

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

**AGENDA**

**May 12, 2020 1:00 PM**

<b>Brian J. Coleman, Chairman District 5</b>	<b>Angela Vick, Clerk of the Circuit Court</b>
<b>Scott Carnahan, 1st Vice Chairman District 4</b>	<b>Charles R. Oliver, County Administrator</b>
<b>Ronald E. Kitchen Jr., 2nd Vice Chair District 2</b>	<b>Denise A. Dymond Lyn, County Attorney</b>
<b>Jimmie T. Smith, Commissioner, District 3</b>	
<b>Jeff Kinnard D.C., Commissioner District 1</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 - Regular Meeting - Apr 13, 2020 1:00 PM**

**Administration**

**Attorneys Office**

**Clerk**

- B.2. Clerk Disposition #1673**

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1673 for disposal of records that have met their assigned retention periods

- B.3. Releases 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 19B Citrus Springs Assessment Area, 8C Chassahowitzka Sewer, 8E 2008 Citrus Springs Waterline Extensions, 8E Citrus Springs Waterline Extensions special assessment district.

**Community Services**

- B.4. Deletion of Assets - 16' Groove Slide at Citronelle Park**

Approve deletion of the following item from the inventory of Parks and Recreation and the removal of the same item from the county's capital asset listing: 16' Groove Slide at Citronelle Park

- B.5. Asset Deletion - Beach Sand/Ft Island Gulf Beach**

Approve deletion of the following item from the inventory of Parks and Recreation and the removal of the same item from the county's

capital asset listing: Asset #16629 - Beach Sand/Ft Island Gulf Beach.

**Fire Services**

**Human Resources**

**Management and Budget**

**B.6. Budget Reduction Reserve Account**

Acknowledge receipt of the monthly Budget Reduction Reserve Report as of April 2020.

**Planning and Development**

**Public Works**

**B.7. Deletion of Surplus Property**

Approve the deletion of the following items from the inventory of Solid Waste Management Asset#15045 Submersible Well Pump and the removal of the same item from the county's capital asset listing.

**Systems Management**

**Visitors and Convention Bureau**

**Water Resources**

**B.8. Release of Lien - W & WW Utility Service**

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 Roger & Lynette Eeten, April Criswell, Henry Gainer, James McGregor, and Timothy McDonald.

**B.9. Release of Lien - Connection Charge Installment Lien Agreement**

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Danny & Debra Tew, Linda L. Hall, and Ella Hahn.

**B.10. Connection Fee Lien Agreement - Schaw**

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 Wastewater  
Utility Services for Tawny A Schaw.

**Set Public Hearings**

**C. PROCLAMATIONS**

**C.1. Proclamation - National Water Safety Month**

Approve and authorize the board to proclaim the month of May as  
National Water Safety Month in Citrus County, Florida.

**D. OPEN TO THE PUBLIC**

**E. REGULAR BUSINESS**

**E.1. Bids**

**a. ITB 18-027 Amendment No. 1; Medical Supplies for Fire  
Services; Henry Schein, Inc.**

Approve and Authorize the Chairman to execute Amendment No. 1  
to the Agreement between Citrus County, Florida and Henry  
Schein, Inc for the purchase of Medical Supplies for Citrus County  
Fire Rescue.

**b. ITB 20-025 Mowing Right of Way Districts 1-7, 8A & 13; Gilmer  
Lawn Services, Inc. and MWM Lawn and Landscape LLC**

Approve and Authorize the Chairman to execute the Agreement  
between Citrus County, Florida and MWM Lawn and Landscape  
LLC and Agreement between Citrus County, Florida and Gilmer  
Lawn Services, Inc. to provide routine finish mowing and litter  
pickup of County Right-of-Ways throughout Citrus County.

**c. RFQ 18-030 General Contractor/ Construction Services  
Continuing Services Contract; Cardiff Construction, LLC**

Approve and Authorize the Chairman to execute a Work  
Authorization for Cardiff Construction, LLC to provide the general  
contractor services related to the automated bypass scale project.

**d. AGR 20-046 Save Crystal River Kings Bay Restoration Project;  
Save Crystal River, Inc.**

Approve and Authorize the Chairman to execute the Agreement  
between Citrus County, Florida and Save Crystal River, Inc. to  
oversee the maintenance for the Kings Bay Restoration Project.

**E.2. Budget Transfers**

Approve budget transfers for Circuit Court, Fire /EMS Grant, Visitors & Convention Bureau (3), Animal Services, State Housing Initiative Partnership (3), Utilities and Citrus Springs MSBU for fiscal year 2019-20.

**E.3. Budget Resolution**

Adopt and authorize the Chairman to execute a resolution amending Road Maintenance and Aid to Libraries budget and the State Housing Initiative Partnership grant budget for fiscal year 2019-20.

**E.4. 2019 South Garcia Point Sewer Project Assessment Area**

a. Approve and authorize the Chairman to execute a resolution removing AK 1143071 from the assessment roll of the 2019 South Garcia Point Sewer Project Assessment Area and reducing the assessment amount for AK 3521041 from \$11,600.00 to \$5,800.00 within the 2019 South Garcia Point Sewer Project Assessment Area.

b. Approve and authorize Chairman to execute a Release of Lien for AK 1143071 and a Partial Release of Lien for AK 3521041 with regard to the 2019 South Garcia Point Sewer Project Assessment Area.

c. Authorize the Clerk of the Board to adjust the special assessment program as directed by the attached Resolution and to record the Resolution, Release of Lien and Partial Release of Lien in the Public Records of Citrus County, Florida.

**E.5. Power Easement for Uniti Fiber LLC by Withlacoochee River Electrical Cooperative, Inc.**

Approve an easement for Withlacoochee Electric to provide underground electrical services across County property.

**E.6. NCBA - SCSEP Host Agency Agreement**

a. Approve and Authorize the Chairman to execute The National Caucus and Center on Black Aging, Inc., Senior Community Service Employment Program Letter of Commitment.

b. Approve the Designation of Signature authority form for the required reporting forms.

**E.7. 2021 Florida RV Supershow**

Authorize the Chairman to sign the attached Booth Exhibitor Application and Contract for the 2021 Florida RV Supershow January 12-17, 2021

**E.8. PCORI Fee**

Approve and authorize the Chairman to execute Form 720 IRS Quarterly Federal Excise Tax Return for the PCORI Fee payment of \$2657.98

**E.9. FY19/20 Vehicle and Equipment Replacement**

a. Approve and authorize Fire Rescue to purchase a 2020 Ford F150 ½ ton crew cab 4x4 State Contract Number: Florida Sheriff's Association FSA19-VEL27.0 in the amount of \$30,681.

b. Approve related budget transfer of \$30,681

**E.10. Public Works Administration and Engineering Division Reorganization**

Approve change of title from Accounting Clerk in Engineering to Senior Secretary Position in Public Works Administration with no change in compensation or pay grade.

**E.11. Funding request for an Interpretive Display by Friends of the Crystal River National Wildlife Refuge Complex, Inc. at the National Wildlife Refuge Visitor Center**

Approve the TDC funding recommendation of \$100,000 to the Friends of the Crystal River National Wildlife Refuge Complex, Inc. for the creation of an interpretive display at the National Wildlife Refuge Visitor Center and direct staff to develop a contract to insure performance.

**E.12. DOT Funding Appropriation Grant for CR 491 from South of Audubon Park Path to Horace Allen St**

- a. Adopt and authorize the Chairman to execute a Resolution authorizing the Chairman to enter into an agreement between Citrus County, Florida, a political subdivision of the State of Florida and the State of Florida Department of Transportation for the State-Funded Grant Agreement; Specific Appropriation 1989A of Senate Bill 2500 Enrolled, Local Transportation Projects for Contract Administration, Construction Engineering Inspection (CA/CEI) and Widening Construction of CR491 from South of Audubon Park Path to Horace Allen St.

- b. Approve and authorize the Chairman to execute the State-Funded Grant Agreement; Specific Appropriation 1989A of Senate Bill 2500 Enrolled, Local Transportation Projects for Contract Administration, Construction Engineering Inspection (CA/CEI) and Widening Construction of CR491 from South of Audubon Park Path to Horace Allen St. between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Transportation. The DOT portion will be \$13.3 Million and the County’s participation will be costs associated with Engineering Design & Post Design, Right of Way Acquisition, Construction Contingency and any additional costs either not addressed by or above the Specific Appropriation grant amount.

**E.13. Citrus County Sheriff's Office Department of Justice Coronavirus Emergency Supplemental Funding Program FY2020**

Approve and authorize the Chairman to execute the DOJ Coronavirus Emergency Supplemental Funding Program FY2020.

**F. OUTSTANDING COMMISSION ITEMS**

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	12/12/2017 RETREAT	Resolve Landfill Issues	Larry Brock	Ongoing		
2.	4/24/2018	Ordinance Establishing Aesthetic Standards in Certain Zoning Classifications	Steven Lachnicht	6/30/2020		
3.	8/21/2018	Work with City of Inverness on Air Space Protection Agreement Required by FAA	Denise Lyn	TBD		County Attorney and Inverness City Manager have exchanged Draft
4.	7/9/2019	Proposed Changes to Fireworks/Ordinance Permitting	Denise Lyn	5/1/2020		
5.	10/24/2019	Review FAC/NACO and Small County Coalition	Randy Oliver	5/30/2020		
6.	11/19/2019	Issue RFP for Utility Consultant	Randy Oliver	5/30/2020		Position being Advertised
7.	3/26/2020	Analysis of County Managed Sludge Facilities	Ken Check	4/26/2020		
8.	4/28/2020	Letter to SWFWMD on Water Withdraws for Wells and Bottling Companies	Ken Check	5/26/2020		
9.	4/29/2020	Update on Water Credit for Reclaimed Water	Ken Check	5/12/2020	4/30/2020	COMPLETE

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

**H. PRESENTATIONS/PUBLIC HEARINGS**

**H.1. 2:00PM Public Hearing for Section 5307 FY 20-21**

a. Conduct a public hearing as required by the Federal Transit Administration to obtain public input on the Program of Projects for Section 5307 funding.

b. Approve and authorize the Chairman or 1<sup>st</sup> Vice Chairman, respectively, to sign the Resolution authorizing the electronic submittal of an application for \$1,253,465 in Section 5307 grant funding through the Federal Transit Administration's (FTA) Transit Award Management System (TrAMS) as shown on the Program of Projects and electronic execution and submittal of the related contract for \$1,253,465 in grant funding for the Citrus County Transit System through the Federal Transit Administration Section 5307 grant for FY 2020-2021 and any amendments thereto, after review by the County Attorney.

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

**J. COMMITTEE REPORTS FROM COMMISSIONERS**

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

**L. COMMISSIONER JIMMIE T. SMITH - DISTRICT 3**

**M. 2ND VICE CHAIR RONALD E. KITCHEN JR. - DISTRICT 2**

**N. 1ST VICE CHAIRMAN SCOTT CARNAHAN - DISTRICT 4**

**O. CHAIRMAN BRIAN J. COLEMAN - DISTRICT 5**

**O.1. Annual Evaluation for County Attorney**

Discussion and vote on County Attorney Denise Lyn's annual review to include salary adjustment.

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

**P.1. Continuing Reauthorization of the State of General Emergency**

Discussion and vote on continuing reauthorization of the State of General Emergency.

**Q. OPEN TO THE PUBLIC**

**R. UPCOMING MEETINGS**

1. Regular Meeting: **May 26, 2020 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **MONDAY June 8, 2020 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **June 23, 2020 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS**

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

**U. ADJOURN**