



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

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

**AGENDA**

**April 11, 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.

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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.

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**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:  
March 14, 2023 Public Workshop  
March 14, 2023 Regular Meeting

**Administration**

**Attorneys Office**

**Clerk**

**B.2. Clerk Records Disposition # 2078**

Approve and authorize the Chairman to execute the Clerk's Records Disposition Documents #2078 for disposal of records that have met their assigned retention periods.

**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 Citrus Springs Waterline Extensions, Crystal River Waste Water special assessment district.

**Community Services**

**B.4. Deletion of Surplus Property**

Approve deletion of the following item from the inventory of the Department of Community Services, Division of Animal Services and the removal of the same item from the County's capital asset listing. Asset #51749 - Seer A/C Unit

**B.5. LIHEAP Compliance Monitoring 2023**

Acknowledge the LIHEAP Monitoring Report, dated March 15, 2023, was reviewed in

its entirety by the Board of County Commissioners of Citrus County, Florida. (Eric Head, Community Services Director)

**Fire Services**

**Human Resources**

**B.6. Drug and Alcohol Rules for Commercial Driver License Holders**

Authorize the Chairman to approve the Drug and Alcohol Rules for Commercial Driver License holders policy and remove the AR 7.02-2.

**Management and Budget**

**Growth Management**

**B.7. PLT-23-04 Hoey Replat**

- a. Consider PLT-23-04, Hoey Replat.
- 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.8. Proclamation - April is Water Conservation Month**

Approve and authorize the Board to execute a Proclamation declaring April 2023 as Water Conservation Month in Citrus County. (Ken Cheek, Department of Water Resources Director)

**Set Public Hearings Workshops**

**C. PROCLAMATIONS, AWARDS & PRESENTATIONS**

**C.1. Proclamation - National Volunteer Week 2023**

Approve and authorize the Board to execute a Proclamation declaring April 16 through April 22, 2023 as "National Volunteer Week" in Citrus County, Florida.

**C.2. Proclamation - National Public Safety Telecommunicators Week**

Approve and authorize the Board to proclaim April 10-15, 2023 as National Public Safety Telecommunicators Week in Citrus County, Florida.

**C.3. Proclamation - National Volunteer Appreciation Week**

Approve and authorize the Board to proclaim April 16-22, 2023 as National Volunteer Appreciation Week in Citrus County, Florida.

**C.4. Proclamation - National Animal Care and Control Appreciation Week**

Approve and authorize the Board to proclaim the week of April 9-15, 2023 as National Animal Care and Control Appreciation Week in Citrus County, Florida.

**C.5. Proclamation - Minority Health Month**

Approve and authorize the Board to proclaim the month of April 2023 as Minority Health Month in Citrus County, Florida.

**C.6. Proclamation - Fair Housing Month**

Approve and authorize the Board to proclaim the month of April, 2023 as Fair Housing Month in Citrus County, Florida.

**D. OPEN TO THE PUBLIC**

**E. REGULAR BUSINESS**

**E.1. Bids**

**E.1.a. ITB 21-063 Amendment No. 7; Sea Otter Path Sewer Addition Project; Constantine Constructors, LLC**

Approve and Authorize the Chairman to execute Amendment No. 7 to the Agreement between Citrus County, Florida, and Constantine Constructors, LLC, to ratify the terms of the amended Notice to Proceed and extend the final completion date to June 28, 2023. **(Ken Cheek, Water Resources Director)**.

**E.1.b. ITB 23-031 E. Dawson Drive to N. Independence Hwy. Water Main Interconnect Project; Art Walker Construction, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Art Walker Construction, Inc. to provide construction for the E. Dawson Dr. to N. Independence Highway Water Main Interconnect project. **(Ken Cheek, Water Resources Director)**.

**E.1.c. ITB 19-033 Amendments; Contract Mowing of Median/Curbed Roadways; Bunch Lawn Care, LLC and Gamco Properties III, Inc.**

a. Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Bunch Lawn Care, LLC to extend the Agreement for the third renewal through April 13, 2024.

b. Approve and Authorize the Chairman to execute Amendment No. 3 to the

Agreement between Citrus County, Florida and GAMCO Properties III, Inc. to extend the Agreement for the third renewal through April 13, 2024.  
**(Carlton Hall, Assistant Public Works Director).**

**E.1.d. ITB 22-142 Code Compliance Building Demolition and Unsafe Structure Securing Services- Alternate; Cross Construction Services, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Cross Construction Services, 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.2. Budget Transfers**

Approve budget transfers for Veteran Services, Utilities (4) and Technical Services for fiscal year 2022-23. **(Erin Dohren, Director Management & Budget)**

**E.3. Budget Resolutions**

Adopt and authorize the Chairman to execute a resolution amending the State Housing Initiatives Partnership (SHIP) and Cambridge Greens Septic and Sewer Project grant budgets for fiscal year 2022-2023. **(Erin Dohren, Director Management & Budget)**

**E.4. Belmont Hills Unit 3**

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 water mains in Belmont Hills Unit 3 and record in the Public Records of Citrus County Florida. **(Ken Cheek, Water Resources Director)**

**E.5. Deletion of Surplus Property**

Approve an after the fact deletion of the following non-repairable item from the inventory of Citrus County Fire Rescue and the removal of the same item from the county’s capital asset listing. Asset# 55605 -Mobile Voice & Data System SN#MM202800003706 **(Craig Stevens, Fire Chief)**

**E.6. Waste Management Inc. of Florida Security Bond Continuation for Bond No. 5010030**

Authorize Chairman to accept Continuation Certificate for Bond Safeguard Insurance Company Security Bond No. 5010030 extending the period to May 11, 2024, and to be made part of Waste Management Inc. of Florida Waste Disposal Account Agreement dated September 27th, 2022. (Mary Jensen, Public Works Director)

**E.7. Fund Balance**

Approve and authorize the Chairman to execute a budget resolution to recognize the actual fund balance brought forward from September 30, 2022. (Erin Dohren, Management & Budget Director)

**E.8. Grant Agreement LPS0099 Imperial Gardens Plant Interconnection**

Approve and authorize the Chairman to execute Agreement LPS0099 between Citrus

County, Florida and the Florida Department of Environmental Protection.

**E.9. Crystal River Airport Runway Extension FDOT Financial Assistance Agreement**

- a. Approve and Authorize the Chairman to execute FPN: 449846-4-94-01, State of Florida, Department of Transportation, State Financial Assistance Agreement.
- b. Approve and Authorize the Chairman to execute the budget resolution. **(Mary C. Jensen, Public Works Director)**

**E.10. CCSO - Resolution and Lease Agreement Renewal for the Inverness Airport Office Building owned by Citrus County, Florida.**

- a. Discussion and consideration of a request from the Citrus County Sheriff's Office to renew the lease of the Inverness Airport Office Building for purposes related to public safety.
- b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Citrus County Sheriff's Office to renew their lease of property owned by the County.
- c. Approve and Authorize Chairman to execute a Lease Agreement between Citrus County, Florida, a political subdivision of the State of Florida and Mike Prendergast, as Sheriff of Citrus County, Florida. **(Mary C. Jensen, Public Works Director)**

**F. OUTSTANDING COMMISSION ITEMS**

Outstanding Commissioners' List

**G. COUNTY ADMINISTRATOR - STEVE HOWARD**

**G.1. MOU with Historic Monkey Island, Inc for repairs and improvements to Monkey Island**

Authorize the Chair to sign MOU with Historic Monkey Island, Inc for repairs and improvements to Monkey Island.

**G.2. Staff Update Infor Public Sector Phase 2**

Staff update to the Board regarding the Infor Public Sector, Community Development and Regulation (IPS/CDR) project that will go live on April 24, 2024 replacing the 20+ year old Hansen Permitting system.

**G.3. Resolution Regarding Burn Ban**

Approve and authorize the Chairman to execute a Resolution enacting a burn ban for the unincorporated areas of Citrus County. **(Craig Stevens, Fire Chief)**

**H. PRESENTATIONS/PUBLIC HEARINGS**

**H.1. 1:30pm GFOA Presentation**

Presentation of the awards for Certificate of Achievement for Excellence in Financial Reporting and for Outstanding Achievement in Popular Annual Financial Reporting to Citrus County for its Popular Annual Financial Report by The Honorable Gregory C. Harrell, Esq., Marion County Clerk

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of the Circuit Court and Comptroller.

**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**

**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, **April 25, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **THURSDAY May 11, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **May 23, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS**

1. **Workshop: Animal Shelter Tuesday April 25, 2023, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. **Workshop: Pay and Class Study Thursday, May 11, 2023, at 10:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. **Workshop: Airports; Crystal River and Inverness June 6, 2023 at 9:00AM**, , Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. BOCC Strategic Planning Retreat: **Wednesday, July 19, 2023, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

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5. 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 AM**  
**Fire Protection Special District 8:45 AM**  
**BOCC at 9:00 AM**
6. Tentative Budget Hearing: **Thursday September 7, 2023, at 5:01 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
7. Final Budget Hearing: **Tuesday, September 26, 2023, at 5:01 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**T. PUBLIC HEARINGS**

**T.1. 5:01 p.m. PUD-22-06 McKenzie for McClellan**

1. Conduct a public hearing on April 11, 2023, to review and consider application PUD-22-06, Brenda McKenzie for Leon and Christopher McClellan.
2. If approved, direct the Chair and Clerk to execute the ordinance for PUD-22-06. **(Joanna Coutu, Director, Land Development)**

**U. ADJOURN**