



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

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

AGENDA

January 9, 2024 - 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:
December 12, 2023 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. Clerk IT Equipment for Disposal

Approve and authorize removal of asset 90335, Fluke etherscope LAN analyzer.

B.3. Clerk IT Equipment for Donation

Approve and authorize removal of assets 1190 and 1282, Dell Poweredge Servers.

B.4. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

Fire Services

B.5. Citrus County Fire Rescue EMS Billing Policies

Approve and authorize the Chairman to review and adopt the CCFR EMS Billing Policies. **(Craig Stevens, Fire Chief)**

Human Resources

Management and Budget

Growth Management

B.6. RPLT2023-00005 Edester Subdivision

- a. Review RPLT2023-00005, Edester Subdivision, to combine Lots 151 and 152 of Tanglewood subdivision.
- 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

Systems Management

Visitors and Convention Bureau

Water Resources

B.7. FGUA Board - Alternate Member

Appoint Bernadine Flood-Nichols, U.B.S. Division Director, to serve as an Alternate Member of the Florida Governmental Utility Authority (FGUA) Board for Ken Cheek, Water Resources Director, who is the current Member of the FGUA Board for Citrus County. **(Ken Cheek, Water Resources Director).**

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

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 Bill Danzey and direct the Clerk to record the documents in Public Record. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.9. Release of Lien for Connection Charge Installment Lien Agreement - Moss

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: Cheryl L Moss and direct the Clerk to record documents in public records. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.10. Release of Lien for Connection Charge Installment Lien Agreement - Morrell

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: Danny Morrell and direct the Clerk to record documents in public records. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.11. Release of Lien for Connection Charge Installment Lien Agreement - Poppe

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: David R Poppe and direct the Clerk to record in Public Records. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.12. Release of Lien for Connection Charge Installment Lien Agreement - Dias

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: Steven E & Linda C Dias and direct the Clerk to record documents in public records. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.13. Connection Charge Installment Lien Agreement - Vo

- a. 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 Dang Vo.
- b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

Set Public Hearings Workshops

B.14. SV-2023-00003 Diaz- set public hearing for street vacate

- a. Set a public hearing on February 6, 2023, at 1:30 p.m. for SV-23-000003, Adam and Stephanie Diaz.
- b. Approve and authorize the Chairman to execute the resolution setting the public hearing. **(Eric Landon, Growth Management)**

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation Law Enforcement Officer Appreciation Day

Approve and authorize the Board to proclaim January 9, 2024 as Law Enforcement Officer Appreciation Day in Citrus County, Florida.

C.2. Proclamation -- Recognizing Bob Metz Day in Citrus County, Florida

Approve and authorize the Board to recognize Bob Metz Day in Citrus County, Florida

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. PB 24-010 TIPS RFP 220105 Technology Solutions, Products and Services; Image One Corporation

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Image One Corporation for the digitization conversion scanning services for Growth Management on an as-needed basis. **(Todd Dunn, Director Systems Management)**

E.1.b. RFP 20-043 Amendment No. 2; Third Party Claims Administration; Johns Eastern Company, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Johns Eastern Company, Inc. to add inpatient medical billing and review. **(Erin Dohren, Management & Budget Director)**.

E.1.c. ITB 23-020 Amendment No. 1; SCOP Road Resurfacing - E Withlacoochee Trail from 4000 ft west of E Tasha Ct to E Scott Ln; Pave-Rite, Inc

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Pave-Rite, Inc. to extend the time for final completion to February 16, 2024, and at no additional cost. **(Carlton Hall, Public Works Interim Director and Walt Eastmond, Tech Svcs Div. Dir.)**

E.1.d. ITB 22-035 Amendment No. 4; Brentwood WWTF to Meadowcrest WWTF Diversion; Pospiech Contracting, Inc.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Pospiech Contracting, Inc. to extend the time of final completion to January 4, 2024. **(Ken Cheek, Water Resources Director)**

E.1.e. RFP 19-046 Amendment No. 5; Congregate & Home Delivered Meals for Senior Care; G. A. Food Services of Pinellas County, LLC formally known as G.A. Food Services of Pinellas County Inc. dab G.A. Food Service, Inc

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida and G.A. Food Services of Pinellas County, LLC, formally known as G.A. Food Services of Pinellas County, Inc. dba G.A. Food Service, Inc. to extend the duration of the Agreement for the Older American Act Programs to December 31, 2024, and to increase the price to be paid for meals. **(Eric Head, Community Services Director)**

E.1.f. SGS 23-122 Purchase Disk Filter System to Re-Build Meadowcrest Filter; Aqua-Aerobic Systems, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Aqua-Aerobic Systems, Inc. for the purchase of parts to re-build the filter assembly located at the Meadowcrest WWTP. **(Ken Cheek, Water**

Resources Director).

E.1.g. ITB 23-001 Amendment No. 1; Bus Shelters; Tolar Manufacturing Company, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Tolar Manufacturing Company, Inc. to extend the duration of the Agreement to February 6, 2025, on an as-needed basis and budgeted. **(Eric Head, Community Services Director)**

E.1.h. RFQ 21-025 Amendment No. 3; Landfill Scale Infrastructure Upgrade & Modernization Project; Mettler-Toledo, LLC

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Mettler-Toledo, LLC to extend the time for final completion to April 8, 2024. **(Carlton Hall, Interim Director, Public Works)**

E.1.i. ITB 22-132, Amendment No. 1; Bicentennial Park Pool-Chemicals and Equipment; Aqua Triangle 1 Corporation dba Triangle Pool Services

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Aqua Triangle 1 Corporation dab Triangle Pool Service to authorize a price increase for Sodium Hypochlorite. **(Eric Head, Community Services Director).**

E.1.j. PB 24-012 RFB #2021-06 Medical Equipment; Stryker Sales, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Stryker Sales, LLC for the purchase of LUCAS chest compression systems, batteries, battery chargers, external power supply and ProCare LUCAS preventative maintenance service.**(Craig Stevens, Fire Chief)**

E.1.k. ITB 22-076 Amendment No. 2; Business Industrial Park at Inverness Airport; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Commercial Industrial Corp. to extend the time for final completion to March 13, 2024, with no additional cost associated with this Amendment. **(Carlton Hall, Interim Director of Public Works)**

E.1.l. ITB 21-014 Amendment No. 1; Contract Mowing for Crystal River and Inverness Airport; Gilmer Lawn Service, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Gilmer Lawn Service, Inc. extending the duration of the Agreement to February 22, 2025. **(Carlton Hall, Interim Director of Public Works)**

E.1.m. AGR 21-176 Notice of Termination; Fire Rescue/EMS; ZOLL Data Systems, Inc.

Approve and Authorize the Chairman to execute the Notice of Termination between Citrus County, Florida and ZOLL Data Systems, Inc. as of February 9, 2024. **(Fire Chief Craig Stevens, Fire Rescue)**

E.2. Budget Transfers

Approve the budget transfer for the Solid Waste Management (2), Capital Improvement Program, Building Division (2), Aquatic Vehicle Trust, Housing Services (3), Health Department, Insurance Trust, Utility Regulation, Fire Rescue/Citrus Opioid MOU, Fire Rescue/Opioid Settlement Fund, Utilities, Beverly Hills MSBU, General Fund CIP, Fire Rescue, and Emergency Medical Service 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 Utilities Fleet Vehicle Trust, the Utility & Special Assessment, Cambridge Greens Septic Sewer grant, Older American's Act – Title III C-1 grant, Older American's Act – Title III C-2 grant, Older American's Act – Title III E grant, Transportation Operations Section 5311 grant, Transportation Disadvantaged Trip and Equipment grant, Section 8 Rental Assistance Program grant, State Housing Initiative Partnership (SHIP) grant, Consolidated Special Assessment, Florida Department of Transportation Small County Outreach Program (SCOP) Dunkenfield Avenue grant and Hurricane Hermine grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. FDOT FY24 Grant Agreement FPN 451464-1-94-01; Crystal River Airport Fuel Tanks Replacement

- a. Authorize the Chairman to execute the related FDOT amended agreement FPN 451464-1-94- 01.
- b. Approve and authorize the Chairman to execute the resolution in the FDOT agreement, exhibit D. **(Carlton Hall, Interim Public Works Director)**

E.5. Inverness Airport Maintenance & Re-marking of Runway, Taxiway, and Aprons FDOT Grant Agreement

- a. Approve and Authorize the Chairman to execute the FDOT Grant Agreement – JPA G2N60 in the amount of \$165,000, with a County match of \$41,250, plus contingency of \$20,000, for the maintenance and re-marking of Inverness Airport's runway, taxiway, and aprons.
- b. Approve and authorize the Chairman to execute the attached Acceptance Resolution to be included in the FDOT Grant Contract – JPAG2N60 "Exhibit D" **(Carlton Hall, Interim Public Works Director)**

E.6. CoreCivic Contract Monitoring Update for November 2023

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

E.7. Lutheran Services Florida, Inc. and Department of Children and Families Documents

- a. Request the Board to approve the submission and the Chairman to fully execute the Affidavit of Compliance with Employment Eligibility Requirements; Certification Regarding Lobbying Certification for Contracts, Grants, Loans and Cooperative

Agreements; Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Contract/Subcontracts, and Vendor Certification Regarding Scrutinized Companies Lists forms.

b. Request the Board designate Division Chief of EMS Jason Morgan as authorized to execute the Department of Children and Families Access Confidentiality and Nondisclosure Agreement as well as designate him to be the "User" on the Resource Access Request. **(Craig Stevens, Fire Chief)**

E.8. Roll Forward Purchase Order Budget Resolution

Adopt and authorize the Chairman to execute a resolution amending the County Budget for outstanding purchase orders from fiscal year 2022/2023 that will be brought forward into fiscal year 2023/2024. **(Erin Dohren, Management & Budget Director)**

E.9. Termination of Waste Disposal Account Agreement for Dinky Dough Disposal

Approve termination of the Waste Disposal Account Agreement between Citrus County and Dinky Dough Disposal dated June 27, 2022. **(Carlton Hall, Interim Public Works Director)**

E.10. Citrus County Forfeiture Fund Request

Provide staff direction regarding funding in the amount of \$6,751.01 for Anti-Drug Coalition of Citrus County, Inc. **(Erin Dohren, Management & Budget Director)**

E.11. Sea Otter Path Sewer Extension Release of Retainage

Accept the completed Sea Otter Sewer Addition Project and approve the release of retainage in the amount of \$20,077.95 to Constantine Constructors, LLC. **(Ken Cheek, Water Resources Director)**

E.12. Citrus Springs 2023 Assessment Area

- a. Approve and authorize Chairman to execute a Release of Lien for Gary M. Anderson and Douglas E. Clark & Carolee M. Reisinger.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director)**

E.13. Floral Park Use Agreement - 37th Annual Floral City Strawberry Festival

Approve and authorize the Chairman to execute the Floral Park Use Agreement between Citrus County, Florida, a political subdivision of the State of Florida and the Citrus County Chamber of Commerce, Inc. for utilization of Floral Park for the 37th Annual Floral City Strawberry Festival to be held on March 2 & 3, 2024. **(Eric Head, Community Services Director)**

E.14. SA202300001 Stewardship Agreement for Pine Ridge Property Owners Association, Inc

Approve the request and authorize the Chairman to execute the Stewardship Agreement for Pine Ridge Property Owners Association, Inc. **(Carlton Hall, Interim Public Works Director)**

E.15. 2023-2024 Emergency Medical Services County Grant Funds Resolution

Approve and authorize the Chairman to execute the resolution authorizing the County Administrator to submit the application requesting funds from the State of Florida Emergency Medical Services (EMS) Trust Fund, contract documents, amendments, or modifications thereto and any related documents. This resolution certifies that the monies from the EMS County Grant will be used to improve and expand the County's existing pre-hospital EMS system and not to supplant current levels of county expenditures. **(Craig Stevens, Fire Chief)**

E.16. Fort Island Trail Boat Ramp Interlocal Agreement

Approve and authorize the Chairman to execute the Interlocal Agreement between the City of Crystal River and Citrus County to expand the parking capacity and construct an additional third boat ramp with the Fort Island Boat Ramp project. **(Eric Head, Community Services Director)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Development Agreement Amendment - Gulf to Lake Assoc- BOCC accept to consider

Review and determine request for consideration of a Development Agreement Amendment with Corta Lecanto LLC, as successor developers to Gulf to Lakes Associates, Ltd, for number and size/type of signage on outparcels (approval will allow staff to proceed with review and schedule public hearings). **(Eric Landon, Growth Management Director)**

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 PM Special Bequest Presentation by John Eden

Special Bequest Presentation by John Eden

H.2. 1:30 p.m. PV-2023-00005 Hughes - Vacate easements

a. Review and approve PV-2023-00005, Paula Rushton for Kent and Stephanie Hughes, to vacate the drainage and utility easements lying between Lots 6-7 and Lots 40-41, Block 18, Crystal Manor Unit 1.

b. If approved, direct the Chair and Clerk to execute the Resolution for application PV-2023-00005, Paula Rushton for Kent and Stephanie Hughes. **(Eric Landon, Growth Management Director)**

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Selection of three (3) regular members for the PDC

Appoint three (3) regular members to the Planning and Development Commission for terms from January 31, 2024 to January 31, 2028. **(Growth Management, Eric Landon)**

I.2. Water and Wastewater Authority Board Nomination and Appointment

Nominate and Appoint one (1) individual to the Water and Wastewater Authority Board who will serve a position as a Technical Member in the term that expires on January 31, 2027. **(Cecilia Boehm, Executive Assistant II)**

I.3. Water and Wastewater Authority - Announce Expiration of Terms & Vacancies

a. Announce the expiration of terms for two (2) Board Member positions on Water and Wastewater Authority. The current terms expire on January 31, 2024, and the new terms will be for one (1) year that will expire on 01/31/2025 and four (4) years that will expire on 01/31/2028. b. Announce two (2) vacancies and the taking of applications for one (1) Lay Member position with the terms that will expire on January 31, 2028, and one (1) Alternate Member position with the terms that will expire on January 31, 2025. Deadline for applications is January 31, 2024, with nominations and appointments to occur at the February 20, 2024, Board of County Commissioners Regular Meeting. **(Cecilia Boehm, Executive Assistant II)**

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

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

L.1. Discussion and Vote on living in shipping containers

Discussion and Vote on living in shipping containers.

M. 2ND VICE CHAIR DIANA FINEGAN - DISTRICT 2

M.1. Discussion and vote on increasing non-performance assessment for Core Civic to \$3,750 per day as stipulated in Article 14.2 of the contract.

Discussion and vote on increasing non-performance assessment for Core Civic to \$3,750 per day as stipulated in Article 14.2 of the contract.

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

O.1. Discuss and Vote on the Temporary stop on issuing new permits for Inverness Village IV

Discussion and Vote on the next steps for Inverness Village IV:

- a. Allow the deadline to expire with no further action
- or**
- b. Extend the deadline an additional ninety (90) days.

O.2. Board and Committee Liaison Appointments

Re-Assign Keep Citrus Beautiful to Commissioner Jeff Kinnard, D.C.

O.3. Discussion and Vote to send a letter on behalf of the Board of County Commissioners to Attorney General Ashley Moody on the issues in Inverness Villages IV.

Discussion and Vote to compose a letter to Attorney General Ashley Moody on the issues in Inverness Villages 4, requesting the Attorney General's office look at the violations and the potential consumer fraud issues.

O.4. COPS Grant to include funding, number of positions and affidavit

- a. Obtain an affidavit signed by the Sheriff certifying the (7) items listed in the brief overview of this memo as encouraged by the County Legal Counsel.
- b. Approve and authorize the Chairman to create an account with the Department of Justice (DOJ) as an Authorized Representative and approve the COPS Grant award.
- c. Provide staff direction regarding the number of positions to budget each year.
- d. Request the Sheriff to amend the grant award corresponding to the number of positions approved by the BOCC.
- e. Approve related budget transfer for the number of positions approved by the board for FY 24, not to exceed \$6,233,187.
- f. Provide direction to staff on funding source for the positions approved for FY 24, i.e. Reserves, Impact Fees, etc.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, **MONDAY January 22, 2023**, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, February 6, 2024 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, February 20, 2024 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

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

T. PUBLIC HEARINGS

T.1. 5:01 pm AA-2023-00003 Pigeon - Amend Pine Ridge Master Plan

- a. Conduct a public hearing on January 9, 2024 at 5:01 p.m. to review and consider AA-2023-00003, Pigeon for Southern Oaks Property Group, LLC.
- b. If approved, direct the Chairman and Clerk to execute the ordinance for AA-2023-00003, Pigeon for Southern Oaks Property Group, LLC. **(Eric Landon, Growth Management)**

U. ADJOURN