



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

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

AGENDA

December 12, 2023 - 1:00 PM

**Holly L. Davis, Chairman, District 5
Rebecca Bays, 1st Vice Chair, District 4
Diana Finegan, 2nd Vice Chair, District 2
Jeff Kinnard D.C., Commissioner District 1
Ruthie Davis Schlabach, Commissioner District 3**

**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 the opportunity to 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 of 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. The County Administrator can be reached at (352) 527-5210. 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 proceeding 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 the meeting because of a disability or physical impairment should contact Citrus County, 3600 W. Sovereign Path, Lecanto, FL 34461, Carlton Hall, ADA Coordinator (352) 527-5477, at least 2 days before the meeting. If you are hearing or speech impaired, dial 7-1-1 or 800-955-8771(TTY). If you need a Spanish translator, dial the Florida Relay Service at 800-955-8773. For all other languages, please contact Denise Gallagher or Elaine Thomas at 352-527- 5210.

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:
November 14, 2023 Regular Meeting
November 28, 2023 Public Workshop
November 28, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

Community Services

B.2. Faith Life & Salvation Ministry Insurance Waiver Request

Approve and authorize the Chairman to waive the insurance requirements per AR 12.08-9 for Faith Life & Salvation Ministry to meet weekly at the Beverly Hills Community Building for the purpose of church services.

B.3. Central Citrus Little League, Inc. Youth Agreement

Approve and authorize the Chairman to execute the Youth Athletic Organization Agreement between Citrus County, Florida, and Central Citrus Little League, Inc. for the 2024 Season.

B.4. Crystal River Little League, Inc. Youth Agreement

Approve and authorize the Chairman to execute the Youth Athletic Organization Agreement between Citrus County, Florida, and Crystal River Little League, Inc. for the 2024 Season.

Fire Services

Human Resources

Management and Budget

Growth Management

Public Works

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 23-082 Annapolis Avenue Force Main Upgrade Project; Hartman Civil Construction Company, Inc.

Approve and authorize the Chairman to execute an Agreement between Citrus County, Florida and Hartman Civil Construction Company, Inc. for the Annapolis Avenue Force Main Upgrade Project. **(Ken Cheek, Water Resources Director).**

E.1.b. RFQ 20-073 Work Authorization; Professional Engineering Services to provide Class I Phase 4 Expansion and Citizens Area Design; Jones Edmunds & Associates, Inc.

Approve and Authorize the Chairman to execute the Work Authorization for Jones, Edmunds & Associates, Inc. to conduct Construction Quality Assurance Services for the Central Landfill Class 1 Phase 4A Expansion Construction Project at a cost of \$940,694. **(Carlton Hall, Public Works Interim Director).**

E.1.c. PB 24-014 RFB #2019-05 Stretchers and Power Cots; Stryker Sales, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Stryker Sales, LLC for the purchase of Stretchers, Power

Loaders, Stair Chairs, and Stair PROs.(**Craig Stevens, Fire Chief**)

- E.1.d. RFQ 21-096 Work Authorization; Professional Services-Continuing Services Contract-Utilities/Water Resources; SCADA Master Plan-CIP U2024-13-Chassahowitzka River DFS to SEL Conversion Phase II; McKim & Creed, Inc.**
Approve and Authorize the Chairman to execute a Work Authorization for McKim & Creed, Inc. to provide the VTScada application upgrade, various infrastructure pieces and installation at the 10 stations at a cost of \$88,462. (**Ken Cheek, Director of Water Resources**)
- E.1.e. ITB 20-005 Amendment No. 3; Traffic Signal Emergency-Planned Repair and Installation; Traffic Control Devices, LLC**
Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Traffic Control Devices, LLC to extend the Agreement until January 6, 2025, with no additional cost. (**Carlton Hall, Interim Public Works Director**).
- E.2. Budget Transfers**
Approve the budget transfer for the General Gov Vehicle Trust for fiscal year 2023-2024 (**Erin Dohren, Director Management & Budget**)
- E.3. Budget Resolutions**
a. Adopt and authorize the Chairman to execute a resolution adopting/amending the Local Assistance and Tribal Consistency Fund (LATCF) and the Section 8 Rental Assistance Program grant budgets for fiscal year 2023-2024. (**Erin Dohren, Director Management & Budget**)
- E.4. Partial Release of SHIP Mortgage and Consent**
Authorize Chairman to execute the Partial Release of SHIP Mortgage and Consent between Citrus County, FL and Creative Choice Homes XXVIII. (**Eric Head, Community Services Director, Michelle Alford, Housing Services Director**).
- E.5. 2023 Elder Options Annual Monitoring**
Approve and authorize the Chairman to sign the Mid-Florida Area Agency on Aging dba Elder Options 2022 Annual Monitoring Report Response letter. (**Eric Head, Community Services Director**)
- E.6. ProQuest Service Agreement**
Approve and authorize the Chairman to execute the agreement between ProQuest LLC and Citrus County, Florida. (**Eric Head, Community Services Director**)
- E.7. Kanopy Service Agreement**
Approve and authorize the Chairman to execute Kanopy Inc Services agreement between Kanopy Inc and Citrus County, Florida. (**Eric Head, Community Services Director**)
- E.8. Memorandum of Understanding between Citrus County Sheriff's Office and**

Citrus County, Florida titled Citrus/Sheriff E911 Agreement for Fire Dispatch Services

Approve and authorize the Chairman to execute a Memorandum of Understanding with Citrus County Sheriff's Office (CCSO) establishing roles and responsibilities for providing emergency fire dispatch services at the Communications Center to perform the general functions of fire dispatchers for Citrus County Fire Rescue beginning on October 1, 2023 and ending on September 30, 2024. **(Craig Stevens, Fire Chief)**

E.9. Memorandum of Understanding between Citrus County Sheriff's Office and Citrus County, Florida titled Citrus/Sheriff E911 Agreement for EMS Dispatch Services

Approve and authorize the Chairman to execute a Memorandum of Understanding with Citrus County Sheriff's Office (CCSO) establishing roles and responsibilities for providing emergency EMS dispatch services at the Communications Center to perform the general functions of an EMS dispatcher for Citrus County Fire Rescue beginning on October 1, 2023 and ending on September 30, 2024. **(Craig Stevens, Fire Chief)**

E.10. CR491 / Coburn-Vanness Contract Release

a. Approve and authorize the Chairman to execute the Mutual Release and Discharge of Conveyance and Construction Agreement and County Deed between Citrus County, Florida and Ernest Dale Coburn, and Thomas M. Vanness, Jr., as Co-Trustees of the Coburn Family Real Estate Trust as created in the Merle L. Coburn Revocable Trust dated December 1, 1984.

b. Authorize the Clerk to record the Mutual Release and Discharge of Conveyance and Construction Agreement and County Deed in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director & Walt Eastmond, Tech Svcs Div. Dir.)**

E.11. Contract No P132BOCT22, Virgin Islands Inmate Housing Contract Renewal

Approve and authorize the Chairman to execute the Exercise of Renewal Option between the Government of the U.S. Virgin Islands, Bureau of Corrections, CoreCivic of Tennessee, LLC and Citrus County, Florida for Contract No P132BOCT22, Housing for the Virgin Island Inmates, from December 16, 2023 through December 15, 2024. **(Erin Dohren, Management and Budget Director)**

E.12. NE 8th Avenue Trail Project -Connecting Copeland Park and Jim LeGrone Memorial Park

a. Approve and authorize the use of impact fees in the amount of \$250,000 by the City of Crystal River for the design of a new multi-use trail between Jim LeGrone Memorial Park and Fredrick W. Copeland Park.

b. Provide staff direction on the specific impact fee accounts and amounts to be used.

c. Approve and authorize the Chair to execute the MOU between the City of Crystal River and Citrus County, Florida for the use of impact fees for the NE 8th Avenue Trail Project, once the County Administrator and County Attorney have reviewed and approved. **(Steve L. Howard, County Administrator)**

E.13. Mileage Rate

Motion and vote to set Commissioner's mileage reimbursement at the Florida Statutes Mileage rate of .445 cents per mile and to grant reasonable fixed monthly mileage allowances upon the completion and certification of the "Statement of Travel Allowance" by each Commissioner. **(Erin Dohren, Management and Budget Director)**

E.14. FDOT Grant Agreement - Inverness Airport Corporate Hangar

- a. Approve and authorize the Chairman to execute the FDOT Grant Contract – JPA G2M42 in the amount of \$1,500,000 with a County match of \$1,500,000 for the construction of a corporate hangar at Inverness airport.
- b. Approve and authorize the Chairman to execute the attached Acceptance Resolution to be included in the FDOT Grant Contract – JPA G2M42 “Exhibit D” **(Carlton Hall, Interim Public Works Director)**

E.15. Request for 4 additional staff for Building Division

Approve the request to add (2) inspector positions, and (2) plans examiners to the Building Division and related budget transfer. **(Eric Landon, Growth Management)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:20 PM - 2023-16 Emergency Medical Services Billing Audit

Presentation of the 2023-16 Emergency Medical Services Billing Audit **(Clerk of Courts & Comptroller)**

H.2. 1:30 PM PV-2023-00006 Bedwell - Vacate easement

- a. Conduct a public hearing to consider PV-2023-00006, Morgan Bedwell for Dillon and Morgan Bedwell.
- 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.3. 1:35 PM Presentation Citrus County Opioid Settlement Regional Funds

- a. Provide County staff direction on the project selection process. Does the Board want the Citrus County Opioid Task Force to review projects and submit them to LSF Health Systems, or does the Board want to review the projects before or after the Task Force, or the Board approve and submit projects for funding.
- b. Authorize the Citrus County Opioid Task Force to select a committee to review and recommend projects to LSF Health Systems for funding from regional opioid settlement funds designated for Citrus County.

- c. Approve and authorize County staff to submit projects to the Citrus County Opioid Task Force Committee through the County Administrator, for consideration and funding. **(Presentation by Lutheran Services & Florida Health Department)**

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

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

L.1. Discussion on scheduling a Hurricane Workshop on how the National Weather Service (NWS), Tampa prepares the public for active weather events.

Discussion on scheduling a Hurricane Workshop at a board meeting in April, on how the National Weather Service (NWS), Tampa prepares the public for active weather events.

L.2. Discussion on the removal of the assigned parking signs in the county parking lot between the Historical Courthouse and the Sheriff's office.

Discussion on the removal of the assigned parking signs in the county parking lot between the Historical Courthouse and the Sheriff's office.

M. 2nd VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

O.1. Discussion of Commissioner Boards & Committee Liaison Appointments

Discussion & consensus of Commissioner Boards & Committee Liaison Appointments for 2024

O.2. Citrus County Canvassing Board Alternate Member for the 2024 Election Cycle

Appoint a qualified Citrus County elector to serve as the alternate to Commissioner Rebecca Bays on the Citrus County Canvassing Board for the 2024 election cycle.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

Board of County Commissioners Meeting - December 12, 2023

1. Regular Meeting, January 9, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, **MONDAY, January 22, 2024**, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, February 6, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Strategic Planning Retreat: **THURSDAY, January 18, 2024**, at 9:00AM, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida 34461

T. PUBLIC HEARINGS

U. ADJOURN