

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

AGENDA

May 25, 2021 1:00 PM

Scott Carnahan, Chair, District 4
Ronald E. Kitchen Jr., 1st Vice Chair, District 2
Ruthie Davis Schlabach, 2nd Vice Chair, District 3
Jeff Kinnard D.C., Commissioner District 1
Holly L. Davis, Commissioner, District 5

Angela Vick, Clerk of the Circuit Court
Charles R. Oliver, County Administrator
Denise A. Dymond Lyn, County Attorney

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 - Special Meeting - Apr 27, 2021 9:00 AM**
- B.2. **Board of County Commissioners - Regular Meeting - Apr 27, 2021 1:00 PM**

Administration

Attorneys Office

Clerk

B.3. Clerk Records Disposition #1799

Approve and authorize the Chairman to execute the Clerk's Records Disposition Document #1799 for the disposal of records that have met their assigned retention periods.

B.4. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

Fire Services

Human Resources

Management and Budget

B.5. Annual Debt Report

Acknowledge receipt of the fiscal year 2020/2021 Citrus County General Government Debt Service report. Report provided by Department of Management and Budget.

Planning and Development

Public Works

Systems Management

Visitors and Convention Bureau

Water Resources

Set Public Hearings

B.6. Set Workshop for June 8, 2021 at 9:00 a.m.

Set Workshop for June 8, 2021 at 9:00 a.m.

C. PROCLAMATIONS

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. RFP 21-050 General Contractor Construction Continuing Services Primary & Alternate Contractors

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Daly & Zilch (Florida), Inc. as both, a Primary and Alternate Contractor, Agreement between Citrus County, Florida and Cardiff Construction, LLC as an Alternate Contractor, Agreement between Citrus County, Florida and Ryman Construction of Florida, Inc as an Alternate Contractor and Agreement between Citrus County, Florida and Stokes Construction & Maintenance, LLC as an Alternate Contractor.

b. RFP 19-046 Amendment No. 1; Congregate & Home Delivered Meal for Seniors; Hallal Enterprise, Inc.

Approve and authorize the Chairman to execute the Amendment No. 1 to the Agreement between Citrus County, Florida and Hallal Enterprise, Inc. to correct the terms and commencement of services timeline from the original Agreement.

c. RFQ 18-055 Work Authorization; Continuing Contract for Professional Engineering Services; Hanson Professional Services, Inc

Approve and authorize the Chairman to execute the Work Authorization for Hanson Professional Services, Inc. to provide engineering services for the design and construction administration

for the Citrus County Detention Center HVAC replacement.

d. RFQ 18-030 Work Authorization; Continuing Contract Construction Services; Cardiff Construction, LLC

Approve and authorize the Chairman to execute a Work Authorization for Cardiff Construction, LLC to provide and install a pole barn at the Sugarmill Woods WasteWater Treatment Plant.

e. SGS 21-075 Satellite Imaging Water Leak Detection; Utilis, Inc.

a. Approve and authorize the Department of Water Resources to use the services of Utilis, Inc. according to AR 9.14-4 "Single Source Purchase" procurement procedures.

b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Utilis, Inc., to provide Satellite Imaging Services for water leak detection.

f. SGS 21-058 Sensus Meter Reading Equipment Utilities; Core & Main, LP

a. Approve and authorize the Department of Water Resources to continue to use the services of Core & Main, LP., according to AR 9.14-4 "Single Source Purchase" procurement procedures.

b. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Core & Main, LP to purchase Sensus water meter reading devices for the Department of Water Resources on an as needed basis.

E.2. Budget Transfers

Approve budget transfers for Utilities (4), Housing Services, Economic Development, County COVID Grant Program, Fire Rescue and Road Maintenance for fiscal year 2020-21.

E.3. Budget Resolution

Adopt and authorize the Chairman to execute a resolution adopting/amending Animal Services budget, State Housing Initiative Partnership and Emergency Home Energy for the Elderly Program grant budgets for fiscal year 2020-21.

E.4. Accept Offer to Purchase Surplus Property – S. Alabama Ave.

a. Authorize Chairman to accept the highest bid from David E. Coolbaugh, offered at \$200.00.

b. Approve and authorize Chairman to sign subsequent Purchase and Sale agreement and County Deed after the County Attorney has

reviewed them.

c. Authorize staff to execute all other documents related to the closing of the property, with the exception of recordable documents; approve and authorize payment of related closing costs associated with these property acquisitions.

d. Authorize the Clerk to record said County Deed in the Public Records of Citrus County, Florida upon staff's receipt of payment.

e. Authorize staff to deliver deed once deed has been recorded in the Public Record.

E.5. Code Violation MSBU Proposal Letter

Authorize Chairman to execute the Code Violation Abatement Assessment Program Proposal letter from Nabors, Giblin & Nickerson for fiscal year 2021-22.

E.6. 2021 American Red Cross Agreements

Approve and authorize the Chairman to execute the American Red Cross Licensed Training Provider Agreement and the First Addendum to Licensed Training Provider Agreement between Citrus County and the American Red Cross.

E.7. Railroad Tri-Party Agreement

a. Approve and authorize the Chairman to execute the Tri-Party Agreement #446607-1- 57- 01 for North G. Martinelli Blvd.

b. Approve and authorize the Chairman to execute the Tri-Party Agreement #446610-01-57-01 for G. W. Carver Road.

E.8. Ferrovia Services Infrastructure, Inc. Security Bond Continuation for Bond No. K40347628

Authorize Chairman to accept Continuation Certificate for Federal Insurance Company Security Bond No. K40347628 extending the period to April 13, 2022, and to be made a part of Ferrovia Services Infrastructure, Inc, Waste Disposal Account Agreement dated June 8th, 2020.

E.9. Health Care Agency Affiliation Agreement

a. Approve and authorize the Chairman to execute a Health Care Agency Affiliation Agreement with The District Board of Trustees of College of Central Florida establishing roles and responsibilities for establishing a clinical site with Citrus County Fire Rescue for students in the College's EMT and Paramedic programs to obtain clinical experience.

b. Approve and authorize the Chairman to execute a Business Associate Agreement between Citrus County, Florida, and The District Board of Trustees of the College of Central Florida to facilitate compliance with the HIPAA Rules.

E.10. HUD PHA Civil Rights Certification and Admin Plan

a. Approve and authorize the Chairman to adopt the revised Admin Plan for submission to HUD.

b. Approve and authorize the Chairman to execute the HUD-50077-CR as required for the revised Admin Plan.

E.11. Inverness Airport - FAA FY 2021 Grant Application for Runway Approaches Obstruction Clearing

a. Approve and Authorize the Chairman to sign the FAA grant application and cover letter for the Inverness Airport Obstruction Clearing Phase 2 - Design Project.

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

E.12. Withlacoochee Regional Water Supply Authority FY21/22 Grant Funding Application

Approve and authorize the Chairman to execute a Resolution supporting the application to, and budgeting for, the Withlacoochee Regional Water Supply Authority Local Government Water Conservation Grants Program in the amount of \$44,250 for the Department of Water Resources water conservation program. The County match portion is funded by Citrus County Utilities' Enterprise fund.

E.13. Neighborhood Stabilization Program (NSP) 3 Check Endorsement

Approve and authorize the Chairman to endorse the claims check for repairs to NSP3 funded home.

E.14. Final Acceptance ITB 20-052

Accept the completed project, acknowledge pay application number 1 as Final Completion of the CR488 Guardrail Improvement Project and Contingency Allowance Adjustment 1 in the amount of \$9,134.12 and return any remaining funds to the appropriate account(s).

E.15. Property Damage Release

Approve and authorize the Chairman to execute the Property Damage Release where Citrus County, Florida will discharge Mary Maler, Auto Owners Insurance Company and Damage Claim Services for the damage to County property at N. Annapolis Avenue and E. Norvell Bryant Highway, which occurred on March 3, 2021, in the amount of \$15,837.21.

E.16. Extension of the Tax Roll

Approve a request from Janice A. Warren, Citrus County Tax Collector, to extend the tax roll pursuant to section 197.323, Florida Statutes.

E.17. Interlocal Agreement Between Citrus Co. and the City of Crystal River for Utility Service Territory

Approve and authorize the Chairman to execute the Interlocal Agreement Concerning Extraterritorial Water and Wastewater Project between Citrus County and the City of Crystal River.

E.18. Solid Waste Management Fees & Assessment Rates for FY 2021.22

a. Board discussion and direction of the proposed Solid Waste Management Fees and Assessment Rates for Fiscal Year 2021-2022.

b. Approve related budget transfer.

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		Waiting on LifeStream
3.	12/8/2020 RETREAT	Agenda Item for an RFP Marketing Firm to Assist County	Veronica Kampschroer/ Commissioner Davis			
4.	12/8/2020 RETREAT	Provide Implementation Plan for Ft Island Trail Multi-Purpose Path	Randall Olney	6/8/2021		Changed to June 8,2021
5.	12/8/2020 RETREAT	Consider Half Cent Local Option Sales Tax	Randy Oliver Commissioners			
6.	3/23/2021	Obtain Engineer to design cost sewer to Holder Site funded for ARP	Randy Oliver	4/27/2021		

7.	3/23/2021	Mother-in-law Suites in Impact Fees	Mike Sherman	6/24/2021		Scheduled for PDC Consideration 5/20/21
8.	4/13/2021	Hall's River Road Multi-Purpose Path	Randy Oliver	6/8/2021		Workshop Scheduled
9.	5/11/2021	Review Process and cost for rental rates to Non-Profits	Colleen Scott/ Randy Oliver	6/22/2021		
10.	5/11/2021	Provide Updated Impact Fee Number Balances	Colleen Scott/ Randy Oliver	5/25/2021	5/14/2021	COMPLETED

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Contract with the Citrus County Chamber

Approve contract with the Citrus County Chamber of Commerce to coordinate and operate the Citrus One-Stop Recovery and Economic (CORE) Center in the amount of \$100,000 and authorize the necessary Budget Amendments from CARES Funding.

G.2. Historic Hernando School Restoration - Phase III Grant Application

a. Adopt and authorize the Chairman to execute a Resolution authorizing and application for funding to the Florida Department of State, Bureau of Historic Preservation Special Category Grants Program for Phase III of the Historic Hernando School renovation.

b. Approve and authorize the Chairman to execute the “Designation of Signature Authority”.

The requested funding from the granting agency is \$103,000 for SFY 2022-2023. The required match is \$103,000 for a total project cost of \$206,000.

G.3. The Citrus County Historical Society, Inc., Resolution and Lease Agreement

a. Discussion and consideration of a request from The Citrus County Historical Society, Inc., a Florida Not for Profit Corporation, to lease the building known as the Historic Citrus County Courthouse, located at One Courthouse Square, Inverness, Florida, for the purpose of providing services to the community that are considered to be in the nature of public services

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from The Citrus County Historical Society, Inc. to lease property owned by the County.

c. Approve and authorize the Chairman to execute the Lease Agreement for a period of five (5) calendar years beginning June 1,

2021, and ending on May 31, 2026, and the monthly rent shall be one dollar (\$1.00) per year.

G.4. Fire Rescue Budget Adjustment

Adopt and authorize the Chairman to execute a budget resolution amending CARES, Fire Services and Capital Improvement Program budgets for fiscal year 2020-21.

G.5. Coronavirus State & Local Fiscal Recovery Funds

a. Authorize the Chairman to execute the Financial Assistance Agreement and Title VI Assurance, and any necessary documents associated with this funding. The documents will be email and electronically signed and submitted with DocuSign.

b. Approve the designation of the County Administrator as primary agent and the Management & Budget Director as alternate agent to execute any Request for Reimbursement, Certification, or other necessary documentation.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Nature Coast EMS Update

Nature Coast EMS has requested to present an update at 1:30pm on the May 25th, 2021 BOCC meeting.

H.2. 2:00 PM Conduct a Public Hearing - PV-20-04 Guy Newman

a. Conduct a Public Hearing 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, adopt and authorize the Chairman to execute the Resolution approving PV-20-04 for Guy Newman, and direct the Clerk to record the Resolution in the public records.

H.3. 2:05 PM Conduct a Public Hearing - PV-21-02 Robert O'Hara

a. Conduct a Public Hearing 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, adopt and authorize the Chairman to execute the Resolution approving PV-21-02 for Robert O'Hara, and direct the Clerk to record the Resolution in the public records.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. AHAC Nominate to Fill Unexpired Term

Nominate and appoint Lorrie Hamilton to the Affordable Housing Advisory Committee (AHAC) as a Banking Representative to fill an unexpired term that 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

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

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

O.1. Discussion and vote to use proceeds from the sale of county owned property towards the new Animal Shelter.

Discussion and vote to use proceeds from the sale of county owned property towards the new Animal Shelter.

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">1. Regular Meeting: June 8, 2021 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344502. Regular Meeting: June 22, 2021 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344503. Regular Meeting: July 13, 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. Workshop June 8, 2021, 9:15 AM Funding for Animal Shelter, Ft. Island Trail & Halls River Road Multi-Purpose Paths & Ozello Property, Citrus County Courthouse, 110 N. Apopka Ave, Room 100, Inverness, FL 34450

2. Preliminary Budget Meeting: Wednesday, July 28, 2021, 8:30 AM, Library Special District, 8:45 AM, Fire Protection Special District, 9:00 AM, BOCC, Citrus County Courthouse, 110 N. Apopka Ave, Room 100, Inverness, FL 34450

3. Tentative Budget Hearing: Thursday, September 9, 2021, 5:01 PM, Citrus County Courthouse, 110 N. Apopka Ave, Room 100, Inverness, FL 34450

4. Special Meeting: Thursday, September 9, 2021, 1:00 PM Proposed Stormwater Utility Assessment, Citrus County Courthouse, 110 N. Apopka Ave, Room 100, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

U. ADJOURN