



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

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

AGENDA

October 24, 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 Board of County Commissioners, Department of Public Works, Carlton Hall, ADA Coordinator at 352-527-5466 or 352-527-5478 at least two days before the meeting. For assistance with the Hearing Impaired, dial 7-1-1 or <https://www.fcc.gov/trs> or <https://www.fcc.gov/trs>

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:
October 3, 2023 Elected Officials Leadership Summit
October 10, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. County Warrants

Accept the attached check registers outlining the County warrants.

B.3. SWFWMD 2024 Schedule of Meetings and Boundary Map

Acknowledge receipt of the schedule of meetings and boundary map from Southwest Florida Water Management District for the fiscal year 2024.

Community Services

Fire Services

B.4. Donation of Surplus Property Asset #53719

Approve donation of the following item from the inventory of fire rescue to Daystar Life Center of Citrus County and the removal of same item from the county's capital asset listing. Asset #53719 - Zoll AED Plus Defibrillator. **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

Growth Management

Public Works

Systems Management

B.5. Revision and removal of Systems Management Administrative Regulations

Approve and authorize changes to the Systems Management Administrative Regulations (**Todd Dunn, Systems Management Director**)

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation Veterans Appreciation Week and Day

Approve and authorize the Board to execute a Proclamation declaring the week of November 5 through November 12, 2023, as "Veterans Appreciation Week" in Citrus County, Florida and November 11, 2023, be designated as "Veterans Day" in Citrus County, Florida.

C.2. Proclamation - Support Operation Green Light for Veterans

Approve and authorize the Board of County Commissioners to execute a Proclamation to encourage citizens to display green lights in a window of their place of business or residence from November 6th through November 12, 2023 to honor the service of our Veterans.

C.3. Proclamation - Domestic Violence Awareness Month

Approve and authorize the Board to proclaim the month of October, 2023 as Domestic Violence Awareness month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. QTE 22-138 Amendment No. 1; Mowing Services at Sheriff's Admin Building; Top Hat, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Top Hat, Inc. to renew the Agreement for an additional one (1) year term, extending the Agreement to November 7, 2024 for the mowing services at the Citrus County Sheriff's Administration Building. **(Eric Head, Community Services Director)**

E.1.b. ITB 23-031 Amendment No. 1; E. Dawson Dr. to Independence Hwy Water Main Interconnect Project; Art Walker Construction, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Art Walker Construction, Inc. to amend the Agreement in order to ratify the terms of the Amended Notice to Proceed and extend the term of the Agreement to May 19, 2024. **(Ken Cheek, Water Resources Director)**

E.1.c. SGS 23-089 Utility Billing and Customer Service; OPUS 21 Management Solutions, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and OPUS 21 Management Solutions, LLC to provide utility billing and customer service for Citrus County. **(Ken Cheek, Water Resources Director)**

E.1.d. PB 24-002 Sourcewell Contract RFP #040920 Uniforms with Related Products and Services; UniFirst Corporation

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and UniFirst Corporation for uniforms with related products and services. **(Erin Dohren, Director of Management & Budget)**

E.2. Budget Transfers

- a. Approve budget transfers for Technical Services, Aviation, Stormwater, Land Development, Utilities (3), and Support Services for fiscal year 2022-2023
- b. Approve budget transfers for Transit Services, Housing Services (2), Library Services and the Property Appraiser for fiscal year 2023-2024 **(Erin Dohren, Director Management & Budget)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending the Southwest Florida Water Management District (SWFWMD), Sugarmill Woods Golf Course Reuse Project, the Community Development Block Grant- Disaster Recovery (CDBG-DR) and the Transportation Block Grant- Fuel Tank Expansion Project grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. Citrus Springs 2023 Assessment Area

- a. Approve and authorize the Chairman to execute a resolution to correct the Prepayment Amount for AKs 1318211, 2090499, 2907100, 2907134, 2907797, 2913223, 2913941, 3524513 and 3526296 from the Prepayment Amount for a single lot within the Citrus Springs 2023 Assessment Area.
- b. Authorize the Clerk of the Board to adjust the special assessment billing program as directed by the attached Resolution and record the Resolution in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

E.5. Cancellation of Veterans Village Memorandum of Understanding

Acknowledge and accept the request to cancel the Memorandum of Understanding for Veterans Village. **(Carlton Hall, Interim Public Works Director)**

E.6. Veterans Administration Lease Amendment

Approve and authorize the Chairman to execute the Lease Amendment between Citrus County, Florida, a political subdivision of the State of Florida and the United States of America (Government) for FY24 Funding. **(Carlton Hall,, Interim Public Works Director)**

E.7. Notice of Intent to Use the Uniform Method of Collecting Non-Ad Valorem Assessments

Set a Public Hearing on November 28, 2023, at 1:30 p.m. pursuant to Section 197.3632, Florida Statutes, for the purpose of hearing public comment on the utilization of the uniform method for the levy, collection and enforcement of non-ad valorem special assessments, throughout the unincorporated and all incorporated areas of the County for the cost of providing fire protection services and facilities; roadway maintenance, improvements, associated services and facilities; neighborhood beautification; bicycle and pedestrian facilities, improvements and associated services; potable water services and facilities; sanitary wastewater services and facilities; solid waste disposal services and facilities; street lighting services and facilities; property nuisance abatement services and facilities; water and wastewater availability, maintenance services, facilities and programs; and stormwater management services, facilities, and programs commencing with the Fiscal Year beginning on October 1, 2024. **(Carlton Hall, Interim Public Works Director)**

E.8. ITB#21-137 CDBG-TCG Sewer Project Release of Retainage

Accept the completed CDBG-TCG Sewer Project and approve the release of retainage in the amount of \$31,445.00 to Daly & Zilch (Florida) Inc. **(Ken Cheek, Water Resources Director)**

E.9. MOU between Citrus County and the CORE Business Center, LLC. (CORE)

Approve and Authorize Chairman to execute the agreement **(Frank Calascione, Economic Development Director)**

E.10. Forest Ridge Blvd. and C.R. 491 Intersection Access and Maintenance Agreements

- a. Approve and Authorize the Chairman to execute the Access and Maintenance Agreements between Citrus County, Florida and Beverly Hills Development Corporation, and Tuscany Ranch Partners, LLC.
- b. Authorize the Clerk to place the acceptance stamp on the agreements and record them in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

E.11. Consent to Assignment: Interfacility Transport Agreement, by and between Citrus HMA, LLC d/b/a Bravera Health Seven Rivers Hospital and Citrus County, Florida dated December 14, 2022 (the "Agreement")

Approve and authorize the Chairman to execute the Consent to Assignment. **(Craig Stevens, Fire Chief)**

E.12. Interlocal Agreement with the City of Crystal River for Disposal of Solid Waste

Approve and authorize Chairman to execute an Interlocal Agreement for the disposal of solid waste between Citrus County and the City of Crystal River through September 30, 2024. **(Carlton Hall, Interim Public Works Director)**

E.13. Interlocal Agreement with the City of Inverness for Disposal of Solid Waste

Approve and authorize the Chairman to execute an Interlocal Agreement for the disposal of solid waste between Citrus County and the City of Inverness through September 30, 2024. **(Carlton Hall, Interim Public Works Director)**

E.14. CoreCivic Contract Monitoring Update for September 2023

Concur with the recommended action of the non-performance assessment of \$30,000 against CoreCivic's September 2023 invoice. **(Erin Dohren, Director of Management & Budget/Georgette Brock, Contract Monitor)**

E.15. Notice of Demolition to Heirs

Request the Board of County Commissioners determine whether Code Compliance should move forward with the demolition process regarding the property located at 1102 W. Noble Street, Lecanto FL 34461. **(Eric Landon, Growth Management Director)**

E.16. Hurricane Idalia - Federal Funded Public Assistance Agreement

- a. Approve and authorize the Chairman to execute the Hurricane Idalia (FEMA-4734-DR-FL) Federally Funded Subaward and Grant Agreement with the State of Florida, Division of Emergency Management. This Agreement allows for payment of damages and emergency work resulting from Hurricane Idalia.
- b. Adopt the Resolution authorizing the Chairman to execute the Resolution for Hurricane Idalia Federally Funded Subaward and Grant Agreement, and any necessary documents associated with this funding.
- c. Approve the designation of the Management & Budget Director as primary agent and the Assistant Management & Budget Director as alternate agent to execute any Request for Advance or Reimbursement, Certification, or other necessary documentation. **(Erin Dohren, Management & Budget Director)**

E.17. Appoint an Interim 911 Coordinator

Approve the Communications Manager, Mike Story, as the interim 911 Coordinator.

E.18. Betz Farm Offers September 28, 2023

Discuss the pending offers and direct staff to begin negotiating a contract with the selected party.

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM CHW (County Consultant) presentation re CR-486 IMA

Presentation and feedback on draft CR-486 Interchange Management Area standards

H.2. 1:40 PM Petition-establish Comm Dev Dist Crystal Ridge

- a. Review and approve the establishment of the Crystal Ridge Community Development District.
- b. If approved, direct the Chair and Clerk to execute the Ordinance establishing the Community Development District, and place the Ordinance in the Citrus County Code of Ordinances. **(Growth Management Director, Eric Landon)**

H.3. 2:00 PM Presentation - Transportation Concurrency

Provide staff with direction to determine the existing Level of Service (LOS) on roadways to determine the cost of traffic improvements necessary to implement traffic concurrency.

H.4. 2:15 PM Presentation from the Sheriff's Office, Emergency Management Division, Chris Evans Hurricane Update

Presentation from the Sheriff's Office, Chris Evans, Director, Emergency Management Division - Hurricane Debrief.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Water and Wastewater Authority Board Nomination and Appointment

Nominate and Appoint three (3) individuals to the Water and Wastewater Authority Board who will serve the following positions:

One (1) Technical Member - term expires on January 31, 2027

One (1) Lay Member - term expires on January 31, 2027

One (1) Alternate Member - term expires on January 31, 2024

(Cecilia Boehm, Executive Assistant II)

I.2. Affordable Housing Advisory Committee (AHAC) Board Vacancies

Announce terms of membership available, and the taking of applications on the Affordable Housing Advisory Committee (AHAC). The new terms will be for two (2) years, beginning on February 1, 2024 and ending on January 31, 2026. Applications and resumes are requested by November 30, 2023. **(Michelle Alford, Housing Services Director)**

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

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

L.1. Discussion of Ft. Island Trail Park Boat Ramp and the cooperative effort with the City of Crystal River

Discussion of Ft. Island Trail Park Boat Ramp and the cooperative effort with the City of Crystal River

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

M.1. Special Master and Land Use Discussion

A discussion on the potential options to provide the BOCC with the best data available prior to making a land use decision.

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, November 14, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, November 28, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, December 12, 2023 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

T. PUBLIC HEARINGS

U. ADJOURN