

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

**AGENDA**

**February 23, 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 - Community Elected Leadership Summit - Jan 29, 2021 9:00 AM**

**Administration**

**Attorneys Office**

**Clerk**

**B.2. County Warrants**

Accept the attached check registers outlining the County warrants.

**B.3. Release of Liens for Special Assessments**

Approve and authorize the Chairman to execute Releases of Lien for Special Assessments by and between Citrus County and certain property owners County Oaks, Crystal River Wastewater, Citrus Springs Assessment Area, Chassahowitzka Sewer, 2008 Citrus Springs Waterline Extensions special assessment district.

**B.4. Deletion of Surplus Property**

Approve deletion of the following items from the inventory of the Clerk of the Circuit Court and Comptroller and the removal of same items from the Clerk's capital asset listing.

See attached list.

**Community Services**

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

Approve deletion of the following items from the inventory of Extension Service #6302 and the removal of same items from the county's capital asset listing: asset # 12210 NVIEW monitor

projector, asset # 15055 Proxima multimedia projector, asset # 15682 InFocus multimedia projector, asset # 18712B Viewsonic LCD monitor, asset # 18798N wireless microphone

**Fire Services**

**Human Resources**

**Management and Budget**

**Planning and Development**

**Public Works**

**B.6. Prescriptive Plat for a portion of W. Sanction Road**

a. Approve and authorize the Chairman to execute the Prescriptive Road Plat of West Sanction Road located in Section 32, Township 18 South, Range 18 East, in accordance with Chapter 95, Section 361 (2) of the Florida Statutes, to gain prescriptive rights to the maintained portion of the roadway

b. Direct the Clerk of Courts to record the plat in the public records.

**B.7. Surplus Property**

Approve and authorize staff to sell equipment as listed in the supporting backup material through an online auction service. In the event an item does not sell, authorize staff to dispose of surplus property according to County policy.

**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-0398, BOCC-0399

**Visitors and Convention Bureau**

**Water Resources**

**B.9. Connection Fee Lien Agreement - McKinley**

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 Miles Scott McKinley.

**B.10. Connection Fee Lien Agreement - Perreira (4865)**

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 Joseph P Backes Jr & Margaret Perreira - 4865 W Cardinal St.

**B.11. Connection Fee Lien Agreement - Perreira (4905)**

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 Joseph P Backes Jr & Margaret Perreira - 4905 W Cardinal St.

**B.12. Connection Fee Lien Agreement - Oakley**

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 Gay Ann Oakley.

**B.13. Connection Fee Lien Agreement - Wallace**

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 Kirkland Wallace Taylor Est.

**B.14. Satisfaction of Lien - W & WW 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 Melissa Coventry, Gerald Sennott (2), Luann Craft, Dominica Marrone (2), Terrance Davey, and John & Jennifer Russell.

**B.15. Release of Lien - Water & Wastewater 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 James Sladek

**Set Public Hearings**

**C. PROCLAMATIONS**

**C.1. Proclamation Newspapers in Education**

Approve and authorize the Board to proclaim March 1 through 5, 2021 as Newspapers in Education week in Citrus County, Florida.

**C.2. Proclamation - National Engineers Week**

Approve and authorize the Board to execute a proclamation declaring February 21 through 27, 2021, as “National Engineers Week” in Citrus County.

**D. OPEN TO THE PUBLIC**

**E. REGULAR BUSINESS**

**E.1. Bids**

**a. ITB 18-024 Amendment No. 1; Code Compliance Building Demolition & Unsafe Structure Securing Services; Southern Exposure Construction, Inc.**

Approve and Authorize the Chairman to execute the Amendment No. 1 to the Agreement between Citrus County, Florida and Southern Exposure Construction, Inc. to continue to provide services for the boarding-up and securing of abandoned structures and demolition of unsafe structures on an “as needed basis”.

**b. ITB 20-040 Amendment No. 1; County Road 39 To Riverbluff Water Main Extension Project; Hartman Civil Construction Company, Inc.**

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Hartman Civil Construction Company, Inc. to extend the project completion date until March 15, 2021 to complete the construction of the County Road 39 to Riverbluff water main extension project.

**c. LOI 21-041 Building Division Licensing Compliance Special Master Services; R. Colt Kirkland, PA**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida, and R. Colt Kirkland to provide services to the County as the Building Division Licensing Compliance Special Master.

- d. **RFQ 20-041 Professional Engineering Consultant for Contract Administration, Construction Engineering Inspection and Testing for CR491 from South of Audubon Park Path to Horace Allen Street Road Widening Project; AECOM Technical Services, Inc.**

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and AECOM Technical Services, Inc. to provide professional services for the CR491 Road widening project.

**E.2. Budget Transfers**

Approve budget transfers for Crystal River Airport Beacon and Solid Waste for fiscal year 2020-21.

**E.3. Budget Resolution**

Adopt and authorize the Chairman to execute a resolution adopting/amending Community Care for the Elderly, Emergency Home Energy Assistance for the Elderly, Transportation Operations Section 5307, Transportation Operations Section 5311 and Old Homosassa East Septic to Sewer Project grant budgets for fiscal year 2020-21.

**E.4. Release of Retainage for ITB 20-002, 2020 Residential Resurfacing Project**

a. Approve and Authorize the Chairman to accept the completed Project ITB# 20-002, 2020 Residential Road Resurfacing Project.

b. Approve and authorize the Clerk's Office to release the retainage in the amount of \$212,555.84 to the contractor, D.A.B. Constructors, Inc., and return the encumbered balance of the purchase order back to the appropriate accounts.

**E.5. SA-21-01 Stewardship Agreement for Sugarmill Woods Oak Village Association, Inc.**

Approve and Authorize the Chairman to execute the Stewardship Agreement with Sugarmill Woods Oak Village Association, Inc.

**E.6. Emergency Repair Payment**

Approve after the fact payment of emergency repair invoice to Hinterland Group, Inc., for repair and restoration of a waterline break on CR486 in the amount of \$79,100.00

**E.7. Designation of Authority FTA Transit Award System (TrAMS)**

Approve and authorize the Chairman to sign the Designation of Authority for Todd J. Tuzzolino, Grant Administrator and Compliance Manager, Department of Management and Budget, to be assigned and use a Personal Identification Number (PIN) from the FTA Transit Award Management System (TrAMS) for the submission of FTA grant applications, quality assurance and product reports.

**E.8. Acceptance of a Temporary Construction Easement and subsequent Perpetual Utility & Access Easement Shree Krishna CR (Quality Inn Crystal River)**

a. Approve and authorize the Chairman to accept a Temporary Construction Easement from Shree Krishna CR, a Florida Limited Liability Company.

b. Authorize Clerk to place acceptance stamp on the Temporary Construction Easement and record in the Public Records of Citrus County, Florida.

c. Approve and authorize the Chairman to accept the donation of a subsequent Perpetual Utility and Access Easement from Shree Krishna CR, a Florida Limited Liability company after completion of construction.

d. Authorize Clerk to place acceptance stamp on the subsequent Perpetual Utility and Access Easement upon receipt and record in the Public Records of Citrus County, Florida.

**E.9. LIHEAP 2020/2023 Agreement**

a. Adopt and authorize the Chairman to execute a Resolution to enter into a contract for funding of the Low Income Home Energy Assistance Program (LIHEAP), and authorize the signatories for such instruments including amendments, modifications and closeout reports to the executed contract, as necessary.

b. Approve and authorize the Chairman to execute the 2020-2023 Low Income Home Energy Agreement in the amount of \$671,369.

**E.10. FY20 Fire Prevention and Safety 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 Fire Prevention & Safety Grant Program for Fire Safety House replacement.

b. Approve and authorize the Chairman to execute the “Designation

of Signature Authority”. The requested funding is \$93,188.35. The required match is \$4,904.65 for a total project cost of \$98,093.00.

**E.11. FTA Fiscal Year 2021 Certifications & Assurances**

a. Agree to the Federal Transit Administration Fiscal Year 2021 Certifications and Assurances and bind Citrus County’s compliance with same.

b. Authorize the Chairman to sign the Affirmation of Applicant and Designation of signature authority.

c. Authorize the County Attorney to sign the Affirmation of Applicant’s Attorney, Designation of signature authority, and PIN the Federal Transit Administration Fiscal Year 2021 Certifications and Assurances in the Federal TrAMS System.

**E.12. Bicentennial Park Pool Agreement Sun Coast Swim Team**

Approve and Authorize the Chairman to execute the Bicentennial Park Pool Facility Use Agreement between Citrus County and the Sun Coast Swim Team for the use of the Bicentennial Park Pool.

**E.13. DLIS Florida Cares Act Grant to Libraries**

Approve and authorize the Chairman to execute the DLIS Florida Cares Act Grant Agreement between the State of Florida, Department of State, Division of Library and Information Services and Citrus County, Florida for grant number 20-CARES-02 in the amount of \$6,779. No matching funds required.

**E.14. Release of lien for 326 W. Bolero Place, Citrus Springs, FL**

We recommend the Board to approve Underwood Residential's request and authorize the execution of a release of liens releasing the property located at 326 W. Bolero Place from the liens associated with Mr. Watley’s code violations upon payment of \$1,044.55.

**E.15. FDOT Aviation Joint Participation Agreement - Contract No. G1T32**

a. Approve and authorize the Chairman to execute the FDOT Grant Contract - JPA G1T32 for the Rehabilitate Taxiways B and C and Aprons Project.

b. Approve and authorize the Chairman to execute the attached Acceptance Resolution to be included in the FDOT Grant Contract - JPA G1T32.



**E.16. Settlement of Liability Claim #888167**

Approve and accept the General Release and Hold Harmless Agreement between Citrus County, Florida and Daniel Collier, as full and final settlement for Claim #888167, with a date of accident on November 14, 2018, in the total amount of \$130,000.

**E.17. Approve Bond Resolution expressing intent of Citrus County, Florida to Finance Improvements for Water Service for the NW Quadrant Water Main Extension Project**

Approve Bond Resolution expressing intent of Citrus County, Florida to Finance Improvements for Water Service on US 19.

**E.18. Administrative Regulations (AR) 6.08-1 & 8.11-1**

a. Approve and adopt Administrative Regulations 6.08-1 Asset Management and 8.11-5 Surplus Property.

b. Approve the removal of the attached items from capital asset inventory.

**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		County Attorney working with LifeStream Attorney
4.	12/8/2020 RETREAT	Agenda for Boat Ramp Fee's	Randy Oliver/ Mariselle Rodriguez	Public Hearing set for 2/9/21	2/9/2021	COMPLETED
5.	12/8/2020 RETREAT	Agenda Strategic Plan Regarding Hiring a Consultant to Assist the County in Developing	Randy Oliver/ Commissioner Davis		3/9/2021	Agreement to come back to Board.
6.	12/8/2020 RETREAT	Commissioner Schlabach Town Hall Schedule	Randy Oliver			Scheduled for March 11, 2021 at 6:00pm
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		Workshop scheduled for 2/23/21

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	2/9/2021	COMPLETED
12.	12/8/2020 RETREAT	Discuss Schedule of Future Planning Retreats	Randy Oliver	2/9/2021		Board scheduling Workshops on an as needed basis. Recommended this item be marked as COMPLETED
13.	1/5/2021	Agenda Item for Chambers Contract for \$800,000	Randy Oliver	1/19/2021	2/9/2021	COMPLETED
14.	1/5/2021	Agenda Item for \$500,000 from the TDC Special Project Fund for Crystal River Boardwalk	Randy Oliver	2/9/2021	2/9/21	COMPLETED
15.	1/5/2021	Sale of Turkey Oak property back to Board	Randy Oliver	7/13/2021		
16.	1/5/2021	Reconciliation of Duke Funds	Colleen Scott	2/9/2021		COMPLETED
17.	1/20/2021	Resolution Supporting Regional Planning Council's	Randy Olney/ Sean Sullivan	2/9/2021	2/9/2021	COMPLETED
18.	2/11/2021	Resolution to FAA requesting waiver of criteria for 5,001 ft runway.	Randy Oliver/ Commissioner Davis	3/9/2021		On this Agenda

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

**G.1. Set Time Certain on 3-26 at 1:45PM Board Discussion of 2021 Budget Development**

- a. Discussion on the proposed budget calendar for fiscal year 2021/2022.
- b. Set a Time Certain on Tuesday, March 23, 2021 at 1:45PM for the purpose of receiving Board direction regarding budget development and approach.

**H. PRESENTATIONS/PUBLIC HEARINGS**

**H.1. 2:00 PM Public Hearing - OA-21-01 - Impact Fee Ordinance Amendment**

- a. Conduct a public hearing on February 23, 2021 at 2:00PM to review and consider Ordinance OA-21-01, amending the Fee Schedule of Chapter 54 - Impact Fees of the Citrus County Code, aka as the Citrus County Impact Fee Ordinance for Transportation, Schools, Parks, Library, Fire, Emergency EMS, Law and Public Buildings.

b. If approved, adopt and authorize the Chairman and Clerk to execute the ordinance for OA-21-01, amending the Fee Schedule of Chapter 54 - Impact Fees of the Citrus County Code.

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

**J. COMMITTEE REPORTS FROM COMMISSIONERS**

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

**K.1. Discussion and vote on Resolution in support of the Crystal River Airport Extension**

Adopt and authorize the Chairman to execute the Resolution in support of the Crystal River Airport Extension.

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

**L.1. Litigation Update, Citrus County V. City of Inverness, Annexation**

Receive update from County Attorney

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

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

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

**O.1. Discussion and vote on the direction of Emergency Management Operations in Citrus County**

Discussion and vote on the direction of Emergency Management Operations in Citrus County

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

**Q. OPEN TO THE PUBLIC**

**R. UPCOMING MEETINGS**

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| <ol style="list-style-type: none"><li>1. Regular Meeting: <b>March 9, 2021 at 1:00 PM</b>, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450</li><li>2. Regular Meeting: <b>March 23, 2021 at 1:00 PM</b>, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450</li><li>3. Regular Meeting: <b>April 13, 2021 at 1:00 PM</b>, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450</li></ol> |
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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, 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-20-18 – Joe Cubas for Citrus Sunrise Properties**

- a. Set aside Ordinance 2021\_A04 and Ordinance 2021\_A05 that were executed January 19, 2021.
- b. Conduct a Public Hearing on February 23, 2021, at 5:01 p.m. to review and discuss CPA/AA-20-18 - Joe Cubas for Citrus Sunrise Properties.
- c. Direct staff to transmit the application to the Department of Economic Opportunity (DEO) and various State agencies for consideration.

**U. ADJOURN**