

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

AGENDA

April 27, 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 - Regular Meeting - Mar 23, 2021 1:00 PM**

Administration

- B.2. Deletion of Surplus Property**

Approve the deletion of the following items from the inventory of the Citrus County Health Department and the removal of same items from the county's capital asset listing. 52164 Dell Latitude Laptop, 51705 Dell Latitude Laptop, 51706 Dell Latitude Laptop

Attorneys Office

Clerk

- B.3. Clerk Records Disposition 1785**

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1785 for disposal of records that have met their assigned retention periods.

- B.4. Citrus County Hospital Board Audited Financial Statements**

Acknowledge receipt of the Annual Financial Statements for the Fiscal Year Ended September 30, 2020 received from the Citrus County Hospital Board.

- B.5. County Warrants**

Accept the attached check registers outlining the County warrants.

Community Services

Fire Services

Human Resources

Management and Budget

Planning and Development

Public Works

Systems Management

B.6. 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-0388, BOCC-0401,

Visitors and Convention Bureau

Water Resources

B.7. Connection Fee Lien Agreement - Legg

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 Colleen E. Legg.

Set Public Hearings

B.8. Set a Public Hearing - PV-20-04 Guy Newman

a. Set a Public Hearing on May 25, 2021 at 2:00 p.m. to consider application PV-20-04, a plat vacation application by Guy Newman to vacate a portion of the platted drainage and utility easements lying in Lots 14 and 15, Block 1340, Citrus Springs Unit 20.

b. If approved, authorize the Chairman to execute the Resolution setting the Public Hearing for PV-20-04 for Guy Newman, and direct the Clerk to record the Resolution in the public records.

B.9. Set a Public Hearing - PV-21-02 Robert O'Hara

a. Set a Public Hearing on May 25, 2021 at 2:05 p.m. to consider application PV-21-02, a plat vacation application by Robert O'Hara to vacate a portion of the platted drainage and utility easements lying in Lots 6 and 7, Block 60, Crystal Manor Unit 2.

- b. If approved, authorize the Chairman to execute the Resolution setting the Public Hearing for PV-21-02 for Robert O’Hara, and direct the Clerk to record the Resolution in the public records.

C. PROCLAMATIONS

C.1. Proclamation Veterans Recognition

Approve and authorize the Board to proclaim April 27, 2021 as “Army Corporal Richard Meyer Day” in Citrus County, Florida.

C.2. Proclamation- Fair Housing Month

Approve and authorize the Board to Proclaim the month of April, 2021 as Fair Housing Month in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. ITB 20-034 Amendment No. 1; Offender GPS Electronic Monitoring; Attenti US, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Attenti US, Inc. to provide additional products needed for the GPS electronic monitoring equipment and services for the Citrus County Sheriff’s Office.

b. ITB 20-036 Amendment No. 2; ForestView & Stonebrook Mobile Home Parks Waste Water Systems Modification; Constantine Constructors

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and Constantine Constructors, LLC to change completion dates.

c. ITB 002-16 Amendment No. 3; Contract Mowing of Right Of Way District 11-Citrus Springs; Gilmer Lawn Services, Inc.

Approve and Authorize the Chairman to execute the Amendment No. 3 to the Agreement between Citrus County, Florida and Gilmer Lawn Services, Inc. for mowing of the right-of-way in District 11, Citrus Springs.

d. ITB 21-043 Purchase and Delivery of Portable Litter Fences; Metta Technologies, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Metta Technologies, Inc. to purchase and deliver Portable Litter Fences to the County Central Landfill.

e. RFP 19-046 Amendment No. 2; Congregate & Home Delivered Meals for Senior Care; GA Food Service, Inc. & Metz Culinary Management

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and GA Food Service, Inc. and execute the Amendment No. 2 to the Agreement between Citrus County, Florida, and Metz Culinary Management to correct the terms timeline of the Agreement.

f. RFQ 18-060 Work Authorization; Continuing Contract Professional Utility Engineering Services; Burrell Engineering, Inc.

a. Approve and Authorize the Chairman to execute the Work Authorization for Burrell Engineering, Inc. to provide professional engineering services for the Department of Water Resources for the Independence Drive from Dawson Drive to Van Ness Rd watermain extension at a cost of \$72,325.

b. Approve related Budget Transfer

g. RFQ 18-026 Amendment No. 2; In Home Health Service Programs; Errand Rides, LLC

Approve and Authorize the Chairman to execute the Amendment No. 2 to the Agreement between Citrus County, Florida and Errand Rides, LLC to add Personal Care and Respite Care services to their Agreement with County.

h. PB 21-064 Lake County Contract No. 17-0606H; Fire Equipment, Parts, Supplies, and Services; Municipal Equipment Company, LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Municipal Equipment Company, LLC to provide fire equipment, parts, supplies and services to County Fire Rescue department.

i. SGS 21-062 Sheriff E911 State Grant Program Agreement

Approve and Authorize the Chairman to execute the E911 State

Grant Program Agreement for the Citrus County Sheriff's Department with the State of Florida Division of Management Services.

E.2. Budget Transfers

Approve budget transfers for Human Resources, Housing Services, and Utilities for fiscal year 2020-21.

E.3. Budget Resolution

Adopt and authorize the Chairman to execute a resolution adopting/amending Emergency Home Energy Assistance for the Elderly Program, Older American's Act Title III C-1, Older American's Act Title III C-2 and Coronavirus Consolidated Appropriations Act grant budgets for fiscal year 2020-21.

E.4. PCORI Fee

Approve and authorize the Chairman to execute Form 720 IRS Quarterly Federal Excise Tax Return for the PCORI Fee payment of \$2,786.38.

E.5. American Door & Hardware LLC, a Florida Limited Liability Company Lease Agreement

Approve and authorize the Chairman to execute the Lease Agreement between Citrus County, Florida, a political subdivision of the State of Florida and American Door & Hardware LLC, a Florida Limited Liability Company for the premises located at 1558 North Meadowcrest Boulevard within the Meadowcrest Building at the rate of \$2,718.86 per month. This renewal begins May 1, 2021 and expires on April 30, 2024.

E.6. Waste Disposal Account Agreement for Waste Connections

a. Approve and authorize the chairman to execute a Waste Disposal Account Agreement between Citrus County and Waste Connections of Florida, Inc, for disposal fees up to \$9,000.

b. Approve termination of existing Waste Disposal Account Agreement with Waste Connections of Florida, Inc, dated September 11, 2018, and transfer cash deposit to the new agreement.

E.7. FAA FY 2021 Grant Application for Crystal River Airport

a. Approve and Authorize the Chairman to sign the FAA grant application and cover letter for the Rehabilitate Runway 9-27 and Obstruction Clearing Project at the Crystal River Airport once the

bids are received and the lowest qualified bid cost is entered into the grant application, and once the grant application is approved by the County Attorney.

b. Authorize the Chairman to execute the FAA grant agreement once received.

E.8. Acceptance of a Temporary Construction Easement & subsequent Quit-Claim Deed

a. Approve and authorize the Chairman to accept a Temporary Construction Easement from Citrus County School Board.

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 Quit-Claim Deed from Citrus County School Board after completion of construction.

d. Authorize Clerk to place acceptance stamp on the subsequent Quit-Claim Deed upon receipt and record in the Public Records of Citrus County, Florida.

E.9. North Central Florida Trauma Agency General Membership Appointment

a. Appoint Captain of EMS Jason Morgan as the North Central Florida Trauma Agency's general membership representative for the Citrus County Board of County Commissioners. This appointment shall remain intact until it is revoked from the BOCC or Captain Morgan resigns the position.

b. Authorize the Chairman to execute a letter to North Central Florida Trauma Agency regarding the appointment.

E.10. Public Official Bond - Continuation Certificate for Sheriff Prendergast

Acknowledge receipt of the Continuation Certificate for Bond No. 71858247 in the amount of \$10,000 which is required for Sheriff Prendergast for his new term in office.

E.11. Re-class of PT Court Alternatives Program Assistant to FT

a. Approve and authorize the Chairman to Re-class the Court Alternatives Program Assistant (Female) position from Part Time 29 hours/week to Full Time 40hr/wk at an approximate cost of \$6,930 for the remaining of fiscal year 2021.

b. Approve related budget resolution.

E.12. Transportation Disadvantaged Trip & Equipment Grant Application 2021-2022

Adopt and authorize the Chairman to execute a Resolution authorizing the execution of an application, resulting contract, any amendments and other necessary documents, after review by the County Attorney, for the Transportation Disadvantaged Trip and Equipment Program for the period effective July 1, 2021 - June 30, 2022.

E.13. Dept of Transportation State Block Grant

Adopt and authorize the Chairman to execute a Resolution authorizing the application for FDOT Block Grant funds, the execution of a resulting contract and any amendments and other necessary documents, after review by the County Attorney, for the acceptance of the State of Florida Department of Transportation Block Grant funding of \$299,622 and the required county match of \$299,622 which will be used to cover the local match requirement for the Federal Transportation Administration Sections 5307 and 5339 funding.

E.14. Fire Rescue Budget Adjustment

Adopt and authorize the Chairman to execute a budget resolution amending Fire Services budget for fiscal year 2020-21.

E.15. VCB Budget Transfer for Conversant Marketing

Approve the Tourist Development Council's recommendation to transfer \$105,000.00 from the Special Projects fund for the digital campaign with Conversant via Madden Media.

E.16. Fire Rescue Funding for Equipment and Construction services

a. Approve and Authorize the Fire Rescue to move forward with the purchase and services for the items provided in the backup using the reimbursement from Cares Act for an approximate total of \$2,690,091.

b. Approve and Authorize the Chairman to execute the Agreements, if needed for the items that will be required according to our County Procurement Standards once the Agreements are received by the Vendors and on a later date.

c. Approve Related Budget Resolution

E.17. Scout Hut, Inc., Resolution and Lease Agreement

a. Discussion and consideration of a request from Scout Hut, Inc., a Florida Not for Profit Corporation, to lease the building known as the Scout Hut located in the Homosassa Area Recreational Park, Homosassa, Florida, for the purpose of providing a meeting place for Scouts.

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Scout Hut, Inc., a Florida Not for Profit Corporation, to lease property owned by the County.

c. Approve and authorize the Chairman to execute the Lease Agreement for a period of two (2) years, beginning May 7, 2021 through May 6, 2023 at a rate of \$1.00 per year.

E.18. Approve Modification to Contract Between the County and United Way Reallocating \$50,000 from United

Approve Contract Amendment with United Way, Authorize Payment of \$50,000 to Education Foundation.

E.19. RFQ 18-060 Work Authorization; Continuing Contract Professional Utility Engineering Services; Burrell Engineering, Inc.

Approve and Authorize the Chairman to execute the Work Authorization for Burrell Engineering, Inc. to provide professional engineering services for the Department of Water Resources for the Cardinal Rd wastewater force main extension at a cost of \$96,242.

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.	11/17/2020	Develop Lease for 10 Acres of Property for Lifestream	Denise Lyn	3/31/2021		Second draft provided to LifeStream
3.	12/8/2020 RETREAT	Contract to hire a consultant Develop a Strategic Plan	Randy Oliver/ Commissioner Davis	3/9/2021	COMPLETED	Board Approved 4/13/2021
4.	12/8/2020 RETREAT	Workshop for RFP on Solid Waste Garbage Collection	Randall Olney	4/27/2021		Requesting direction to issue RFP on 4/27/2021 Meeting
5.	12/8/2020 RETREAT	Agenda Item for an RFP Marketing Firm to Assist County	Randy Oliver/ Commissioner Davis			

6.	12/8/2020 RETREAT	Provide Implementation Plan for Ft Island Trail Multi-Purpose Path	Randall Olney	5/25/2021		
7.	12/8/2020 RETREAT	Consider Half Cent Local Option Sales Tax	Randy Oliver Commissioners			
8.	2/23/2021	The Board established annual boat launch fee at \$75.00 for non-residents and \$25.00 for residents who have a valid Florida Driver's License, Passport or ID with a Citrus County Address and/or a utility bill or with a property tax receipt for property owned in Citrus County.	Mariselle Rodriguez/ Denise Lyn	4/27/2021		
9.	3/9/2021	Answer Disposition of Roll off Containers at Landfill	Larry Brock	3/23/2021		
10.	3/9/2021	Obtain design cost to design Cardinal Sewer funded by ARP	Randy Oliver	4/27/2021		On this Agenda for consideration to approve contract for Engineering Services
11.	3/23/2021	Obtain Engineer to design cost sewer to Holder Site funded for ARP	Randy Oliver	4/27/2021		
12.	3/23/2021	Mother-in-law Suites in Impact Fees	Steve Lachnicht/ Mike Sherman	5/11/2021		
13.	4/13/2021	Verify Salary & Benefits for additional Animal Services Staff in Presentation	Colleen Scott	4/27/2021	COMPLETED	
14.	4/13/2021	Hall's River Road Multi-Purpose Path	Randy Oliver	4/27/2021		Request for Direction on this Agenda

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Change Fee Resolution for County Boating Fees

Approval Criteria Outlined Above for Annual Passes for Boat Launch Fees.

G.2. Multi-Purpose Path on Hall's River Road

Direct staff to evaluate right-of-way, environmental issue; if any, and cost for Hall's River Multi-Purpose Path on Hall's River from US 19 to River Haven and amend Multi-Year Implementation Plan (MYIP), if appropriate.

G.3. Betz Farms Property

Provide further direction regarding the sale of The Betz Farm

Property.

G.4. Follow Up on Animal Shelter Workshop

Discuss and confirm direction to staff as listed above.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:15 pm Presentation - Public Service Recognition Week

The BOCC recognizes Public Service Recognition Week and sends a heartfelt THANK YOU to all employees for their service and dedication. We will view a video created by Miles Saunders, Marketing and Content Manager at the Visitors and Convention Bureau. This video showcases our very own employees providing exceptional service during historic times - historic response.

H.2. 2:00 PM Capital Improvement Program Presentation

Review and discuss the Five-Year Capital Improvement Program projects for fiscal years 2022-2026.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

K.1. Rock Crusher Canyon Purchase

Discussion and vote on (1) issuing a letter of intent (2) direct staff to initiate required appraisals.

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

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

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting: **May 11, 2021 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **May 25, 2021 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **June 8, 2021 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

T.1. 5:01 PM CPA/AA-20-18 – Joe Cubas for Citrus Sunrise Properties

a. Conduct a public hearing on April 27, 2021 at 5:01 p.m. to review and discuss CPA/AA-20-18 - Joe Cubas for Citrus Sunrise Properties.

b. If approved, adopt and authorize the Chairman and Clerk to execute the ordinances for CPA/AA-20-18 - Joe Cubas for Citrus Sunrise Properties.

U. ADJOURN