



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

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

AGENDA

July 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 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

CATHERINE SCHLABACH, 2nd Lt, United States Space Force
Catherine graduated from the Georgia Institute of Technology with a Bachelor of Science in Aerospace Engineering. She commissioned as a 2nd Lieutenant in the United States Space Force from ROTC at Georgia Tech. Catherine is a Developmental Engineer for the Space Force.

A.3. Roll Call

A.4. Approval of Agenda

B. CONSENT

Minutes

Administration

Attorneys Office

Clerk

B.1. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

B.2. Deletion of Surplus Property

Approve deletion of the following item from the inventory of the Department of Community Services, Division of Library Services and the removal of same item from the county's capital asset listing. Asset ID – 51554, Dell Power Edge Server Serial number 4MBMV12. **(Eric Head, Community Services Director)**

Fire Services

Human Resources

Management and Budget

B.3. Ratify Signature of Assistant County Administrator

Ratify the signature of Mariselle Rodriquez, Assistant County Administrator who was acting on behalf of Steve Howard, County Administrator on Friday, June 16, 2023. **(Erin Dohren, Director Management & Budget/Mary Glancy, Risk Manager)**

Growth Management

B.4. PLT-22-31 Tidal Wave - Lecanto

- a. Consider PLT-22-31, Tidal Wave- Lecanto 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 **(Eric Landon, Growth Management Director)**

B.5. PLT-23-15 Lawson Landing Subdivision

- a. Consider PLT-23-15, Lawson Landing 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 **(Eric Landon, Growth Management Director)**

Public Works

B.6. Acknowledgement of Airport Hangar Lease Agreement(s) – MC Helicopters, LLC

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

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.7. Set a Public Hearing to Adopt the Solid Waste Residential Assessment Roll for FY 2023-2024

Set a public hearing on August 22, 2023, at 1:51 P.M. to consider adopting the residential solid waste assessment roll prepared by the Property Appraiser's Office. **(Mary Jensen, Public Works Director)**

B.8. Set a public hearing on Proposed Utility Availability Assessment Roll for FY 2023-2024

a. Adopt and authorize the Chairman to execute a Resolution for the proposed Utility Availability Assessment Roll for FY 2023-2024 relating to the provision of utility availability services in the unincorporated area of the county; estimating the cost of utility availability services to be assessed for the fiscal year commencing October 1, 2023; determining that certain real property will be specially benefitted thereby; establishing the method of assessing the utility availability service cost against the real property that will be specially benefitted thereby; directing the county manager to prepare or direct the preparation of a preliminary assessment roll based upon the methodology set forth herein; establishing a public hearing to consider imposition of the proposed service assessments and the method of their collection and directing the provision of notice in connection therewith; providing for severability; and providing an effective date.

b. Set a public hearing on August 22, 2023, at 1:46 P.M. regarding the Proposed Utility Availability Assessment Roll for FY 2023-2024. **(Ken Cheek, Director of Water Resources)**

B.9. Set a public hearing on the Proposed Stormwater MSBU for Fiscal Year 2023-2024.

a. Adopt and authorize the Chairman to execute a Resolution of Citrus County, Florida, relating to the provision of stormwater management services; estimating the cost of stormwater management services provided by the county's stormwater utility; establishing the estimated assessment rate for stormwater service assessments against developed property within the stormwater management area for the fiscal year beginning October 1, 2023; directing the preparation of an updated stormwater service assessment roll based upon the methodology set forth herein; establishing a public hearing for the proposed stormwater service assessments and directing the provision of notice in connection therewith; providing for hardship assistance; providing for severability; and providing an effective date.

b. Set a public hearing on August 22, 2023, at 1:47 P.M. regarding the Stormwater MSBU for Fiscal Year 2023-2024
(Mary Jensen, Director of Public Works)

B.10. Set a public hearing on the Proposed 2023 Property Abatement Assessments

a. Adopt and authorize the Chairman to execute a Resolution for the 2023 Property Abatement Assessments relating to the provision of property abatement services; describing the method of assessing property abatement service costs against assessed property located within Citrus County, Florida; determining the property abatement service costs and the initial property abatement special assessments; directing the preparation of an assessment roll, authorizing a public hearing and directing the provision of notice thereof and providing for an effective date.

b. Set a public hearing on August 22, 2023, at 1:45 P.M. regarding the 2023 Property Abatement Assessments.
(Mary Jensen, Director of Public Works)

B.11. Set a public hearing Certification of the 2023-24 Non-Ad Valorem Assessment Rolls

- a. Adopt and authorize the Chairman to execute a preliminary rate resolution of Citrus County, Florida relating to the Certification of the Fiscal Year 2023-2024 Non-Ad Valorem Assessment Rolls.
- b. Set a public hearing on Tuesday, August 22, 2023, at 1:49 p.m. for the purpose of hearing public comment on the adoption of a final rate resolution adopting and certifying the countywide non-ad valorem assessment rolls for FY 2023-2024 which includes assessments for street lighting, neighborhood beautification, roadway maintenance and improvements, and water and wastewater assessments within the various assessment areas in compliance with Florida Statutes Chapter 197.3632.
(Mary Jensen, Public Works Director)

B.12. Set a public hearing Preliminary Rate Resolution for Fire Protection Services

- a. Adopt and authorize the Chairman to execute the Preliminary Rate Resolution for Fire Protection Services for
FY 2023- 24.
- b. Set a public hearing on August 22, 2023, at 1:48 P.M. to consider adopting fees and assessment rates for Fire
Protection Services for FY 2023-24 and adopting the Fire Protection Services assessment roll prepared by the
Property Appraiser's Office. **(Mary Jensen, Director of Public Works)**

B.13. Set Public Hearings for Ordinance Amendment Relating to the Beverly Hills MSBU, Citrus Springs MSBU, Solid Waste MSBU & Chapter 86-Special Assessments.

- a. **Set a Public Hearing on July 25, 2023, at 2:00 p.m.** on an Ordinance of Citrus County, Florida, pertaining to Chapter 90 Beverly Hills Municipal Service Benefit Unit, amending Article XXI, Section 90-834 entitled "Authorizing Special Assessments on a Per Lot, Per Tract or Per Acre Basis"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for inclusion into the code; and providing for an effective date.
- b. **Set a Public Hearing on July 25, 2023, at 2:03 p.m.** on an Ordinance of Citrus County, Florida, pertaining to Chapter 90 Citrus Springs Municipal Service Benefit Unit, amending Article XVI, Section 90-684 entitled "Authorizing Special Assessments on a Per Lot, Per Tract or Per Acre Basis"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for inclusion into the code; and providing for an effective date.
- c. **Set a Public Hearing on July 25, 2023, at 2:06 p.m.** on an Ordinance of Citrus County, Florida, pertaining to Chapter 90 Solid Waste Municipal Service Benefit Unit, amending Article XVII, Section 90-744 entitled "Applicability of Annual Disposal Service Charge to Tax Exempt Improved Real Property"; providing for severability; providing for modifications that may arise from consideration at public hearing; providing for inclusion into the code; and providing for an effective date.
- d. **Set a Public Hearing on July 25, 2023, at 2:09 p.m.** on an Ordinance of Citrus County, Florida, relating to special assessments, amending Article I, Section 86-3 of the Citrus County Code Of Ordinances pertaining to general findings; amending Article II, Section 86-21 of the code pertaining to creation of assessment areas; amending Article III, Section 86-34 of the code pertaining to general authority,

amending Section 86-46 of the code pertaining to interim assessments, amending Section 86-46.1. of the code pertaining to property abatement assessments; amending Article VI, Section 86-66 of the code pertaining to assessment; providing for modifications that may arise from consideration at public hearing, providing for severability, for codification, and for an effective date. **(Mary C. Jensen, P.E. Public Works Director)**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. July is Smart Irrigation Month

Approve and authorize the Board to execute a Proclamation declaring July 2023 as Smart Irrigation Month in Citrus County

C.2. Run for the Money Week - Key Training Center July 2023

Approve and authorize the Board to proclaim July 17 through July 22, 2023 as Key Training Center's Run for the Money Week.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. SGS 21-042 Consent to Assignment of Agreement; Database Management Support for the County's Oracle and Microsoft SQL Systems; Centroid Systems, LLC

Approve and Authorize the Chairman to execute the Consent to Assignment of Agreement between Citrus County, Florida and Centroid Systems, LLC to assign Centroid Systems LLC as the Vendor to provide a database management system for Oracle & Microsoft SQL Systems at no additional cost. **(Todd Dunn, Systems Management Director)**.

E.1.b. ITB 23-041 Permanent Preformed Thermoplastic; Geveko Markings Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Geveko Markings Inc., for the purchase of permanent preformed thermoplastic materials on an as-needed basis. **(Mary Jensen, Public Works Director, Carlton Hall, Asst. Public Works, Director)**

E.1.c. ITB 23-058 Asphaltic Concrete for Surface Leveling Courses including Sand Seal Coat; Pave-Rite, Inc. and Superior Asphalt, Inc.

Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Pave-Rite, Inc and Citrus County, Florida and Superior Asphalt, Inc. to furnish and place asphaltic concrete and bituminous sand seal coating that meets the Florida Department of Transportation Specifications throughout sections of Citrus County roadways on an as-needed basis. **(Mary Jensen, Public Works**

Director, Carlton Hall, Assistant Public Works Director.)

E.1.d. ITB 20-057, Amendment No. 1; Off-Road Diesel Supply & Delivery; Whetstone Oil Co., Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Whetstone Oil Co., Inc. to amend the Agreement by extending the Agreement to September 7, 2026 and increasing the fees from 0.144 to 0.1512 per gallon.. **(Mary Jensen, Public Works Director.)**

E.1.e. ITB 23-052 Ft. Island Trail Septic Remediation Project; Midsouth, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Midsouth, Inc., to provide complete construction of the Ft. Island Trail Septic Remediation Project. **(Ken Cheek, Water Resources Director).**

E.1.f. PB 23-057 GSA Contract #47QTCA23D0054-Asset/Inventory Management Services ; TT Faster LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and TT Faster LLC to provide software as a service (SaaS) and Hosting for Fleet Management's asset management software system. **(Carlton Hall, Assistant Public Works Director).**

E.1.g. AGR 20-085 Notice of Termination-Heritage Consultants, Inc.

Approve and Authorize the Chairman to execute the Notice of Termination Letter between Citrus County, Florida and Heritage Consultants, Inc. to terminate as of October 10, 2023. **(June Randall, Human Resources, Director)**

E.2. Budget Transfers

Approve budget transfers for Housing Division (6), Emergency Medical Service, Utilities (3), 2020 Truist Note, Citrus Springs Water Line Ext Assmt, and Solid Waste Management (2), Supervisor of Elections, Visitor's & Convention Bureau and Stormwater 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 Emergency Home Energy Assistance for the Elderly (EHEAP) Program 2021-2023, the Imperial Gardens Plant Interconnect, Low-Income Home Energy Assistance Program (LIHEAP) 2023-2024, Duke Energy Economic Development (2), Florida Department of Transportation Small County Outreach Program (SCOP) (2), Transportation Disadvantaged Trip and Equipment 2023-2024, Sugarmill Woods Golf Course Reuse Project and Ft. Island Gulf Beach Trailhead Project grant budgets for fiscal year 2022-2023. **(Erin Dohren, Director Management & Budget)**

E.4. New York Life Agreement Concerning Designation of Beneficiaries using Electronic Systems

Approve and authorize the chairman to execute the Agreement Concerning Designation of Beneficiaries Using Electronic Systems. **(June Randall, Human Resources Director, Jessica Flynn, Human Resources Manager)**

E.5. Proposed Homosassa Phase 5 Sewer Project Assessment Area – Acceptance of Perpetual Utility & Access Easement

a. Authorize the Chairman to accept the Perpetual Utility and Access Easement(s) from property owner(s) in the Proposed Homosassa Phase 5 Sewer Project Assessment Area to allow installation of the central sewer system, as part of the Homosassa Septic to Sewer Project.

b, Authorize the Clerk of the Board to place Board of County Commissioner's acceptance stamp on the Perpetual Utility and Access Easement attached and record same in the Public Records of Citrus County, Florida. **(Mary Jensen, Director of Public Works)**

E.6. Dunkenfield Ave Closure and Detour

As part of the Dunkenfield SCOP project, approve the closure and detour of traffic for a portion of Dunkenfield Ave. for the additional reconstruction needed to remove a localized area of organic vegetation and muck below the roadway, and replace with suitable backfill. **(Mary Jensen, Public Works Director)**

E.7. Hernando Beach Use Agreement - Dragon Boat Festival 2023

Approve and authorize the Chairman to execute the Hernando Beach Use Agreement between Citrus County, Florida, and the Citrus County Education Foundation, Inc. to allow for the Dragon Boat Festival 2023 to be held at Hernando Beach on Saturday, November 4, 2023. The boat ramp will be closed the evening of November 2, 2023, to allow for the setup of the festival which begins on Friday, November 3, 2023. The ramp will be opened back up on the evening of Saturday, November 4, 2023. **(Eric Head, Community Services Director)**

E.8. Board Approval of Precinct Boundary Lines

Approval of the Board of Commissioners. The new boundary lines will be submitted to the Division of Elections once approved by the Board as required by Florida Statutes 101.001. **(Maureen Baird, Supervisor of Elections)**

E.9. TDC Request for Scaloping Assets Update

Approve related budget transfer for videos promoting scaloping, general promotion as well as video selections and photos that can be used on our social media channels. **(John Pricher, Visitors and Convention Bureau Director)**

E.10. Fee Discussion for Solid Waste Management Fees & Assessment Rates for FY 2023-2024

Board discussion and direction of the proposed Solid Waste Management Fees and Assessment Rates for Fiscal Year 2023-2024. **(Mary Jensen, Public Works Director)**

E.11. Set a Public Hearing to Adopt the Solid Waste Fees and Assessment Rates for FY 2023-2024

Set a public hearing on August 22, 2023, at 1:50 P.M. to consider adopting the Solid Waste Fees and Assessment Rates for Fiscal Year 2023-2024. **(Mary Jensen, Public Works Director)**

F. OUTSTANDING COMMISSION ITEMS

F.1. Outstanding Commissioners' List

Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. Presentation by Gene McGee "Legislative Agenda Results" and provide staff direction regarding a new Agreement for Lobbying Services.

a. Presentation by Gene McGee "Legislative Agenda Results"

b. Provide staff direction regarding a new Agreement for Lobbying Services.

c. If the consensus is to approve a new Agreement with Sunrise Consulting Group, including the same terms, conditions and fee as stated in the previous agreement.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Sunrise Consulting Group once the Agreement is received and approved by the County Attorney's office.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Tourist Development Council - Accept resignation and announce two vacancies.

a. Accept the resignation of Gene McGee from the Tourist Development Council effective April 4, 2023.

b. Announce two membership vacancies and announce the accepting of applications for two members; one Citizen who Demonstrates an Interest in Tourist Development and one Owner/Operator of a Tourist Accommodation. Both current membership terms expire on January 31, 2025. **(John Pricher, Visitor and Convention Bureau).**

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

N.1. Administrative Order Appointing Citrus County Canvassing Board Member Alternate for the 2024 Election Cycle

Appoint a Commissioner as an Alternate on the Canvassing Board for election cycle 2024 replacing Commissioner Jeff Kinnard D.C. as the alternate to Commissioner Rebecca Bays. Commissioner Jeff Kinnard D.C. is not qualified to be the alternate on the Canvassing Board as he is a qualified candidate for the election cycle 2024.

N.2. Update on Inverness Village IV

Update on Inverness Village IV

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, **July 25, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **August 8, 2023 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, **August 22, 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**
Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
8:30 A.M. Governing Body of the Special Library District
8:45 A.M. Fire Protection Special District
9:00 A.M. BOCC
2. **Strategic Planning Status Update: Tuesday, August 15, 2023, at 10:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
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

5. **Citrus Elected Leadership Summit: Tuesday, October 3, 2023 at 9:00 A.M.** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. PUBLIC HEARINGS

T.1. 5:01 pm OA-23-01 Land Dev–Amendments to LDC multiple sections

1. Conduct a Public Hearing on July 11, 2023, to review and discuss application OA-23-01, Land Development Division – Amendment to Land Development Code-Multiple Sections. (Eric Landon, Growth Management Director)
2. If approved, direct the Chair and Clerk to execute the ordinance for OA-23-01. **(Eric Landon, Growth Management Director, Joanna Coutu, Land Development Division Director)**

T.2. 5:05 P.M. Public Hearing Transportation Impact Fees

- a. 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.
- b. If approved, direct the Chair and Clerk to execute the Ordinance. **(Eric Landon, Growth Management Director)**

U. ADJOURN