

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

AGENDA

September 19, 2017 1:00 PM

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| 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

- B.1. **Board of County Commissioners - Public Workshop - Aug 22, 2017 9:00 AM**
- B.2. **Board of County Commissioners - Regular Meeting - Aug 22, 2017 1:00 PM**

Administration

B.3. Deletion of Surplus Property

Approve deletion of the following items from the inventory of the Supervisor of Elections and the removal of same items from the county's capital asset listing. See Attached.

Attorneys Office

Clerk

B.4. Clerk Records Disposition 1372

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1372 for disposal of records that have met their assigned retention periods.

Community Services

B.5. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Grounds Maintenance and the removal of same items from the county's Capital Asset listing. Asset # 16082 - Broyhill Field Finisher Asset # 16083 - Broyhill Field Finisher Asset # 16084 - Broyhill Field Finisher

Human Resources

B.6. MassMutual Plan Document

Approve and authorize the Chairman to execute the MassMutual Specimen Plan Document Preparation Service Election Form.

Management and Budget

B.7. Budget Reduction Reserve Account

Acknowledge receipt of the monthly Budget Reduction Reserve Report as of August 2017.

Planning and Development

Public Works

B.8. Deletion of Surplus Property Landfill Leachate Waste Water Treatment Plant

Approve deletion of the Methanol tank, Asset #B93 from the inventory of the Department of Public Works, Division of Solid Waste and the removal of same items from the county's capital asset listing.

B.9. Deletion of Surplus Property

Approve deletion of the following items from the inventory of the Department of Public Works, Division of Solid Waste and the removal of same items from the county's capital asset listing. Asset #20589 30-yard roll-off container.

B.10. Deletion of Surplus Property

Approve deletion of the following items from the inventory of the Department of Public Works, Division of Solid Waste and the removal of same items from the county's capital asset listing. Asset #13888 Can-erator, Asset #13538 Paint can opener and Asset #'s 17236, #16252 and #18175 Modular desk units (3).

B.11. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Road Maintenance and the removal of same items from the county's Capital Asset listing. ID# 15993 Ice O Matic Ice Machine

B.12. Asset Deletion - Utilities #20230

Approve deletion of the following item from the inventory of the Department of Water Resources, execution of title for disposal as needed, and the removal of same item from the county's capital asset listing. Utilities vehicle #20230

B.13. Lease Agreement for T-Hangar Unit 1-E at the Crystal River Airport

Approve and authorize the Chairman to execute the Lease Agreement with Douglas Bogart for T-Hangar Unit 1-E, at the Crystal River Airport.

Systems Management

B.14. Microsoft Volume Licensing - Enterprise Update Statement

Approve and authorize the Chairman to execute the Microsoft Enterprise Update Statement between Microsoft and Citrus County confirming that there has been no increase in the number of required licenses per our Enrollment Number 7866941.

B.15. Public Records Report

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

B.16. 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-0346

Visitors and Convention Bureau

Water Resources

B.17. Release of Lien - CFIL

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Betty & Gerald Ruczynski, Thomas & Christine Nolan, Melanie Milliman, Robert Wingate, Scotty R & Martha Damron, Steven & Barbara Tanner, Gale Gilman and Scott Roland & Diane Darrow Grybek

B.18. Satisfaction of Lien - Utility Services

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 Lana Albrecht, Thomas Jacobs, Cheryl Robinson, James Clevenger, Jillian Banden, Julie Mae Sineus, Altere-Arthemisia Normand, and James Kimbrough.

B.19. Claim of Lien

Approve the write off of \$3,695.04 for uncollected utility accounts and approve and authorize the Chairman to execute a Claim of Lien to be filed by and on behalf of the Citrus County Municipal Service Benefit Unit for Water and Wastewater Utility Services against property owned by Edward Oppenheimer, Beverly Breslin, Carlos Monsalve, Russell Bannister, Vicky Lis, Michael Watkins, Bonita Pelley, Richard Reynolds, Michael & Sharon Perry, Geraldine Carlson, Billy Lamb, Scott & Cathy Lawson, Peter Desalvo, Amanda Gulland, Steven Bender, John Sylvester, Joe Brown, Rebecca Billings, Michael Mancuso, Dana Jowers, Frank & Gloria Marks, John Covey, John Kenny, Franklin Montalvo, Frank & Shirley Corfiati, Katherine Raquet, James Gorman, Debra Wagner, Patrick Blake Roberts, and Christopher Dixon.

Set Public Hearings

B.20. SV-17-01 Justin W & Sheila K. Heatter, Co-Trustees

a. Set a Public Hearing to Consider a Resolution on October 10, 2017 at 1:30 PM for application SV-17-01, Justin W. And Sheila K. Heatter, Co-Trustees of SKH Realty Trust, to vacate a portion of S. Bassett Drive in Homosassa.

b. If approved, adopt and authorize the Chairman to execute the Resolution and direct the Clerk to record the Resolution in the public records of Citrus County, Florida.

C. PROCLAMATIONS

C.1. Proclamation- Save Our Waters Week

Approve and authorize the Board of County Commissioners to proclaim the week of September 16 through 23, 2017, as “Save Our Waters Week” in Citrus County, Florida.

C.2. Proclamation- National Sewing Month

Approve and authorize the Board to execute a proclamation declaring the month of September, 2017, as “National Sewing Month” in Citrus County, Florida.

C.3. Proclamation - Senior Center Month

Approve and authorize the Board to execute a proclamation declaring the month of September 2017 as "Senior Center Month" in Citrus County, Florida.

C.4. Proclamation - POW/MIA Recognition Day

Approve and authorize the Board to execute a Proclamation declaring September 15, 2017 as National POW/MIA Recognition Day in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. Quote 057-17 Mowing of Fire Rescue Stations, Well Sites and Fire Training Center MWM Lawn and Landscape

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and MWM Lawn and Landscape, LLC., to provide mowing services to the Fire Rescue Stations, Well Sites and Fire Training Facility.

b. Quote Amendment No. 2; Citrus County Libraries Mowing

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Sean Judge Lawn Care, Inc., extending the duration of the Agreement to September 22, 2018.

c. RFP 041-17 Transportation of Leachate - Merrell Bros. Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Merrell Bros., Inc, to provide the transportation of leachate for the Citrus County Landfill on an as needed basis.

d. ITB 047-17 Residential Road Resurfacing 2017-2018; D.A.B. Constructors, Inc.

A. Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and D.A.B. Constructors, Inc., to provide residential road resurfacing for 2017-2018.

B. Approve an award of a total contract amount for \$6,300,000.

C. Approve staff to add additional ranked roadways at the unit costs noted in the bid to expend the total budgeted amount of \$6,300,000.

e. ITB 033-14 Amendment No. 2 Janitorial Service -Community Services and Library Services- Pristine Services LLC dba Allstar Janitorial

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Pristine Services, LLC dba Allstar Janitorial to renew the Agreement for the two-year renewal extending the duration of the Agreement to September 30, 2019.

f. PB 036-17 Amazon Business on Prince William Public Schools through US Communities

Approve and Authorize the Chairman to execute Agreement between Citrus County, Florida and Amazon Business, to purchase products and supplies and utilize the duration of the Agreement to January 18, 2022.

g. PB 050-17 Piggyback purchases of Aquatic Herbicide's & Related Adjuvants- from various Suppliers; Alligare LLC, Crop Production Services Inc, Helena Chemical Co., Red River Specialties Inc., Winfield Solutions LLC

Approve and Authorize the Chairman to execute the Agreements between Citrus County, Florida and Alligare LLC, Crop Production Services, Inc. and Winfield Solutions LLC, expiring on June 30, 2018.

h. BW 054-17 Invoice Cloud Payment Processing

a. Approve the Authorize the Chairman to execute the Agreement between Citrus County, Florida and Invoice Cloud Inc., to provide electronic billing and payment services for the Division of Utility Billing and Customer Service as part of the Department of Water Resources including any future projects within County.

b. Approve the Authorize the Chairman to execute the payment and

credit card processing Agreements between Citrus County, Florida and Paymenttech, LLC on behalf of JPMorgan Chase Bank, N.A.

c. Approve and execute Resolution authorizing the Chairman or First (1st) Vice Chairman to execute any amendments, modifications, as well as payment and credit card processing Agreements and any associated documents required.

d. Approve and authorize the Chairman to execute the Designation of Signature Authority to the Department of Management and Budget Director and/or designee to sign and execute the Chase Paymenttech document as the authorized administrator for Account Boarding and Implementation.

E.2. Budget Resolution

Adopt and authorize the Chairman to execute a resolution adopting Shelter Care Plus, United Way Real Lasting Change, State Initiative Partnership (SHIP) and amending Fleet Vehicle Trust, Crystal River Airport Lift Station, Community Care for the Elderly (CCE) (2), Senior Care Program (SCP), Local Service Program (LSP) and Alzheimer's Disease Initiative (ADI) budgets for fiscal year 2016/2017.

E.3. Budget Transfers

Approve budget transfers for the Visitors & Convention Bureau, Citrus Springs MSBU, Older American's Act Title III B, Utilities, Facilities Management, Supervisor of Elections (2), Animal Services, Beverly Hills MSBU, Community Services, Dental Insurance, Stormwater and Grounds Maintenance for fiscal year 2016/2017.

E.4. FDOT Master Agreement for the Utility Work By Highway Contractor Agreement (UWHCA) for Utilities

a. Approve and authorize the Chairman to execute the Utility Work by Highway Contractor Master Agreement between the Florida Department of Transportation (FDOT) and Citrus County, Florida, a political subdivision of the State of Florida.

b. Authorize the Clerk to place acceptance stamp on the Utility Work by Highway Contractor Master Agreement upon receipt of the fully executed documents from the Florida Department of Transportation (FDOT) and record in the Public Records of Citrus County, Florida.

E.5. 2017 Annual Byrne/Justice Assistance Grant (JAG) Local solicitation

Approve and authorize the Chairman to execute a letter from the Citrus County Sheriff's office giving approval to apply for funding assistance through the U.S. Department, Office of Justice Programs, Bureau of Justice Assistance, "FY 2017 Edward Byrne Memorial Justice Assistance Grant (JAG) Local solicitation in the amount of \$34,736. There is no County cash match required.

E.6. WRWSA FY17/18 Grant Funding Agreement

Approve and authorize the Chairman to execute the grant agreement between Citrus County, a political subdivision of the State of Florida, and the Withlacoochee Regional Water Supply Authority for the Local Government Water Supply Funding Assistance Program in the amount \$42,627.50, with a Citrus County Utilities enterprise fund match of \$42,627.50.

E.7. Liability Insurance Renewal --10/1/2017 thru 10/1/2018

Authorize the Chairman to execute the Premium Recapitulation proposal and approve the renewal of the insurance as follows : Excess General Liability, Excess Automobile Liability, Excess Workers Compensation, Comp/Collision for Fire Trucks, Crime/Employee Dishonesty, Public Officials/Employment Practices Liability, Cyber Liability, Pollution Liability including optional TRIA Terrorism, Volunteer AD&D, Statutory AD&D for Firefighters, Aviation Liability, Agent Remuneration and the Florida Sheriff's Self Insured Fund additional covered member endorsement, NFIP (Flood Coverage), endorsement adding property of the Fire Division to the current property and inland marine schedule, endorsement adding the Fire Division's autos to the current automobile schedule, endorsement adding property of the Fire Division to the current Boiler and Machinery schedule, and the brokerage fee for Public Risk Insurance Agency. The coverage period on all renewals is October 1, 2017 through October 1, 2018 in the amount of \$538,615.

E.8. Aging and Disability Resource Center Referral Agreement

Adopt and authorize the Chairman to execute the Aging and Disability Resource Center Access Point Referral Agreement between Citrus County and Mid Florida Area Agency on Aging dba Elder Options.

E.9. Advanced Disposal Waste Disposal Account Agreement

- a. Approve and authorize the Chairman to execute the revised Solid Waste Disposal Agreement between Citrus County and Advanced Disposal Services Solid Waste Inc., establishing a monthly charge agreement for disposal fees up to \$313,640.
- b. Acceptance of Argonaut Insurance Company Bond No. SUR0018338 in the sum of \$313,640 as security for the disposal agreement.
- c. Termination of existing Solid Waste Disposal Agreement for Advanced Disposal Services Solid Waste Inc., dated September 13, 2016.
- d. Termination of Solid Waste Disposal agreement with Advanced Waste Solutions dated August 9, 2011 and release of charge agreement securities.

E.10. Waste Pro Security Bond Continuation Certificate

Authorize the Chairman to accept Continuation Certificate for Berkeley Insurance Company Security Bond No. 0173218 extending the period to July 1, 2018 and be made a part of Waste Pro's Waste Disposal Account Agreement dated July 13, 2010.

E.11. Waste Management Inc. Waste Disposal Account Agreement

- a. Approve and authorize the Chairman to execute the revised Solid Waste Disposal Agreement between Citrus County and Waste Management of Central Florida Inc. establishing a monthly charge agreement for disposal fees up to \$25,000.
- b. Acceptance of Bond Safeguard Insurance Company Bond No. 5010030 in the sum of \$25,000 as security for the disposal agreement.
- c. Termination of existing Solid Waste Disposal Agreement with Waste Management dated February 12, 2008.

E.12. Contract for Actuarial Services

Approve and authorize the Chairman to sign the engagement letter with Aon Hewitt for actuarial services for fiscal years 2017, 2018 and 2019, in the amounts of \$8,500, \$30,500, and \$10,500, respectively.

E.13. Approve 5 Year Contract with Nature Coast EMS for Emergency Medical Services

Approve and authorize the Chairman to execute the contract with Nature Coast EMS for Emergency Medical Services for the period

of October 1, 2017, through September 30, 2022 with the option of one contract extension for an additional five (5) years.

E.14. Extension of Nature Coast EMS COPCN

Approve and authorize the Chairman to execute a temporary Certificate of Public Convenience and Necessity to Nature Coast Emergency Medical Foundation, Inc. for Advanced Life Support - Ground Ambulance Service in Citrus County. This temporary Certificate of Public Convenience and Necessity shall be valid for 180 days starting September 29, 2017.

E.15. Suncoast II Parkway Utility Interconnection

a. Adopt and authorize the Chairman to execute the Resolution for the project known as the Suncoast Parkway II Utility Interconnection in accordance with the requirements set forth in the State Revolving Fund program process.

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

E.16. Fire Rescue Training Agreement

Approve and authorize the Board to execute the agreement between Citrus County, Florida and the Florida Department of Agriculture and Consumer Services to Florida Forest Service for state mandated training.

F. OUTSTANDING COMMISSION ITEMS

| | BOARD DATE | ISSUE | RESPONSIBLE PARTY | ANTICIPATED COMPLETION DATE | DATE COMPLETED | COMMENTS |
|----|------------|---|--------------------------------|-----------------------------|----------------|------------------------------|
| 1. | 4/11/2017 | Code Enforcement Workshop | Randy Oliver | 8/22/2017 | COMPLETED | |
| 2. | 5/8/2017 | Plan to Dispose of Excess Property | Susan Boelk | 7/25/2017 | | RFP Award Pending |
| 3. | 7/14/2017 | State Legislative Agenda | Randy Oliver Tobey Phillips | 10/24/2017 | | |
| 4. | 7/25/2017 | Authorize Notification to Haulers of Intent to Franchise and Get Hearing Date | Randy Oliver Jeff Rogers | | COMPLETED | Board Decided Not to Proceed |
| 5. | 8/8/2017 | Drug Forfeiture Fund | Randy Oliver | 9/12/2017 | | |
| 6. | 8/22/2017 | Recommendation on Code Enforcement | Mark Green Scott McKinney | 10/24/2017 | | |

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Administrative Regulations - Purchasing

Approve and adopt the following Administrative Regulations:

-AR 9.07-5 Contracting For Construction Services

-AR 9.17-3 Purchase Card Program

G.2. Use of Funds from the Drug Forfeiture Fund

Provide staff direction if a change in the Administrative Regulation is desired.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 p.m. Public Hearing Certification of the Fiscal Year 2017-2018 Non-Ad Valorem Assessment Rolls

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 2017-2018 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.

H.2. 1:40 p.m. Public Hearing to adopt the Annual Rate Resolution for Fire Protection Services for FY 2017-18

a. Conduct a public hearing to consider adopting fees and assessment rates for Fire Protection Services for FY 2017-18 and adopting the Fire Protection Services assessment roll prepared by the Property Appraiser's Office. No rate increases to the fee schedule are proposed.

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.

H.3. 1:45 Time Certain - Presentation and Adoption of the Crystal River Airport Master Plan and Airport Layout Plan Update

Approve and adopt the August 2017 Crystal River Airport Master Plan Update.

H.4. 1:50 Utility Billing & Customer Service Division Audit

Citrus County Utility Billing & Customer Service Division Audit Report

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER BRIAN J. COLEMAN - DISTRICT 5

K.1. Discussion and Vote on leasing the Ft. Island Fire Station to the Sheriff's Office

Discussion and Vote on leasing the Ft. Island Fire Station from the Board of County Commissioners to the Sheriff's Office for a yearly rate of \$1.00.

L. COMMISSIONER JIMMIE T. SMITH - DISTRICT 3

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

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

N.1. Florida Department of Transportation (FDOT) will provide an update on the Hall's River Bridge Project.

Florida Department of Transportation (FDOT) will provide an update on the Hall's River Bridge Project.

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

O.1. Discussion on Tree Survey for Floral City

Discussion on Tree Survey for Floral City

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting: **September 26, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **October 10, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **October 24, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. **RESCHEDULED** Tentative Budget Hearing: **September 19, 2017 at 5:01 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Workshop-LDC- Temporary Uses/Tents/Aesthetics: **October 10, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Workshop- LDC – Coastal Waterfront Development: **November 30, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Workshop LDC- Mixed Use & Commercial Redevelopment: **January 23, 2018 at 9:00 AM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Workshop LDC-Additional Topics: **February 27, 2018 at 9:00 AM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
6. Workshop LDC-Wrap Up: **April 10, 2018 at 9:00 AM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

U. ADJOURN