



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

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

AGENDA

September 24, 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.

B.2. Proof of Publication of Unclaimed Monies

Acknowledge the proof of publication for the Notice of Unclaimed Monies held in the office of the Citrus County Clerk of the Circuit Court and Comptroller for year 2022

B.3. Disposal of Surplus Property

Approve disposal of the following items from the inventory of the Circuit Court and removal of the same items from the county's capital asset listing.

Asset # 50926 - Cisco Wireless Controller

Asset # 50909 - Dell Power Edge Server

Asset # 51802 - Dell Power Vault Tape Library

B.4. Release of Special Assessment

Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners 2020A Citrus Springs Waterlines, 2024A Citrus Springs Water, 24B NW Quadrant Water special assessment district.

B.5. 2023 Citrus County Hospital Board Annual Financial Report

Acknowledge receipt of the Annual Financial Report received from the Citrus County Hospital Board for the fiscal year ended September 30, 2023.

Community Services

B.6. CDBG-HR Grant Program-Authorization to Apply

- a. Adopt and authorize the Chairman to execute a Resolution authorizing application to the Florida Department of Commerce for funding of the CDBG-HR Program.
- b. Adopt and authorize the Chairman to execute the CDBG-HR Housing Assistance Plan and modifications to the plan.
- c. Authorize the Chairman to sign the subsequent application, agreement, amendments and forms as required to obtain funding and carry out terms of the program from the Florida Department of Commerce. **(Eric Head, Community Services Director, Michelle Alford, Housing Services Director)**

Fire Services

Human Resources

B.7. Section 125 Cafeteria Plan

Approve the Chairman to authorize the Citrus County, Florida, Property Appraisers and Clerk of Circuit Court Section 125 plans, effective October 1, 2024 and authorize the Chairman to sign the Citrus County, Florida, Section 125 plan. **(June Randall, Human Resources Director, Jessica Flynn, Human Resources Manager)**

B.8. Florida Blue Stop Loss renewal

Approve and authorize the Chairman to sign the Florida Blue employee insurance renewal document. **(June Randall, Human Resources Director, Jessica Flynn, Human Resources Manager)**

Management and Budget

B.9. Agreement to Provide Additional Insured Endorsement - Citrus County Harvest d/b/a Citrus County Blessings

Authorize the Chairman to execute the Agreement to Provide an Additional Insured Endorsement and Waiver of Subrogation between Citrus County Harvest, d/b/a Citrus County Blessings and Citrus County, Florida. **(Erin Dohren, Management & Budget Director)**

Growth Management

Public Works

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings Workshops

C. PROCLAMATIONS, AWARDS & PRESENTATIONS

C.1. Proclamation -- 2024 Business Appreciation Month

Approve and Authorize the board to proclaim October 2024 as Business Appreciation Month

C.2. Proclamation -- National Preparedness Month

Approve and Authorize the board to proclaim September as National Preparedness Month in Citrus County.

C.3. Proclamation -- Domestic Violence Awareness Month

Approve and Authorize the board to proclaim October 2024, Domestic Violence Awareness month

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. PB 24-165 City of Clearwater Contract # 22-0006-UT 2023 Sewer Point Repair & Improvement - Sections C and D; Rowland (DE), LLC

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Rowland (DE), LLC for maintenance and rehabilitation to sewer manholes and lift stations on an as needed basis. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.b. PB 24-155 Agreement; GSA Contract # 47QSCA18D000J Chemical Storage Lockers; Teal, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Teal, LLC for the purchase of Chemical Storage Lockers. **(Carlton Hall, Interim Director of Public Works)**

E.1.c. RFQ 21-095 Professional Services-Continuing Services Contract-Engineering; 2025 Citrus County Impact Fee Study and Update; Stantec Consulting Services Inc.

Approve and Authorize the Chairman to execute the Work Authorization to Stantec Consulting Services Inc. for the 2025 Citrus County impact fee study and update. **(Eric Landon, Director of Growth Management)**

E.1.d. ITB 23-088 Amendment No. 2; (RE-BID) Cardinal Street Force Main Project; Pave-Rite, Inc.

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Pave-Rite, Inc. to extend the date for final completion to December 25, 2024. **(Ken Cheek, P.E., Director of Water Resources)**

E.1.e. ITB 24-181 Agreement; Aids to Navigation - Repair and Maintenance; SFE Dockmasters LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and SFE Dockmasters LLC to maintain, repair, replace, install or remove navigational aids on an as-needed basis. **(Carlton Hall, Interim Director of Public Works)**

E.1.f. RFQ 21-095 Work Authorization; Professional Services-Continuing Services Contract-Engineering; Kimberly Estates Drainage Improvements; DRMP, Inc.

a. Approve and Authorize the Chairman to execute a Work Authorization for DRMP, Inc. to complete a design to alleviate a flooding problem in the Kimberly Plantation estates neighborhood.

b. Approve the related Budget Transfer. **(Carlton Hall, Interim Director of Public Works)**

E.1.g. RFQ 22-067 Work Authorization; Professional Services Continuing Services Contract-Solid Waste Management; Citrus County Central Landfill / Title V Services FY 2025; Jones, Edmunds & Associates, Inc.

Approve and Authorize the Chairman to execute a Work Authorization for Jones, Edmunds & Associates, Inc. to provide engineering support and services associated with managing the Title V Air Operation Permit, including record keeping and reporting requirements, compliance, operations, and field work. **(Carlton Hall, Interim Director of Public Works)**

E.1.h. SGS 24-193 Agreement; Purchase of Traffic Control Signals; Temple, Inc.

Approve and Authorize the Chairman to execute an Agreement between Citrus County, Florida and Temple, Inc. for the purchase of traffic control signals. **(Carlton Hall, Interim Director of Public Works)**

E.2. Budget Transfers

Approve the budget transfers for Fleet Management, Fire Rescue, Transit Services (3), Extension Services, Animal Services, School Impact Fees, Northwest Quadrant Sewer Extension, Cambridge Greens Septic Sewer, County Administrator, Utility Regulation, ARPA - Title III B, Public Works Administration and Human Resources 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 Florida Department of Commerce grant, the Transportation Operations Section 5307 grant, the Transportation Operations Section 5311 grant, the Library Services, the Old Homosassa East Septic to Sewer grant, the Imperial Gardens Plant Interconnection grant and the SW Surface Water Restoration and Wastewater Project grant budgets for fiscal year 2023-2024. **(Erin Dohren, Director Management & Budget)**

E.4. Interlocal Agreement with the City of Crystal River for Disposal of Solid Waste

Approve and authorize the Chairman to execute an Interlocal Agreement for the disposal of solid waste between Citrus County and the City of Crystal River from October 1, 2024 through September 30, 2025. **(Carlton Hall, Interim Director of Public Works)**

E.5. Landfill Tipping Fee Waiver FY 2025

Approve continuing the landfill tipping fee waivers for Fiscal Year 2025 for the programs listed in the overview. **(Carlton Hall, Interim Public Works Director)**

E.6. Fairways at Twisted Oak - Phase One

- a. Approve and authorize the Board of County Commissioners to release the Interim Maintenance Agreement and maintenance bond.
- b. Accept Perpetual Public Maintenance of the Fairways at Twisted Oaks Subdivision - Phase One. **(Carlton Hall, Interim Walt Eastmond, Division Engineering Director)**

E.7. Perpetual Stormwater Flow Rights and Access Easement

Approve and authorize the Chairman to execute the Perpetual Stormwater Flow Rights and Access Easement and direct the Clerk of Court to record the easement in the public records of Citrus County, Florida. **(Carlton Hall, Interim Public Works Director – Walt Eastmond, Technical Services Division Director)**

E.8. First Amendment of Commercial Lease for the Citrus County Visitors and Convention Bureau

Approve and authorize the Chairman to execute the First Amendment of Commercial Lease between Man Cave, LLC and Citrus County for property located at 915 N Suncoast Blvd., Crystal River. **(Auviss Cole, Tourism Director)**

E.9. Certificate of Public Convenience and Necessity (COPCN) for Rocky Mountain Holdings, LLC dba Bayflite

Approve and authorize the Chairman to execute a Certificate of Public Convenience and Necessity for Rocky Mountain Holdings, LLC dba Bayflite to provide advanced life support air ambulance transport services in Citrus County, Florida. The certification will be valid for five (5) years and expire on September 30, 2029. **(Craig Stevens, Fire Chief)**

E.10. No Cost Time Extension of subrecipient agreement between The Gulf Consortium and Citrus County (subrecipient agreement 220034131.01).

Approve and authorize the chairman to execute the addendum. **(Ken Cheek P.E, Water Resources Director)**

E.11. Settlement of Claim #910705

Approve and authorize the Chairman to execute the Settlement Agreement and Release between Kenneth M. Roesch, II, as Trustee of the Kenneth M. Roesch, II, Family Trust, and Anita M. Roesch, as Trustee of the Anita M. Roesch Family Trust and Citrus County, Florida. There is no monetary value to settle this case.

E.12. Citrus County Health Department Contract

Approve and authorize the Chairman to execute a contract with the State of Florida Department of Health for operation of the Citrus County Health Department contract year October 1, 2024, through September 30, 2025 **(Erin Dohren, Management & Budget Director)**.

E.13. CoreCivic Contract Monitoring Update for August 2024

At the March 26th BOCC meeting, the Board gave direction to pause non-performance assessments beginning in March. August will be the sixth of six months that the non-performance assessment will not be charged. **(Steve Howard, County Administrator /Joseph Whittick, Contract Monitor)**

E.14. ARPA Project Update and Selection

Provide staff direction on the updated current projects, potential projects as well as alternate projects.

E.15. Medical Examiner Services Interlocal Agreement Amendment

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus, Hernando, Lake, Marion, Seminole and Sumter Counties for medical examiner services. **(Denise A. Dymond Lyn, County Attorney)**

E.16. Time period extension for Impact Fees

Approve and authorize the Chairman to execute the Resolution providing for a time period extension the Park Impact Fees District 3 expenditures. **(Erin Dohren, Management & Budget Director)**

E.17. Florida Department of Transportation Section 5311 Rural Area Funding

Adopt and authorize the Chairman to execute a Resolution authorizing the application, contract and any amendments and other necessary documents, after review by the County Attorney, for the application and acceptance of the State of Florida Department of Transportation Section 5311 funding of \$452,988 and the required county match of \$452,988 which will be covered with the FDOT State Block Grant funding. **(Eric Head, Community Services Director)**

E.18. Citrus County Fair Resolution & Grant Application

Adopt and authorize the Chairman to execute a Resolution in support of the Citrus County Fair Associations grant application in the amount of \$500,000.00 from the Florida Department of Agriculture and Consumer Services. There is no cash match required of the County. **(Jeff Tobin, Citrus County Fair Manager)**

F. OUTSTANDING COMMISSION ITEMS

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

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:25 p.m. Update on Road Resurfacing

1:25 p.m. Update on Road Resurfacing

H.2. 1:30 p.m. Public Hearing Medicaid Assessment Program

- a. Conduct a public hearing to consider the imposition of non-ad valorem special assessments for enhanced Medicaid payments for local services.
- b. Adopt and authorize the Chairman to execute a resolution and other related documents, authorizing and adopting a non-ad valorem special assessment within the County for the purpose of benefiting assessed properties through enhanced Medicaid payments for local services; finding and determining that certain real property and interests in property is specially benefited by the assessment; collecting the assessment against the real property; establishing the method of collection; providing for certain other authorizations and delegations of authority as necessary; and providing and effective date.
- c. Authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida.

H.3. 1:35 p.m. Conduct a Public Hearing on Disaster Debris Removal Ordinance

- a. Conduct a Public Hearing on an ordinance of Citrus County, Florida, amending Chapter 30, Article II, adding Section 30-41, entitled "Disaster Debris Removal from Private Residential Communities"; adding Section 30-42, entitled "Commercial and Other Property"; adding Section 30-43, entitled "Indemnification and Hold Harmless"; adding Section 30-44, entitled "County Property"; adding Section 30-45, entitled "Emergency Roadway Clearance"; adding Section 30-46, entitled "Private Property"; adding Section 30-47, entitled "Gated Communities"; adding Section 30-48, entitled "Removal of Hazardous Trees or Hazardous Limbs", providing for severability; providing for scrivener's errors; providing for codification and inclusion into the code; providing for modifications that may arise from consideration at public hearing; and providing for an effective date.
- b. If approved, authorize the Chairman to execute the ordinance.

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Nominate and appoint members to the Code Review and Appeals Board (CRAB)

Nominate and appoint 3 regular members to the Code Review and Appeals Board, for four-year terms commencing on September 1, 2024, and ending on August 31, 2028.

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. Aviation Advisory Board – Announce Vacancy & Seeking Applications

Announce the vacancy for one District 3 regular member position. The term for this regular member position will be through January 31, 2025.

S. UPCOMING MEETINGS

1. Regular Meeting, October 8, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, October 29, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, November 7, 2024, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

U. PUBLIC HEARINGS

U.1. 5:01 Public Hearing - Final Budget Hearing

- a. Discuss the percentage change in the millage rate over the rolled-back rate.
- b. Take public comment concerning the tentative budget and proposed millage.
- c. Motion to approve and authorize the Chairman to execute a resolution amending the 2024/2025 budget for adjustments previously presented at the September 11, 2024 Tentative Budget Hearing (Exhibit A), other budget modifications (Exhibit B), and cash carry forward adjustments (Exhibit C).
- d. Motion to adopt a resolution adjusting the water and wastewater connection fees for fiscal year 2024/2025.
- e. Motion to adopt reimbursement resolution for water and wastewater projects for fiscal year 2024/2025.
- f. Motion to adopt and authorize the Chairman to execute the final millage rate resolution. (Prior to voting on motion, the name of the taxing authority, rolled-back rate, percentage change and the millage rate to be levied must be publicly announced.)
- g. Motion to adopt and authorize the Chairman to execute the final budget resolution.
- h. Motion to approve and authorize staff to execute the Vote Record Final Adoption of Millage Levy (DR-487V), Maximum Millage Levy Calculation Final Disclosure (DR-420MM), and Certification of Compliance (DR-487) via electronic format (e-TRIM).
- i. Motion to authorize staff to execute the Certification of Final Taxable Value (DR-422), upon receipt, via electronic format.
- j. Motion to adopt and authorize the Chairman to execute the roll forward grant resolution.
- k. Approve and authorize Chairman to sign a letter to the Sheriff regarding the Sheriff's Budget Allocation for FY25 as approved by County Administrator and County Attorney. **(Erin Dohren, Management and Budget Director)**

U.2. 5:05 OA-2024-00005 - Annual Update of the Capital Improvements Element (CIE) of Comprehensive Plan

- a. Conduct a public hearing on September 24, 2024, at 5:05 pm to consider application OA-2024-00005, 2024 Annual Update of the 5-year Capital Improvements Element of the Comprehensive Plan.
- b. If approved, direct the Chair and Clerk to execute the ordinance for OA-2024-00005, 2024 Annual Update of the 5-year Capital Improvements Element of the Comprehensive Plan **(Eric Landon, Growth Management Director)**

V. ADJOURN