

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

AGENDA

January 10, 2017 1:00 PM

Scott Carnahan, Chairman District 4	Angela Vick, Clerk of the Circuit Court
Ronald E. Kitchen Jr., 1st Vice Chairman District 2	Charles R. Oliver, County Administrator
Jeff Kinnard D.C., 2nd Vice Chairman District 1	Denise A. Dymond Lyn, County Attorney
Jimmie T. Smith, Commissioner, District 3	
Brian J. Coleman, 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 - Dec 6, 2016 1:00 PM**

Administration

Attorneys Office

Clerk

B.2. Release of Special Assessment

Approve and authorize the Chairman to execute Release of Lien for Special Assessments by and between Citrus County and certain property owners 2014 Las Brisas special assessment district.

B.3. Deletion of Surplus Property

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

Asset # 1047 - Wycom Check Signer

Community Services

B.4. Deletion of Surplus Items

Approve the deletion of the following items from the inventory of the Department of Community Services / Library Services Division and the removal of same items from the county's Capital Asset listing.

See the two (2) attached Asset Activity Forms and list of items.

Human Resources

B.5. Plan Administration

Authorize and execute the Disclosure of Protected Health Information for Plan Administration.

Management and Budget

Planning and Development

B.6. 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.

Public Works

B.7. Approve Termination of T-Hangar Lease Agreement at Crystal River Airport.

Approve and authorize the Chairman to terminate the lease agreement between the County and Joseph Jazwinski for T-Hangar Unit 1-B at the Crystal River Airport effective January 1, 2017.

B.8. Real Property License & Land Use Agreement

Approve renewal of the Real Property License & Land Utilization Agreement between Citrus Mining & Timber, Inc. and Citrus County for another year (January 9, 2017 - January 9, 2018) under the same terms and conditions as set forth in the original agreement.

Systems Management

B.9. 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-0328.

B.10. Public Records Report

Acknowledge receipt of the monthly Public Records Request report for November 2016.

Visitors and Convention Bureau

Water Resources

B.11. Release of Lien for CFIL

Approve and authorize the Chairman to execute the Release of Lien for the following Connection Charge Installment Lien Agreements: Tom Halstead, Brenda Brennan, Jimmy & Judy Leibfreid (2 separate agreements), CKE ST, LLC and Steven & Robyn Kanis.

B.12. Satisfaction of Lien for 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 Mark St.Pierre, Daniel Venard, Hector Leon, Esperanza & Charles Bringuez, Henry Long, Charles McGimpsey, Ryan Taboada, and Joann Colaci.

Set Public Hearings

C. PROCLAMATIONS

C.1. Proclamation Citrus County Human Trafficking Awareness

Approve and authorize the Board to execute a Proclamation declaring the month of January 2017 as “Citrus County Human Trafficking Awareness Month” in Citrus County, Florida.

C.2. Proclamation - National Mentoring Month

Approve and authorize the Board to Proclaim the month of January, 2017 as “National Mentoring Month” in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. ITB 006-14 Amendment # 1 - Traffic Signal Emergency/Planned Repairs and Installation Services; Traffic Control Devices, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 of the Agreement between Citrus County and Traffic Control Devices, Inc., to provide Traffic Signal Emergency/Planned Repairs

and Installation Services, extending the Agreement to February 24, 2018.

b. RFQ 001-15 Work Authorization: Continuing Contract Professional Services; Burrell Engineering, Inc

Approve and Authorize the Chairman to execute the Work Authorization for Burrell Engineering, Inc., to provide professional services to Water Resources for the Turkey Oak Drive Water Main Project at a cost of \$31,980.

c. RFP 072-15 Amendment # 2 - Marketing & Advertising/Public Relations & Communications Agency; EVOK

Approve and Authorize the Chairman to execute Amendment No. 2 to the Agreement between Citrus County, Florida and Evok Advertising and Design, Inc., dba EVOK to include management of the Media Budget for the Visitors and Convention Bureau (“VCB”).

E.2. Budget Resolutions

Adopt and authorize the Chairman to execute resolutions amending/adopting the Guardian Ad Litem budget, Fleet Vehicle Trust Fund and Section 8 Rental Assistance Program grant for fiscal year 2016/2017.

E.3. Budget Transfers

Approve budget transfers for the Capital Improvement Program, Administrative Services, Recycling, Hazardous Waste and Visitor & Convention Bureau for fiscal year 2016/2017.

E.4. Section 8 Housing Choice Voucher Program Certification

Approve and authorize the Chairman to execute the HUD 50071 “Certification of Payments to Influence Federal Transactions” as required by HUD.

E.5. Hurricane Hermine - Federal Funded Public Assistance Agreement

a. Approve and authorize the Chairman to execute the Hurricane Hermine (FEMA-4280-DR-FL) Federally Funded Public Assistance State Agreement with the State of Florida, Division of Emergency Management. This Agreement allows for payments for damages and emergency work resulting from Hurricane Hermine.

b. Adopt the Resolution authorizing the Chairman to execute the Resolution for Hurricane Hermine Federally Funded Public

Assistance State Agreement, and any necessary documents associated with this funding.

- c. Approve the designation of the Management & Budget Director as primary agent and the Senior Budget Analyst as alternate agent to execute any Request for Advance or Reimbursement, Certification, or other necessary documentation.

E.6. Shelter Me Citrus Agreement

Approve and authorize the Chairman to execute the Agreement between the County and Shelter Me Citrus (SMC) that defines the role of each party in the efforts of SMC to conduct fundraising for a new animal shelter.

E.7. Flats Class 2017

a. Approve and authorize the Chairman to execute the contract with Flats Class Multi-Media Group LLC as recommended by the Tourist Development Council on November 15, 2016.

b. Approve related budget transfer in the amount of \$40,000 to cover the sponsorship fees associated with this contract

E.8. Flip My FL Yard

a. Approve and authorize the Chairman to execute the contract with Crawford Entertainment (Flip My Florida Yard) as recommended by the Tourist Development Council on November 15, 2016.

b. Approve related budget transfer in the amount of \$44,000 to cover the Sponsorship fees associated with this contract.

F. OUTSTANDING COMMISSION ITEMS

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	3/1/2016	Process and proposed funding for Neighborhood clean-up week	Larry Brock	2/14/2017		Delayed for wider approach/Hurricane (Note Date Change)
2.	03/22/2016	Landfill Workshop	Jeff Rogers	1/24/2017		Workshop 1/24/2017 9:00 AM
3.	8/22/2016	Formal Work Program with CCA for Dog Training Program	Tobey Phillips			On This Agenda

4.	9/27/2016	Analysis of the Establishment of county Lab for testing	Jeff Rogers Ken Cheek	Prior to Next Budget Cycle	4/15/2017	
5.	9/27/2016	Trade off on Fire MSTU/MSBU	Randy Oliver Kristin Demers	Policy Discussion for Planning Retreat	1/31/2017	Scheduled for Discussion on the BOCC Retreat 1-3-2017
6.	10/25/2016	Revise Fertilizer Ordinance to Allow for Homeowner Training/ Exceptions	BJ Jarvis (Outline) Denise Lyn	2/14/2017		
7.	11/1/2016	List of final Purchase Price of Vehicles	Jeff Rogers Dan Johnson	1/24/2017		

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Partnership Agreement with CCA-Dog Training Program

- a. Approve and authorize the Chairman to execute the Dog Training Program Policy.
- b. Approve the use of the Foster Agreement between Citrus County and Corrections Corporation of America (CCA). This document will be completed for each animal that is housed at CCA during the Dog Training Program.

H. PRESENTATIONS/PUBLIC HEARINGS

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER BRIAN J. COLEMAN - DISTRICT 5

L. COMMISSIONER JIMMIE T. SMITH - DISTRICT 3

L.1. Discussion and vote on creating a community garden program on county owned lots in Citrus Springs.

Discussion and vote on creating a community garden program on county owned lots in Citrus Springs as a pilot program for future county wide implementation.

- L.2. Discussion and vote on creating a tracking program for time it takes to complete certain permits, at least one residential and business types. Discussion and vote on creating a policy of capturing questions from county building inspectors.**

Discussion and vote:

a. Creating a tracking program for the time it takes to complete certain permits, at least one residential and business types. To facilitate the ability to advertise the improved process of permits.

b. Creating a policy of capturing questions by the county building inspectors to the Building Director. Sending said questions and answers to the Citrus County Builders Association, to allow for them to create a pro-business frequently asked questions (FAQ's) for their industry to better allowing sharing of knowledge and best practices.

- L.3. Drone Racing and Sale of Alcoholic Beverages at County Parks**

Discussion and vote on:

a. Developing a policy to allow drone racing at County Parks.

b. Developing a policy to allow a vendor to sale alcoholic beverages during county sponsored events at the County Parks.

- L.4. Discussion and vote on creating a waiver program for cross access for businesses.**

Discussion and vote on providing a waiver for businesses if they have less than 10 vehicles enter/exit daily. Type of vehicle traffic could be detrimental to cross access (i.e. Recreational Vehicle's, delivery trucks or other equipment that would not allow for cross access through the majority of parking lots) or the type of business are not compatible with each other.

Include as part of the waiver, the requirement that "if the future needs meets mutual use, at that time the agreement would be enforced." This would contractually create a future commitment to a cross access, if applicable, to the need and use and allow us to stay with in Florida Department of Transportation (FDOT) aspect of having a program.

- L.5. Discussion and vote on the sale of building and land at 7490 W Gulf to Lake Highway, Crystal River**

Discussion and vote on the sale of building and land at 7490 W Gulf to Lake Highway, Crystal River

M. 2ND VICE CHAIRMAN JEFF KINNARD D.C. - DISTRICT 1

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

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

O.1. Discussion on proposed response letters from the board regarding US Hwy 41

Discussion on proposed response letters from the board regarding US Hwy 41

O.2. Affordable Housing Advisory Committee

Nominate and appoint individuals to the Affordable Housing Advisory Committee to fill a term that will expire on January 31, 2017. The new term will be for two years and will expire on January 31, 2019.

1. Charles Kaufman (Home Building Trades Representative)
2. Hershel (Rocky) Hensley (Banking Representative)
3. Willie White (Residential Home Building Industry Representative)
4. Larry Gamble (Employer Representative)
5. Melissa Walker (Essential Services Personnel Representative)

O.3. Citrus Springs Advisory Council - Announce Vacancy

Announce a vacancy for an unexpired term for one regular member position on the Citrus Springs Advisory Council. This term will expire on January 31, 2018.

O.4. Citrus Springs Advisory Council

Nominate and Appoint two individuals to the Citrus Springs Advisory Council as regular members to fill terms that will expire on January 31, 2017. The new terms will be for two years and will expire on January 31, 2019.

O.5. Beverly Hills Advisory Council

Nominate and Appoint two individuals to the Beverly Hills Advisory Council as regular members to fill terms that will expire on January 31, 2017. The new terms will be for two years and will expire on January 31, 2019.

O.6. Veterans Advisory Board

a. Announce the terms of expiration for the 3 regular member positions on the Veterans Advisory Board. The current terms

expire on 01/31/2017. The new terms will be for two years and will expire on 01/31/2019.

b. Accept with regret the resignation of Douglas C. Gordon from the Veterans Advisory Board (Crystal River member position) and announce a vacancy for the unexpired term that will expire on 01/31/2018.

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

P.1. Fourth Penny Tourist Development Tax Ordinance

Set a Public Hearing on January 24, 2017 at 2:00 p.m. on an Ordinance of Citrus County, Florida, amending Chapter 94, Citrus County Code, amending Article III, Section 94-141, thereof to provide for the imposition of an additional one percent (1%) Tourist Development Tax (Fourth Penny); providing for severability; providing for modifications that may arise from consideration at Public Hearing; providing for inclusion in the Code; and providing for an effective date.

P.2. Sixth Penny Tourist Development Tax Ordinance

Set a Public Hearing on January 24, 2017 at 2:00 p.m. on an Ordinance of Citrus County, Florida, amending Chapter 94, Citrus County Code, amending Article III, Section 94-141, thereof to provide for the imposition of an additional one percent (1%) Tourist Development Tax (Sixth Penny); providing for severability; providing for modifications that may arise from consideration at Public Hearing; providing for inclusion in the Code; and providing for an effective date.

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

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| <ol style="list-style-type: none">1. Regular Meeting: January 24, 2017, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344502. Regular Meeting: February 14, 2017, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344503. Regular Meeting: February 28, 2017, 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: Citrus County RESTORE Act Funds: **January 10, 2017, at 9:00 AM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness FL 34450
2. Citrus Elected Leadership Summit: **January 20, 2017, at 9:00 AM**, College of Central Florida Conference Center, Lecanto Florida
3. Workshop: Solid Waste/Landfill: **January 24, 2017, at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
4. Special Meeting: Budget Development & Approach: **February 14, 2017, 10:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Special Meeting: Impact Fee: **March 14, 2017, 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

T.1. CPA/AA/PUD-16-17-Michael Wilburn for D. Jasper Holdings, LLC

a. Conduct a public hearing on January 10, 2017 at 5:01 p.m. for CPA/AA/PUD-16-17, Michael Wilburn for D. Jasper Holdings, LLC; to consider an amendment to the Future Land Use Map (FLUM) of the Citrus County Comprehensive Plan, and to amend the Land Use Atlas Map (LUAM) of the Land Development Code.

b. If approved, adopt and authorize the Chairman to execute the ordinances for CPA/AA/PUD-16-17, Michael Wilburn for D. Jasper Holdings, LLC, an amendment to the Citrus County Comprehensive Plan (Ordinance No. 89-04 as amended) and the Land Development Code Atlas (Ordinance No. 2012-06) as amended; and direct the Clerk to record the Ordinances in the public records.

U. ADJOURN