



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

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

AGENDA

September 12, 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:

July 25, 2023 Regular Meeting

July 26, 2023 Preliminary Budget Hearings for the Governing Body of the Citrus County Special Library District, Citrus County Fire Protection Special District Board, and Citrus County Board of County Commissioners

B.2. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

August 8, 2023 Regular Meeting

B.3. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:

August 15, 2023 Strategic Planning Retreat

Administration

Attorneys Office

Clerk

B.4. Proof of Publication of Unclaimed Monies

Acknowledge the proof of publication for the Notice of Unclaimed Monies held in the office of the Citrus County Clerk of the Circuit Court and Comptroller for year 2021.

B.5. Clerk Records Disposition #2150

Approve and authorize the Chairman to execute the Clerk's Records Disposition Documents #2150 for disposal of records that have met their assigned retention periods.

B.6. 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 2011 Citrus Springs Waterlines, 2021 Citrus Springs Waterlines, 2022 Citrus Springs Waterlines, 2023 Citrus Springs Waterlines special assessment district.

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

B.7. PLT-23-10 (aka FPLT2023-00004) Beverly Hills Crossing

1. Consider PLT-23-10 (aka FPLT2023-00004), Beverly Hills Crossing.
2. 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)**.
3. Approve and authorize the Chairman to accept a Deed of Dedication for Tract D, as depicted on the plat of Beverly Hills Crossing for right-of-way purposes at the intersection of CR 491 & CR 486, from 2022 Lecanto Lecanto, LLC, a Florida Limited Liability Company, for the purposes stated therein and execute same.
4. Authorize the Clerk to place the acceptance stamp on the deed and record it in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

Public Works

B.8. Acknowledgement of Airport Hangar Lease Agreement Throneburg KINF 1-L (new)

Staff requests that the Board of County Commissioners acknowledge the attached and executed T-Hangar lease agreement(s) for KINF 1-L with Jason Throneburg. **(Carlton Hall, Assistant Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.9. Attorney/Client Session - Nancy K. Taylor and James M. Rayl v. Citrus County

Approval to set an Attorney/Client Session on September 26, 2023 at 10:00 a.m. in the matter styled Nancy K. Taylor and James M. Rayl v. Citrus County (Case No: 2023 CA 000860).

B.10. Set a Public Hearing to adopt the Homosassa Springs Septic Tank Phase-Out State Revolving Fund Facility Plan

Set a Public Hearing on September 26, 2023 at 1:30 p.m. to consider the Resolution to formally adopt the Homosassa Springs Septic Tank Phase-Out State Revolving Fund Facility Plan. **(Ken Cheek, Water Resources Director).**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation - Save Our Waters Week

Approve and authorize the Board to proclaim the week of September 16 through 23, 2023 as Save Our Waters Week in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 22-083 Amendment No. 1; Water Sense Labeled Irrigation Controller Install Program; Eco-Land Design, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida, and Eco-Land Design, LLC to extend the Agreement to September 30, 2024. **(Ken Cheek, Water Resources Director).**

E.1.b. RFP 20-043 Third Party Claims Administration; Johns Eastern Company, Inc.

Approve, authorize and ratify the Chairman's August 8, 2023, execution of the Business Associate Agreement between Citrus County, Florida and Johns Eastern Company, Inc. **(Erin Dohren, Management & Budget Director)**

E.1.c. PB 23-109 City of Tampa bid #101100422; Outfall Maintenance Services; Bayside Dredging LLC.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Bayside Dredging LLC to furnish Outfall Maintenance Services. **(Carl Hall, Assistant Public Works Director)**

E.1.d. ITB 22-124 CR 491 Roadway Improvement Project from South of Audubon Park Path to Horace Allen St.; Commercial Industrial Corp. (CIC)

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Commercial Industrial Corp. to provide construction for the ITB 22-124 Roadway Improvement Project from South of Audubon Park Path to Horace Allen St. **(Carl Hall, Assistant Public Works Director, Ken Cheek, Water Resources Director and Walt Eastmond, Technical Services Director)**

E.1.e. ITB 23-021 SCOP Road Resurfacing-E. Trails End Road from E Wymar Trail to S Withlapopka Dr.; Superior Asphalt, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Superior Asphalt, Inc. to provide construction for the ITB 23-021 SCOP Road Resurfacing- E. Trails End Road from E. Wymar Trail to S Withlapopka Dr.. **(Carl Hall, Assistant Public Works Director and Walt Eastmond, Technical Services Director)**

E.1.f. RFP 21-050 Work Authorization; General Contractor- Construction Services Continuing Services Contract for Primary and Alternate Contractors; Cardiff Construction LLC

Approve and Authorize the Chairman to execute a Work Authorization between Citrus County, Florida and Cardiff Construction LLC for the Sheriff Admin Elevator Refurbishment at a total cost of \$85,250 including contingency. **(Carl Hall, Assistant Public Works Director)**

E.1.g. RFP 21-050 Work Authorization; General Contractor-Construction Services Continuing Services Contract for Primary and Alternate Contractors; Cardiff Construction LLC

Approve and Authorize the Chairman to execute a Work Authorization between Citrus County, Florida and Cardiff Construction LLC for the Lecanto Health Department Elevator Refurbish project at a total cost of \$78,650.00 including a contingency amount. **(Carl Hall, Assistant Public Works Director)**

E.1.h. PB 23-111 Pasco County, Florida Bid No. IFB-KM-23-032 As Needed and Ongoing Generator Maintenance and Repair; CJ's Sales and Service of Ocala, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and CJ's Sales and Service of Ocala, Inc. for as needed and ongoing generator maintenance and repair services of the county-owned water/ wastewater treatment plants and pump stations generators. **(Ken Cheek, P.E., Water Resources Director)**

E.1.i. ITB 21-063 Amendment No. 9, Sea Otter Path Sewer Addition Project; Constantine Constructors, LLC

- a. Approve and Authorize the Chairman to execute Amendment No. 9 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 December 25, 2023.
- b. Approve related change order. **(Ken Cheek, Water Resources Director).**

E.1.j. ITB 23-094 Ozello-John Brown Fishing Pier; KM2H, LLC

Approve and Authorize the Chairman to execute Agreement ITB 23-094 between Citrus County, Florida and KM2H, LLC for the construction of the Ozello-John Brown Fishing Pier. **(Eric Head, Director of Community Services)**

E.2. Budget Transfers

Approve budget transfers for Technical Services, Public Works Administration, Fire Rescue, Citrus Springs MSBU, Beverly Hills MSBU, Road Maintenance, and the Supervisor of Elections 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 Transportation Operations Section 5311 (3), US Department of Homeland Security (FEMA) FY22 Assistance to Firefighters (AFG), Home Care for the Elderly (HCE), Community Care for the Elderly (CCE), Alzheimer's Disease Initiative (ADI) (2), and Local Service Program (LSP), Emergency Home Energy Assistance for the Elderly, and the Restore Offshore Artificial Reef Program grant budgets for fiscal year 2022-2023. **(Erin Dohren, Director Management & Budget)**

E.4. GFL Solid Waste Southeast LLC Security Bond Continuation Certificate for Bond No. 0791322

Authorize Chairman to accept Continuation Certificate for Harco National Insurance Company Security Bond No. 0791322 extending the period to September 30, 2024, and to be made part of GFL Solid Waste Southeast LLC's Waste Disposal Account Agreement dated September 13th, 2022. **(Carlton Hall, Interim Public Works Director)**

E.5. Release of Retainage ITB 22-108, Inverness Airport FBO Parking Lot Expansion; Earthscapes Unlimited, Inc.

- a. Accept the completed project, acknowledge pay application number 3, acknowledge the use of \$4,680 from contingency for wheel stops, and as Final Completion of Inverness Airport FBO Parking Lot Expansion.
- b. Approve the release of retainage and authorize the Clerk to release retainage in the amount of \$9,151.95 to the contractor, Earthscapes Unlimited, Inc.
- c. Return any encumbered funds back to the appropriate accounts. **(Carlton Hall, Assistant Public Works Director)**

E.6. Utility Improvement Construction and Reimbursement Agreement

- a. Approve and Authorize the Chairman to execute the agreement.
- b. Approval for the allocation of up to \$950,000.00 of economic development funds for a Utility Improvement Construction and Reimbursement Agreement for a regional wastewater lift station for the continued economic development of the Black Diamond Town Center Area.
- c. Approve related budget transfer. **(Frank Calascione, Economic Development Director)**.

E.7. Commercial property and Casualty Insurance - October 1, 2023

Authorize the Chairman to execute the Premium Recapitulation and supporting signature pages and approval to purchase the following insurance policies: Aviation Liability, Crime and Employee Dishonesty, Public Officials and Employment Practices which includes Cyber Liability, Excess General Liability, Excess Auto Liability, Excess Workers Compensation, Firefighters Statutory AD&D, Firefighters Cancer Benefit Insurance, Pollution Liability, National Flood Insurance policies, Florida Sheriff's Additional Insured Endorsement and the Public Risk Advisor's Brokerage Fee for coverage for October 1, 2023 through October 1, 2024, for a combined total premium for all policies of \$1,037,260.50. **(Erin Dohren, Management & Budget Director)**.

E.8. 3406 N Turkey Oak Dr., Crystal River - Betz Farm

- a. Discussion about whether to proceed without Due Diligence Documents and of offers attached.
- b. Provide a consensus and, if favorable, authorize the Chairman to execute the Release and forward it to Kevin Cunningham, Real Estate Broker at REMAX Realty One to submit to the Title Company.
- c. Request County Attorney's Office to engage outside legal counsel to negotiate the terms of the selected contract **(Carlton Hall, Interim Public Works Director)**

F. OUTSTANDING COMMISSION ITEMS

Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:35 p.m. PV-2023-00002 Gaffney/Taylor - Vacate easement

- a. Conduct a public hearing to consider PV-2023-00002, Karen O. Gaffney, PA for Richard Taylor and Kimberly Jacobs.
- b. If approved, direct the Chairman and Clerk to execute the Resolution and the Clerk to record the Resolution in the public records. **(Eric Landon, Growth Management Director)**

H.2. 1:40 pm PFM Financial Advisors Presentation for Utilities Special Assessment Financing Program

Provide staff direction regarding a financing program for Utilities special assessment projects. (Erin Dohren, Management & Budget Director).

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Nominate and appoint one individual to the Citrus Springs Advisory Council as a regular member to fill the term that will expire on 1/31/2025.

Nominate and appoint one individual to the Citrus Springs Advisory Council as a regular member to fill the term that will expire on 1/31/2025.

- Stephanie Ochipinti (new applicant)
- Susan Gunyon (new applicant)

I.2. Nominate and appoint one individual to the Beverly Hills Advisory Council as a regular member to fill the term that will expire on 1/31/2025.

Nominate and appoint one individual to the Beverly Hills Advisory Council as a regular member to fill the term that will expire on 1/31/2025.

- Donald Slough (new applicant)
- Eileen Coates (new applicant)
- Stephanie Arduser (new applicant)
- Janice Smith (new applicant)

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

K.1. Halls River Multi-Use Path

Board discussion and direction regarding

- a. DOT management and implementation of the Halls River Multi-Use Path (MUP) from Riverhaven Dr to US19
- b. Additional \$1 million to apply towards the project

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. 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, September 26, 2023, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, October 10, 2023, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, October 24, 2023, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Governing Body of the Special Library District: **September 26, 2023 at 11:00AM**, Citrus County Courthouse, 110 N. Apopka Ave., Room #100, Inverness, Florida 34450, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450.
2. Final Budget Hearing: **September 26, 2023 at 5:01PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Citrus Elected Leadership Summit: **Tuesday, October 3, 2023 at 9:00 AM**, Withlacoochee Technical College, 1201 W. Main St., Inverness, Florida 34450.

T. PUBLIC HEARINGS

U. ADJOURN