

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

**AGENDA**

**January 5, 2021 1:00 PM**

<b>Scott Carnahan, Chair, District 4</b>	<b>Angela Vick, Clerk of the Circuit Court</b>
<b>Ronald E. Kitchen Jr., 1st Vice Chair, District 2</b>	<b>Charles R. Oliver, County Administrator</b>
<b>Ruthie Davis Schlabach, 2nd Vice Chair, District 3</b>	<b>Denise A. Dymond Lyn, County Attorney</b>
<b>Jeff Kinnard D.C., Commissioner District 1</b>	
<b>Holly L. Davis, Commissioner, District 5</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 - Dec 1, 2020 1:00 PM**
- B.2. **Board of County Commissioners - BOCC Goal Setting Retreat - Dec 8, 2020 9:00 AM**
- B.3. **Board of County Commissioners - Regular Meeting - Dec 15, 2020 1:00 PM**

**Administration**

**Attorneys Office**

**Clerk**

**B.4. County Warrants**

Accept the attached check registers outlining the County warrants.

**Community Services**

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

Approve deletion of the following item from the inventory of Citrus County Animal Services and the removal of same item from the county's capital asset listing. Asset #53159 True Commercial Refrigerator.

**B.6. Youth Athletic Organization Agreement - Crystal River Little League**

Approve and authorize the Chairman to execute the Youth Organization Agreement between Citrus County and Crystal River Little League for the 2021 season.

**B.7. Youth Athletic Organization - Central Citrus Little League**

Approve and authorize the Chairman to execute the Youth Organization Agreement between Citrus County and Central Citrus Little League for the 2021 season.

**Fire Services**

**Human Resources**

**Management and Budget**

**Planning and Development**

**Public Works**

**Systems Management**

**B.8. 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-0387, BOCC-0393

**Visitors and Convention Bureau**

**Water Resources**

**B.9. Release of Lien - Water & Wastewater 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 James O Tuell, James Church, James Sproles, Vera Frazier and Richard Sayers.

**Set Public Hearings**

**C. PROCLAMATIONS**

**C.1. Proclamation Cervical Cancer Awareness Month**

Approve and authorize the Board to proclaim the month of January, 2021 as Cervical Cancer Awareness Month.

**D. OPEN TO THE PUBLIC**

**E. REGULAR BUSINESS**

**E.1. Bids**

**a. RFQ 18-026 In Home Health Service Programs-Scharfeld Care Solutions, Inc. dba Senior Helpers of Spring Hill**

Approve and authorize the Chairman to execute the Agreement between Citrus County, Florida and Scharfeld Care Solutions, Inc. dba Senior Helpers of Spring Hill to provide In-Home Health Services throughout the County.

**b. RFQ 18-030 Work Authorization; Continuing Contract Construction Services; Daly & Zilch (Florida), Inc.**

Approve and Authorize the Chairman to execute a Work Authorization for Daly & Zilch (Florida), Inc. to provide and install a generator and transfer switch at the Fleets Maintenance Building.

**c. RFP 008-10 Amendment No. 4; Inmate Telephone Services; Pay Tel Communications, Inc.**

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Pay Tel Communications, Inc., to extend the Agreement for 120 days to maintain services during the solicitation of Request for Proposal.

**E.2. Budget Transfers**

Approve budget transfers for Fire Vehicle Trust, Housing and Visitors & Convention Bureau for fiscal year 2020-21.

**E.3. Budget Resolution**

Adopt and authorize the Chairman to execute a resolution adopting/amending the General Fund budget, Stormwater Utility Fee Method, State Housing Initiative Partnership and various Small County Outreach Program Resurfacing Project grant budgets for fiscal year 2020-21.

**E.4. Roll Forward Purchase Order Budget Resolution**

Adopt and authorize the Chairman to execute a resolution amending the County Budget for outstanding purchase orders from fiscal year 2019/2020 that will be brought forward into fiscal year 2020/2021.

**E.5. Appointed Fire Chief Craig Stevens as County's Ex-Officio Member Representative to the Nature Coast**

Appoint Craig Stevens as County Representative to Nature Coast EMS Board.

**E.6. Notice of Demolition to Heirs**

Request the Board of County Commissioners determine whether Code Compliance should move forward with the demolition process regarding the property located at 7380 W. Wilder Ct., Homosassa, FL.

**E.7. Notice of Demolition to Heirs**

Request the Board of County Commissioners determine whether Code Compliance should move forward with the demolition process regarding the property located at 6310 W. Orange Ln., Crystal River.

**E.8. Corrective County Deed**

a. Approve and authorize the Chairman to execute a Corrective County Deed for the surplus property identified under AK 3334465 as Lot 11, Block E, Sunset Acres Unrecorded Sub., Dunnellon, Florida

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

**E.9. Accept Offer to Purchase Surplus Property**

a. Approve the Purchase and Sale agreement with Robert M. and Margie F. Simons and authorize Chairman to execute the same.

b. Approve and Authorize the Chairman to execute a County Deed to Robert M. and Margie F. Simons for AK 1142482, River View Pt of Lots 5 & 6, Homosassa, Florida.

c. Authorize staff to deliver deed upon receipt of payment.

**E.10. Accept Offer to Purchase Surplus Property for 8187 W. Steele Ct., Crystal River**

a. Approve the Purchase and Sale agreement with Tony Lee Williamson and authorize Chairman to execute the same.

b. Approve and Authorize Chairman to execute a County Deed to Tony Williamson, married man, for AK 2328860, Holiday Acres Unit 2 Lot 3 Unrec of Lot 22, Crystal River.

c. Authorize staff to deliver deed upon receipt of payment.

**E.11. Acknowledgement of Airport Hangar Lease Agreement(s)**

Staff requests that the Board of County Commissioners acknowledge the attached, executed T-Hangar lease agreement(s) with Mr. Henry (renewal) and Mr. Underwood.

**E.12. Business Associate Agreement - Viceroy Home Services**

Authorize the Chairman to execute the Business Associate Agreement between Citrus County, Florida and Viceroy Home Services.

**E.13. Business Associate Agreement**

Approve and authorize the Chairman to execute Business Associate agreement between Citrus County, Florida and MLS, PA. in order to address HIPPA compliance issues with regard to the audit of the Department of Community Services grant programs.

**E.14. DOC Work Squad**

Approve and authorize the Chairman to execute Amendment #3 for Contract #W1127 between Citrus County, Florida, a political subdivision of the State of Florida and the Florida Department of Corrections to provide inmate labor from April 2, 2021 to April 1, 2022 in the amount of \$57,497.00.

**E.15. Coop Funding Agreement for Red Level WMP**

Approve and authorize the Chairman to execute the Cooperative Funding Agreement between the Southwest Florida Water Management District (SWFWMD) and Citrus County, Florida, a political subdivision of the State of Florida, for the Red Level WMP Alternative Analysis (Q167)

**E.16. Senior Companion Program 2021-2024 Grant Application**

Approve and authorize the Chairman to execute a Resolution authorizing an application for funding to the Corporation for National and Community Service for the Senior Companion Program grant 2021-2024.

Approve and authorize the Chairman to execute the “Designation of Signature Authority”. Grant funding of \$260,000 requires a 10% match (\$6,888 cash of which \$5,000 is already budgeted in FY21 and \$22,000 In-Kind).

**E.17. State Aid to Libraries Grant Agreement for Fiscal Year 2020-2021**

a. Approve and authorize the Chairman to execute a State Aid to Libraries Grant Agreement between the Florida Department of State, Division of Library and Information Services and Citrus County, Florida for Fiscal Year 2020-2021. Estimated grant amount is \$53,923. No matching funds required.

b. Approve and authorize the Chairman to execute supporting documents including the Certification of Hours, Free Library Service and Access to Materials Form, the Citrus County Library System Strategic Plan FY2020-2023, and the Annual Plan of Service for FY2020-2021.

**E.18. Local Mitigation Strategy Annual Update**

Approve and transmit the Local Mitigation Strategy Plan and Working Group Annual Update to the Florida Division of Emergency Management as specified in Florida Administrative Code 27P-22.004.

**E.19. Addendum to Interlocal Agreement between Citrus County and Homosassa Special Water District for Potable Water (HSWD Interlocal Potable Water)**

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County and Homosassa Special Water District.

**E.20. Second Addendum to Interlocal Agreement between Citrus County and Homosassa Special Water District for Sale and Purchase of Bulk Water**

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County and Homosassa Special Water District.

**E.21. Addendum to Interlocal Agreement between Citrus County and Homosassa Special Water District for Wastewater Services**

Approve and authorize the Chairman to execute the Interlocal Agreement between Citrus County and Homosassa Special Water District.

**E.22. Small Business Grants Program**

Approve the Business Personal Protective Equipment Grant Program and the Small Business Retrofit/Adaptation Grant Program.

**E.23. Soccer Field Lighting - Central Ridge District Park**

- a. Approve and authorize the use of Park Impact Fees from District 2 to fund the installation of sports lighting to illuminate two soccer fields at Central Ridge District Park in the amount of \$394, 800.
- b. Approve related budget transfer in the amount of \$214, 800.

**E.24. E 911 State Grant Program Application**

Approve and authorize the Chairman to execute an Application for the E9-1-1 State Grant GIS data support, Piggyback off Sumter County Grant for the upgrade of Enhanced 911 system in the amount of \$184,180.

**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/GMA	Ongoing		
2.	7/9/2019	Proposed Changes to Fireworks/Ordinance Permitting	Denise Lyn	5/1/2020		
3.	11/19/2019	Issue RFP for Utility Consultant	Randy Oliver	11/17/2020	12/1/2020	COMPLETED
4.	9/22/2020	Installation of Score Boards at Ball Fields	Randy Oliver Bob Glancy	1/1/2021	12/15/2020	COMPLETED
5.	11/17/2020	Obtain Legal Opinion on use of TDC Money for Crystal River Boardwalk Project and for Inverness Trail Heads	Denise Lyn	12/1/2020	12/1/2020	COMPLETED
6.	11/17/2020	Develop Lease for 10 Acres of Property for Lifestream	Denise Lyn Susan Boelk	12/15/2020		Draft Option Agreement Sent to Life Stream
7.	12/1/2020	Resolution in Support of Too Far Clean Up	Randy Oliver	12/15/2020	12/15/2020	COMPLETED
8.	12/1/2020	Agreement with United Way	Randy Oliver Tammy Harris	12/15/2020	12/15/2020	COMPLETED
9.	12/1/2020	Schedule Presentation of Mitch Coulton	Randy Oliver	12/15/2020		Schedule for January 5, 2021 @ 1:30 pm
10.	12/8/2020 RETREAT	Agenda for Boat Ramp Fee's	Randy Oliver Mariselle Rodriguez	Agenda Item 1/19/2021 to Set Public Hearing		Public Hearing 2/9/2021
11.	12/8/2020 RETREAT	Agenda Strategic Plan Regarding Hiring a Consultant to Assist the County in Developing	Randy Oliver Commissioner Davis			
12.	12/8/2020 RETREAT	Commission Schlabach Town Hall Schedule	Randy Oliver			To be scheduled for March 2020
13.	12/8/2020 RETREAT	Change Legislative Request to Include Crystal River Airport \$5.5 Million Extension to 5,061 feet usable in both	Randy Oliver		12/15/2020	COMPLETED



		directions				
14.	12/8/2020 RETREAT	Workshop for RFP on Solid Waste for Garage Collection	Randall Olney			March/April 2021
15.	12/8/2020 RETREAT	Agenda Item for an RFP Marketing Firm to Assist County	Randy Oliver Commissioner Davis			
16.	12/8/2020 RETREAT	Develop Cost for Construction of First Design and Segment of Ft Island Trail Project from City Limits to the Plantation	Randy Oliver Randall Olney			1/31/2021
17.	12/8/2020 RETREAT	Consider Half Cent Local Option Sales Tax	Randy Oliver Commission			
18.	12/8/2020 RETREAT	Add Funds to Code Enforcement Budget for Demolitions	Colleen Scott Scott McKinney			1/19/2021
19.	12/8/2020 RETREAT	Discuss Schedule of Future Planning Retreats	Randy Oliver			1/5/2021

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

**G.1. Resolution Suncoast Parkway**

Approve and authorize the Board to execute the Resolution supporting the Florida Department of Transportation Suncoast Parkway Proposed Extension to Georgia

**G.2. Discussion and direction on the disposition of 3406 N. Turkey Oak Dr., Crystal River (a.k.a. Betz Farm)**

Discussion and direction on the disposition of 3406 N. Turkey Oak Dr., Crystal River (a.k.a. Betz Farm).

**G.3. Employment Offer for Economic Development Director**

Confirm David Pieklik as Economic Development Director.

**G.4. Office of Communication Re-classification of Public Information Officer (PIO)**

Motion and vote to:

- a. Approve the reclassification of the Public Information Officer to Communications Manager, Pay Grade 206; and
- b. Approve Office of Communications department; and
- c. Approve creating Audio Visual Technician position, Pay Grade 108; and
- d. Move Web Administrator job classification from reporting to Systems Management to Communications Manager

**H. PRESENTATIONS/PUBLIC HEARINGS**

**H.1. 1:30 PM Presentation Mitch Coulton for Whispering Oaks Ranch**

Action as determined by the Board.

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

**I.1. Special Library District Advisory Board Resignations and Announcement of Expiring Terms**

a. Accept with regret the resignations of Sandra Price and Terry Morrison from the Special Library District Advisory Board.

b. Announce vacancy available and the taking of applications for one regular member position with an unexpired term on the Special Library District Advisory Board. Term will expire January 31, 2022

c. Announcement of the expiration of four regular positions and the taking of applications for the Special Library District Advisory Board. These positions will expire on January 31, 2021. The new terms will be for two years beginning on February 1, 2021 and expire on January 31, 2023.

**I.2. AHAC Nominate and Appoint**

Nominate and appoint two (2) positions for membership on the Affordable Housing Advisory Committee (AHAC) that will become available on January 31, 2021, as follows:

a. Nominate and appoint Charles (Bruce) Kaufmann (current AHAC member) to the Affordable Housing Advisory Committee as the Home Building Trades Representative.

b. Nominate and appoint Willie White (current AHAC member) to the Affordable Housing Advisory Committee as the Residential Home Building Industry Representative.

**I.3. Citrus Springs Advisory Council - Nominate and Appoint**

Nominate and Appoint two individuals to the Citrus Springs Advisory Council as regular members to fill terms that will expire on January 31, 2021. The new terms will be for two years and will expire on January 31, 2023.

**I.4. Value Adjustment Board Citizen Member - Nominate and Appoint**

Nominate and appoint a citizen member to the Value Adjustment Board. The citizen member must own homestead property in Citrus County.

**I.5. Beverly Hills Advisory Council - Nominate & Appoint**

Nominate and Appoint two individuals to the Beverly Hills Advisory Council as regular members to fill terms that will expire on January 31, 2021. The new terms will be for two years and will expire on January 31, 2023.

**J. COMMITTEE REPORTS FROM COMMISSIONERS**

**K. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5**

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

**M. 2ND VICE CHAIR RUTHIE DAVIS SCHLABACH - DISTRICT 3**

**M.1. Develop conceptual criteria and process for distribution of \$550,000 to Non-Profits to Assist Citizens in Our Community**

Direct Administrator to work with staff to develop the policy and criteria and bring back to the Board for consideration.

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

**O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4**

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

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

**O.2. Authorization to Approve \$300,000 to Housing Services Division to provide Rental, Mortgage, Rapid re-housing and emergency repair assistance.**

Approve Budget Amendment of \$300,000 from the General Fund (CARES) money to the Citrus County Housing Services Division for rental, mortgage, rapid-rehousing and emergency repair assistance.

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

**Q. OPEN TO THE PUBLIC**

**R. UPCOMING MEETINGS**

1. Regular Meeting: **January 19, 2021 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **February 9, 2021 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **February 23, 2021 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

**S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS**

Workshop Wastewater Treatment Feasibility Analysis: **Tuesday, January 19, 2021, 9:30 AM**, Inverness Courthouse 110 N. Apopka Avenue, Inverness FL 34450

BOCC Community Leadership Summit: **Friday January 29, 2021, 9:00 AM**, Lecanto Government Building, 3600 W Sovereign Path, Rm 166, Lecanto, FL 34461

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

**T.1. 5:01 PM Public Hearing PUD-20-12 Clark A. Stillwell, Esq. for Nature's Resort RV Park**

- a. Conduct a Public Hearing on January 5, 2021 at 5:01 p.m. to review and discuss PUD-20-12 - Clark A. Stillwell, Esq. for Nature's Resort RV Park.
- b. If approved, adopt and authorize the Chairman and Clerk to execute the ordinance for PUD-20-12 - Clark A. Stillwell, Esq. for Nature's Resort RV Park.

**U. ADJOURN**