

**BOARD OF COUNTY COMMISSIONERS OF CITRUS COUNTY, FLORIDA**  
**Citrus County Courthouse**  
**Room 100, 110 N. Apopka Avenue, Inverness, FL 34450**

**AGENDA**

**June 27, 2022 1:00 PM**

<b>Ronald E. Kitchen Jr., Chair, District 2</b>	<b>Angela Vick, Clerk of the Circuit Court</b>
<b>Ruthie Davis Schlabach, 1st Vice Chair, District 3</b>	<b>Charles R. Oliver, County Administrator</b>
<b>Holly L. Davis, 2nd Vice Chair, District 5</b>	<b>Denise A. Dymond Lyn, County Attorney</b>
<b>Jeff Kinnard D.C., Commissioner District 1</b>	
<b>Scott Carnahan, Commissioner, District 4</b>	

**MISSION**

Citrus County Government is a value-driven organization dedicated to responsive citizen service by providing quality programs, services and facilities to build a strong community and promote the best quality of life for our citizens.

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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.

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**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. **Board of County Commissioners - Public Workshop - May 24, 2022 8:30 AM**
- B.2. **Board of County Commissioners - Public Workshop - May 24, 2022 9:00 AM**
- B.3. **Board of County Commissioners - Regular Meeting - May 24, 2022 1:00 PM**

**Administration**

**B.4. Deletion of Surplus Property**

Approve donation of the following items from the inventory of the Citrus County Health Department to Dr's Free Clinic and the removal of same items from the county's capital asset listing. Asset # 50902 - Cryopen Unit; Asset# 50903 - Cryopen Unit; Asset# 50985 - General Electric ECG Machine

**B.5. Deletion of Surplus Property**

Approve deletion of the following item from the inventory of Clerk of Courts and the removal of same item from the county's capital asset listing. Asset# 03961-006 - Seer A/C Unit

**B.6. Citrus County Hospital Board Audited Financial Statements**

Acknowledge receipt of the Citrus County Hospital Board Audited Financial statements for the fiscal year ended September 30, 2021.

**Attorneys Office**

**Clerk**

**B.7. Clerk Records Disposition 1932**

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1932 for the disposal of records that have met their assigned retention periods.

**B.8. County Warrants**

Accept the attached check registers outlining the County warrants.

**Community Services**

**Fire Services**

**Human Resources**

**Management and Budget**

**B.9. Deletion of Surplus Property**

Approve the deletion of the following items from the inventory of the Citrus County Jail, and the removal of the same items from the county's capital asset listing. Asset #12001 - Groen Brazing Pan.

**Planning and Development**

**B.10. PLT-22-11 Central Ridge Plaza Outparcels 5, 6, & 7**

- a. Review and approve replat application PLT-22-11, Central Ridge Plaza Outparcels 5, 6 & 7.
- b. Authorize the Chairman to execute the plat and direct the Clerk to record the plat in the public records of Citrus County Florida.

**B.11. PLT-22-09 Kaltnecker Subdivision**

- a. Review and approve replat application PLT-22-09, Kaltnecker Subdivision
- b. Authorize the Chairman to execute the plat and direct the Clerk to record the plat in the public records of Citrus County Florida.

**Public Works**

**B.12. Surplus Property**

Authorize staff to sell equipment as listed through GovDeals online auction service and remove from the inventory of Public Works, Fleet and the removal of same items from the County's Capital

Asset list. In the event an item does not sell, authorize staff to dispose of the surplus property according to County policy. Assets #53521 and #20533.

### **Systems Management**

#### **B.13. Asset Retirement - GIS Shelving and Improvements**

Authorize staff to sell equipment as listed through GovDeals online auction service and remove from the inventory of Systems Management, GIS and the removal of same items from the County's Capital Asset list. In the event an item does not sell, authorize staff to dispose of the surplus property according to County policy. Assets 15029-000, 15029-001 and 15029-002

### **Visitors and Convention Bureau**

#### **Water Resources**

#### **B.14. Connection Fee Lien Agreement - Thompson**

Approve and authorize the Chairman to execute Connection Charge Installment Lien Agreement by and between the Citrus County Municipal Service Benefit Unit for Water and/or Wastewater Utility Services for Richard E & Deborah L Thompson.

#### **B.15. Release of Lien - Utility Write offs**

Approve and authorize the Chairman to execute 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 Fontella Shade. William Aiman (2), Judy Roberson (2).

#### **B.16. Release of Lien - Connection Fee Lien Agreement**

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Mary Hauck, Eleanor Formica, Daniel & Stephanie Driggers, JWN Family Partners LP LTD, Digital Landscape Solutions LLC, George Weldon, and Carl & Helen Lollar.

### **Set Public Hearings Workshops**

#### **B.17. Proposed 2022 Sea Otter Sewer Project Assessment Area**

a. Adopt and authorize the Chairman to execute a Resolution of the Board of County Commissioners of Citrus County, Florida, relating

to the Wastewater Collection System; describing the property to be included within the proposed 2022 Sea Otter Path Sewer Project Assessment Area and the local improvements to be provided therein; determining the estimated project cost of the Wastewater Collection System; establishing the method of assessing the Project Cost against the properties that will be benefited thereby; establishing other terms and conditions of the assessments; directing the County Administrator to prepare a Preliminary Assessment Roll; establishing a Public Hearing to consider imposition of the proposed assessments and the method of their collection; directing the provision of notice; and providing for an effective date.

b. Set a public hearing for August 09, 2022, at 1:30 p.m. regarding the Proposed 2022 Sea Otter Sewer Project Assessment Area.

**B.18. PV-22-01 Brian and Regina DeWitt**

a. Set a public hearing on July 26, 2022, at 1:35 p.m. to consider application PV-22-01, Brian and Regina DeWitt.

b. Authorize the Chairman to execute the resolution setting the public hearing.

**C. PROCLAMATIONS**

**C.1. Proclamation- Miles Teller Day**

Approve and authorize the Board to proclaim June 27, 2022 as Miles Teller Day in Citrus County, Florida.

**D. OPEN TO THE PUBLIC**

**E. REGULAR BUSINESS**

**E.1. Bids**

**a. ITB 21-146 Small County Outreach Program (SCOP) Citrus County Road; E. Withlacoochee Trail from E. Scott Lane to State Road 200; Superior Asphalt, Inc.**

a. Approve related budget resolution of \$102,551 from the Gas Tax Fund to the SCOP resurfacing of Citrus County Rd project.

b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida, and Superior Asphalt, Inc., for the SCOP resurfacing of E. Withlacoochee Trail from E. Scott Lane to State Rd 200.

**b. ITB 21-052 Amendment No. 1; Essex Ave, Steven St, & Scenic Way Water Main Extension Projects; Pave Rite, Inc.**

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Pave-Rite, Inc. to ratify the first, second and third amended notices to proceed and extend the date for final completion to August 7, 2022.

**c. ITB 21-071 Termination of Agreement; REBID CDBG-DR Housing Reconstruction; KallKell Builders, LLC**

a. Ratify the signature of Charles R. Oliver, County Administrator, on the termination of contract letters to KallKell Builders, LLC due to KallKell Builders failure to complete the project in the time required for the construction of two (2) houses as per an Agreement with County.

b. Approve disbarment from County for a term of three (3) years against KallKell Builders, LLC.

**d. ITB 21-063 Amendment No. 3, Sea Otter Path Sewer Addition Project; Constantine Constructors, LLC**

Approve and Authorize the Chairman to execute the Amendment No. 3 to the Agreement between Citrus County, Florida, and Constantine Constructors, LLC to extend the final completion date to July 3, 2022.

**e. ITB 22-064 Roadway Striping Thermoplastic/Traffic Paint and Related Work; AKCA, LLC**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and AKCA, LLC to provide roadway striping thermoplastic/traffic paint materials and related work.

**f. ITB 21-087 Amendment No. 1; Medical Supplies for Fire Rescue Purchase and Delivery; Bound Tree Medical, LLC**

Approve and Authorize the Chairman to execute the Amendment No. 1 to the Agreement between Citrus County, Florida, and Bound Tree Medical, LLC to enable County to participate in Contractor's Purchase and Rebate Program.

**g. ITB 21-137 TCG Sewer CDBG Project; Daly & Zilch (Florida), Inc.**

a. Approve related budget resolution of \$174,690 from the Economic Development Fund to the TCG Construction Project cost.

b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida, and Daly & Zilch (Florida), Inc. for

the TCG Sewer CDBG construction project.

**h. RFP 19-046 Amendment No. 3; Congregate & Home Delivered Meal for Seniors; Metz Culinary Management**

Approve and Authorize the Chairman to execute the Amendment No. 3 to the Agreement between Citrus County, Florida, and Metz Culinary Management to renew the Agreement for Services to provide food for the County's Community Care for the Elderly (CCE) Program through June 30, 2023.

**i. RFP 19-060 Amendment No. 1; Employee Benefit and Insurance Brokerage Services- The Gehring Group, Inc.**

Approve and Authorize the Chairman to execute the Amendment No. 1 to the Agreement between Citrus County, Florida, and The Gehring Group, Inc. to renew the Agreement to provide employee benefit and insurance brokerage services through September 30, 2025.

**j. RFQ 18-062 Amendment No. 2; Northwest Quadrant Wastewater Extension Project; Wright-Pierce, Inc.**

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and Wright-Pierce, Inc. to provide professional engineering services for the construction phase of the Northwest Quadrant Wastewater Extension Project.

**k. QTE 22-061 Landscaping Services at Central Ridge Community Center and Community Park; Gamco Properties III, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Gamco Properties III, Inc. to provide landscaping services for the Central Ridge Community Center & Park area.

**l. PB 22-091 City of Tampa 101112421 Pool and Fountain Chemicals; Hawkins Water Group, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hawkins Water Treatment Group, Inc., to provide chemicals on an as needed basis.

**m. AGR 22-079 John Deere 1050K Crawler Dozer Lease Agreement; Deere Credit, Inc. and Beard Equipment Company**

Approve and Authorize the Chairman to execute the Lease

documents between Citrus County, Florida and Deere Credit, Inc., through the Supplier Beard Equipment Company for the lease of the John Deere 1050K Production Crawler Dozer.

**E.2. Budget Transfers**

Approve budget transfers for Solid Waste (2), Human Resources, Housing Services (2), Visitors & Convention Bureau (3), GIS, Public Works, Aviation, Utilities (3), Citrus Springs MSBU, Emergency Medical Service and Fire Rescue (2) for fiscal year 2021-22.

**E.3. Budget Resolution**

Adopt and authorize the Chairman to execute a resolution adopting/ amending State Housing Initiative Partnership, Inverness Airport Rescue Program grant budgets, Road Maintenance budget and Emergency Home Energy Assistance for the Elderly grant budget for fiscal year 2021-22.

**E.4. Additional Staff to Employee Wellness Center**

Approve and Authorize the Chairman to authorize the additional twenty-four (24) hours of additional staff at the Employee Wellness Center which includes one (1) additional Medical Doctor, Mid-Level (ARNP/NP), Nurse, Medical Assistant/Radiology Tech and forty (40) hours for one (1) additional staff for a Patient Service Coordinator (front desk receptionist).

**E.5. Revise Administrative Regulation 11.16 Policy and Procedures Establishing Lease Management for Lease**

Approve and adopt Administrative Regulation: AR 11.16-1 Policy and Procedures Establishing Lease Management for Leased Properties.

**E.6. Waste Disposal Account Agreement for Dinky Dough Disposal**

Approve and authorize the Chairman to execute a Waste Disposal Account Agreement between Citrus County and Dinky Dough Disposal establishing a monthly charge agreement at the Citrus County Central Landfill in the amount of \$1,000.00.

**E.7. Cross Connection Control Program Manual Updates**

- a. Approve revisions to the Backflow Prevention & Cross Connection Control Program Manual.
- b. Adopt and execute the Resolution requesting to update the Backflow Prevention & Cross Connection Control Program Manual.



**E.8. Boston Street Water Main**

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of the six inch water main on Boston Street and record in the Public Records of Citrus County Florida.

**E.9. Citrus Springs Unit 2 - Phase 1 Project Close-out**

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of all water and sewer main lines and associated parts in Citrus Springs Unit 2 Phase 1 and record in the Public Records of Citrus County Florida.

**E.10. Visitors Bureau Advertising Policy**

Approve the Visitors and Convention Bureau Advertising Policy.

**E.11. NG 911 Grant Agreement**

Approve and authorize the Chairman to execute the E911 State Grant Agreement for an upgrade to the Sheriff's Office 911 system.

**E.12. Visitors Bureau's Website Advertising Program**

Approve the agreement with Destination Signals, LLC, a member of Tempest, and authorize the Chairman to execute the agreement.

**E.13. RESTORE Act: Operational Self-Assessment**

Approve the "Treasury Office of Gulf Coast Restoration RESTORE Act Eligible Entity Operational Self-Assessment (OSA)" and authorize submittal of the OSA information to the Treasury via their online portal.

**E.14. CoreCivic Contract Monitoring**

Concur with recommended action of a non-performance assessment of \$77,500 against CoreCivic's May invoice.

**E.15. Resolution to Adopt a No Build Option for the Proposed Northern Turnpike Extension**

Approve and authorize the Chairman to execute alternative A, or Alternative B for the Northern Turnpike Extension Resolution.

**F. OUTSTANDING COMMISSION ITEMS**

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	12/12/2017 RETREAT	Resolve Landfill Issues	Ken Cheek/ Dan Sherlock	Ongoing		
2.	12/8/2020 RETREAT	Agenda Item for an RFP for Communications firm to Assist County	Veronica Kampschroer/ Commissioner Davis	9/30/2022		Workshop completed waiting for FY2022/23 budget adoption
3.	12/8/2020 RETREAT	Ft Island Trail Multi-Purpose Path update	Walt Eastmond	TBD		Project Resubmitted
4.	4/13/2021	Hall's River Road Multi-Purpose Path (Board decided to look at completing in phases, first phase Crumps to River Haven)	Randy Oliver	TBD		Funding has not been identified
5.	8/24/2021	Update on Homosassa River Noise & Safety Issue	Denise Lyn	7/12/2022		Advertising to schedule a Public Hearing on 6/27/2022 Public Hearing to be scheduled on 7/12/2022
6.	10/26/2021	Establish Process and criteria for Renting to Non-profits	Susan Boelk	6/27/2022	COMPLETED	
7.	2/22/2022	Monthly Updates on Core Civic Staffing	Erin Dohren	Ongoing		Next Report June 27, 2022
9.	3/8/2022	Benchmark other counties and cities in Florida regarding Affordable Housing	Mike Sherman	COMPLETED		
10.	4/12/2022	Review qualifications for Historical Resources Advisory Board	Joanna Coutu	5/24/2022		
11.	4/26/2022	Suggested Airport improvements from FBOS	Quincy Wylupek	6/4/2022		Received Crystal River, Waiting for Inverness
12.	5/24/2022	Evaluate Further potential changes to waterfront setbacks: vegetative buffers. Distance from Spring Run/sink holes, Define Spring Run and construction of pool cages	Joanna Coutu			Must go through PDC
13.	6/14/2022	Extend CORE contract 1 year for \$91,000	Randy Oliver	7/12/2022		
14.	6/14/2022	Density Homes for Low/Medium Income Housing	Joanna Coutu Michelle L. Alford	9/30/2022		

**G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER**

**H. PRESENTATIONS/PUBLIC HEARINGS**

**H.1. 1:30 pm Public Hearing, Solid Waste Management Fees and Assessment Rates for Fiscal Year 2022-2023**

Conduct a public hearing, adopt, and authorize the Chairman to execute a resolution to set fees and assessment rates for Solid Waste Management for FY 2022-2023.

**H.2. 1:31 P.M. Public Hearing to Adopt the Solid Waste Residential Assessment Roll for FY 2022-2023**

Conduct a Public Hearing and authorize the Chairman to execute a resolution ratifying and confirming the residential solid waste assessment roll for FY 2022-2023.

**H.3. 1:40 PM Citrus County Utility Rates and Fees**

a. Conduct a public hearing to consider proposed revisions to the rates and fees charged to all customers in the Citrus County Utility Service Areas.

b. Adopt and authorize the Chairman to execute a Resolution of the Board of County Commissioners of Citrus County, Florida, sitting as the governing body of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services, adopting revised water, reclaimed water and wastewater rates to be charged to customers of all Citrus County Utility Service Areas and providing an effective date.

**I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS**

**J. COMMITTEE REPORTS FROM COMMISSIONERS**

**K. COMMISSIONER SCOTT CARNAHAN - DISTRICT 4**

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

**M. 2ND VICE CHAIR HOLLY L. DAVIS - DISTRICT 5**

**N. 1ST VICE CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3**

**O. CHAIR RONALD E. KITCHEN JR. - DISTRICT 2**

**P. COUNTY ATTORNEY DENISE A. DYMOND LYN**

**P.1. Set a Public Hearing on an Ordinance Pertaining to Noise, Vibration and Air Pollution**

Set a Public Hearing on July 12, 2022 at 1:30 p.m. on an Ordinance of Citrus County, Florida, relating to noise, vibration and air pollution; amending Chapter 21, Article I, Section 21-11 entitled "Definitions"; amending Chapter 21, Article II, Section 21-20 entitled "Prohibition"; amending Chapter 21, Article II, Section 21-23 entitled "Noise Sensitive Zones"; amending Chapter 21, Article II, Section 21-25 entitled "Measurement of Sound"; amending Chapter 21, Article II, Section 21-26 entitled "Specific Noise Prohibitions"; amending Chapter 21, Article II, Section 21-32 entitled "Enforcement"; providing for severability; providing for modifications that may arise from consideration at Public Hearing; providing for scrivener's errors; providing for codification; and providing for an effective date.

**Q. OPEN TO THE PUBLIC**

**R. UPCOMING MEETINGS**

1. Regular Meeting: **July 12, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **July 26, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **August 9, 2022 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS**

1. *Workshop: Use of Boat Launch Funds & Workshop: Succession Planning* **Tuesday July 12, 2022, at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. *Preliminary Budget Hearing: Governing Library Special District* **Tuesday, July 26, 2022, at 8:30AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. *Preliminary Budget Hearing: Fire Protection Special District* **Tuesday, July 26, 2022, at 8:45AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. *Preliminary Budget Hearing: BOCC* **Tuesday, July 26, 2022 at 9:00AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. *Tentative Budget Hearing:* **Thursday, September 8, 2022 at 5:01PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**T. 5:01 P.M. PUBLIC HEARINGS**

**T.1. 5:01 pm PUD-22-01, 2022 Lecanto Lecanto, LLC for Anchor Ridge, LLC**

a. Conduct a public hearing on June 27, 2022, at 5:01 pm to review and discuss application PUD-22-01, 2022 Lecanto Lecanto, LLC for Anchor Ridge, LLC

b. If approved, adopt, and authorize the Chairman and Clerk to execute the ordinance for PUD-22-01, 2022 Lecanto Lecanto, LLC for Anchor Ridge, LLC

**T.2. 5:05 PM CPA-AA-PUD-22-06 Law Office of Clark A. Stillwell for Robert and Vicki Root**

a. Conduct a public hearing on June 27, 2022, at 5:05 pm to review and discuss application CPA-AA-PUD-22-06, Law Office of Clark A. Stillwell for Robert and Vicki Root.

b. If approved, adopt, and authorize the Chairman and Clerk to execute the ordinances for CPA-AA-PUD-22-06, Law Office of Clark A. Stillwell for Robert and Vicki Root

**T.3. 5:10 pm CPA-22-01 Revision to multiple policies in the Comprehensive Plan regarding open space**

a. Conduct a public hearing on June 27, 2022, at 5:10 pm to review and discuss application CPA-22-01, Revision to multiple policies in the Comprehensive Plan regarding open space

b. If approved, authorize staff to transmit application CPA-22-01, Revision to multiple policies in the Comprehensive Plan regarding open space, to the Department of Economic Opportunity and other State agencies for comment.

**U. ADJOURN**