



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

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

AGENDA

February 20, 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:
February 6, 2024 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. Acknowledge receipt of Report No. 2024-112 received from the Florida Auditor General.

Acknowledge receipt of Report No. 2024-112, Operational Audit, received from the Florida Auditor General regarding Southwest Florida Water Management District.

B.3. Release of Special Assessment

Approve and authorize the Chairman to execute Releases of Lien for the completed special assessments by and between Citrus County and property owners in the 2009 Citrus Springs Waterline Extensions; 2014 Crystal River Wastewater; 2014 Flying Dutchman; 2014 Las Brisas; and 2017 Limerock Road Paving.

Community Services

Fire Services

Human Resources

Management and Budget

Growth Management

B.4. RPLT2023-00019 Headings Lot (replat)

- a. Review RPLT2023-00019, Headings Lot, to combine Lots 23 and 25, Block D, Oak Forest Unit 2.
- 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).**

B.5. RPLT2023-00013 Keene's Point (replat)

- a. Review RPLT2023-00013, Keene's Point, to combine Lots 47, 48, and 49, Block B of St Martin's Estuary Retreats Unit 4.
- 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

B.6. Local Mitigation Strategy Annual Update

Approve and transmit the Local Mitigation Strategy Plan and Working Group Annual Update to the Florida Division of Emergency Management as specified in Florida Administrative Code 27P-22.004. **(Marcello Tavernari, P.E., Public Works Director/County Engineer, Carlton Hall, Assistant Public Works Director).**

B.7. Acknowledgement of Airport Hangar Lease Agreement Ellsworth CGC 2-J (new)

Staff requests that the Board of County Commissioners acknowledge the attached and executed T-Hangar lease agreement for CGC 2-J with Donald Ellsworth. **(Frank Calascione, Economic Development Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation -- National Teen Dating Violence Awareness and Prevention Month

Approve and authorize the Board to recognize February, 2024 as National Teen Dating Violence Awareness and Prevention Month in Citrus County, Florida.

C.2. Proclamation -- Irish American Heritage Month

Approve and authorize the Board to recognize the month of March, 2024 as Irish American Heritage Month in Citrus County, Florida.

C.3. Proclamation -- Newspaper in Education Week March 4-8, 2024

Approve and authorize the Board to recognize the week of March 4-8, 2024 as Newspaper in Education Week in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. ITB 23-088 Amendment No. 1; (RE-BID) Cardinal Street Force Main Project; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute the amendment to the Agreement between Citrus County, Florida and Pave-Rite, Inc. to extend the time for final completion to September 26, 2024. **(Ken Cheek, Director of Water Resources)**

E.1.b. PB 24-062 City of Palm Bay IFB No. 09-0-2021/SZ; Plan Review and Building Inspector Service; C.A.P. Government, Inc.

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and C.A.P. Government, Inc. to provide residential and commercial building inspection and permit review services on an as-needed basis.

b. Approve related Budget Transfer **(Eric Landon, Director of Growth Management)**.

E.1.c. PB 24-068 Martin County Board of County Commissioners Contract RFP 2021-3343; Utility Rate & Financial Consulting; Raftelis Financial Consultants, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Raftelis Financial Consultants, Inc. to provide assistance with water, wastewater, solid waste and other rate advisory financial services. **(Erin Dohren, Director of Management & Budget)**

E.1.d. ITB 22-035 Amendment No. 5; Brentwood WWTF to Meadowcrest WWTF Diversion; Pospiech Contracting, Inc.

Approve and Authorize the Chairman to execute Amendment No. 5 to the Agreement between Citrus County, Florida and Pospiech Contracting, Inc. to extend the time of final completion to February 3, 2024. **(Ken Cheek, Water Resources Director)**

E.1.e. ITB 21-036 Amendment No. 1; Sewage Sludge Hauling Service; American Pipe & Tank, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and American Pipe & Tank, Inc. to extend the duration of the Agreement to March 8, 2026. **(Ken Cheek, Water Resources Director)**

E.1.f. SGS 21-040 Amendment No. 1; Backup and Disaster Recovery and Support

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and ITPartners Plus, LLC extending the duration of the Agreement to March 8, 2027. **(Todd Dunn, Chief Information Officer)**.

E.1.g. 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 once the signed Amendment is received and approved by the County Attorney's office. **(Todd Dunn, Chief Information Officer)**

E.1.h. PB 24-036 Omnia Contract #23-6692-03 Technology Product Solutions and Related Services; Insight Public Sector, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Insight Public Sector, Inc. for the purchase of five (5) printing kiosks and the associated software, licenses, installation, maintenance and support. **(Eric Head, Community Services Director)**.

E.2. Budget Transfers

Approve the budget transfer for the Visitor & Convention Bureau and the Building Division for fiscal year 2023-2024 **(Erin Dohren, Director Management & Budget)**

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute a resolution adopting/amending Department of Homeland Security (2), the Florida Department of Transportation Aviation Development and the Florida Economic Community Block grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. Building Division Vehicle Request

- a. Approve the Building Division purchase of the 5 vehicles.
- b. Approve related budget transfer **(Eric Landon, Growth Management Director)**

E.5. 3406 N. Turkey Oak Dr., Crystal River (Betz Farm Property)

Approve and Authorize the Chairman to execute Addendum to Vacant Land Sales Agreement for 3406 N. Turkey Oak Dr., Crystal River (Betz Farm Property) to extend the due diligence period and closing date for the requested 60 days.
(Marcello J. Tavernari, P.E. Public Works Director/County Engineer)

E.6. Funds Bequeathed in the Estate of Joan M. Knapp

Provide staff direction for the designation of the \$20,618.01 bequeathed to Citrus County Animal Services. **(Denise A. Dymond Lyn, County Attorney)**

E.7. County-wide Stormwater Utility Operations, Management and Assessments

Proposal Letter - NGN

Authorize Chairman to execute the County-wide Stormwater Utility Operations and Management Assessments Proposal Letter from Nabors, Giblin & Nickerson for fiscal year 2024-25.

(Marcello J. Tavernari, P.E., Public Works Director/County Engineer)

E.8. FY23 Assistance to Firefighters (AFG) Grant Program

a. Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding to The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2023 Assistance to Firefighters Grant (AFG) Program for PPE washer/extractor/dryer equipment.

b. Approve and authorize the Chairman to execute the "Designation of Signature Authority". **(Craig Stevens, Fire Chief)**

E.9. CoreCivic Contract Monitoring Update for January 2024

Concur with the recommended action of the non-performance assessment of \$31,000 against CoreCivic's January 2024 invoice. **(Erin Dohren, Director of Management & Budget/Georgette Brock, Contract Monitor)**

E.10. Release of Retainage ITB 23-020

a. Accept the completed project, acknowledge pay application number 4 as Final Completion of SCOP Road Resurfacing of E Withlacoochee Trail from 4000 ft west of E Tasha Ct to E Scott Ln.

b. Approve the release of retainage and authorize the Clerk to release retainage to the contractor, Pave-Rite, Inc. in the amount of \$56,290.58.

c. Return any encumbered funds back to the appropriate accounts. **(Marcello Tavernari, P.E., Public Works Director/County Engineer)**

E.11. Citrus County Detention Facility Operation and Management Services; CoreCivic of Tennessee, LLC, RFP 20-020 Amendment No. 1,

a. Approve and authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and CoreCivic of Tennessee, LLC.

b. Approve the creation of the full time Contract Monitor position at a 202 pay grade. **(Erin Dohren, Management & Budget Director)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Presentation and Approval of Budget Hearing Dates

Set the dates and times for the FY 2024/2025 Budget Presentation March 12, 2024, and Budget Hearings: Library Special District Preliminary Budget Hearing on Wednesday, July 24, 2024, at 8:30 a.m., Fire Protection Special District Preliminary

Budget Hearing on Wednesday, July 24, 2024, at 8:45 a.m., Board of County Commissioners Preliminary Budget Hearing on Wednesday, July 24, 2024, at 9:00 a.m., Tentative Budget Hearing on Thursday, September 5, 2024, at 5:01 p.m., and the Final Budget Hearing on Tuesday, September 24, 2024, at 5:01 p.m. at the Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness. **(Erin Dohren, Management and Budget Director)**

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. Presentation of the ACFR Award

Presentation of the award for Certificate of Achievement for Excellence in Financial Reporting to Citrus County by The Honorable Ken Burke, CPA, Pinellas County Clerk of the Circuit Court and Comptroller. **(Angela Vick, Clerk of the Circuit Courts & Comptroller)**

H.2. 1:40 p.m. Discussion and Consensus on Space Needs

Provide staff direction and consensus on option(s) to address space needs. **(Steve L. Howard, County Administrator)**

H.3. 1:45 p.m. American Rescue Plan Act (ARPA) Project List Update

Provide direction to staff regarding projects. **(Erin Dohren, Management & Budget Director)**.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Nominate and Appoint Members of the Aviation Advisory Board

- a. Nominate and Appoint one (1) Member-at-Large to the Aviation Advisory Board.
- b. Nominate and Appoint one (1) District 1 regular member to the Aviation Advisory Board.
- c. Nominate and Appoint one (1) District 4 regular member to the Aviation Advisory Board.
- d. Nominate and Appoint one (1) District 5 regular member to the Aviation Advisory Board.

The terms will be for two (2) years. **(Frank Calascione, Economic Development/Todd Regan, Aviation)**

I.2. Nominate and Appoint - Citrus County Veterans Services Advisory Board

Nominate and appoint two (2) individuals to fill regular member seats on the Veterans Service Advisory Board for a two-year term that will expire January 31, 2026. **(Eric Head, Community Services Director - Philip Watson, Veterans Service Officer Manager)**

I.3. Beverly Hills Advisory Council - Announce Membership Vacancy

Announce the term of membership available and accepting applications for one regular member position on the Beverly Hills Advisory Council. The term for the

regular member position will be through January 31, 2026. **(Marcello Tavernari, P.E., Public Works Director/County Engineer)**

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

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

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, March 12, 2024 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, March 26, 2024 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, April 9, 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 p.m. CPA/AA/PUD-2023-00008 LaGree for White Stone Landings, LLC

a. Conduct a public hearing on February 20, 2024, at 5:01 p.m. to review and consider application CPA/AA/PUD-2023-00008, Terry LaGree for White Stone Landings, LLC.

b. If approved, direct the Chair and Clerk to execute the ordinances for CPA/AA/PUD-2023-00008, Terry LaGree for White Stone Landings, LLC. **(Eric Landon, Director, Growth Management)**

Board of County Commissioners Meeting - February 20, 2024

T.2. 5:05 p.m. PUD-2023-00012 Hampton Hills, LLC

- a. Conduct a public hearing on February 20, 2024, at 5:05 p.m. to consider application PUD-2023-00012, Hampton Hills, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-2023-00012, Hampton Hills, LLC. **(Eric Landon, Director, Growth Management)**

T.3. 5:10 pm PUD-2023-00003 2022 Lecanto Lecanto, LLC

- a. Conduct a public hearing on February 20, 2024, to review and consider the application PUD-2023-00003 (f/k/a PUD-23-02), 2022 Lecanto Lecanto, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-2023-00003 (f/k/a PUD-23-02). **(Eric Landon, Director, Growth Management)**

U. ADJOURN