

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

AGENDA

February 9, 2021 1:00 PM

Scott Carnahan, Chair, District 4	Angela Vick, Clerk of the Circuit Court
Ronald E. Kitchen Jr., 1st Vice Chair, District 2	Charles R. Oliver, County Administrator
Ruthie Davis Schlabach, 2nd Vice Chair, District 3	Denise A. Dymond Lyn, County Attorney
Jeff Kinnard D.C., Commissioner District 1	
Holly L. Davis, 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 - Jan 5, 2021 9:00 AM**
- B.2. **Board of County Commissioners - Regular Meeting - Jan 5, 2021 1:00 PM**
- B.3. **Board of County Commissioners - Public Workshop - Jan 19, 2021 9:30 AM**
- B.4. **Board of County Commissioners - Regular Meeting - Jan 19, 2021 1:00 PM**

Administration

Attorneys Office

Clerk

B.5. County Warrants

Accept the attached check registers outlining the County warrants.

B.6. Citrus County Mosquito Control District Board Meeting Dates

Acknowledge receipt of the board meeting dates received from Citrus County Mosquito Control District.

B.7. Clerk Records Disposition #1755

Approve and authorize the Chairman to execute the Clerk's Records Disposition Documents #1755 for disposal of records that have met their assigned retention periods.

B.8. Acknowledge receipt Citrus County Sheriff's Office Emergency Management Audit/Assessment

Acknowledge receipt of Audit/Assessment for the Citrus County

Sheriff's Office Emergency Management which was presented at the 1/19/2021 BOCC meeting.

Community Services

Fire Services

Human Resources

Management and Budget

B.9. Budget Reduction Reserve Account

Acknowledge receipt of the monthly Budget Reduction Reserve Report as of February 2021.

Planning and Development

B.10. PLT-20-08 Carducci Subdivision - Final Plat

a. Review and approve PLT-20-08, Carducci Subdivision, lying in Sections 31, Township 17 South, Range 17 East, Citrus County, Florida.

b. If approved, direct the Chair and County Attorney to sign the Plat, and the Clerk to execute and record the Plat in the public records.

Public Works

Systems Management

B.11. 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-0396

B.12. 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-0397

Visitors and Convention Bureau

Water Resources

B.13. Connection Fee Lien Agreement - Boyle

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 Robert & Susan Boyle.

B.14. Connection Fee Lien Agreement - Fugate

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 Rufus & Gloria Fugate.

B.15. Connection Fee Lien Agreement - Alexander

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 Johnell Alexander.

Set Public Hearings

C. PROCLAMATIONS

C.1. Certificate of Appreciation - Jane Mazzacua

Present a Certificate of Appreciation to Jane Mazzacua for her eleven years of service to Citrus County and the Citrus Springs Advisory Council.

C.2. Certificate of Appreciation - Glen Robertson

Present a Certificate of Appreciation to Glen Robertson for his twelve years of service to Citrus County and the Citrus Springs Advisory Council.

C.3. Certificate of Appreciation - William Burda

a. Accept the resignation of William Burda from the Historical Resources Advisory Board.

b. Sign a Certificate of Appreciation to William Burda for his service on the Historical Resources Advisory Board.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

- a. **RFQ 18-055 Work Authorization; Continuing-Professional Engineering Services; DRMP, Inc.**

Approve and Authorize the Chairman to execute the Work Authorization for DRMP, Inc to provide a Stormwater Fee Rate and Methodology Study Part 2-Stormwater Utility Development at a cost of \$135,269.40.

- b. **RFQ 18-055 Work Authorization; Continuing Services-Professional Engineering Services; DRMP, Inc.**

Approve and Authorize the Chairman to execute the Work Authorization for DRMP, Inc to provide a Stormwater Fee Rate and Methodology Study Part 3 - In-reach, Outreach and Implementation at a cost of \$64,465.

- c. **RFQ 18-060 Work Authorization; Continuing Contract for Professional Utility Engineering Services; McKim & Creed, Inc.**

Approve and Authorize the Chairman to execute the Work Authorization for McKim & Creed, Inc. to perform the necessary engineering work and prepare the necessary permit renewal documents at the Floral City Elementary Wastewater Treatment Facility.

- d. **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 a new 80kw natural gas generator at the Citrus County Sheriff's Radio Tower.

- e. **RFQ 20-073 Professional Engineering and Consulting Services for the proposed Citrus County Central Landfill Class 1 Landfill Phase 4 Cell Expansion & Citizens Area Design and Upgrades Project; Jones, Edmunds & Associates, Inc.**

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Jones, Edmunds & Associates, Inc. to provide engineering and consulting services for the above listed proposed project.

b. Approve related Budget Transfer.

f. **ITB 21-026 Code Compliance Building Demolition and Unsafe Structure Securing Services Secondary/Alternate Contractor-Cross Construction Services, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Cross Construction Services, Inc. to provide the demolition of unsafe structures and securing or elimination of public nuisance conditions as a secondary/alternate contractor on an as needed basis.

g. **21-002 Residential Road Resurfacing Project FY 2021; 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 roadway-resurfacing services for various roadways throughout Citrus County.

b. Approve and Authorize the award to D.A.B. Constructors, Inc. to include the total FY 20/21 Budget amount of \$4,800,000, which will consist of \$4,000,000 of the approved FY 20/21 Budget and \$800,000 from the Citrus Springs MSBU Budget for roadway resurfacing project.

c. Approve and Authorize staff to add/delete additional ranked roadways at the unit costs noted in the bid and to expend the total FY 20/21 budgeted amount of \$4,800,000.

h. **ITB 21-015 Purchase, Construction and Installation Services for a Storage Building at the Bicentennial Park; Daly & Zilch (Florida) Inc**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida, and Daly & Zilch (Florida), Inc. to provide the purchase, construction and installation services of a storage building at the Bicentennial Park for the Ground Maintenance Division.

i. **QTE 15-080 Amendment No. 3; NeoGov Online Services; GovernmentJobs.com, Inc. dba NeoGov**

Approve and Authorize the Chairman to execute the Amendment No. 3 to the Agreement between Citrus County, Florida and GovernmentJobs.com, Inc. dba NeoGov to add additional services for the subscription of the employee evaluation program called Perform.

j. QTE 19-035/QTE 21-056 Parks & Recreation Pool Chemical & Services for Bicentennial Park Pool

a. Board discussion on the Local Vendor Pool chemical quotes and give direction to staff as to option "B" or option "C".

b. Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and Triangle Pool Services to provide pool chemicals and services and extend the Agreement for an additional one-year period to expire on February 11, 2022.

c. Approve and authorize staff to cancel Agreement with Triangle Pool Services and start the bidding process and solicit an Invitation to Bid, this will take approximately 3 to 4 months to complete this process.

k. BW 064-15 Amendment No. 4; Sensus Water Meters; Core & Main LP

Approve and Authorize the Chairman to execute Amendment No. 4 to the Agreement between Citrus County, Florida and Core & Main LP to extend the duration of the Agreement to February 22, 2022.

l. AGR 21-045 Internet Base-Voice and VoIP Services; Granite Telecommunications, LLC

Approve and Authorize the Chairman to execute the Work Order and General Terms and Conditions of Service between Citrus County, Florida and Granite Telecommunications, LLC to provide an internet base Voice and VoIP Services for Systems Management.

E.2. Budget Transfers

Approve budget transfers for Code Compliance, State Housing Initiative Partnership, Retired Senior Volunteer Program, Boating Improvements, Homeland Security Program and Utilities for fiscal year 2020-21.

E.3. Budget Resolution

Adopt and authorize the Chairman to execute a resolution adopting/amending Parks Special Programs, Older American's Act Title III B, Older American's Act Title III C-1, Older American's Act Title III C-2, Older American's Act Title III E grant budgets, Metropolitan Plan Organization budget and the State Housing Initiative Partnership (SHIP) grant budget for fiscal year 2020-21.

E.4. 2021-2023 MOU / Vendor Agreements - LIHEAP/EHEAP

a. Approve and authorize the Chairman to execute “Memorandum of Understanding for Weatherization Program between Citrus County and Mid Florida Community Services, Incorporated for the provision of LIHEAP and EHEAP Weatherization Assistance services effective upon execution by both parties through March 31, 2023.

b. Approve and authorize the Chairman to execute the 2021-2023 Vendor Payment Agreements for the Low Income Home Energy Assistance Program (LIHEAP) and the Emergency Home Energy Assistance for the Elderly Program (EHEAP).

E.5. Historic Hernando School Use Agreement

Approve and authorize the Chairman to execute the Historic Hernando School Use Agreement between Citrus County, Florida and Citrus County Historical Society, Inc., a Florida Not for Profit Corporation for use of a portion of the premises located at 2415 N. Florida Avenue, Hernando in Citrus County, Florida for the County’s Hernando Area Senior Program at the rate of \$800.00 per month. This renewal begins January 1, 2021, and expires on December 31, 2021, with an option to renew for one (1) additional, one (1) year period.

E.6. Contingency Allowance for ITB #20-001 Crystal River Airport 10-Unit T-Hangar and Taxilane Project

Request the Board to approve/acknowledge Contingency Allowance Adjustment #1 to Mar-Con Construction, LLC, in the amount of \$52,002.00 for additional subsurface pressure grouting to provide a stable foundation for the T-Hangar building for the ITB #20-001 Crystal River Airport 10-Unit T-Hangar and Taxilane Project.

E.7. Facility Use Agreement - 2021 Strawberry Festival

Approve and authorize the Chairman to execute the Floral Park Use Agreement between Citrus County, Florida, 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 6 & 7, 2021.

E.8. TDC Funding for City of Crystal River Kings Bay River Walk and the Friends of the Crystal River National Wildlife Refuge interactive educational display

Approve recommendations of Tourist Development Council to fund the Friends of the Crystal River National Wildlife Refuge request of \$100,000 for the interactive educational display and the City of Crystal River's request of \$500,000 for the Kings Bay River Walk project and approve related Budget Amendment.

E.9. MFAAA GR CCE / ADI / HCE / LSP Resolution (Extension)

Adopt and authorize the Chairman to execute a Resolution pertaining to the extended application and contract terms from the Mid Florida Area Agency on Aging dba Elder Options for the General Revenue Programs Community Care for the Elderly Program, Alzheimer's Disease Initiative Program, Home Care for the Elderly Program and Local Services Program. This extends the original application and contract term of July 1, 2018 through June 30, 2021, to June 30, 2022 due to COVID.

E.10. Final Release of Retainage, Gas Collection and Control System Expansion and Gas Migration Project

Accept the completed Gas Collection and Control System Expansion and Gas Migration Control Project and approve the release of retainage in the amount of \$106,296.85 to Aptim Government Solutions, LLC.

E.11. Resolution in Support of Tampa Bay Regional Planning Council

Adopt and authorize the Commissioners to execute the Resolution in support of the Tampa Bay Regional Planning Council in opposition to Senate Bill 62.

E.12. FDOT State Highway Lighting Agreement

Approve and authorize the Chairman to execute the attached State Highway Lighting, Maintenance and Compensation Agreement.

E.13. Meals on Wheels America Amendment #1 to Master Services Agreement, Statement of Work #3

Approve and authorize the Chairman to execute Amendment #1 and Statement of Work #3 between Meals on Wheels America ("MOWA") and Citrus County, Florida to provide nutritional meals and a weekly friendly visit to Humana clients for a specified period of time. The Statement of Work #3 is for the time period of January 1st, 2021 - April 1st, 2022. No cash match required.

E.14. FY20 Assistance to Firefighters (AFG) Grant

a. Adopt and authorize the Chairman to execute a Resolution authorizing an application for funding to The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2020 Assistance to Firefighters Grant (AFG) Program for Motorola radio replacement.

b. Approve and authorize the Chairman to execute the “Designation of Signature Authority”. The requested funding is \$553,476.35. The required match is \$61,497.37 for a total project cost of \$614,973.72.

E.15. Emergency Shelter FEMA Reimbursements

Authorize the Chairman to sign a letter terminating the agreement dated September 11, 2018 with the School District.

E.16. Ratify Signature of County Administrator

Ratify Signature of County Administrator on the Release Form for Property Damage/Injury from the Department of Motor Vehicles for Tyler Ervin whose damages to County property have been paid in full.

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.	11/17/2020	Develop Lease for 10 Acres of Property for LifeStream	Denise Lyn/ Susan Boelk	12/15/2020		Draft Option Agreement Sent to Life Stream 12/15/2020
4.	12/8/2020 RETREAT	Agenda for Boat Ramp Fee's	Randy Oliver/ Mariselle Rodriguez	Public Hearing set for 2/9/21		
5.	12/8/2020 RETREAT	Agenda Strategic Plan Regarding Hiring a Consultant to Assist the County in Developing	Randy Oliver/ Commissioner Davis			Workshop scheduled for 2/9/2021
6.	12/8/2020 RETREAT	Commissioner Schlabach Town Hall Schedule	Randy Oliver			To be scheduled for March 2020
7.	12/8/2020 RETREAT	Workshop for RFP on Solid Waste Garbage Collection	Randall Olney	March/April 2021		
8.	12/8/2020 RETREAT	Agenda Item for an RFP Marketing Firm to Assist County	Randy Oliver/ Commissioner Davis			

9.	12/8/2020 RETREAT	Develop Cost for Construction of "cheapest" Segment of Ft Island Trail Project.	Randy Oliver/ Randall Olney	1/31/2021		
10.	12/8/2020 RETREAT	Consider Half Cent Local Option Sales Tax	Randy Oliver Commissioners			
11.	12/8/2020 RETREAT	Add Funds to Code Enforcement Budget for Demolitions	Colleen Scott/ Scott McKinney	2/9/2021		On this Agenda
12.	12/8/2020 RETREAT	Discuss Schedule of Future Planning Retreats	Randy Oliver	2/9/2021		Workshop on February 9, 2021
13.	1/5/2021	Agenda Item Distributing money to the cities.	Randy Oliver	1/18/2021		COMPLETED
14.	1/5/2021	Agenda Item for Chambers Contract for \$800,000	Randy Oliver	1/19/2021		On this Agenda (rolled over from 1/19 Agenda)
15.	1/5/2021	Agenda Item for \$500,000 from the TDC Special Project Fund for Crystal River Boardwalk	Randy Oliver	2/9/2021		On this Agenda
16.	1/5/2021	Sale of Turkey Oak property back to Board	Randy Oliver	7/13/2021		
17.	1/5/2021	Agenda Item for \$550,000 in CARES money	Randy Oliver	1/19/2021		COMPLETED
18.	1/5/2021	Reconciliation of Duke Funds	Colleen Scott	2/9/2021		Discussion scheduled for Workshop 2/9/21
19.	1/20/2021	Resolution Supporting Regional Planning Council's	Randy Olney/ Sean Sullivan	2/9/2021		On this Agenda

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Presentation by Citrus County Chamber of Commerce on Cares Act Funding

Chamber presentation on \$800,000 in former CARES funds for small businesses

H.2. 1:45 PM Presentation - Boat Launch Fees

Conduct a presentation on the Boat Ramp Launch Fees

H.3. 2:00 PM Conduct A Public Hearing - Boat Launch Fees

a. Conduct a Public Hearing on February 9, 2021 at 2:00 p.m. on an Ordinance of Citrus County, Florida providing for launch fees; providing that amount of the launch fees be set by Board Resolution; providing for penalties and enforcement; providing for the use of revenue generated from the fees; providing for severability; providing for inclusion into the code; providing for modifications that may arise from consideration at public hearing;

providing for repeal of inconsistent provisions, and; providing for an effective date.

b. If approved adopt and, authorize the Chairman to execute the Ordinance.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Value Adjustment Board Citizen Member

a. Accept with regret the resignation of the Board appointed citizen member Robert Bass from the Value Adjustment Board.

b. Announce vacancy available and the taking of applications for one citizen member position on the Value Adjustment Board. The citizen member must own homestead property in Citrus County. Applications are available on the Clerk of the Circuit Court and Comptroller website www.citrusclerk.org

I.2. VSAB Press Release Seeking New Members

Approval by the Board for a press release to announce three (3) vacancies on the Veterans Services Advisory Board (V.S.A.B.). The term will be for two (2) years and will expire on 3/31/2023.

I.3. Special Library District Advisory Board Nomination and Appointment

a. Nominate & Appoint four individuals to the Special Library District Advisory Board as Regular Members to fill four expiring terms. The new two-year terms will be effective February 1, 2021 through January 31, 2023.

b. Nominate and appoint one individual to the Special Library District Advisory Board as a Regular Member to fill one unexpired term, effective February 1, 2021 through January 31, 2022.

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

K.1. Discussion and vote on Veterans-led Pledge of Allegiance at Board of County Commissioners (BOCC) regular board meeting.

Discussion and vote on Veterans-led Pledge of Allegiance at Board of County Commissioners (BOCC) regular board meeting.

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

L.1. Obtain Appraisal and Seek Grants for the "Pirates Cove" property adjacent to the Ozello Boat ramp.

Direct Staff to obtain appraisals for the property and determine what grants are available to assist with the purchase.

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

M.1. Emergency Operation Center

Establish a Hiring Panel to select the Director of the Emergency Operative Centers.

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

N.1. Schedule Workshop to Discuss Fort Island Trail Multi-Purpose Path Project

Schedule Workshop for February 23, 2021 at 9am in the Courthouse in Inverness to discuss the Fort Island Trail Multi-Purpose Path Project.

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

P.1. Public Official Bonds for Commissioners

Approve and authorize Commissioners to execute Public Official Bonds in the amount of \$2,000.00 each for Commissioner Schlabach and Commissioner Davis.

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

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| <ol style="list-style-type: none">1. Regular Meeting: February 23, 2021 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344502. Regular Meeting: March 9, 2021 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344503. Regular Meeting: March 23, 2021 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450 |
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S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Special Meeting Presentations for CARES Act Funds to Non-Profits: **Tuesday March 16, 2021 at 9:00 AM**, Citrus County Courthouse, 110 North Apopka Avenue, Room 100, Inverness Florida 34450

T. 5:01 P.M. PUBLIC HEARINGS

T.1. 5:01 PM CPA/AA-20-19 – Clark A. Stillwell for VBRL Land Holdings, LLC

a. Conduct a public hearing on February 9, 2021 at 5:01 p.m. to review and discuss CPA/AA-20-19 - Clark A. Stillwell for VBRL Land Holdings, LLC.

b. If approved, adopt and authorize the Chairman and Clerk to execute the ordinances for CPA/AA-20-19 - Clark A. Stillwell for VBRL Land Holdings, LLC.

U. ADJOURN