



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

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

AGENDA

January 22, 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

Administration

Attorneys Office

Clerk

B.1. County Warrants

Accept the attached check registers outlining the County warrants.

B.2. Clerk IT Equipment for Disposal

Approve and authorize removal of asset 1301, Viewscan II Microfilm scanner.

B.3. Clerk Records Disposition #2141

Approve and authorize the Chairman to execute the Clerk's Records Disposition Documents #2141 for disposal of records that have met their assigned retention periods.

Community Services

B.4. Library Services Furniture Asset Deletion

Approve deletion of the following items from the inventory of Library Services and the removal of said items from the county's Capital Asset listing: Assets numbers 002220, 002330, 002327, 002309, 002306, 002316, 002272, 002315, 18031-000, 002342, 002288, 000911, 002321, 08653-009, 002317, 002215, 002275, 002273, 002278, 002286, 002225, 002365, 002361, and 002320.

Fire Services

Human Resources

Management and Budget

Growth Management

Public Works

Systems Management

B.5. Records Disposition

Approve and authorize the Chairman to execute the following Records Dispositions for the disposal of public records that have met legal retention: BOCC-0430, BOCC-0431, BOCC-0432 (**Todd Dunn, Systems Management, Chief Information Officer**).

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Present a check to the Board of County Commissioners from the Withlacoochee River Electric Cooperative, Inc.

Mr. Jamen Monbarren, District Manager of Withlacoochee River Electric Cooperative, Inc., Crystal River, will present the Board of County Commissioners with a capital credit check from the Withlacoochee River Electric Cooperative, Inc.

C.2. Proclamation Career and Technical Education Month

Approve and authorize the Board to proclaim February 1-29, 2024 as Career and Technical Education Month.

C.3. Proclamation -- National Certified Registered Nurse Anesthetist Week

Approve and authorize the Board to proclaim January 21-27, 2024 as National Certified Registered Nurse Anesthetist Week.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 22-027 Consent to Assignment of Agreement; (RE-BID) Transportation and Disposal of Waste Tires at the Central Landfill; Liberty Tire Recycling, LLC
Approve and Authorize the Chairman to execute the Consent to Assignment of Agreement between Citrus County, Florida and Liberty Tire Recycling, LLC.
(Marcello Tavernari, Public Works Director, Carlton Hall, Interim Director of Public Works)

E.1.b. RFP 21-050 Work Authorization; General Contractor Continuing Services; Central Citrus Resource Center Exterior Painting of BLDG; Daly & Zilch (Florida), Inc.
Approve and Authorize the Chairman to execute a Work Authorization between Citrus County, Florida and Daly & Zilch (Florida), Inc. for the exterior painting of the Central Citrus Resource Center at a total budgeted cost of \$130,000. **(Marcello Tavernari, Carlton Hall, Interim Public Works Director)**

E.1.c. AGR 21-028 Consent to Assignment Agreement; JustFOIA Records Request Solution for System Management; JustFOIA Inc.
Approve and Authorize the Chairman to execute the Consent to Assignment Agreement between Citrus County, Florida and JustFOIA, Inc. at no additional cost. **(Todd Dunn, Chief Information Officer)**

E.1.d. AGR 24-065 Professional Services Agreement to Update the County's Local Mitigation Strategy (LMS); Tampa Bay Regional Planning Council (TBRPC)
Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Tampa Bay Regional Planning Council to provide the service of updating the Citrus County Local Mitigation Strategy (LMS). **(Eric Landon, Growth Management Director)**

E.1.e. AGR 24-066 County's Vulnerability Assessment; Tampa Bay Regional Planning Council (TBRPC)
Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Tampa Bay Regional Planning Council (TBRPC) to complete the Citrus County Vulnerability Assessment in compliance with the requirements of s.380.093 F.S. **(Erin Dohren, Management and Budget Director)**.

E.1.f. QTE 24-023 Cleaning Services for East & West Citrus Community Centers; Thomas Four Inc., dba Servicemaster Professional Service
Approve and Authorize the Chairman to Execute the Agreement between Citrus County, Florida and Thomas Four Inc. dba Servicemaster Professional Service for Cleaning services at the East & West Community Centers. **(Eric Head, Community Services Director)**.

E.1.g. ITB 22-096 Amendment No. 1; Northwest Quadrant Watermain Extension Project; Amici Engineering Contractors, LLC

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Amici Engineering Contractors, LLC to extend the time of final completion to February 27, 2024. **(Ken Cheek, Water Resources Director)**

E.1.h. ITB 22-098 Amendment No. 1; Northwest Quadrant Wastewater Extension Project; Amici Engineering Contractors, LLC.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Amici Engineering Contractors, LLC to extend the time for final completion to February 1, 2025. **(Ken Cheek, Water Resources Director)**

E.1.i. RFP 24-001 Fire Rescue Uniforms & Supplies; Galls, LLC, and North America Fire Equipment Co., Inc.

Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Galls, LLC and Citrus County, Florida and North America Fire Equipment Co., Inc. to provide a web-based store for on-line ordering of Fire Rescue and EMS uniforms and accessories on an 'as needed basis'. **(Craig Stevens, Fire Chief)**

E.1.j. RFQ 21-095 Work Authorization; Professional Services-Continuing Services Contract- Engineering; CIP U2023-02 Convert old EMS Bldg for Water Resources; DRMP, Inc.

Approve and Authorize the Chairman to execute a Work Authorization for DRMP, Inc. to provide architectural design for the old EMS Building for Water Resources at a proposed cost of \$40,880. **(Marcello Tavernari, Public Works Director, Carlton Hall, Assistant Director of Public Works) and (Ken Cheek, Director of Water Resources)**

E.2. Budget Transfers

Approve the budget transfer for the Medical Examiner for fiscal year 2023-2024 **(Erin Dohren, Director Management & Budget)**

E.3. CoreCivic Contract Monitoring Update for December 2023

Concur with the recommended action of the non-performance assessment of \$31,000 against CoreCivic's December 2023 invoice. **(Erin Dohren, Director of Management & Budget/Georgette Brock, Contract Monitor)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. PV-2023-00004 Clyatt - Vacate easements

- a. Review and consider PV-2023-00004, Roy A. and Stacey L. Clyatt, to vacate the drainage and utility easements lying on the west lot line of Lot 9 and the east lot line of Lot 8, Block 5, Crystal Manor Unit 1.
- b. If approved, direct the Chair and Clerk to execute the Resolution and the Clerk to record the Resolution for application PV-2023-00004, Roy A. and Stacey L. Clyatt
(Eric Landon, Growth Management Director)

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Beverly Hills Advisory Council updated By-Laws

Approve the Beverly Hills Advisory Council updated By-Laws **(Marcello Tavernari, Public Works Director, Carlton Hall, Assistant Public Works Director)**.

I.2. Beverly Hills Advisory Council - Nominate and Appoint

Nominate and appoint 2 individuals to the Beverly Hills Advisory Council as regular members to fill terms that will be for two years and will expire on January 31, 2026. **(Carlton Hall, Assistant Public Works Director)**.

I.3. Citrus Springs Advisory Council - Nominate and Appoint

Nominate and appoint 3 individuals to the Citrus Springs Advisory Council as regular members to fill terms that will be for two years and will expire on January 31, 2026. **(Marcello Tavernari, Public Works Director, Carlton Hall, Assistant Public Works Director)**

I.4. Nominate and Appoint members to the Historical Resources Board

Nominate and appoint 5 regular members and 2 alternate members to the Historical Resources Advisory Board, for four-year terms commencing on January 31, 2024. **(Eric Landon, Growth Management Director)**.

I.5. Affordable Housing Advisory Committee (AHAC) Nominate and Appoint

Nominate and appoint four (4) positions for membership on the Affordable Housing Advisory Committee (AHAC). The terms will be for two years, starting on January 31, 2024, and ending on January 31, 2026. **(Eric Head, Director of Community Services, Michelle Alford, Housing Services Director)**

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3

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

L.1. Discussion and vote on scheduled Board of County Commissioners board meeting on Tuesday, August 27, 2024

Discussion and vote on scheduled Board of County Commissioners board meeting on Tuesday, August 27, 2024

M. 2ND VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting, February 6, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, February 20, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, March 12, 2024 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

T.1. 5:01 pm PUD-23-02: Revise existing PUD for miniwarehouse

a. Conduct a public hearing on January 22, 2024, to review and consider the application PUD-23-02 (aka PUD2023-00003), 2022 Lecanto Lecanto, LLC.

b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-23-02 (aka PUD2023-00003). (Eric Landon, Growth Management)

U. ADJOURN