



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

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

AGENDA

March 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

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its 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: February 28, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

B.3. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Transit Services and the removal of same item from the county's capital asset listing. Asset# 50488 - Motorola XTS 2500 Handheld 2-Way Radio. **(Eric Head, Director & Joanne Granger, Transit Services Director)**

Fire Services

Human Resources

Management and Budget

B.4. Asset Deletion - Claim 1127461

Approve the deletion of Asset #52563 from the Building Division due to the total loss

on November 28, 2023.

B.5. Settlement of Claim #902396

Approve and authorize the Chairman to execute the Settlement Agreement and General Release between Kristin Demers and Citrus County, Florida, in the total amount of \$60,000, inclusive of all fees and costs.

Growth Management

B.6. PLT-22-21 Kempton Subdivision

- a. Consider PLT-22-21, Kempton 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.7. PLT-22-34 Dennis Subdivision

- a. Consider PLT-22-34, Dennis 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.8. PLT-22-26 Weber Subdivision

- a. Consider PLT-22-26, Weber 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

Systems Management

Visitors and Convention Bureau

Water Resources

B.9. 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 2009 Citrus Springs Waterline and 2020 Limerock Paving special assessment district.

B.10. Connection Charge Installment Lien Agreement - Bourque

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 and Robert R. Bourque, Jr.

B.11. Connection Charge Installment Lien Agreement - Casero

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 Miriam Casero.

B.12. Connection Charge Installment Lien Agreement - Einsmann

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 Francis G Einsmann.

B.13. Connection Charge Installment Lien Agreement - Nocco

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 George Wolf & Christina M Nocco.

Set Public Hearings Workshops

B.14. Set a Workshop for New Animal Shelter Presentation

Set a Workshop on April 25, 2023 at 9:00 am for the new animal shelter presentation and discussion. Provide staff direction.

B.15. Set a Workshop for the Pay and Class Study

Set a Workshop on Thursday May 11, 2023 at 10:00 A.M. to discuss Pay and Class Study.

B.16. Set a Workshop for Crystal River & Inverness Airports Presentation

Set a Workshop for a presentation on the Crystal River and Inverness Airports Master Plans for June 6, 2023, at 9:00am.

B.17. SV-23-01 Adams - set hearing

a. Set a public hearing on April 25, 2023, at 1:40 p.m. for SV-23-01, Kevin and Cathy Adams.

b. Approve and authorize the Chairman to execute the resolution setting the public hearing.

B.18. SV-22-03 Logan for Citrus Partners - set hearing

a. Set a public hearing on April 25, 2023, at 1:35 p.m. for SV-22-03, Chris R. Logan of SRPG 98 River LLC, for Citrus Partners, LLC.

b. Adopt and authorize the Chairman to execute the resolution setting the public hearing.

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation - National Library Week

Approve and authorize the Board to execute a proclamation declaring April 23 through April 29, 2023, as "National Library Week" in Citrus County.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. RFP 21-050 Work Authorization; Construction Services-Continuing Services Contract; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute a Work Authorization for Daly & Zilch (Florida), Inc. to replace the HVAC at the Floral City Library. **(Carl Hall, Public Works, Assistant Director)**

E.1.b. RFQ 21-025, Amendment No. 1; Citrus County Landfill Scale Infrastructure Upgrade and Modernization Project; Mettler- Toledo, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Mettler-Toledo, LLC to extend the Final Completion date to July 13, 2023 for the construction and services for the Citrus County Landfill Scale Infrastructure Upgrade and Modernization Project. **(Mary Jensen, Public Works, Director)**.

E.1.c. AGR 20-035, Amendment No. 1; VendorLink Software; Vendorlink, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Vendorlink, LLC for the use of web-based software access for Contractors registration, solicitation and electronic submittals through April 30, 2025. **(Erin Dohren, Management & Budget Director)**.

E.1.d. LOI 21-067, Amendment No. 2; Code Compliance Special Master & Alternate Special Master; CPLS, P.A.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and CPLS, PA to provide services as the Code Compliance Alternate Special Master through May 3, 2024 on an as needed basis. **(Eric Landon, Growth Management Director)**

E.2. Budget Transfers

Approve budget transfers for Road Maintenance, Extension Services and Utilities (2) for fiscal year 2022-23. **(Erin Dohren, Director Management & Budget)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution amending/adopting the Urban Research & Rescue Sustainment Program, Older American's Act - Title III B, Older American's Act - Title III C-1, Older American's Act - Title III C-2, Older American's Act - Title III E and the Cambridge Greens Septic and Sewer Project grant budgets for fiscal year 2022-2023. **(Erin Dohren, Director Management & Budget)**

E.4. Interlocal Agreement Between Sumter County and Citrus County, Florida for Fire Rescue Mutual Aid

Approve and authorize the Chairman to execute the Interlocal Agreement between Sumter County and Citrus County, Florida titled "Interlocal Agreement between Sumter County and Citrus County, Florida, for Fire Rescue Mutual Aid" approved by the Board of Sumter County Board of County Commissioners at their meeting on February 14, 2023.

(Craig Stevens, Fire Chief)

E.5. Westlaw Renewal for Citrus County Law Library

Approve and authorize the Chairman to execute the Order Form for Westlaw allowing the Library Services Division to renew the subscription to Westlaw online legal resources, including West Proflex terminal access for a monthly recurring cost of \$1,398.99. **(Eric Head, Director)**

E.6. Ferrovial Services Infrastructure, Inc. Security Bond Continuation for Bond No. K40347628

Authorize Chairman to accept Continuation Certificate for Federal Insurance Company Security Bond No. K40347628 extending the period to April 13, 2024, and to be made part of Ferrovial Services Infrastructure, Inc., Waste Disposal Account Agreement dated June 8th, 2020. **(Mary Jensen, Public Works Director)**

E.7. Notice Regarding Property from List of Land Available for Taxes.

a. Approve and Authorize the Chairman to execute notices regarding: Pine Lake PB 4 Pg 67 Lot 31 Blk L – AK 2020130 – 8035 E Garner Ln., Floral City; Apache Shores PB 4 Pg 39 Lots 1, 2 & 3 Blk 2 less and except the east 25 feet of Lot 1 - AK 3109546 – 3455 E Deer Run Ln., Hernando

b. Authorize the staff to forward the document to the Clerk of the Circuit Court. **(Mary C. Jensen, Public Works Director)**

E.8. Floral City Sign Replacement

a. Approve and authorize the Chair to sign the Florida Boating Improvement Program Grant Application through Florida Fish and Wildlife Conservation Commission (FFWCC) for the Floral City Pool of Lake Tsala Apopka signage. This project totals \$64,501.12, of which \$60,473 will be requested from FFWCC.

b. Adopt and authorize the Chair to execute a Resolution authorizing Mark Edwards, Aquatic Services Director, as the Project Manager to sign on follow-up documents for the Regulatory Waterway Signage Replacement. **(Mary Jensen, Public Works Director)**

E.9. Waste Disposal Account Agreement for Sheffield Structures, Inc.

a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Sheffield Structures, Inc. for disposal fees up to \$1,000.00

b. Approve termination of the existing Waste Disposal Account Agreement with Sheffield Structures, Inc. dated February 8, 2022, and transfer cash deposit to new agreement. **(Mary Jensen, Public Works Director)**

E.10. CoreCivic Contract Monitoring Update for February 2023

Concur with the recommended action of the non-performance assessment of \$28,000 against CoreCivic's February 2023 invoice. **(Erin Dohren, Director of Management & Budget/Erin Kluis, Contract Monitor)**

E.11. Administrative Regulation (AR) 18.03 Special Events Requesting a Fire Rescue Dedicated Unit REVISED

Approve and adopt the following revised Administrative Regulation:
AR 18.03 Special Events Requesting a Fire Rescue Dedicated Unit **(Craig Stevens, Fire Chief)**

E.12. Precinct Boundary Changes due to Annexations

Approve and authorize the Chairman to approve the precinct boundary changes. The new boundary lines will be submitted to the Division of Elections once approved by the Board of County Commissioners as required by the Florida Statutes. **(Mo Baird, Supervisor of Elections)**

E.13. Noise Sensitive Zone Ordinance Signage

Review and approve the final draft of the Noise Sensitive Zone signage and related budget transfer. **(Mary Jensen, Public Works Director)**

E.14. TDC Request for Zoo Activation Conservation Campaign

- a. Approve the Tourist Development Council's unanimous recommendation to fund the Zoo Activation Conservation Campaign with Madden Media.
- b. Approve related budget transfer. **(John Pricher, Visitors and Convention)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Set the FY 23-24 Capital Improvement Program Presentation

Set the Capital Improvement Program Presentation for fiscal years 2024-2028 on Tuesday, April 25, 2023 at 2:00 p.m. at the Citrus County Courthouse, 110 N. Apopka Avenue, Room 100, Inverness, FL.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:20 PM Annual Financial Report

- a. Acknowledge receipt of Citrus County's Annual Comprehensive Financial Report and condensed Popular Annual Financial Report for the fiscal year ended September 30, 2022
- b. Approve and authorize the Chair and Clerk as the Chief Financial Officer to authorize the Financial Analyst to submit their signatures electronically on the

Annual Financial Report.

H.2. 1:30pm Presentation TBRPC Suncoast Parkway 2 from Sean Sullivan

Presentation from Sean Sullivan, TBRPC, Suncoast Parkway 2

H.3. 1:40 PM FY 23/24 Budget Development Presentation

Conduct Budget Presentation to receive direction regarding the development of the 2023/2024 budget.

H.4. 1:50 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

I.1. Announce Vacancies - Citrus County Veterans Services Advisory Board

Announce the terms of three (3) positions, and the taking of applications. The terms will be for two years, which begin on April 1, 2023, and will end on March 31, 2025. **(Philip Watson, Veterans Service Officer Manager)**

I.2. Citrus Springs Advisory Council - Announce Expiration of Terms/Vacancy

Announce the vacancy (expiration of terms) for one regular member position on the Citrus Springs Advisory Council. The current terms will expire on January 31, 2025.

Announce the taking of applications for one regular member position on the Citrus Springs Advisory Council with terms to begin at the next scheduled Citrus Springs Advisory Council meeting after the Board makes a confirmation and appointment, through the expiration date of January 31, 2025. **(Carlton Hall, Public Works Assistant Director)**

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

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

L.1. Discussion and staff direction on options for the dock at 2160 N Watersedge Dr, Crystal River

Discussion and staff direction on options for the dock at 2160 N Watersedge Dr, Crystal River

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

P.1. Lifestream Baker Act Facility Project

- a. Provide direction on the DRAFT agreement; and
- b. Motion and vote to authorize the Chairman to execute the agreement once it incorporates the Board's direction, or
- c. Direct staff to bring back a finalized document for the Board's consideration, taking into account the Board's direction on the DRAFT agreement.

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, **Tuesday, April 11, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **Tuesday, April 25, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **Thursday, May 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. Citrus County Elected Community Leadership Summit, **Wednesday March 29, 2023, at 9:00AM**, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida 34461
2. BOCC Strategic Planning Retreat, **Wednesday, July 19, 2023, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Preliminary Budget Hearing, **Wednesday July 26, 2023**, Citrus County Courthouse,

Board of County Commissioners Meeting - March 28, 2023

Room 100, 110 N. Apopka Avenue, Inverness, FL 34461

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.

4. Tentative Budget Hearing, **Thursday September 7, 2023 at 5:01 P.M.**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. 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

T.1. 5:01 pm CPA/AA-23-01 Furman for Sweet -expand/amend RV park

1. Conduct a public hearing on March 28th, 2023, to review and consider CPA/AA-23-01, Furman Civil Designs, Inc. for Donald D. Sweet, II and Patricia A. Sweet, Co-Trustees of the Donald D. Sweet, II and Patricia A. Sweet Revocable Trust. **(Joanna Coutu, Director of Land Development, Growth Management)**

2. If approved, direct the Chair and Clerk to execute the Ordinances for CPA/AA-23-01.

U. ADJOURN