the basic terms of the attached Airport Ground Lease Agreement Template. **(Mary Jensen, Public Works Director)**

E.13. Inverness Airport Business-Industrial Park DEO Grant Amendment #2

- a. Approve and Authorize the Chairman to execute Amendment #2 to the DEO

agreement No. HL141.

b. Approve and Authorize the Chairman to execute the budget resolution. **(Mary C. Jensen, Public Works Director)**

E.14. Inverness Airport FBO List of Improvements

Advise staff on how to proceed. **(Mary Jensen, Public Works Director)**

E.15. Crystal River Airport FBO List of Improvements

Advise staff on how to proceed. **(Mary Jensen, Public Works Director)**

E.16. Addendum #2 to Contract - 3406 N. Turkey Oak Dr., Crystal River (Betz Farm Property)

a. Approve and Authorize the Chairman to execute Addendum #2 to Vacant Land Sales Agreement.

b. Authorize staff to 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 this property disposition.

c. Authorize the Chairman to execute all other subsequent documents related to the closing of the property and authorize the Clerk to record said documents in the Public Records of Citrus County, Florida upon staff's receipt of payment.

d. Authorize staff to deliver deed once the deed has been recorded in the Public Record. **(Mary Jensen, Public Works Director)**

E.17. Development Agreement for Cardinal Farms - BOCC accept to consider

Accept request for consideration of a Development Agreement with Cardinal Farms Group, LLC, and allow staff to proceed with review and public hearings. **(Eric Landon, Growth Management Director)**

F. OUTSTANDING COMMISSION ITEMS

F.1. Update Outstanding Commissioners List

Review of Outstanding Commissioners' List Items.

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Reorganization of Public Works - Engineering Division

Recommend Board approval of the proposed reorganization Division name change and staff title changes. **(Mary Jensen, DPW Director)**

G.2. Emergency Management Director

Approve the recommendation for appointment of Chris Evan to Emergency Management Director effective March 18th 2023

G.3. Citrus County Elected Community Leadership Summit

- a. Direct staff to coordinate the Community Elected Leadership Summit for March 29, 2023, from 9:00 a.m. to 1:00 p.m. at the Lecanto Government Building.
- b. Approve use of a purchasing card to purchase food and supplies for the March 29, 2023 Community Elected Leadership Summit not to exceed \$500.
- c. Approve related budget transfer.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Public Hearing on an Ordinance Pertaining to Noise, Vibration and Air Pollution

- a. Conduct a Public Hearing on an Ordinance of Citrus County, Florida, relating to noise, vibration and air pollution; amending Chapter 21, Article II, Section 21-28 entitled "Exemptions"; amending Chapter 21, Article II, Section 21-32 entitled "Enforcement"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for scrivener's errors; providing for codification; and providing for an effective date.
- b. If approved, authorize the Chairman to execute the Ordinance. **(Denise A. Dymond Lyn, County Attorney)**

H.2. 1:35 p.m. Historic Preservation Ordinance

- a. Conduct a public hearing at 1:35 p.m. to consider proposed Chapter 101, Historic Preservation, of the Citrus County Code of Ordinances.
- b. If approved, direct the Chair and Clerk to execute the Ordinance, and place the Ordinance within the County's Code of Ordinances. **(Joanna Coutu - Land Development Director)**

H.3. 1:40 p.m. Historical Resources Advisory Board

- a. Conduct a public hearing at 1:40 p.m. to consider an ordinance to codify the Historical Resources Advisory Board (HRAB) in Chapter 101, Historic Preservation, of the Citrus County Code of Ordinances.
- b. If approved, direct the Chair and Clerk to execute the Ordinance, and place the Ordinance within the County's Code of Ordinances. **(Joanna Coutu - Land Development Director)**

H.4. 1:45 PM Public Hearing on Street Vacation (SV) 21-01 Gaffney for Qualls

- a. Conduct a public hearing for Street Vacation (SV) 21-01, Karen O. Gaffney for James and Penny Qualls, to vacate a portion of N. Palm Ridge Avenue (f/k/a N. Palmetto Street) lying between W. Moss Lane (f/k/a W. Moss Avenue) and W. Goldenleaf Lane (f/k/a W. Palm Avenue), Crystal Heights Development Co. Section One, as recorded in Plat Book 1, Page 42, Public Records of Citrus County, Florida (Section 36, Township 18 South, Range 17 East), in Crystal River, Florida.
- b. If approved, authorize the Chairman to execute the resolution approving SV-21-01 and record the resolution in the Public Records. **(County Attorney, Denise A. Dymond Lyn)**

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

K.1. Discussion and Vote SECO Energy Request for Letter of Support for DOE GRIP Grant Application

Approve and authorize the Chairman to sign the Letter of Support for the U.S. Department of Energy (DOE) Grid Resilience and Innovation Partnership (GRIP) Grant Application.

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

L.1. Crystal Oaks Drive

Discussion on ways to slow traffic and improve safety on Crystal Oaks Drive.

L.2. Discussion and vote on providing a Letter of Support for the Key Training Center

Approve and authorize the Chairman to sign the Letter of Support for the Key Training Center.

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

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, **March 14, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **March 28, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **April 11, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Board of County Commissioners Strategic Planning Retreat: **Wednesday, July 19, 2023, 9:00AM - 12:00PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
- S.2. Preliminary Budget Hearing: Wednesday July 26, 2023, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450**
Governing Body of the Special Library District 8:30 A.M.
Fire Protection Special District 8:45 A.M.
BOCC at 9:00 A.M.
Preliminary Budget Hearing; Wednesday July 26, 2023
Governing Body of the Special Library District at 8:30AM
Fire Protection Special District at 8:45AM
BOCC at 9:00AM
3. Tentative Budget Hearing: **Thursday September 7, 2023 at 5:01 P.M.**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Final Budget Hearing: **Tuesday September 26, 2023, at 5:01 P.M.** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

U. ADJOURN