



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

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

AGENDA

July 23, 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

Administration

Attorneys Office

Clerk

B.1. County Warrants

Accept the attached check registers outlining the County warrants. **(Clerk of Court)**

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 Citrus Springs Waterlines special assessment district.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida **(Clerk of Court)**

Community Services

Fire Services

Human Resources

Management and Budget

B.3. RESTORE Act: Operational Self-Assessment

For informational purposes.

Growth Management

Public Works

B.4. Notice Regarding Property from List of Land Available for Taxes.

a. Approve and Authorize the Chairman to execute a notice regarding: ROYAL COACH VLG UNREC SUB LOT 32 BLK E OR BK 2287 PG

1519 OR BK 2360 PG 921 – AK 1578078 – 6771 N Capri Loop, Hernando

b. Authorize Staff to forward the document to the Clerk of the Circuit Court. **(Carlton Hall, Interim Public Works Director)**

B.5. Asset Deletion - Inverness Airport ADA Ramp

Approve deletion of the following item from the inventory of the Public Works, Aviation Dept and the removal of the same item from the county's capital asset listing, Asset #18228-001 - ADA Ramp. **(Carlton Hall, Interim Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

B.6. Release and Discharge of Developer Agreements - Crystal Glen Properties, LLC (Owner/Successor to Lecanto Investments, Inc.)

a. Approve and authorize the Chairman to execute the Release and Discharge of Existing Development Agreements for Crystal Glen Properties, LLC (Owner/Successor to Lecanto Investments, Inc.).

b. Authorize the Clerk to record the Release and Discharge of Existing Development Agreements in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.7. Release and Satisfaction of Lien Water and Wastewater Utility Services - Lawrence

Approve and authorize the Chairman to execute Release and 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 Fred Lawrence and direct the Clerk to record the documents in Public Record. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

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

Approve and authorize the Chairman to execute Release and 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 Louis Keer & Linda Franchini-Keer and direct the Clerk to record the documents in Public Record. **(Ken Cheek, P.E., Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

B.9. Release and Satisfaction of Lien Water and Wastewater Utility Services - Sansone

a. Approve and authorize the Chairman to execute Release 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 Sara Sansone.

b. Authorize the Clerk to record Release of Lien in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director)**

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation - Purple Heart Day, July 2024

Approve and authorize the Board to proclaim August 7, 2024 as Purple Heart Day

C.2. Award - Civilian Commendation - Victoria and Michael Moore

Motion for approval and presentation of a Civilian Commendation Award to Victoria and Michael Moore. **(Craig Stevens, Fire Chief)**

C.3. Award - Red Cross Hurricane Idalia

The Board of County Commissioners received an award from the American Red Cross for their assistance with providing a County Building so that the Red Cross could open a shelter after the Tornado that hit Crystal River on October 12, 2023. Nineteen families utilized the shelter space for 5-7 days while our team provided immediate assistance of shelter and food as our case workers, nurses, and spiritual care workers assisted each family in their recovery. **(American Red Cross)**

C.4. Award - Florida Library Association's Award for Library Web Presence

Acknowledgment of Citrus County's Library Services Division for winning the Florida Library Association's 2024 Web Presence Award. **(Eric Head, Director Community Services)**

C.5. Award - Florida Library Association's Award for Outstanding Citizen

Acknowledgment of Debbie Selsavage for winning the Florida Library Association's 2024 Outstanding Citizen Award. **(Eric Head, Director Community Services)**

C.6. Award - 2nd Quarter Employee of the Month Recipients

Approve and authorize the Board to present a Certificate of Recognition to the 2nd quarter Employee of the Month recipients. **(June Randall, Human Resources Director)**

C.7. Award - The Government Finance Officers Association (GFOA) Distinguished Budget Award

The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award congratulated the Citrus County Board of County Commissioners on being awarded the GFOA Distinguished Budget Presentation Award for the County's FY 23 budget document. This is the highest form of recognition in governmental budgeting, and the nineteenth year Management & Budget has received the award. **(Steve L. Howard, County Administrator)**

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. RFQ 22-067 Work Authorization; Continuing Contract for Professional Services for Solid Waste Management; Landfill SR 44 Intersection Entrance Modifications and Traffic Study; Jones, Edmunds & Associates, Inc.

a. Approve and Authorize the Chairman to execute a Work Authorization Between Citrus County, Florida and Jones, Edmunds & Associates, Inc. to perform a traffic study and provide preliminary design options for an improved intersection approach to the main public entrance and turning lanes along SR 44.

b. Approve related Budget Transfer
(Carlton Hall, Assistant Public Works Director)

E.1.b. ITB 24-089 Agreement; Utility Stock Parts; Pasco Pipe Supply, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Pasco Pipe Supply, Inc., to purchase Utility Stock Parts for Water Resources/Utility Division on an as-needed basis **(Ken Cheek, P.E., Director of Water Resources)**

E.1.c. QTE 24-114 Certificate of Insurance Software Program; My COI LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and My COI LLC to input, track and approve all parts of a certificate of insurance for compliance and protection of Citrus County, Florida. **(Erin Dohren, Director of Department of Management & Budget)**

E.1.d. AGR 24-156 Billboard Sales Contract; Clear Channel Outdoors LLC

- a. Approve and Authorize the Chairman to execute the Sales Contract between Citrus County, Florida and Clear Channel Outdoor LLC for billboard space in Homosassa, Florida to support water conservation education.
- b. If the site for Billboard listed in the Sales Contract is not available at the time of execution and needs to be changed to another service site, approve and authorize the Chairman to execute a New Sales Contract or Amendment to the Sales Contract once a new document is received for a new billboard site after review and approval from County Attorney's office. **(Ken Cheek, Water Resources, Director)**

E.2. Budget Transfers

Approve the budget transfers for Stormwater, Utilities (3), Aviation, Parks & Recreation, Grounds Maintenance, General Fund CIP 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 Aquatic Plant Control, State Aid to Libraries, the Florida EMS County, the State Housing Initiatives Partnership (SHIP) and Low Income Home Energy Assistance Program (LIHEAP) grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. Waste Disposal Account Agreement Waste Connections of Florida, Inc.

- a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Connections of Florida, Inc. for disposal fees up to \$14,000.00 and accept Travelers Casualty and Surety Company of America Bond No. 108028221
- b. Approve termination of the existing Waste Disposal Account Agreement with Waste Connections of Florida, Inc. dated June 20, 2023, and return security deposit of \$12,000.00 to Waste Connections of Florida, Inc. **(Carlton Hall, Interim Public Works Director)**

E.5. CoreCivic Contract Monitoring Update for June 2024

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

E.6. Flash Trash Waste Disposal Account Agreement

- a. Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Flash Trash, LLC for disposal fees up to \$36,000.00 and accept Platte River Insurance Company Bond No. PR2751895.
- b. Approve termination of the existing Waste Disposal Account Agreement with Flash Trash, LLC dated April 13, 2021, and return security deposit of \$1,000.00 to Flash Trash, LLC. **(Carlton Hall, Interim Public Works Director)**

E.7. 2024 American Red Cross Agreement

Approve and authorize the Chairman to execute the American Red Cross Licensed Training Provider Agreement and the First Addendum to the Licensed Training Provider Agreement between Citrus County and American Red Cross. **(Eric Head, Community Services Director)**

E.8. CR480 to SWRWF Force Main Extension Contingency Allowance Agreement #2

Approve and authorize the Chairman to execute the Contingency Allowance Request #2 by Water Resources to use \$37,903.59 of the contingency to compensate the contractor, Art Walker Construction, Inc. for additional work to adjust the forcemain connection point. **(Ken Cheek, Water Resource Director)**

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 P.M. Flood Mitigation Assistance Program

a. Flood Mitigation Assistance Program Presentation Overview **(Michelle Alford, Director of Housing)**

H.2. 1:45 P.M. Public Hearing, Solid Waste Management Fees and Assessment Rates for Fiscal Year 2024-2025

a. Conduct a public hearing on fees and assessment rates for Solid Waste Management for FY 2024-2025

b. Adopt and authorize the Chairman to execute a resolution to set fees and assessment rates for Solid Waste Management for FY 2024-2025. **(Ken Cheek, Water Resource Director)**

H.3. 1:46 P.M. Conduct a public hearing to reimpose Annual Disposal Assessments and adopt the Solid Waste Residential Assessment Roll for FY 2024-2025

a. Conduct a Public Hearing to reimpose Annual Disposal Assessments and adopt the Solid Waste Residential Assessment Roll for FY 2024-2025.

b. Approve and authorize the Chairman to execute a resolution ratifying and confirming the Solid Waste Residential Solid Waste Assessment Roll for FY 2024-2025. **(Carlton Hall, Interim Public Works Director)**

H.4. 1:47 P.M. Conduct a public hearing to certify the Non-Ad Valorem Assessment Rolls for Fiscal Year 2024-2025.

a. Conduct a public hearing for the purpose of hearing public comment on the adoption of a resolution adopting and certifying the countywide non-ad valorem assessment rolls which includes assessments for street lighting, neighborhood beautification, roadway maintenance and improvements, and water and wastewater assessments within the various assessment areas in compliance with Florida Statutes Chapter 197.3632.

b. Adopt and authorize the Chairman to execute a Final Rate Resolution of Citrus County, Florida to certify the countywide non-ad valorem assessment rolls for FY 2024-2025 which includes assessments for street lighting, neighborhood beautification, roadway maintenance and improvements, and water and wastewater assessments within the various assessment areas in compliance with Florida Statutes Chapter 197.3632. **(Carlton Hall, Interim Public Works Director)**

H.5. 1:48 P.M. Public Hearing Northwest Quadrant Water Main Assessment Area

a. Conduct a public hearing to consider the imposition of special assessments for the provision of water distribution facilities within the Northwest Quadrant Water Main Assessment Area, for the upcoming fiscal year.

b. Adopt and authorize the Chairman to execute a resolution of the Board of County Commissioners of Citrus County, Florida, relating to the provision of water distribution facilities within the Northwest Quadrant Water Main Assessment Area; imposing special assessments against assessed property located within the Northwest Quadrant Water Main Assessment Area for the upcoming fiscal year; amending the initial assessment resolution; approving the assessment roll; confirming the initial assessment resolution; and providing an effective date.

c. Authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida. **(Ken Cheek, Water Resources Director)**

H.6. 1:51 P.M. Public Hearing Citrus Springs 2024 Assessment Area (Waterline Extensions)

a. Conduct a public hearing to consider the imposition of special assessments for the provision of water distribution facilities within the Citrus Springs 2024 Assessment Area, for the upcoming fiscal year.

b. Adopt and authorize the Chairman to execute a resolution of the Board of County Commissioners of Citrus County, Florida, relating to the provision of water distribution facilities within the Citrus Springs 2024 Assessment Area; imposing special assessments against assessed property located within the Citrus Springs 2024 Assessment Area for the upcoming fiscal year; amending the initial assessment resolution; approving the assessment roll; confirming the initial assessment resolution; and providing an effective date.

c. Authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director)**

H.7. 1:52 P.M. Conduct a public hearing to consider imposition of the proposed 2024 Property Abatement Assessments.

- a. Conduct a public hearing to consider the imposition of special assessments relating to the provision of property abatement services.
- b. Adopt and authorize the Chairman to execute a Resolution for the 2024 Property Abatement Assessments relating to the provision of property abatement services; describing the method of assessing property abatement service costs against assessed property located within Citrus County, Florida; determining the property abatement service costs and the initial property abatement special assessments; directing the preparation of an assessment roll, authorizing a public hearing and directing the provision of notice thereof and providing for an effective date.
- c. Authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida. **(Eric Landon, Director of Growth Management)**

H.8. 1:53 P.M. Conduct a public hearing to reimpose the Fire Protection Assessment and adopt the Annual Rate Resolution for FY 2024-2025.

- a. Conduct a public hearing to reimpose the Fire Protection Assessment, adopt fees and assessment rates for Fire Protection Services for FY 2024-25 and adopt the Fire Protection Services assessment roll prepared by the Property Appraiser's Office.
- b. Adopt and authorize the Chairman to execute a resolution of the Board of County Commissioners of Citrus County, Florida, relating to the provision of Fire Protection Services; adopting fees and assessment rates for the upcoming fiscal year; adopting the Fire Protection Services assessment roll prepared by the Property Appraiser's Office; and providing an effective date. **(Craig Stevens, Fire Chief, Fire Rescue)**

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Selection of one (1) alternate member for the PDC

Appoint one alternate member to the Planning and Development Commission for an unexpired term until January 31, 2025. **(Growth Management, Eric Landon)**

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. ADVISORY BOARD ANNOUNCEMENTS

R.1. Announce vacancies for the Code Review and Appeals Board

Announce two (2) regular board member vacancies and the taking of applications for those positions on the Code Review and Appeals Board (CRAB). (**Growth Management, Eric Landon**)

S. UPCOMING MEETINGS

1. Regular Meeting, August 6, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, September 10, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, September 24, 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. Strategic Planning Meeting, Friday, August 30, 2024, at 9:00AM, Lecanto Government Building, 3600 W. Sovereign Path, Room #166, Lecanto, Florida 34461
3. Tentative Budget Hearing: Wednesday, September 11, 2024, at 5:01p.m., Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Final Budget: September 24, 2024, at 5:01p.m., Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

U. PUBLIC HEARINGS

U.1. 5:01 pm CPA/AA/PUD-2023-00003 Swift/Lonestar-miniwarehouse

- a. Conduct a public hearing on July 23, 2024, at 5:01 pm to consider application CPA/AA/PUD-2023-00003, Susan Swift/Pamela Hatley for Lonestar Properties NC, Inc.
- b. If approved, direct the Chair and Clerk to execute the ordinances for CPA/AA/PUD-2023-00003, Susan ?Swift/Pamela Hatley for Lonestar Properties NC, Inc. (**Eric Landon, Growth Management Director**)

U.2. 5:05 pm OA-2024-00002 Amendment to LDC Multiple Sections

- a. Conduct a public hearing on July 23, 2024, at 5:05 pm OA-2024-00002, Amendment to LDC Multiple Sections.
- b. If approved, direct the Chair and Clerk to execute the ordinance for OA-2024-00002, Amendment to LDC Multiple Sections. **(Eric Landon, Growth Management Director)**

V. ADJOURN