



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

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

AGENDA

March 26, 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:
March 12, 2024 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

B.3. Community Services Asset Deletion

Approve the deletion of the following item from the inventory of Community Services at Citrus County Resource Center and the removal of the same item from the county's capital asset listing: Asset #17426 Quietside AC Unit Cond and A/H. **(Eric Head, Community Services Director)**

B.4. Library Services Furniture Asset Deletion

Approve the 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 14290-002, 14290-003, 14290-004, and 30360-005.

Fire Services

Human Resources

Management and Budget

Growth Management

Public Works

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

B.5. Set a Workshop on April 9, 2024, at 9:00 a.m. for Metro Forecasting Model (Interactive Growth Model)

Set a Workshop on April 9 at 9:00 a.m. for The Interactive Growth Model ® : A growth and development forecasting tool
Presented by: Metro Forecasting Models

B.6. Set a Workshop on April 9, 2024, at 11:00 a.m. for Hurricane Preparedness NOAA

Set a Workshop for Hurricane Preparedness NOAA

B.7. Set a Workshop on May 14, 2024, at 10:00 a.m. for the Financial Study for Aviation/Airports

Set a Workshop for Financial Study on Aviation/Airports on May 14, 2024, at 10:00 a.m.

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation - National Library Week

Approve and authorize the Board to execute a proclamation declaring April 7 through April 13, 2024, as "National Library Week" in Citrus County.

C.2. Proclamation - Fair Housing Month

Approve and authorize the Board to proclaim the month of April 2024, as Fair Housing Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. LOI 21-067 Code Compliance Special Master & Alternate Special Master Services; Christian W. Waugh, Waugh, PLLC

Authorize and Approve the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Christian W. Waugh, Waugh, PLLC to acknowledge the name change of Special Master's law firm and to renew the Agreement for an additional one (1) year term on an as-needed basis. **(Eric Landon, Growth Management Director)**

E.1.b. RFQ 21-095 Amendment No. 1; Continuing Contract for Professional Services - Engineering Services; Stantec Consulting Services, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 between Citrus County, Florida and Stantec Consulting Services, Inc. to add provisions required by the Grant Agreement for the Fort Island Trailhead project. **(Eric Head, Director, Community Services) (Marcello Tavernari, P.E., Public Works Director, County Engineer)**

E.1.c. RFQ 21-025 Amendment No. 4; Citrus County Landfill Scale Infrastructure Upgrade and Modernization Project; Mettler-Toledo, LLC

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Mettler-Toledo, LLC to ratify the fourth Amended Notice to Proceed, extending the date of final completion to April 3, 2025. **(Marcello Tavernari, P.E., Public Works Director, County Engineer)**

E.1.d. ITB 22-064 Amendment No. 2; Roadway Striping Thermoplastic, Traffic Paint and Related Work; AKCA, LLC

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and AKCA, LLC for the second renewal option, extending the duration of the agreement to June 27, 2025, on an as needed basis. **(Marcello Tavernari, P.E., Public Works Director, County Engineer)**

E.1.e. ITB 24-058 Mowing of County Properties Zone 1; Southern Lawn Care Mid Florida, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Southern Lawn Care Mid Florida, Inc. to provide routine finish mowing, trimming, mulching, weeding, edging and litter pickup at various County maintained parks and properties located in Zone 1 on an as-needed basis. **(Eric Head, Director of Community Services)**

E.1.f. ITB 23-050 Amendment No. 1; Furnish Asphalt Concrete Mix Type SP-9.5 and Type 12.5 Liquid Emulsified Asphalt Grades SS-1 and AE-90 or Comparable; Superior Asphalt, Inc. & Central Materials Company, Inc.

a. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Superior Asphalt, Inc. to extend the duration of the Agreement to June 5, 2025.

b. Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Central Materials Company, Inc. to extend the duration of the Agreement to June 19, 2025. **(Marcello Tavernari, P.E., Public Works Director)**

E.2. Budget Transfers

Approve the budget transfers for the Facilities Management, Community Centers, Animal Services, Support Services, and the County Administrator 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 the Animal Shelter, the Community Care for the Elderly grant, the State Initiatives Partnership (SHIP) grant, the Article V Innovative Program, the Florida Department of Health-Citrus (FDOH-Citrus) Coordinated Opioid Recovery Program Memorandum of Understanding (MOU) and the Retired Senior Volunteer Program (RSVP) grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. 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 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. **(Ken Cheek, P.E., Water Resources Director)**

E.5. Federal Forfeiture Request

a. Approve and authorize the funding in the amount of \$32,500 to the Sheriff's Office for computer, telecommunications and surveillance equipment.

b. Approve related budget resolution. **(Erin Dohren, Management & Budget Director)**

E.6. Approve Purchase of Tourism Services from Miles Partnership

Approve the purchase of tourism services from Miles Partnership in the amount of \$107,978.28. **(Erin Dohren, Management and Budget Director, Auvis Cole, Tourism Director)**

E.7. Land Acquisition for Stormwater Management

- a. Approve and authorize the Chairman to execute Purchase and Sale Agreements from Josephine Dey, AK 1653665, 3337 E Lake Nina Dr., Inverness
- b. Authorize staff to order a title search and execute all other documents related to the closing of the property, except for recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.
- c. Approve and authorize the Chairman or designee to execute all related closing documents and authorize the Clerk to place the acceptance stamp on the deeds upon receipt and record all documents in the Public Records of Citrus County, Florida. **(Marcello Tavernari, P.E., Public Works Director, County Engineer)**

E.8. Florida 911 Region 4 Next Generation 9-1-1 Project Memorandum of Understanding

Approve and authorize the Chairman to execute the MOU to cooperate and share data with other counties in our region with the aim of improving routing services between counties to meet Florida's NG911 initiative. **(Citrus County Sheriff's Office, Mike Prendergast)**

E.9. Citrus County Old Homosassa Rooks Septic to Sewer Agreement LPS0102

Approve and authorize the Chairman to execute Agreement LPS0102 between the Florida Department of Environmental Protection and Citrus County, Florida for CIP project U2025-05 to provide \$3,041,550 in grant funding for the Old Homosassa Septic to Sewer Program. **(Ken Cheek, P.E., Water Resources Director)**

E.10. Accept Trustee's Warranty Deed for Donation of 404 N. Pirates Pt. Crystal River, Florida

- a. Approve and authorize the Chairman to accept a Trustee's Warranty Deed from John H. Eden IV, Esq., as Trustee of the Susan B. Gordon Revocable Trust, for 404 N. Pirates Pt., Crystal River, Florida.
- b. Authorize staff to execute all other documents related to the closing of the property except for recordable documents; approve and authorize payment of related closing costs associated with this property acquisition.
- c. Authorize the Clerk to place acceptance stamp on the deed and re-record it in the Public Records of Citrus County, Florida. **(Marcello J. Tavernari, P.E., Public Works Director, County Engineer)**

E.11. CoreCivic Contract Monitoring Update for February 2024

At the January 9, 2024, BOCC meeting, the Board gave direction to pause non-performance assessments for six (6) months after the Contract Monitor amendment was signed by Core Civic.

This will be the first of six months that the non-performance assessment will not be charged. **(Erin Dohren, Director of Management & Budget/Georgette Brock,**

Contract Monitor)

E.12. Citrus County Septic Connection Incentive Program Grant: LPF0902 Change Order No. 1

Approve and authorize the Chairman to execute Change Order No. 1 to agreement LPF0902 between Citrus County, Florida and FDEP. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**.

E.13. Citrus County Fire Training Center Fee Schedule

Adopt and authorize the Chairman to sign the Resolution to adopt the fee schedule for the Department of Fire Rescue. **(Craig Stevens, Fire Chief)**

E.14. 911 Coordinator Position

The Sheriff's Office has requested the Board of County Commissions to notify the Statewide 911 Coordinator at the Florida Department of Emergency Management Services through an appointment letter, email or copy of the Board's meeting minutes approving this appointment. **(Citrus County Sheriff's Office, Colonel Justin F. Ferrara)**

E.15. Barge Canal Boat Ramp - BOCC consensus to initiate the process of establishing a local ordinance for a Boating Restricted Area idle speed & no wake zone within 300 feet of the proposed boat ramp at this location.

Approve and authorize the process of establishing a local ordinance for a Boating Restricted Area idle speed and no wake zone within 300 feet of a boat ramp. **(Marcello Tavernari, P.E., Public Works Director/County Engineer)**

E.16. Modification of the Intergovernmental Agreement with the Department of Justice, United States Marshal Service

Approve and authorize the Chairman to execute a modified Intergovernmental Service Agreement between Citrus County, Florida and the Department of Justice, United States Marshal Service. **(Steve L. Howard, County Administrator)**

E.17. Idalia Hazard Mitigation Grant Program (HMGP) application

a. Approve and authorize staff to apply for County LMS projects through the State. Including submission of the required "LMS Project Submission Letter" and working with the State of Florida and their consultant.

b. Provide staff direction on matching funds for County projects. **(Erin Dohren, Management and Budget Director)**

E.18. Amended the Tentative Budget Hearing & CIP Workshop Dates

a. Change the date of the FY 2024/2025 Tentative Budget Hearing from Thursday, September 5, 2024 at 5:01 p.m. to Wednesday, September 11, 2024 at 5:01 p.m.

b. Change the date of the CIP Workshop from April 23, 2024 to May 14, 2024. **(Erin Dohren, Management & Budget Director)**

E.19. Grant application for derelict vessel removal

- a. Approve and authorize staff to remove the derelict vessel and submit the grant application to the Florida Fish and Wildlife Conservation Commission (FFWCC).
- b. Approve the resolution to be included with the grant application. **(Steve L. Howard, County Administrator)**

F. OUTSTANDING COMMISSION ITEMS

Update Outstanding Commissioners' List

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

G.1. Dashboard Presentation - BOCC Strategic Initiatives for 2023 & 2024

Dashboard Presentation - BOCC Strategic Initiatives for 2023 & 2024
Consensus on moving Outstanding Commissioners list to Dashboard **(Veronica Kampschroer, Special Projects Manager)**

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. Public Hearing on an Ordinance amendment Chapter 46 - Fire Prevention and Protection

- a. Conduct a Public Hearing to adopt an amendment to Chapter 46 - Fire Prevention and Protection - an ordinance of Citrus County, Florida, a political subdivision of the State of Florida, amending Article III, Section 46-73, entitled Purpose, Intent, and Implementation; providing for severability; providing for codification; providing for modification; providing for repeal of inconsistent provisions; providing for an effective date.
- b. If approved, authorize the Chairman to execute the ordinance. **(Craig Stevens, Fire Chief)**

H.2. 1:40 p.m. Annual Financial Report

- a. Acknowledge receipt of Citrus County's Annual Comprehensive Financial Report and condensed Popular Annual Financial Report for the fiscal year ended September 30, 2023.
- b. Approve and authorize the Chair and Clerk as the Chief Financial Officer to authorize the Financial Analyst to submit their signatures electronically on the Annual Financial Report. **(Angela Vick, Clerk of the Circuit Courts & Comptroller)**

H.3. 1:45 p.m. Public Hearing for Section 5307 FY24-25

- a. Conduct a public hearing as required by the Federal Transit Administration to obtain public input on the Program of Projects for Section 5307 funding.
- b. Authorize the Chairman, or 1st Vice Chairman, respectively, of the Board of County Commissioners of Citrus County, Florida, to grant Signature Authority to Transit Services Director to electronically submit the grant application, resulting contract, amendments, assurances, and certifications as required to obtain funding from the Federal Transit Administration, after review by the County Attorney, without

the need to bring the documents before the Board of County Commissioners of Citrus County, Florida.

c. Authorize staff to submit a request for Toll Revenue Credits to FDOT in the amount of \$131,638 for use as Capital Match for FTA 5307 grant. **(Eric Head, Community Services Director)**

H.4. 1:50 p.m. Public Hearing for FTA Section 5339 Funding

a. Conduct a public hearing as required by the Federal Transit Administration to obtain public input on the Program of Projects for Section 5339 funding.

b. Authorize the Chairman, or 1st Vice Chairman, respectively, of the Board of County Commissioners of Citrus County, Florida, to grant Signature Authority to Transit Services Director to electronically submit the grant application, resulting contract, amendments, assurances, and certifications as required to obtain funding from the Federal Transit Administration, after review by the County Attorney, without the need to bring the documents before the Board of County Commissioners of Citrus County, Florida.

c. Authorize staff to submit a letter requesting Toll Revenue Credits to FDOT in the amount of \$131,837 for use as Capital Match for FTA 5339 grant. **(Eric Head, Community Resources Director)**

H.5. 1:55 p.m. PV-2023-00007 DeFoor - Vacate easement

a. Conduct a public hearing to consider PV-2023-00007, Dale Defoor

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)**

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

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, April 9, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, April 23, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, May 14, 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. 5:05 pm PUD-2023-00010 OLP RS Partners, LLC nonres PUD

- a. Conduct a public hearing on March 26, 2024, at 5:05 p.m. to review and consider application PUD-2023-00010, OLP RS Partners, LLC.
- b. If approved, direct the Chair and Clerk to execute the ordinance for PUD-2023-00010, OLP RS Partners, LLC. **(Eric Landon, Growth Management)**

U. ADJOURN