



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

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

AGENDA

June 20, 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 L. 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:

May 11, 2023 Public Workshop

May 11, 2023 Regular Meeting

B.2. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

May 23, 2023 Public Workshop

May 23, 2023 Regular Meeting

B.3. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

June 6, 2023 Regular Meeting

June 6, 2023 Aviation Public Workshop

June 6, 2023 Impact Fee Ordinance Public Workshop

Administration

Attorneys Office

Clerk

B.4. City of Crystal River Voluntary Annexation of Ordinance No. 23-0-17

Acknowledge receipt of the Voluntary Annexation (Pelican Cove RRH, LTD) that was received from the City of Crystal River regarding Ordinance No. 23-0-17.

B.5. Disposal of Surplus Property

Approve deletion of the following item from the inventory of Circuit Court and the removal of the same item from the county's capital asset listing. Asset # 51807- Cisco SX20.

Community Services

B.6. NCBA - SCSEP Host Agency Agreement

a. Approve and authorize the Chairman to execute The National Caucus And Center on Black Aging, Inc., Senior Community Service Employment Program, Host Agency Application and Worker Request form, and Letter of Commitment.

b. Approve and authorize the Chairman to execute the Designation of Signature Authority form for the required reporting forms. **(Eric Head, Community Services Director)**.

Fire Services

B.7. Donation of Surplus Property

Approve the donation of the following item from the inventory of Citrus County Fire Rescue to Florida Forest Service. This item is not a fixed asset. However, in accordance with Administrative Regulation 8.11-5(d)(1) Procedure for Donating Surplus Property, any property, regardless of being a fixed asset or not, to another Governmental Unit, requires Board approval to donate the property. Florida Forest service has provided documentation identifying its agency as a Governmental Unit as defined in Chapter 273.01 Florida Statute. Bambi Bucket - Serial Number 2396 **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

B.8. Inland Marine Insurance Coverage

Approve and authorize the Chairman to execute the Policy Disclosure Notice of Terrorism Insurance Coverage where we are rejecting this coverage with Markel American Insurance Company. **(Erin Dohren, Director Management & Budget)**

Growth Management

Public Works

B.9. Acknowledgement of Airport Hangar Lease Agreement(s) – Michael V Bordeleau

Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar lease agreement(s) with Michael V. Bordeleau. **(Mary C. Jensen, Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

B.10. Write off Uncollectible Accounts and File Lien on Owner Accounts

Approve the write off of \$3,383.82 for uncollected utility accounts and approve and authorize the Chairman to execute a Claim of Lien to be filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by those listed in "Exhibit A under Columns B & C". **(Ken Cheek, Water Resources Director)**

B.11. Connection Charge Installment Lien Agreement - Wong

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 David Anthony Wong. **(Ken Cheek, Water Resources Director)**

Set Public Hearings Workshops

B.12. Attorney/Client Session - Southwest Florida Water Management District v. Citrus County, Florida

Approval to set an Attorney/Client Session on July 11, 2023 at 10:00 AM in the matter styled Southwest Florida Water Management District v. Citrus County, Florida (Case No: 2023 CA 135).

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 19-066 Amendment No. 4; Mowing Services Zone 1; N&B Cleanout and Lawn Mowing Services LLC

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and N & B Cleanout and Lawn Mowing Services LLC to extend the Agreement through June 24, 2024. **(Eric Head, Community Services Director)**.

E.1.b. ITB 23-050 Asphalt Concrete Mix Type SP-9.5 and Type-12.5 also Liquid Emulsified Asphalt Grades SS-1 and AE-90 or Comparable; Central Materials Company, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Central Materials Company, Inc., to furnish asphalt concrete mix and liquid emulsion for the maintenance of County roadways on an as-needed basis. **(Mary Jensen, Public Works Director, Carlton Hall, Assistant Public Works Director).**

E.1.c. PB 23-070 Citrus County School Board; ITB 2023-34 HVAC Coil Cleaning Services; Air Mechanical & Service Corp.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Air Mechanical & Service Corp. to provide HVAC Coil Cleaning Services on an as-needed basis. **(Mary Jensen, Public Works Director, Carlton Hall, Assistant Director of Public Works).**

E.1.d. ITB 23-006 Mowing at the Citrus County-Owned Buildings; 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, trimming and clean up services at various County-owned buildings. **(Eric Head, Community Services, Director).**

E.1.e. PB 23-069 City of Casselberry Contract No. RFP 2020-0579 Building Official Services; M.T. Causley, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and M. T. Causley, LLC to provide building official services. **(Eric Landon, Growth Management Director).**

E.1.f. RFQ 18-060 Work Authorization; Continuing Contract for Professional Engineering-Water Resources; Stroud Engineering Consultants, Inc.

Approve and Authorize the Chairman to execute the Work Authorization for Stroud Engineering Consultants, Inc. to provide professional services to issue a modification to the original Work Authorization to include additional cost and scope of services. to provide authorized engineering and related services for the evaluation, analysis, planning, design, permitting, bid phase, and construction management services of improvement needed for the Meadowcrest WWTF process modifications at an additional cost of \$120,720. **(Ken Cheek, Water Resources Director).**

E.1.g. ITB 20-034, Amendment No. 2; Offender GPS Electronic Monitoring; Allied Universal Electronic Monitoring US, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Allied Universal Electronic Monitoring US, Inc. to acknowledge the change in the Contractor's name. **(Erin Dohren, Management & Budget, Director).**

E.1.h. RFQ 21-096 Work Authorization; Professional Services-Continuing Services Contract-Water, Wastewater and Reclaimed Water Utility Systems; Halff Associates, Inc.

a. Approve and Authorize the Chairman to execute the Work Authorization agreement for Halff Associates, Inc. to provide professional services to decommission the Wastewater Treatment Plant located at Imperial Gardens Mobile Home Park.

b. Approve related Budget Transfer (**Ken Cheek, Water Resources Director**)

E.1.i. RFQ 21-095 Work Authorization-Professional Services-Continuing Services Contract-Engineering; Crystal River Airport Runway 9-27 Extension; GAI Consultants, Inc.

Approve and Authorize the Chairman to execute the Work Authorization between Citrus County, Florida and GAI Consultants, Inc. for the environmental assessment project Phase 1 to prepare for construction of the runway extension at Crystal River Airport. (**Mary Jensen, Public Works, Director**).

E.1.j. ITB 21-137 Amendment No. 1; CDBG-TCG Sewer Project; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida, and Daly & Zilch (Florida), Inc. to extend the final completion date for the TCG Sewer CDBG construction project. (**Ken Cheek, Water Resources Director**).

E.1.k. ITB 22-064 Amendment No. 1; Roadway Striping Thermoplastic / Traffic Paint and Related Work; AKCA, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and AKCA, LLC to renew the Agreement for an additional one-year period at no additional cost. (**Mary Jensen, Public Works Director**)

E.2. Budget Transfers

Approve budget transfers for Building Division, Utilities (4), Cambridge Green Septic/Sewer Project, Utility Regulation, Supervisor of Elections, Technical Services/Aviation, Animal Services, State Attorney, Human Resources and Board of County Commissioners 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 the Imperial Gardens Plant Interconnect grant budgets for fiscal year 2022-2023. (**Erin Dohren, Director Management & Budget**)

E.4. Settlement of Claim #1105815

Acknowledge and Accept the General Release and Settlement Agreement between Barbara Wolf and Citrus County, Florida, Citrus County Board of County

Commissioners and Johns Eastern Company, in the full and complete settlement amount of \$25,000. **(Erin Dohren, Management & Budget)**

E.5. Waste Disposal Account Agreement for Waste Connections of Florida, Inc.

Approve and authorize the chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Connections of Florida, Inc. for disposal fees up to \$12,000.00.

Approve termination of the existing Waste Disposal Account Agreement with Waste Connections of Florida, Inc. dated April 27, 2021 and transfer of the remaining funds to the new agreement. **(Mary Jensen, Public Works Director)**

E.6. Withlacoochee Regional Water Supply Authority Grant Funding Application

Approve and authorize the Chairman to execute a Resolution supporting the application to, and budgeting for, the Withlacoochee Regional Water Supply Authority's Water Supply and Conservation grant in the amount of \$40,170 for the Department of Water Resources' water conservation program. The County match portion is funded by the Citrus County Utilities Enterprise fund. **(Ken Cheek, Water Resources, Debra Burden, Water Conservation)**

E.7. Veteran's Village of Citrus County – Ninth Modification to Memorandum of Understanding

a. Approve and authorize the Chairman to execute the Ninth Modification to the Memorandum of Understanding with the Veteran's Village of Citrus County Inc., a Florida not-for-profit corporation (Village) to allow the Village additional time to obtain written financial commitments. Paresh Desai, President, has requested a two (2) year extension due to the economy.

b. Authorize the Clerk of Courts to record the same in the Public Records of Citrus County, Florida. **(Mary Jensen, Director of Public Works)**

E.8. Florida Express Environmental, LLC Security Bond

Authorize chairman to accept Great Midwest Insurance Company Bond No. GM226709, replacing Lexon Insurance Company Bond No. 1039035, and to be made part of Florida Express Environmental, LLC's Waste Disposal Account Agreement dated September 13, 2022. **(Mary Jensen, Public Works Director)**

E.9. Watson Road Phase II Design, Permitting, and Right of Way Acquisition

Approve the allocation of up to \$450,000 of economic development funds for the design, permitting, and right of way acquisition costs of the Watson Road Phase II Project. **(Frank Calascione, Economic Development Director)**

E.10. Habitat for Humanity Proposed Donated Lots for DRA Purpose.

a. Approve and authorize the Chairman to accept three Corporate Warranty Deed(s) from Habitat for Humanity of Citrus County Inc., for the conveyance of Lots 1 & 13 Block 145, of Citrus Springs, Unit 2 and 6, 10, 11, 12 & 13, inclusive, Block 118, of Citrus Springs, Unit 2.

b. Authorize the Clerk to place an acceptance stamp on the Corporate Warranty Deed(s) and record the Deed(s) in the Public Records of Citrus County, Florida. **(Mary C. Jensen, P.E., Public Works Director)**

E.11. Proposed Citrus Springs 2023 Assessment Area

- a. Adopt and authorize the Chairman to execute a Resolution of Citrus County, Florida, relating to the provision of Water Distribution Facilities in the unincorporated area of the County; creating the Citrus Springs 2023 Assessment Area; determining the estimated capital cost of the Water Line Extensions; establishing the method of assessing the project cost against the properties that will be benefitted thereby, establishing other terms and conditions of the assessments; directing the County Administrator to prepare a preliminary assessment roll; establishing a public hearing to consider imposition of the proposed assessments and the method of their collection; directing the provision of notice; and providing for an effective date.
- b. Set a public hearing for July 25, 2023 at 1:45 p.m. regarding the Citrus Springs 2023 Assessment Area. **(Mary Jensen, P.E., Public Works Director)**

E.12. Citrus County Mosquito District Proposed Resolution

Approve and authorize the Chairman to execute the Resolution and direct the Clerk to forward the Resolution to the Governor, President of the Senate, Speaker of the House and Citrus County Legislative Delegation in support of the Citrus County Mosquito Control District.

E.13. CoreCivic Contract Monitoring Update for May 2023

Concur with the recommended action of the non-performance assessment of \$31,000 against CoreCivic's May 2023 invoice. **(Erin Dohren, Director of Management & Budget/Georgette Brock, Contract Monitor)**

E.14. Amendment 1 to SWFWMD Grant W432 Agreement No. 20CF0002748 - Cambridge Green Septic to Sewer Project.

Approve and authorize the Chairman to execute Amendment No. One (1) to SWFWMD Grant Agreement W432 (also known as Agreement No. 20CF0002748) between the Southwest Florida Water Management District (SWFWMD) and Citrus County for the Cambridge Greens Septic to Sewer project. **(Ken Cheek, Water Resources Director)**

E.15. TDC Request for Brand USA / Hotelbeds Campaign

Approve related budget transfer. **(John Pricher, Visitors and Convention)**

E.16. TDC Request for Tidewater Diaries Television Show Partnership

Approve related budget transfer **(John Pricher, Visitors and Convention)**

E.17. RESTORE Act: Operational Self-Assessment

Approve the "Treasury Office of Gulf Coast Restoration RESTORE Act Eligible Entity Operational Self Assessment (OSA)" and authorize staff to submit the OSA via the Treasury's online portal. **(Erin Dohren, Management & Budget)**

E.18. RESTORE Act - Artificial Reef Program (13-3) Subrecipient Agreement

Approve and authorize the Chairman to execute the Gulf Consortium Subrecipient Agreement No. 230047133.01 totaling \$1,200,000. **(Erin Dohren, Management & Budget Director)**

E.19. 3406 N. Turkey Oak Dr., Crystal River (Betz Farm Property)

- a. Approve and authorize Realtor, Kevin Cunningham of RE/MAX Realty One, to obtain an executed Notice of Termination of Vacant Land Contract and Mutual Agreement to Cancel Vacant Land Contract and Release of Deposit.
- b. Approve and authorize Realtor, Kevin Cunningham of RE/MAX Realty One, to obtain all reports and other work generated as a result of inspections performed by Mr. Hamid Ashtari.
- c. Approve and authorize Realtor, Kevin Cunningham of RE/MAX Realty One, to direct that Escrow Deposit be released to Citrus County.
- d. Approve and authorize the Chairman to sign Notice of Termination of Vacant Land Contract and Mutual Agreement to Cancel Vacant Land Contract and Release of Deposit.
- e. Approve and authorize staff to put the property back on the market.
- f. Approve and authorize Realtor, Kevin Cunningham of RE/MAX Realty One, to sell 3406 N. Turkey Oak Dr., Crystal River (Betz Farm Property) pursuant to RFP 19-059 Real Estate Brokerage Services Agreement as amended July 13, 2021.
- g. Approve that Proceeds of the Betz Farm Property be earmarked for the proposed new Animal Shelter.

F. OUTSTANDING COMMISSION ITEMS

Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE HOWARD

G.1. Discussion on the feasibility of acquiring a new office building on the corner of U.S. 41 and Courthouse Square

Discussion and vote to allow the County Administrator, Steve Howard, to explore the feasibility of acquiring the new construction office building located on the corner of U.S. 41 and Courthouse Square.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 P.M. Constitutional Officer's Proposed Budgets FY 2023-24

Provide guidance to staff regarding the development of the FY 2023/24 budget.

H.2. 3:30 P.M. Gehring Group Presentation the Florida Blue Insurance Renewal

a. Approve and authorize the Board to execute the renewal agreement with Florida Blue and Citrus County, Florida, a political subdivision of the State of Florida.

b. Approve the subsidy for employees purchasing family insurance, totaling approximately \$154,816 for FY 24.

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. Discussion and vote on the Behavioral Health Facility

Motion and vote to direct staff to draft an agreement with Lifestream to transfer 2 million dollars to Lifestream for its use in the construction of a Behavioral Health Facility to serve the citizens of Citrus County.

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

M.1. Discussion on development of Right of Way (ROW) planning and alignment corridor(s)

Request the County Attorney's Office to engage outside Eminent Domain Legal Counsel to analyze and develop Right of Way planning and alignment corridor(s) for upcoming and/or future roadway construction/improvement projects.

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

N.1. Update on Inverness Village 4

Update on Inverness Village IV

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

O.1. Discussion and vote on County Attorney Denise Lyn's annual review to include salary adjustment.

Discussion and vote on County Attorney Denise Lyn's annual review to include salary adjustment.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

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

Board of County Commissioners Meeting - June 20, 2023

3. Regular Meeting, **August 8, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Preliminary Budget Hearing: **Wednesday, July 26, 2023, at 8:30AM**, 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 9:00 A.M.
2. Strategic Planning Status Update: **Tuesday August 15, 2023 at 10:00AM**, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida, 34461
3. Tentative Budget Hearing: **Thursday, September 7, 2023, at 5:01 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Final Budget Hearing, **Tuesday September 26, 2023 at 5:01 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Citrus Elected Leadership Summit **Tuesday October 3, 2023, at 9:00AM**, Withlacoochee Technical College, 1201 W. Main St. Inverness, FL 34450

T. PUBLIC HEARINGS

- T.1. 5:01 pm PUD-23-01 Wilburn/Tampa SRK-multifamily in MDR/PSO**
 - a. Conduct a public hearing to review and discuss PUD-23-01 -Michael Wilburn for Tampa SRK, LLC.
 - b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-23-01.
(Eric Landon, Director, Growth Management)
- T.2. 5:05 pm Transportation Impact Fees**

Review and consider raising transportation impact fees to the full amount recommended by the consultant in 2021, as outlined in Chapter 54 of the Citrus County Code of Ordinances **(Eric Lanndon, Growth Management Director)**

U. ADJOURN