

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

AGENDA

February 28, 2017 1:00 PM

Scott Carnahan, Chairman District 4	Angela Vick, Clerk of the Circuit Court
Ronald E. Kitchen Jr., 1st Vice Chairman District 2	Charles R. Oliver, County Administrator
Jeff Kinnard D.C., 2nd Vice Chairman District 1	Denise A. Dymond Lyn, County Attorney
Jimmie T. Smith, Commissioner, District 3	
Brian J. Coleman, Commissioner, District 5	

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.

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. Server Room Air Conditioning Unit

Please approve deletion of the following items from the inventory of the Clerk of Court and removal of same from the Clerk's Capital Asset listing.

90214 - RUUD A/C Unit UAMC-060JAZ - S6977M160416695

B.3. Release of Special Assessments

Approve and authorize the Chairman to execute Releases of Lien for Special Assessments by and between Citrus County and certain property owners 20018-167 (8E Citrus Springs Waterline Extension), 2010-150 (10A Citrus Springs Waterline Extension), 2012-176 (12D Crystal River Wastewater Area 112/113) special assessment district.

Community Services

B.4. Deletion of Surplus Property

Approve deletion of the following item(s) from the inventory of Citrus County Parks & Recreation department and the removal of same item(s) from the County's capital asset listing.

Asset ID No.: 18174 - Shadezone Bleacher Cover 18x27 (Replaced in FY 2016)

B.5. Strawberry Festival

Approve and authorize the Chairman to execute the Floral Park Use Agreement between Citrus County, a political subdivision of the State of Florida and the Citrus County Chamber of Commerce for the utilization of Floral Park for the annual Strawberry Festival to be held on March 4 & 5, 2017.

Human Resources

Management and Budget

B.6. Correction to the 1/24/17 Minutes

Correct the January 24, 2017 minutes, Item E.3., Budget Resolution, NW Quadrant Water Extension, Federal Grant revenue from \$29,599 to \$29,559.

Planning and Development

B.7. Planning and Development Commission Certificate of Appreciation

Present A Certificate of Appreciation to Wallace Higgins for his dedicated service on the Planning and Development Commission.

Public Works

B.8. Deletion of Surplus Property

Authorize staff to sell equipment as listed on the backup through GovDeals online auction service and authorize Clerk of Courts to remove from Aquatic Services assets list. In the event the item does not sell, authorize staff to dispose of the surplus property according to County policy.

B.9. Acceptance of 20' Perpetual Utility and Access Easement

a. Approve and authorize the Chairman to accept the Perpetual Utility and Access Easement from **MFP REAL ESTATE, LLC**, a Florida Limited Liability Company. This 20 foot wide, exclusive, perpetual utility and access easement is for the purpose of ingress and egress, clearing, excavating, constructing, inspecting, improving, repairing and maintaining public wastewater service lines in, upon, under, over, across and through Lot 5A to accommodate sanitary sewer facilities that will serve both Lots 5A and 5B of the Meadowcrest Office Park First Replat.

b. Authorize Clerk to place acceptance stamp on the Perpetual

Utility and Access Easement and record in the Public Records of Citrus County, Florida.

Systems Management

B.10. 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-0330

B.11. Public Records Report

Acknowledge receipt of the monthly Public Records Request report for January 2017.

Visitors and Convention Bureau

Water Resources

Set Public Hearings

C. PROCLAMATIONS

C.1. Planning and Development Commission Certificates of Appreciation

Present Certificates of Appreciation to John Wilson and Todd Nelson for their dedicated service on the Planning and Development Commission.

C.2. Proclamation Women Veterans Recognition Week 2017

Approve and authorize the Board to execute a proclamation declaring the week of March 12-18, 2017 as Women Veterans Recognition Week.

C.3. Proclamation- Newspaper in Education Week

Approve and authorize the board to execute a proclamation declaring March 6 through 10, 2017, as “Newspaper in Education Week” in Citrus County, Florida.

C.4. Proclamation-Developmental Disabilities Awareness Month

Approve and authorize the Board to execute a proclamation declaring the month of March 2017, as “Developmental disabilities Awareness Month in Citrus County, Florida.

C.5. Proclamation - Career and Technical Education Month

Approve and authorize the Board to execute a Proclamation declaring February 1 through 28, 2017 as “Career and Technical Education Month” in Citrus County, Florida

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. ITB 009-17 Dunkenfield Water Main Extension Project - Hartman Civil Construction Company, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Hartman Civil Construction Company, Inc., to provide complete construction for the Dunkenfield Water Main Extension Project.

b. RFP 012-17 Comprehensive Classification and Compensation Study; Evergreen Solutions, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Evergreen Solutions, LLC, to conduct a comprehensive classification and compensation study for Citrus County.

c. ITB 008-17 Milling & Resurfacing of Citrus County Road N. Turkey Oak Blvd from CR 495 to SR 44, Small County Outreach Program (SCOP) project - DAB Constructors, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and D.A.B. Constructors, Inc., to provide Milling and Resurfacing of Citrus County Road N. Turkey Oak Blvd., from CR 495 to SR 44 as a SCOP project.

E.2. Budget Transfers

Approve budget transfers for Planning and Development, Long Term Care, Board of County Commissioners, Visitor and Convention Bureau, Grounds Maintenance and Recycling for fiscal year 2016/2017.

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute resolutions amending the Small County Outreach (SCOP) Fort Island Trail grant budget for fiscal year 2016/2017.

E.4. Box Inc. Service Order

Approve and authorize the Chairman to execute the Box Service Order between Citrus County Board of County Commissioners and Box, Inc. for the business account licenses recurring annual amount of \$3,600.

E.5. DOC Work Squad Contract Renewal

Approve and authorize the Chairman to execute Contract Amendment #1 to Contract #W1046 which is in its final year of renewal between Citrus County, Florida a political subdivision of the State of Florida and the Florida Department of Corrections which will provide inmate labor. The Amendment extends the contract through April 1, 2018. The total of all costs associated with the contract is \$57,497.00.

E.6. Release of Retainage to D.A.B. Constructors, Inc., for ITB 040-16 for SCOP Project N. Elkcam Blvd. Resurfacing

a. Accept the completed Project ITB# 040-16 for (SCOP) N. Elkcam Blvd. Resurfacing

b. Approve and authorize the Clerk's Office to release the retainage in the amount of \$19,646.36 to the contractor, D.A.B. Constructors Inc., and return the encumbered balance of the purchase order back to the appropriate accounts.

E.7. SHIP Special Housing Needs Agreements 2017

a. Approve and authorize the Chairman to execute two (2) Citrus County SHIP Agreements with The Sanctuary Mission, Inc. to assist with renovations and improvements to Sanctuary Mission and Grace House.

b. Approve and authorize the Chairman to execute the Citrus County (SHIP) Agreement with the Citrus County Abuse Shelter, Inc. (CASA) to assist with the renovation of the shelter entry.

c. Approve and authorize the Chairman to execute two (2) Citrus County SHIP Agreements with the Key Training Center to assist with the construction of Key View and Detmer Place.

E.8. SHIP Rental Assistance Agreement

Approve and authorize the Chairman to execute the Citrus County (SHIP) Agreement with United Way to provide a total of \$45,000 in SHIP funding that will provide rental payments, security deposits and utility deposits on behalf of eligible very low and low income households within Citrus County.

E.9. Cooperative Funding Agreement for the Cardinal Lane Watershed Management Plan Alternative Analysis Project (N794); Agreement No. 17CF0000366

Approve and authorize the Chairman to execute the Cooperative Agreement between Southwest Florida Water Management District (SWFWMD) and Citrus County, Florida, a political subdivision of the State of Florida, for the Cardinal Lane Watershed Management Plan Alternative Analysis Project (N794), for a total project cost of \$200,000. Southwest Florida Water Management District - \$100,000 Citrus County, FL - \$100,000

E.10. Declaration of County Owned Property as Surplus and Proposed Property Donation - Floral City Community Building

a. Approve the declaration of the Floral City Community Center (land and building as indicated on the attached descriptive sketch) as surplus and convey said real property to The Floral City Lions Foundation, Inc., for the purpose of promoting community interest and welfare.

b. Approve and authorize the Chairman to execute a Resolution of the Board authorizing the conveyance of the Floral City Community Center to the Floral City Lions Foundation, Inc., for the purpose of promoting community interest and welfare pursuant to Florida Statute 125.38, Chapter 2, Article IV.I of the Citrus County Code and AR 8.03-2.

c. Approve and authorize the Chairman to sign the contract for the conveyance of the surplus Floral City Community Center.

d. Authorize the Chairman to execute a statutory County Deed from Citrus County, Florida, a political subdivision of the State of Florida to the Floral City Lions Foundation, Inc., a Florida Not-for-Profit Corporation.

e. Approve and authorize the Chairman to execute an Access and Parking Easement.

f. Authorize the Clerk to record the Resolution, County Deed and Easement in the Public Records of Citrus County, Florida.

E.11. Collective Bargaining Agreement

Approve the Tentative Agreement to Settle SM-2016-019 and related actions.

E.12. SHIP Rehabilitation Agreement Change Order

Approve and authorize Chairman to execute change order request to PO # 78064 in the amount of \$4,025 for a total PO total of \$26,975.

E.13. Road Maintenance Purchase of 2 Demo Sandbaggers

a. Approve and authorize the Chairman to purchase two demo sandbaggers from VerMehren Engineering Corp. for the amount of \$15,500.

b. Approve related budget transfer.

E.14. Bicentennial Park Pool Complex Family Restroom

Approve and authorize Chairman to execute work authorization form to Donnelly Architecture for Bicentennial Park Pool Complex Family Restroom.

E.15. Community Development Block Grant (CDBG) Monitoring

Approve and authorize the Chairman to sign DEO Monitoring Response letter.

E.16. Public Hearing-Proposed County surplus property inventory list appropriate for use as Affordable Housing

a. Adopt and Authorize the Chairman to execute a resolution of Citrus County, Florida, a political subdivision of the State of Florida, declaring certain county owned, surplus properties appropriate for use as affordable housing pursuant to Florida Statute 125.379; and

b. Approve and authorize the disposition of such property, pursuant to Florida Statute Section 125.379.

c. Authorize Clerk to record the Resolution in the Public Records of Citrus County, Florida.

F. OUTSTANDING COMMISSION ITEMS

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	9/27/2016	Analysis of the Establishment of county Lab for testing	Jeff Rogers Ken Cheek	Prior to Next Budget Cycle		
2.	9/27/2016	Trade off on Fire MSTU/MSBU	Randy Oliver Kristin Demers	5/9/2017		To be discussed at Fire Workshop May 9 @ 9:00 AM

3.	10/25/2016	Revise Fertilizer Ordinance to Allow for Homeowner Training/ Exceptions	Denise Lyn	3/14/2017-Advertize Public Hearing 3/28/2017 Public Hearing		Board Approved Moving forward with change in Ordinances 2/14/2017
4.	11/1/2016	List of final Purchase Price of Vehicles	Jeff Rogers Dan Johnson	2/28/2017		On this Agenda
5.	1/10/2017	Community Garden Pilot Program	Tobey Phillips	3/28/2017		
6.	1/10/2017	Prepare AR for Drone Racing in County Park	Tobey Phillips	3/28/2017		Approved approach on 2/14/2017
7.	1/10/2017	Declare Property at 7490 W. Gulf to Lake Highway Surplus	Susan Boelk Jeff Rogers	2/14/2017	COMPLETE	
8.	1/10/2017	Research Enforceability of Various Covenant for Cross Access Covenant	Denise Lyn	3/28/2017		
9.	1/10/2017	Explore feasibility/interest of Coffee Shop at Central Ridge Library	Eric Head Tobey Phillips	3/28/2017		
10.	2/14/2017	Flow Chart for Excess Property	Randy Oliver Jeff Rogers	3/28/17		

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Budget Hearings

Set the dates and times for the FY 2017/2018 Budget Hearings: Preliminary Budget Hearing on Wednesday, July 26, 2017 at 9:00 a.m., Tentative Budget Hearing on Thursday, September 14, 2017 at 5:01 p.m., and the Final Budget Hearing on Tuesday, September 26, 2017 at 5:01 p.m. at the Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness.

G.2. Reclassifications in Facilities Management

Approve creating the position of Operations and Projects Manager, pay grade 306 effective March 4, 2017.

Approve reclassifying the Assistant Facilities Management Director, pay grade 210 to Facilities Management Director, pay grade 306 effective March 4, 2017.

G.3. Cost of Vehicle Replacement FY 16-17

No Action required. Board of County Commissioners requested information for review.

G.4. Reclassification of Planning and Development Director

Approve renaming the Department of Planning and Development the Department and Growth Management and approve job description for the Director of Growth Management.

H. PRESENTATIONS/PUBLIC HEARINGS

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Veterans Advisory Board

Nominate and appoint three individuals to fill three regular member seats on the Veterans Advisory Board each for a two year term that will expire on January 31, 2019.

All applicants have met the requirements to apply for advisory board.

I.2. Historic Resources Advisory Board-Appoint/Nominate

Nominate and Appoint an individual to fill the position of Historical Society Board Member on the Historic Resources Advisory Board to expire on January 31, 2019.

Nominate and Appoint an individual to fill the position of Historian on the Historic Resources Advisory Board to expire on January 31, 2019.

Nominate and Appoint an individual to fill the position of Member-at-Large on the Historic Resources Advisory Board to expire on January 31, 2019.

Nominate and Appoint an individual to fill the position of Alternate Member on the Historic Resources Advisory Board to expire on January 31, 2019.

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER BRIAN J. COLEMAN - DISTRICT 5

K.1. Social Security Administration Representation in Citrus County

Approve and authorize the Chairman to execute letter to the Social Security Administration, with copies sent to elected representatives and the Ocala Social Security Administration office, requesting a higher level of representation in Citrus County to serve citizens.

L. COMMISSIONER JIMMIE T. SMITH - DISTRICT 3

L.1. Discussion on amending the Littering Ordinance to increase the fines for the 1st, 2nd and 3rd violations.

Discussion on amending the Littering Ordinance to increase the fines for the 1st, 2nd and 3rd violations.

L.2. Discussion on the use of Betz Farm for an economic park, to include: horse trails, golf, and a tough mudder competition.

Discussion on the use of Betz Farm for an economic park, to include: horse trails, golf, and a tough mudder competition.

L.3. Discussion of Modernization of the Building Department

Presentation and Discussion of Development of a plan to use current technology to allow for virtual inspections. This will free them up to do more in a day, reduce the need to grow staff and allow the businesses to better schedule inspections.

M. 2ND VICE CHAIRMAN JEFF KINNARD D.C. - DISTRICT 1

N. 1ST VICE CHAIRMAN RONALD E. KITCHEN JR. - DISTRICT 2

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

P.1. Estate of Dawn Cameron v. Citrus County, Florida

Approve and authorize Attorney Bruce R. Bogan to sign the Joint Motion for Substitution of Counsel for Defendants in Estate of Dawn Renee Cameron v. Citrus County, Florida (Case No. 8:16-cv-3192-T35).

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting: **March 14, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **March 28, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **April 11, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Special Meeting: Impact Fee: **March 14, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Special Meeting: Economic Development: **March 28, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Workshop: Fire Services: **May 9, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

T.1. 5:01 PM CPA/AA-16-15-Avis Marie Craig and Consultants of Covenant Children’s Home, Inc.

a. Conduct a public hearing on February 28, 2017 at 5:01 p.m. to consider CPA/AA-16-15, Avis Marie Craig and Consultants of Covenant Children’s Home, Inc. for Springs Presbyterian Church, Inc.

b. If approved, adopt and authorize the Chairman to execute the ordinances for CPA/AA-16-15, Avis Marie Craig and Consultants of Covenant Children’s Home, Inc. for Springs Presbyterian Church, Inc., amending the Future Land Use Map (Ordinance No. 89-04) and the Land Development Code Atlas (Ordinance No. 2012-06); and direct the Clerk to record the ordinances in the public records in Citrus County, Florida.

T.2. 5:05 PM CPA-16-12 - Department of Planning and Development - CR 491 Overlay Removal

a. Conduct a public hearing on February 28, 2017 at 5:05 p.m. to review and discuss application CPA-16-12-Department of Planning and Development, to amend the text of the Citrus County Comprehensive Plan for various Elements, as adopted by Ordinance No. 89-04, as further amended, by removing the CR-491 Corridor Overlay Plan and all related text (except for the Fixed Corridor as identified in the Future Land Use Element and adopted on the Future Land Use Map).

b. If approved, adopt and authorize the Chairman to execute the ordinance for CPA-16-12 - Removal of the CR-491 Corridor Overlay, amending the Future Land Use Map (Ordinance No. 89-04); and direct the Clerk to record the ordinance in the public records of Citrus County, Florida.

T.3. CPA/AA/PUD-16-19– Clark Stillwell for Lillian Waugh

a. Conduct a public hearing on February 28, 2017 at 5:10 p.m. to review and discuss application CPA/AA-16-19, Clark Stillwell for Lillian Waugh. The request is to amend 15 acres on the Future Land Use Map of the Citrus County Comprehensive Plan, and the Land Use Atlas Map of the Land Development Code.

b. If approved, transmit the application to the State Land Planning Agency and required agencies for review and comment.

U. ADJOURN