



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

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

AGENDA

July 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 multiple opportunities 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 or 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. 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 proceedings and for such purpose may need to provide that a verbatim record of proceeding is 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 this meeting because of a disability or physical impairment should contact the County Administrator's Office, Lecanto Government Bldg., 3600 W. Sovereign Path, Suite 267, Lecanto, FL 34461 (352) 527-5210, TTY (352) 527-5312 at least two days before the meeting.

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:

06/11/2024 Attorney/Client Session

06/11/2024 Regular Meeting

Administration

Attorneys Office

Clerk

B.2. Release of Special Assessment

a. Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners 8D Chassahowitzka Wastewater special assessment district.

b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

B.3. County Warrants

Accept the attached check registers outlining the County warrants.

B.4. Clerk Records Disposition #2095

Approve and authorize the Chairman to execute the Clerk's Records Disposition Documents #2095 for disposal of records that have met their assigned retention periods.

Community Services

B.5. Asset Deletion – Modular Playground – Bicentennial Park

Approve deletion of the Modular Play System asset #18244, and the removal of same items from the County's capital asset listing. **(Eric Head, Director of Community Services)**

B.6. Asset Deletion - Modular Playground - Bluebird Springs

Approve deletion of the Modular Play System asset #18231, and the removal of same items from the County's capital asset listing. **(Eric Head, Director of Community Services)**

B.7. Donation of Surplus Property - Transit Services

Approve donation of the following items from the inventory of Transit Services to CCARC Inc. dba Key Training Center and the removal of the same items from the county's capital asset listing. Asset# 51586 - 2014 Chevrolet 4500 Express VIN 1GB6G5BG2E1167091. **(Eric Head, Community Services Director)**

B.8. Youth Athletic Organization Agreement with West Citrus Soccer - Citrus FC

Approve and authorize the Chairman to execute the Youth Athletic Organization Agreement between Citrus County, Florida and West Citrus Soccer Club, Inc. d/b/a West Citrus Soccer, Inc d/b/a Citrus FC for the 2024-2025 Season. **(Eric Head, Community Services Director)**

Fire Services

Human Resources

B.9. Patient-Centered Outcomes Research Trust Fund Fee

Approve and authorize the chairperson to execute Form 720, IRS Quarterly Federal Excise Tax return for the PCORI fee in the amount of \$3,233.07. **(Jessica Flynn, Human Resources Manager)**

Management and Budget

Growth Management

B.10. RPLT2024-00006 Rusk and Kuhns Estates Subdivision

- a. Review RPLT2024-00006, Rusk and Kuhns Estates 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

B.11. Deletion of Surplus Property

Approve the removal of assets 17984 and 51279 from the County's capital asset listing. **(Todd Dunn, Chief Information Officer)**

B.12. 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 0441 OMB. **(Vicki Austin, Records Manager)**

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation -- Run for the Money Week Key Training Center, July 2024

Approve and authorize the Board to proclaim July 2024 as Run for the Money Week Key Training Center.

C.2. Proclamation - July is Smart Irrigation Month

Approve and authorize the Board to execute a Proclamation declaring July 2024 as Smart Irrigation Month in Citrus County

C.3. Citrus County Earns National Achievement Awards for Best Practices

Citrus County has been nationally recognized for Best Practices, earning thirteen (13) Achievement Awards by NACo, the National Association of Counties. The awards honor innovative, effective county government programs that strengthen services for residents. We'd like to not only acknowledge the individual programs but celebrate the collective momentum in establishing a "Culture of Innovation" in Citrus County. Congratulations to the 2024 NACo Achievement Award Winners.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. AGR 24-125 John Deere 850L Crawler Dozer Lease; John Deere Credit, Inc.

through Beard Equipment Company

a. Approve and Authorize the Chairman to execute the Lease Schedule and accompanying documents for Master Lease Agreement No. 0071622 between Citrus County, Florida and Deere Credit, Inc., for the lease of a John Deere 850L Crawler Dozer through the supplier, Beard Equipment Company, for a period of 24 months, after review and approval by the County Attorney.

b. Approve and Authorize the Chairman to execute the Preventative Maintenance Agreement at a cost of \$14,327.20 for 24 months or 3000 hours for the maintenance of the equipment. **(Carlton Hall, Interim Public Works Director).**

E.1.b. ITB 23-052 Amendment No. 2; Ft. Island Trail Septic Remediation Project; Midsouth, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Midsouth, Inc. to extend the date for final completion to August 31, 2024. **(Ken Cheek, Director of Water Resources)**

E.1.c. ITB 22-076 Amendment No. 4; Business Industrial Park at Inverness Airport; Commercial Industrial Corp.

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Commercial Industrial Corp., to extend the date for final completion to September 30, 2024. **(Carlton Hall, Interim Public Works Director)**

E.1.d. ITB 23-058 Amendment No. 1; Asphaltic Concrete for Surface Leveling Courses Including Sand Seal Coat; Pave-Rite, Inc. and Superior Asphalt, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 between Citrus County, Florida and Pave-Rite, Inc., and between Citrus County, Florida and Superior Asphalt, Inc., extending the duration of both Agreements to July 10, 2025. **(Carlton Hall, Interim Public Works Director)**

E.1.e. ITB 24-089 Utility Stock Parts; Empire Pipe & Supply Company, Inc. and Fortiline Inc. dba Fortiline Waterworks

Approve and Authorize the Chairman to execute the Agreement between 1) Citrus County, Florida and Empire Pipe & Supply Company, Inc.; and between 2) Citrus County, Florida and Fortiline, Inc. dba Fortiline Waterworks to purchase Utility Stock Parts for Water Resources/Utilities Division. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.f. ITB 24-134 Agreement; Contract Mowing District 11; Gilmer Lawn Service, Inc.

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Gilmer Lawn Service, Inc., to provide routine mowing of District 11. **(Carlton Hall, Interim Public Works Director)**

E.1.g. ITB 22-030 Amendment No. 2; Contract Mowing and Trimming of Median/Curbed Roadways with Litter Pickup; Gamco Properties III, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc. removing sections "D" and "F" from the list of locations to be serviced by Contractor and to adjust the price to be paid for Contractor's services, accordingly. **(Carlton Hall, Interim Public Works Director)**

E.1.h. ITB 24-126 Agreement; Mowing County Right of Ways Districts 1-4; Bookman's Property Maintenance FL LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Bookman's Property Maintenance FL LLC to provide mowing of County right-of-way in Districts 1-4. **(Carlton Hall, Interim Public Works Director)**

E.1.i. ITB 24-016 Amendment No. 1; Mowing and Trimming of Median/Curbed Roadways Groups 1 & 3; Gamco Properties III, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc. to modify the list of locations in Group 1 to be serviced by Contractor and modify the rate schedule to include the rates for those services. **(Carlton Hall, Interim Public Works Director)**

E.1.j. RFP 24-096 REBID Professional Real Estate Broker Services; Multiple Firms Awarded

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and The Urban Group, Inc., between Citrus County, Florida and Redevelopment Management Associates, LLC, and between Citrus County, Florida and Florida ROI Commercial Property Brokerage for Professional Real Estate Broker Services on an as needed basis. **(Carlton Hall, Interim Public Works Director)**

E.1.k. RFQ 21-003 Agreement; Elder Affairs and Older Americans In-Home Health Services; Lifestation, Inc.

- a. Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Lifestation, Inc. to provide emergency alert systems.
- b. Approve and Authorize the Chairman to execute the Business Associate Agreement between Citrus County, Florida and Lifestation, Inc. **(Eric Head, Director of Community Services)**

E.1.l. RFQ 21-003 Agreement; Elder Affairs and Older Americans In Home Health Services; S&K's Home Health Inc dba S&K's Home Services

- a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and S&K's Home Health Inc dba S&K's Home Services to provide in-home health services.
- b. Approve and Authorize the Chairman to execute the Business Associate Agreement between Citrus County, Florida and S&K's Home Health Inc dba S&K's Home Services. **(Eric Head, Director of Community Services)**

E.1.m. RFQ 24-080 Work Authorization; Continuing Services Contract for Construction Services; Lakes Library Remodel; Daly & Zilch (Florida), Inc.

Approve and Authorize the Chairman to execute the Work Authorization between Citrus County, Florida and Daly & Zilch (Florida), Inc. for the Lakes Library Remodel project. **(Eric Head, Community Services Director / Carlton Hall, Interim Public Works Director)**

E.1.n. QTE 22-061 Amendment No. 1; Landscaping Services at Central Ridge Community Center and Community Park; Gamco Properties III, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Gamco Properties III, Inc. to extend the duration of the Agreement to July 22, 2025. **(Eric Head, Community Services Director)**

E.1.o. QTE 24-124 Stucco Repairs to Lecanto Government Building; Scott Wright Stone Stucco Plastering & Painting LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Scott Wright Stone Stucco Plastering & Painting LLC for the stucco repairs to Lecanto Government Building. **(Carlton Hall, Interim Public Works Director)**

E.1.p. QTE 23-033 Amendment No. 1; Cattle Grazing Lease at the Inverness Airport; John L. Thomas

Approve and Authorize the Chairman to execute Amendment No. 1 to the Lease Agreement between Citrus County, Florida and John L. Thomas, reducing the amount of acreage leased to County from 77.7 acres to 35 acres effective as of March 1, 2024. **(Carlton Hall, Interim Public Works Director)**

E.1.q. QTE 22-152 Consent to Assignment; Software as a Service SaaS Web and PDF QA; CivicPlus, LLC

Approve and Authorize the Chairman to execute the Consent to Assignment to the Agreement between Citrus County, Florida and CivicPlus, LLC. **(Micheal Bridges, Communications Services)**

E.2. Budget Transfers

Approve the budget transfers for Building, Circuit Court, Stormwater, Citrus Opioid MOU, Housing, Land Development, Utilities (3), Citrus Springs MSBU and Beverly Hills MSBU 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 State of Florida Department of Environmental Protection, Coastal Region Library Renovation grant budget and Road Maintenance budget for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. CoreCivic Contract Monitoring Update for May 2024

At the March 26th BOCC meeting, the Board gave direction to pause non-performance assessments beginning in March. May will be the third of six months that the non-performance assessment will not be charged. **(Erin Dohren, Director of Management & Budget/Georgette Brock, Contract Monitor)**

E.5. 2024 Comprehensive Emergency Management Plan (CEMP)

Approve and authorize the Chairman to execute a Resolution adopting the 2024 Comprehensive Emergency Management Plan (CEMP). **(Christopher Evan, Director Emergency Management Division & Steve L. Howard, County Administrator)**

E.6. Waste Disposal Account Agreement for Bentley Waste Service, LLC dba Hook Company

a. Approve and authorize the chairman to execute a Waste Disposal Account Agreement between Citrus County and Bentley Waste Service, LLC dba Hook Company for disposal fees up to \$18,000.

b. Approve termination of the existing Waste Disposal Account Agreement with Bentley Waste Service, LLC dba Hook Company dated September 26, 2023 and transfer cash deposit to new agreement. **(Carlton Hall, Interim Public Works Director)**

E.7. Beverly Hills Waste Management Waste Disposal Account Agreement

a. Approve and authorize the chairman to execute a Waste Disposal Account Agreement between Citrus County and Beverly Hills Waste Management Corp. for disposal fees up to \$35,000.

b. Approve termination of the existing Waste Disposal Account Agreement with Beverly Hills Waste Management Corp. dated September 27, 2022. **(Carlton Hall, Assistant Public Works Director)**

E.8. Waste Disposal Account Agreement for Waste Pro of Florida, Inc.

a. Approve and authorize the chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Pro of Florida, Inc. for disposal fees up to \$160,000.

b. Approve termination of the existing Waste Disposal Account Agreement with Waste Pro of Florida, Inc. dated May 23, 2023. **(Carlton Hall, Interim Public Works Director)**

E.9. Florida Commerce Grant - Phase 2 Inverness Airport Business Park

Approve and authorize the Chairman to execute the State Appropriated grant agreement HL202 between the State of Florida, Department of Commerce, and Citrus County, Florida. **(Todd Regan, Aviation Project Manager)**

E.10. Health Care Agency Affiliation Agreement Amendment No. 1 to Agreement

Ratify the County Administrator's execution of Amendment No. 1 to the Agreement between Citrus County, Florida and The EMS Training School, LLC, d/b/a School of EMS to extend the duration of the Agreement to June 30, 2025. **(Craig Stevens, Fire Chief)**

E.11. Release of Lien

- a. Approve and Authorize the Chairman to execute Releases of Lien for Property Abatement Assessment by and between Citrus County, Florida, and certain property owners.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida. **(Eric Landon, Director of Growth Management / JC Charlton, Director of Code Compliance)**

E.12. Opioid Settlement Funds for Citrus County

Authorize the Citrus County Opioid Task Force to review and recommend projects to LSF Health Systems for funding from regional opioid settlement funds designated for Citrus County. **(Steve L. Howard, County Administrator)**

E.13. Citrus County Transit 2024 Title VI Plan

Approve and authorize the chairman to adopt the Citrus County Transit 2024 Title VI Plan and execute the resolution included therein as Title VI Appendix D. **(Eric Head, Community Services Director)**

E.14. TDC Request for Collateral Materials Grant Applications & Special Event Marketing Grant Applications

- a. Approve the Tourist Development Council's 6-2 recommendation to fund the Collateral Materials Grant Application for Tastes and Tales Food Tour Rack Card.
- b. Approve the Tourist Development Council's unanimous recommendation to fund the Collateral Materials Grant Application for the Tourist Map of Downtown Crystal River.
- c. Approve the Tourist Development Council's unanimous recommendation to fund the Collateral Materials Grant Application for the Historic Walking Map of Downtown Crystal River.
- d. Approve the Tourist Development Council's unanimous recommendation to fund the Special Event Marketing Grant Application for the 2025 Florida Nature Coast Bike Fest.
- e. Approve the Tourist Development Council's unanimous recommendation to fund the Special Event Marketing Grant Application for the Citrus Vettes & Camaros Corvette & Camaro Car Show.
- f. Approve the Tourist Development Council's unanimous recommendation to fund the Special Event Marketing Grant Application for the Floral City Strawberry Festival.
- g. Approve the Tourist Development Council's unanimous recommendation to fund the Special Event Marketing Grant Application for the Walk of Arts 2025. **(Auvis Cole, Director of Tourism)**

E.15. ARPA Project Selection

Approve the two projects, Animal Shelter Equipment & Fixtures and Homosassa Heritage Park Sewer, to be funded with ARPA funds.

E.16. Beverly Hills Civic Association Inc., a Florida Not for Profit Corporation Lease & Management Agreement

a. Discussion and consideration of a request from Beverly Hills Civic Association, Inc, to renew the Lease & Management Agreement between Citrus County Florida, a political subdivision of the State of Florida, and the Beverly Hills Civic Association Inc., a Florida Not for Profit Corporation to lease and manage the south half of the Beverly Hills Community Building located at 1 Civic Circle, Beverly Hills, Florida, for the purpose of providing services to the community that are considered to be in the nature of public services.

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Beverly Hills Civic Association Inc., a Florida Not for Profit Corporation to lease and manage the south half of property owned by the County.

c. Approve and authorize the Chairman to execute the Lease & Management Agreement for a period of five (5) calendar years, beginning July 22, 2024, through July 21, 2029, for the sum of \$1.00 per year. **(Eric Head, Community Services Director)**

E.17. Citrus County Children's Advocacy Center Inc., d/b/a Jessie's Place Amendment to Lease Agreement

a. Discussion and consideration of a request from Citrus County Children's Advocacy Center Inc., a Florida Not for Profit Corporation d/b/a Jessie's Place to lease the county-owned, Old Citrus County Transit Center, 1410 South Lecanto Highway, Lecanto, Florida, for the purpose of providing services to the community that are considered to be in the nature of public services.

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Citrus County Children's Advocacy Center Inc., a Florida Not for Profit Corporation d/b/a Jessie's Place to lease property owned by the County.

c. Approve and authorize the Chairman to execute the Amendment to Lease Agreement to extend for an additional six (6) months to February 1, 2025. **(Eric Head, Community Services Director)**

E.18. Idalia Hazard Mitigation Grant Program (HMGP) letter

Approve and authorize staff to submit the revised "LMS Project Submission Letter" to FDEM.

F. OUTSTANDING COMMISSION ITEMS

www.citrusbocc.com/departments/commissioners/commissioner_projects.php

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Club Recovery Presentation on Historic Hernando School

Provide staff direction on proceeding with lease negotiations regarding the potential long-term lease options for use of the Historic Hernando School. **(Eric Head, Community Services Director)**

H.2. 1:35 PM Jessie's Place - Citrus County Children's Advocacy Center Expansion Presentation

Provide staff direction on proceeding with lease negotiations regarding the potential long-term lease options for the continued use of the County property currently utilized by Jessie's Place with provisions for the facility expansion, once funding becomes available.

H.3. 1:40 PM Presentation of Law Enforcement MSTU Report

Staff guidance on potential millage to be included in the FY 25 budget for the Law Enforcement MSTU.

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER RUTHIE DAVIS SCHLABACH - DISTRICT 3

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

M. COMMISSIONER DIANA FINEGAN - DISTRICT 2

N. 1ST VICE CHAIR REBECCA BAYS - DISTRICT 4

O. CHAIR HOLLY L. DAVIS - DISTRICT 5

O.1. Bill Truex outgoing Florida Association of Conferences (FAC) President, running for National Association of Counties (NACo) executive board to proxy Citrus votes.

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P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. ADVISORY BOARD ANNOUNCEMENTS

S. UPCOMING MEETINGS

1. Regular Meeting, July 23, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, August 6, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, September 10, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Preliminary Budget Hearing: Wednesday, July 24, 2024, Special Library District at 8:30a.m., Fire Protection Special District at 8:45a.m., & BOCC at 9:00a.m., Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Tentative Budget Hearing: Wednesday, September 11, 2024, at 5:01 p.m., Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Final Budget: September 24, 2024, at 5:01 p.m., Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

U. PUBLIC HEARINGS

V. ADJOURN