BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA

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

MINUTES

November 14, 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

Angela Vick, Clerk of the Circuit Court
Steve L. Howard, County Administrator
Denise A. Dymond Lyn, County Attorney

A. CALL TO ORDER

November 14, 2023 Citrus County Courthouse
The meeting was called to order at 1:00 PM.

A.1. Moment of Silence for the Stalcup family

Chair Ruthie Schlabach requested a moment of silence for the Stalcup family.

A.2. Invocation

Robyn Shipes, Women's Ministry Director at Seven Rivers Presbyterian Church, led the Invocation.

A.3. Pledge of Allegiance

Veteran, Bud Osborne, led the Pledge of Allegiance.

A.4. Roll Call

Present: Ruthie Davis Schlabach, Holly L. Davis, Rebecca Bays, Jeff Kinnard D.C., Diana Finegan, County Administrator Steve Howard, Clerk of the Circuit Court and Comptroller Angela Vick, County Attorney Denise Lyn, Deputy Clerk Amy Novinger

Absent: None

A.5. Approval of Agenda

County Administrator Steve Howard requested the deletion of item E1p and the submission of additional information for items B9, E10, and H3.

Motion to approve the Agenda, with the deletion of item E1p and the

submission of additional Information for items B9, E10, and H3.

Commissioner Diana Finegan requested to add the Border Security Resolution to the agenda, followed by Board discussion with Mr. Howard and County Attorney Denise A. Dymond Lyn.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Rebecca Bays
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

B. CONSENT

Motion to approve items B1 through 9.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Minutes

B.1. Minutes of the Board of County Commissioners

Approve the following minutes of the Board of County Commissioners:
October 24, 2023 Regular Meeting

Administration

No items.

Attorneys Office

No items.

Clerk

B.2. SWFWMD Proposed Five-Year Water Resources Development Work Program

Acknowledge receipt of the proposed 2024 Five-Year Water Resource Development Work Program and cover letter received from Southwest Florida Water Management District regarding the Five-Year Plan.

Community Services

B.3. Nature Coast Republican Club Insurance Waiver Request

Approve and authorize the Chairman to waive the insurance requirements per AR 12.08-9 for Nature Coast Republican Club to meet twelve times a year at the Beverly Hills Community Building. **(Eric Head, Community Services Director)**

Fire Services

No items.

Human Resources

No items.

Management and Budget

B.4. Revise Light Duty Policy for Injured Workers

Approve the revised Light Duty Policy for Injured Workers to begin October 1, 2023 from up to six (6) weeks, to up to ten (10) weeks so that we can continue keeping our employees working in their light duty positions, by continuing to work amongst their peers, continue their benefits, and help the County as the employer to cut down on the indemnity payments. This will keep our experienced modification factor to a level where we are being proactive and work to reduce our premiums. **(Erin Dohren, Management & Budget Director)**

Growth Management

B.5. RPLT2023-00012 Shenandoah Twin Oaks

a. Review and approve RPLT2023-00012, Shenandoah Twin Oaks.
b. If approved, direct the Chair to execute the plat and the Clerk to execute and

record the plat in the public records. **(Eric Landon, Growth Management Director).**

Public Works

No items.

Systems Management

No items.

Visitors and Convention Bureau

No items.

Water Resources

B.6. Release of Lien

a. Approve and Authorize the Chairman to execute Release of Lien for Property Abatement Assessment by and between Citrus County, Florida, and certain property owner.
b. Authorize the Clerk to record the Release of Lien in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

B.7. Connection Charge Installment Lien Agreement - Germeroth

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 Allison Germeroth. **(Ken Cheek, Water Resources Director)**

B.8. Satisfaction of Lien Water and Wastewater Utility Services - Papp

Approve and authorize the Chairman to execute Satisfaction of Lien filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Carrie Papp. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

Set Public Hearings Workshops

B.9. Set a Workshop on 11/28/23 at 10:00 a.m. for Crystal River Airport Runway Extension Presentation and Update on the Inverness Business Park.
Set a Workshop on November 28, 2023 at 10:00 a.m. for the Crystal River Airport Runway Extension Presentation and Update on the Inverness Business Park (**Carlton Hall, Interim Public Works Director/Walt Eastmond, Technical Services Director/Todd Regan, Engineering Project Manager**).

[Additional Information for Item B9]

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

Motion to approve the Proclamations, items C1 and 2.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

C.1. Proclamation National Hunger and Homelessness Awareness Week
Approve and authorize the Board to proclaim National Hunger and Homelessness Awareness Week in Citrus County, Florida.

C.2. Proclamation Diabetes Awareness Month
Approve and authorize the Board to proclaim Diabetes Awareness Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Karleen Sempert
Ross Fredericksen
Sabrina Watson, on behalf of Xceptional Life Project
Don Martin
Fernando Martinez
Marie Williams
Dr. Carmen Koubicek
Gwendolyn Benyo-Martin
Jehue Gann
Janet Barek

Amy Penird
Steven Schwartz
Tod Cloud
Gill Phelan
Paul Daugherty
Don Hiers
Deb Spence

Commissioners responded to comments from the public after comment

Public Speaker Forms for Item D

E. REGULAR BUSINESS

E.1. Bids

Commissioner Jeff Kinnard, D.C. requested to pull item E1c, for discussion.

Motion to approve items E1a through u, pulling items E1c, for discussion, and E1p, for removal.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.1.a. ITB 23-083 CR 480 to SWRWRF Force Main Extension; Art Walker Construction, Inc.

a. Approve and authorize the Chairman to execute an Agreement between Citrus County, Florida and Art Walker Construction, Inc. for CR 480 to SWRWRF Force Main Extension project.
b. Approve related budget transfer. **(Ken Cheek, Water Resources Director)**

E.1.b. ITB 23-052 Amendment No. 1; Ft. Island Trail Septic Remediation Project; Midsouth, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Midsouth, Inc. to change the bid form price from line item pricing to lump sum pricing and incorporate change order No. 1 for the Ft. Island Trail Septic Remediation Project. **(Ken Cheek, Water Resources Director).**

E.1.c. AGR 23-121 Substance Abuse Therapist/Counseling Service; SMA Healthcare, Inc.

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and SMA Healthcare, Inc. to provide a substance abuse therapist and counseling services for the Court Alternatives program.
b. Approve and Authorize the Chairman to execute the Business Associate Agreement between Citrus County, Florida and SMA Healthcare, Inc. **(Eric Head, Community Services Director)**.

Commissioner Jeff Kinnard, D.C. commented, followed by Board discussion.

Motion to place item E1c to go out for bid.

Board discussion ensued with Management and Budget Director Erin Dohren and Support Services Director Lynsie Roddenberry prior to the vote.

Citizens Alonda McCarty and Steven Schwartz commented.

Motion was modified to approve item E1c to go out for additional quotes.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

This item was pulled for discussion.

Clerk's note: Attorney Denise A. Dymond Lyn left the meeting during this item.

Public Speaker Forms for Item E1c

E.1.d. RFQ 21-003 Amendment No. 1; Elder Affairs and Older Americans In Home Health Services; Guardian Medical Monitoring, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to Agreement RFQ 21-003 Elder Affairs and Older Americans In Home Health Services to add the Mobile Basic service to their Agreement. **(Eric Head, Community Services Director)**

E.1.e. PB 23-132 Orange County Public Schools contract ITB2204110 Furniture; Library Interiors of Florida, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Library Interiors of Florida, Inc. for the purchase of library furniture.**(Eric Head, Community Services Director)**

E.1.f. QTE 15-080 Amendment No. 4; NeoGov Online Services; GovernmentJobs.com, Inc. dba NeoGov

Approve an Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and GovernmentJobs.com, Inc. dba NeoGov to add additional services for the subscription for PowerPolicy and eForms. **(June Randall, Human Resources Director)**

E.1.g. RFQ 22-067 Work Authorization; Continuing Contract for Professional Services for Solid Waste Management; Permit required Groundwater and Landfill Gas Compliance Monitoring; Jones, Edmunds & Associates, Inc.

Approve and Authorize the Chairman to execute a Work Authorization for Jones, Edmunds & Associates, Inc. to conduct the permit required groundwater and landfill gas compliance monitoring at the Citrus County Landfill at a cost of $86,398. **(Carlton Hall, Interim Director of Public Works)**

E.1.h. RFP 21-050 Work Authorization; General Contractor Construction Services-Continuing Services; Sheriff Admin Window Replacement; Cardiff Construction LLC.

Approve and Authorize the Chairman to execute a Work Authorization for Cardiff Construction LLC to replace a section of the windows in the Sheriff's Admin Building at a cost of $191,147. **(Carlton Hall, Interim Public Works Director)**

E.1.i. ITB 23-092 On Call Loading and Hauling Soil for Citrus County Landfill; Sean M. Gerrits, Inc. dba S.M.G., Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Sean M. Gerrits, Inc. dba S.M.G., Inc. to provide on call loading and hauling of soil(sand, mix of sand & clay, and clay) from various locations throughout Citrus County to the Citrus County Landfill on an as-needed basis. **(Carlton Hall, Interim Public Works Director)**

E.1.j. AGR 23-123 Foreclosure Property Registry; Hera Property Registry, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hera Property Registry, LLC to provide vacant property registry services. **(Eric Landon, Growth Management Director**).

E.1.k. ITB 22-142 Amendment No. 1; Code Compliance Building Demolition and Unsafe Structure Securing Services: Cross Construction Services, Inc.; and Southern Exposure Construction, Inc.

a. Approve and authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Southern Exposure Construction, Inc. to provide cubic yard pricing for the disposal of demolition and construction debris, including transportation.
b. Approve and authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Cross Construction Services, Inc. to provide cubic yard pricing for the disposal of demolition and construction debris, including transportation. **(Eric Landon, Growth Management Director).**

E.1.l. RFQ 033-12 Amendment No 3; Crystal River Airport Fixed Base Operator Lease and Operating Agreement; Crystal Aero Group, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Crystal Aero Group, Inc. to amend the provisions of Article VIII of the Agreement to modify the minimum insurance requirements for the term of the Lease. **(Carlton Hall, Interim Public Works Director)**

E.1.m. PB 24-003 City of Gainesville d/b/a Gainesville Regional Utilities ("GRU") contract 2023-020-B General Service Agreement (GSA) for Electrical Contractor; Electric Machine Control, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Electric Machine Control, Inc. to provide electrical services, equipment and SCADA systems on an as needed basis. **(Ken Cheek, Director of Water Resources)**

E.1.n. ITB 22-111 Amendment No.1; Landfill Alternate Daily Cover; LSC Environmental Products, LLC

Approve and authorize the Chairman to execute Amendment No. 1 to Agreement ITB 22-111 between Citrus County, Florida and LSC Environmental Products, LLC. **(Carlton Hall, Interim Director of Public Works)**.

E.1.o. ITB 23-032 Citrus County Detention Center Administration Building HVAC Replacement; Air Mechanical & Service Corp.

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Air Mechanical & Service Corp. for the Citrus County Detention Center Administration Building HVAC Replacement **(Carlton Hall, Interm Public Works Director).**

E.1.p. PB 23-105 Herbicides, Adjuvants & Algaecides- SFWMD No. 6000001449; Nutrien AG Solutions, Inc., Red River Specialties, LLC, Helena Agri Enterprises, LLC, and Heritage Landscape Supply Group, Inc dba Heritage Professional Products Group.

Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Nutrien AG Solutions, Inc., between Citrus County, Florida and Red River Specialties, LLC, between Citrus County, Florida and Helena-Agri Enterprises, LLC, and between Citrus County, Florida and Heritage Landscape Supply Group, Inc. dba Heritage Professional Products Group to furnish Herbicides & related Adjuvants for a period ending on June 30, 2024. **(Carlton Hall, Interim Public Works Director).**

This item was pulled during the meeting.

E.1.q. ITB 23-114 Bicentennial Park Sewer Improvement Project; Daily & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc. for the Bicentennial Park Sewer Improvement Project. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.r. ITB 23-051 Citrus County Landfill Class I Phase 4A Expansion Project; T & K Construction, LLC

a. Approve and authorize the Chairman to execute an Agreement between Citrus County, Florida and T & K Construction, LLC for the Work to be done consisting of the furnishing of all labor, materials, and equipment and the performance of all Work included in Agreement ITB 23-051 Citrus County Landfil Class I Phase 4A Expansion Project.
b. Approve related Budget Transfer **(Carlton Hall, Interim Public Works Director)**

E.1.s. ITB 22-076 Amendment No. 1; Business-Industrial Park at the Inverness Airport; Commercial Industrial Corp.

Approve and authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., to ratify the terms of the Amended Notice to Proceed and extend the final completion date to December 24, 2023. (**Carlton Hall, Interim Public Works Director).**

E.1.t. SGS 23-129 Purchase GNSS System; Carlson Software, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Carlson Software, Inc. for the purchase of a GNSS System for the landfill compactor. **(Carlton Hall, Interim Public Works Director).**

E.1.u. ITB 22-035 Amendment No. 3; Brentwood WWTP to Meadowcrest WWTP Diversion' Pospiech Contracting, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Pospiech Contracting, Inc.ratifying the Amended Notice to Proceed notices extending the final completion date to December 5, 2023. **(Ken Cheek, Water Resources Director).**

E.2. Budget Transfers

a. Approve budget transfers for Fleet Management (2), Human Resources, Animal Services, Extension Services, Veterans Services, Support Services, and Community Centers for fiscal year 2022-2023.
b. Approve budget transfers for Housing Services/SHIP, Fire Rescue/EMS Opioid Settlement, Aviation CIP and Utilities for fiscal year 2023-2024 **(Erin Dohren, Director Management & Budget)**

Motion to approve item E2a and b.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.3. Budget Resolutions

a. Adopt and authorize the Chairman to execute a resolution adopting/amending the Transportation Operations 5311 and the State Housing Initiatives Partnership (SHIP) grant budgets for Fiscal Year 2022/2023.
b. Adopt and authorize the Chairman to execute a resolution adopting/amending the Citrus Opioid MOU, Neighborhood Stabilization Program, Alzheimer’s Disease Initiative (ADI), Community Care for the Elderly (CCE), Home Care for the Elderly (HCE), and the State Housing Initiatives Partnership (SHIP) (2) grant

budgets for fiscal year 2023-2024.
(Erin Dohren, Director Management & Budget)

Motion to approve item E3a and b.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Resolution Numbers 2023-089 and 2023-090

E.4. Citrus County Forfeiture Fund Request
Provide staff direction regarding funding in the amount of $1,108 for Aspire Relationship Center and approve related budget transfer. **(Erin Dohren, Management & Budget Director)**

Second Vice Chair Rebecca Bays made a motion to deny item E4, which was seconded by Chair Ruthie Schlabach, for discussion.

Board discussion ensued.

The motion was withdrawn by Second Vice Chair Rebecca Bays and Chair Ruthie Schlabach withdrew the second.

Motion to approve item E4.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Holly L. Davis
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.5. Lease Agreement - Florida Department of Children & Families
a. Approve and authorize the Chairman to execute the State of Florida Disclosure Statement pursuant to subsections 255.249(4)(h), 255.249(4)(i) and 255.01 Florida Statutes.
b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Florida Department of Children & Families to utilize property owned by Citrus County, Florida.
c. Approve and authorize the Chairman to execute the Lease Agreement between Citrus County, Florida, a political subdivision of the State of Florida and Florida Department of Children & Families, an Agency of the State of Florida for the use of space in the Citrus County Resource Center at the rate of $58,216.16 per year. This Lease Agreement begins on December 1, 2023, and expires on November 30, 2028. The premises are to be used solely for the purpose of

providing a means of strengthening the family unit and improving the quality of life for children and families in Citrus County.
(Carlton Hall, Interim Public Works Director)

Motion to approve item E5a, b, and c.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Holly L. Davis
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Resolution Number 2023-091

E.6. Traffic Signal Maintenance and Compensation Agreement

a. Approve and authorize the Chairman to execute Amendment #2 to the Traffic Signal Maintenance and Compensation Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Transportation.
b. Approve and authorize the signature of the Citrus County Road Maintenance Director on Exhibit A for the purpose of submitting our annual inventory for reimbursement. **(Carlton Hall, Interim Public Works Director, Jim Sterling)**

Motion to approve item E6a and b.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.7. Water Main to 2912 N. Florida Ave

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 6" and 8" water mains on N Florida Ave and record in the Public Records of Citrus County Florida. **(Ken Cheek, Water Resources, Bernadine Flood-Nichols, Utility Business Services).**

Motion to approve item E7.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.8. Funds Bequeathed in the Estate of Joan M. Knapp

Provide staff direction for the designation of the $325,000.00 bequeathed to Citrus County Animal Services.
(Denise A. Dymond Lyn, County Attorney)

Commissioner Jeff Kinnard, D.C. provided the recommendation, followed by Board discussion.

The consensus of the Board was to direct staff to designate the funds towards the construction of the new Animal Shelter.

E.9. 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 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 the Board of County Commissioner's acceptance stamp on the Perpetual Utility and Access Easement attached and record the easement and associated documents in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

Motion to approve item E9a and b.

Citizen Alonda McCarty commented.

Commissioners and Water Resources Director Ken Cheek responded to comments from Ms. McCarty prior to the vote.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Public Speaker Form for Item E9

E.10. Interlocal Agreement for EMS Billing and Collection Services between Citrus County, Florida and Pasco County, Florida

a. Approve and authorize the Chairman to execute the Interlocal Agreement for EMS Billing and Collection Services between Citrus County, Florida and Pasco County.
b. Approve and authorize the Chairman to execute the Agreement for HIPAA Business Associate Agreement. **(Craig Stevens, Fire Chief)**

Motion to approve item E10a and b.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Additional Information for Item E10

E.11. Amendment to Collective Bargaining Agreement
Local 4562 Professional Firefighters of Citrus County
Supervisory - Lieutenants & Captains

a. Approve and authorize the Chairman to execute the Amendment to the Collective Bargaining Agreement between Citrus County, Florida and the Local 4562 Professional Firefighters of Citrus County, International Association of Firefighters.
b. Provide the wage increase for all bargaining unit members and
c. Adjust the current pay grades to match the increase. **(Craig Stevens, Fire Chief)**

Motion to approve item E11a, b, and c.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.12. Amendment to Collective Bargaining Agreement
Local 4562 Professional Firefighters of Citrus County
Rank and File - Firefighters, Driver Engineers, Fire Inspectors

a. Approve and authorize the Chairman to execute the Amendment to the Collective Bargaining Agreement between Citrus County, Florida and the Local 4562 Professional Firefighters of Citrus County, International Association of Firefighters.
b. Provide the wage increase for all bargaining unit members and
c. Adjust the current pay grades to match the increase. **(Craig Stevens, Fire Chief)**

Motion to approve item E12a, b, and c.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.13. Health Care Agency Affiliation Agreement - School of EMS

a. Approve and authorize the Chairman to execute a Health Care Agency Affiliation Agreement with the School of EMS establishing roles and responsibilities for establishing a clinical site with Citrus County Fire Rescue for students in the School of EMS's EMT and Paramedic programs to obtain clinical experience.

b. Approve and authorize the Chairman to execute a Business Associate Agreement between Citrus County, Florida, and the School of EMS to facilitate compliance with the HIPAA Rules. **(Craig Stevens, Fire Chief)**

Motion to approve item E13a and b.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.14. Equitable Sharing Agreement and Certification

Present to the Chairman for signature and return to the Citrus County Sheriff's Office Financial Services Division. **(Citrus County Sheriff's Office)**

Motion to approve item E14.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

E.15. State Appropriations Request 2024 Legislative Session

Approve the inclusion of the appropriation request for $7,200,000 of construction funding for Watson Road Phase II in the 2024 Florida Legislative Session. **(Frank Calascione, CEcD, Economic Development Director)**

Motion to approve item E15.

Board discussion ensued with County Administrator Steve Howard and Economic Development Director Frank Calascione prior to the vote.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Rebecca Bays
AYES:	Davis Schlabach, Davis, Bays, Finegan
NAY:	Kinnard D.C.

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

County Administrator Steve Howard provided updates on items 3 and 11.

Item F1 - Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Reorganization

Authorize the Chairman to:
(1) Approve the reclassification of the Economic Development Director job classification to Pay Grade 312; and

(2) Approve moving the reporting structure of the Visitors and Convention Bureau Division Director to the Economic Development Director; and

(3) Approve the reclassification of the job classification title of Visitors and Convention Bureau Director to Tourism Director; and

(4) Approve the Aviation Project Manager job classification to move to the Economic Development Department.

Motion to approve item G1, for items 1, 2, 3, and 4.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Rebecca Bays
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 p.m. Chairman Ruthie Davis Schlabach "State of the County Address"

State of the County Address

Chair Ruthie Schlabach provided the "State of the County Address" presentation and recognized staff.

H.2. 1:20 p.m. 2023-14 Visitors & Convention Bureau Expenditure Audit.
Presentation of the 2023-14 Visitors & Convention Bureau Expenditure Audit

Clerk of the Circuit Court and Comptroller Angela Vick introduced Lance Schmidt, Fraud Examiner with CliftonLarsenAllen, who provided the audit presentation and recommendations.

Commissioner Jeff Kinnard, D.C. recognized staff and County Administrator Steve Howard responded.

Item H2 Power Point

H.3. 1:30 p.m. A Public Presentation of IV4 MSBU Engineering study.
Presentation of the results of the IV4 MSBU Engineering study.

Kenneth Ward, Project Engineer with Burrell Engineering, and Interim Public Works Director Carlton Hall provided the presentations and responded to questions from the Board.

Item H3 Power Point

Item H3 Power Point Continued

Additional Infromation for Item H3 - Staff

Additional Information for Item H3 - Email

Additional Information for Item H3 - Part 1

Additional Information for Item H3 - Part 2

Additional Information for Item H3

H.4. 1:45 p.m. Conduct a Public Hearing regarding the proposed County Surplus Property Inventory List Appropriate for Use as Affordable Housing
a. Adopt and Authorize the Chairman to execute a resolution of Citrus County, Florida, a political subdivision of the State of Florida, declaring certain County owned, residential surplus properties appropriate for use as affordable housing pursuant to Florida Statute 125.379; and
b. Approve and authorize the disposition of such property, pursuant to Florida Statute Section 125.379.
c. Authorize Clerk to record the Resolution in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

Interim Public Works Director Carlton Hall provided the recommendation and responded to questions from the Board.

There were no citizen comments.

Motion to approve item H4a, b, and c.

RESULT:	**Adopted**
MOVER:	Diana Finegan
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Resolution Number 2023-092

H.5. 2:00 p.m. Presentation of Revenue Study by Nabors, Giblin & Nickerson

a. Provide staff direction on any revenue sources they would like to pursue.

Heather Encinosa, Partner with Nabors, Giblin & Nickerson, P.A., provided the presentation and responded to questions from the Board.

Item H5 Power Point

H.6. 2:15 p.m. presentation by PFM Financial Advisors for Utility debt issuance

a. Provide staff direction regarding Utiity debt issuance.
b. Approve the Resolution with Exhibit A and Certificate as to Public Meetings, and signing of documents.
c. Approve and authorize the Chairman to sign required documents for debt issuance at the closing.

Management and Budget Director Erin Dohren provided the presentation.

Ms. Dohren and County Administrator Steve Howard responded to questions from the Board.

Motion to approve item E6b and c.

First Vice Chair Holly Davis commented prior to the vote.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Resolution Number 2023-093

Item H6 Power Point

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Announce three regular member vacancies on the PDC

Announce three expiring terms on the Planning and Development Commission (PDC) that expire on January 31, 2024. The new terms will expire on January 31, 2028.

County Administrator Steve Howard provided the announcement.

I.2. Beverly Hills Advisory Council - Accept resignation with regret and announce vacancy.

a. Accept with regret the resignation of Lynn Bechdolt from the Beverly Hills Advisory Council, effective October 9, 2023. Lynn has been a member of the Advisory Council since February of 2022, and she will be missed.
b. Announce the expiration of terms expiring on 01/31/2024 for two regular member positions on the Beverly Hills Advisory Council. The new terms for the regular member positions will be for two years from January 31, 2024 through January 31, 2026. Once the Board acknowledges the member vacancies, a Press Release will be distributed and applications will be received at the County Administrator's office.

County Administrator Steve Howard provided the announcements.

I.3. Citrus Springs Advisory Council - Announce Expiration of Terms

a. Announce the terms of expiration for three regular member positions on the Citrus Springs Advisory Council. The current terms expire on 01/31/2024, and the new terms will be for two years and will expire on 01/31/2026.
b. Announce terms of membership available and accepting of applications for three regular member positions on the Citrus Springs Advisory Council. The terms for the regular members will be through January 31, 2026.

County Administrator Steve Howard provided the announcements.

J. COMMITTEE REPORTS FROM COMMISSIONERS

Second Vice Chair Rebecca Bays provided updates from the Tampa Bay Regional Planning Council and the Hernando/Citrus Metropolitan Planning Organization (MPO) board meetings.

First Vice Chair Holly Davis shared information from the Tourist Development Council (TDC), Medical Examiner's, and Citrus County Community Charitable Foundation (CCCCF) board meetings.

K. COMMISSIONER DIANA FINEGAN - DISTRICT 2

No items.

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

L.1. Discussion with the City of Inverness about the current and or future office space located at the City of Inverness Government Center.

Authorize the County Administrator to conduct discussions with the City of Inverness concerning any current and/or future availability of office space located at the City of Inverness Government Center.
Topics for Discussion:

- Total square footage availability
- Lease cost
- Timeline

Commissioner Jeff Kinnard, D.C. discussed options for the availability of future office space, followed by Board discussion.

M. 2ND VICE CHAIR REBECCA BAYS - DISTRICT 4

No items.

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

No items.

O. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

O.1. Discussion and Vote on amendment to the Employment Agreement with County Administrator Steve L. Howard

Discussion and vote to provide a salary increase and amend and replace sections of the original Employment Agreement and, all other portions of the Employment Agreement remain unchanged.

Commissioner Jeff Kinnard, D.C. commented and County Administrator Steve Howard responded.

Motion was made by Commissioner Jeff Kinnard, D.C. to approve: the salary increase, funding budget transfer from the Commissioners' travel budgets; taxes to be transferred to 401A; and to bring back the request for increase in vacation time to the next Board meeting on November 28, 2023. After further Board discussion, the motion was amended to change the contract to a three-year contract with two-one year renewable options, then the motion was amended to change from request of increase in vacation time to allow the accrual of vacation time cap to go up to 960 hours; which died for lack of a second.

Board discussion ensued with Mr. Howard.

Motion to approve the County Administrators' request, with the exception that the Board will come back with a 3-year contract, with two-one year renewable options, and appoint somebody on this Board to negotiate the contract details of what is expected each year.

Citizen Janet Barek commented.

Commissioners responded to comments from Ms. Barek, followed by Board discussion with Mr. Howard.

The motion was amended to include: Commissioner Diana Finegan and County Attorney Denise A. Dymond Lyn will negotiate the three-year contract with two-one year renewable options in order to identify what the measurable will be for each anniversary, come up with the language, and what the raise will be upon each renewal.

RESULT:	**Adopted**
MOVER:	Rebecca Bays
SECONDER:	Holly L. Davis
AYES:	Davis Schlabach, Davis, Bays, Finegan
NAY:	Kinnard D.C.

Public Speaker Form for Item O1

O.2. 2024 BOCC Meeting Dates and Agenda Deadlines
Board approval of the proposed 2024 Board of County Commissioners meeting dates and agenda deadlines.

Chair Ruthie Schlabach provided the recommendation.

Motion to approve item O2.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Holly L. Davis

AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

O.3. Discussion and approval of Key Training Center Letter of Support for Florida State Appropriations Special Project fund

Request board approval for Chair to sign Key Training Center Letter of Support

Chair Ruthie Schlabach provided the recommendation.

Motion to approve item O3.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Diana Finegan
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

No items.

Q. OPEN TO THE PUBLIC

The following individuals addressed the Board on various issues:

Janet Barek
Steven Schwartz
Cathy Yen
Amy Koontz

Commissioners responded to comments from the public.

Public Speaker Forms for Item Q

R. UPCOMING MEETINGS

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

2. 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

No items.

T. PUBLIC HEARINGS

Clerk's Note: Meeting was recessed at 6:20 PM and resumed at 6:35 PM.

T.1. 5:01 pm AA/PUD-2023-00006 Walden Woods South - add units

a. Conduct a public hearing on November 14, 2023, at 5:01 p.m. to review and consider application AA/PUD-2023-00006, Walden Woods South.
b. If approved, direct the Chair and Clerk to execute the ordinance for AA/PUD-2023-00006. **(Eric Landon, Growth Management Director)**

Land Development Director Joanna Coutu polled the Board for ex parte communications for items T1, T2, or T3, and read the proposed ordinance title into the record.

Land Development Planner Jennifer Perkins provided the staff presentation and responded to questions from the Board.

There were no citizen comments.

Based on competent and substantial evidence, motion to approve and direct the Chair and Clerk to execute the ordinance for AA/PUD-2023-00006, with 11 conditions.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Rebecca Bays
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Ordinance Number 2023-A31

Item T1 Power Point

T.2. 5:10 pm PUD-2023-00007 Stillwell/Sterling Res.-expand PUD

a. Conduct a public hearing on November 14, 2023, to review and consider PUD-2023-00007, Stillwell for Sterling Residential, LLC and Sterling Commercial, LLC.
b. If approved, direct the Chairman and Clerk to execute the ordinance for PUD-2023-00007 Stillwell for Lecanto Residential, LLC and Sterling Commercial, LLC. **[Eric Landon, Growth Management]**

Land Development Director Joanna Coutu read the proposed ordinance title into the record.

Attorney Clark Stillwell provided the applicant presentation and responded to questions from the Board.

Land Development Principal Planner Joe Hochadel provided the staff presentation.

There were no citizen comments.

Attorney Stillwell responded to questions from the Board.

Based on competent and substantial evidence, motion to approve and direct the Chair and Clerk to execute the ordinance for PUD-2023-00007, with the 15 conditions.

RESULT:	**Adopted**
MOVER:	Holly L. Davis
SECONDER:	Jeff Kinnard D.C.
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Ordinance Number 2023-A32

Item T2 Power Point

T.3. 5:15 pm PUD-2023-00008 Batsel/W Nat Coast-med clinic in PUD

a. Conduct a public hearing on November 14, 2023, at 5:15 p.m. to review and consider application PUD-2023-00008, Robert Batsel for West Nature Coast Investments, Inc.
b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-2023-00008, Robert Batsel for West Nature Coast Investments, Inc. **(Eric Landon, Growth Management Director)**

Land Development Director Joanna Coutu read the proposed ordinance title into the record.

Rob Batsel, provided the applicant presentation and responded to questions from the Board, followed by Board discussion.

Land Development Principal Planner Joe Hochadel provided the staff presentation.

Mr. Batsel addressed the Board and responded to questions from the Board.

There were no citizen comments.

Based on competent and substantial evidence, motion to approve and direct the Chair and Clerk to execute the ordinance for PUD-2023-00008, with the 12 conditions recommended by the PDC.

RESULT:	**Adopted**
MOVER:	Jeff Kinnard D.C.
SECONDER:	Holly L. Davis
AYES:	Davis Schlabach, Davis, Bays, Kinnard D.C., Finegan
NAY:	None

Ordinance Number 2023-A33

Item T3 Power Point

Additional Information for Item T3

U. ADJOURN

The meeting was adjourned at 7:15 PM.

Proof of Publication