

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

AGENDA

June 13, 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 - Apr 25, 2017 1:00 PM**
- B.2. **Board of County Commissioners - Special Meeting Attorney/Client Session - May 9, 2017 8:30 AM**
- B.3. **Board of County Commissioners - Special Meeting Fire Services - May 9, 2017 9:00 AM**
- B.4. **Board of County Commissioners - Regular Meeting - May 9, 2017 1:00 PM**

Administration

B.5. Deletion of Surplus Property

Approve deletion of the following item from the inventory of the Public Defender's office and the removal of same item from the county's capital asset listing. Asset# 52191 - Microsoft Surface Pro 3 Tablet

Attorneys Office

Clerk

B.6. Release of Special Assessments

Approve and authorize the Chairman to execute Release of Lien for Special Assessment by and between Citrus County and certain property owner 2008 8A Halls River Road special assessment district.

Community Services

Human Resources

Management and Budget

B.7. Budget Reduction Reserve Account

Acknowledge receipt of the monthly Budget Reduction Reserve Report as of May 2017.

Planning and Development

B.8. Replat/Substantially Similar Plat PLT-16-03 Taco Gordy

a. Review and approve the Replat/Substantially Similar Plat application PLT-16-03, Taco Gordy.

b. Authorize the Chairman to sign the Replat/Substantially Similar Plat for Taco Gordy and direct the Clerk to record the Replat/Substantially Similar Plat in the public records.

Public Works

B.9. Declaration of County Owned Property as Surplus (Betz Farm)

Approve the declaration of Unrecorded Tracts in 15-18S-17E, under AK#3125825 with an address of 3406 N. Turkey Oak Dr., Crystal River (a/k/a Betz Farm), as surplus and authorize Land Section to proceed with the sale of said properties pursuant to Florida Statute 125.35, Chapter 2, Article IV.I of the Citrus County Code and Administrative Regulation 8.03-2.

B.10. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Facilities Management and the removal of same items from the county's Capital Asset listing. ID# 11329 5 gallon paint shaker

B.11. Deletion of Surplus Property

Approve deletion of the following item from the inventory of Department of Public Works, Division of Solid Waste and the removal of same item from the county's capital asset listing. The metal will be recycled. Asset # 17105 Metal roll-off box cover.

B.12. Lease Agreement for T-Hangar Unit 1-E at the Inverness Airport

Approve and authorize the Chairman to execute the Inverness Airport T-Hangar Lease Agreement with Barry Simons, for T-Hangar Unit 1-E.

Systems Management

B.13. Asset Deletion This equipment was returned under warranty and new equipment has replaced it.

Approve for deletion the equipment that was traded in under warranty listed in the supporting document from the inventory of the Department of Systems Management and remove same from the County's capital asset list.

Visitors and Convention Bureau

Water Resources

B.14. Release 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 Franklin Rice, Mercy Pangia, Marc B Mitchell, and Brian Bello.

B.15. Release of Lien for CFIL

Approve and authorize the Chairman to execute the Release of Liens for the following Connection Charge Installment Lien Agreements: Franklin & Gayla Rice, John E Zahringer, Virginia Chancellor, Christ & Christine Rossakies, and Carl & Helen Long.

Set Public Hearings

B.16. Landfill Strategy Plan Meeting

Set a Workshop for July 25, 2017 or another date as the Board deems appropriate at 9:00am for final presentation from Government Services group Inc., pertaining to future Solid Waste Management Strategies.

B.17. Code Compliance Workshop

Set a Public Workshop on August 8, 2017 at 9:00 am; Code Compliance to address types of complaints, methods to streamline

the process, provide more responsive services, and enhance the collection of hard costs and fines.

C. PROCLAMATIONS

C.1. Time Certain Proclamation - World Elder Abuse Awareness Day

Approve and authorize the Board to execute a proclamation declaring June 15, 2017, as “World Elder Abuse Awareness Day” in Citrus County, Florida.

C.2. Proclamation - Billy E. Brown - 60 Years of Leadership

Approve and authorize the Board to proclaim and recognize Billy E. Brown for his 60 years of Leadership in Citrus County, Florida.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. ITB 023-13 Amendment No. 3; Contract Mowing, Trimming, Litter Pick-up for Curbed Roadways, Medians and DRA's; Southern Lawn Care Mid Florida, Inc.

Approve and Authorize the Chairman to execute Amendment No. 3 to the Agreement between Citrus County, Florida and Southern Lawn Care Mid Florida, Inc., to amend the Agreement to include 4 DRA's in Southern Woods for Mowing, Trimming and Litter Pickup.

b. ITB 023-15 Amendment No. 1- Southwest Regional Water Reclamation Facility; Wharton-Smith, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Wharton-Smith, Inc. to update the Davis Bacon Wage Determinations per publication date of January 6, 2017.

c. ITB 040-14 Amendment No. 1, Off Road Diesel Fuel; Whetstone Oil Co., Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Whetstone Oil Co., Inc. to extend the duration of the Agreement to November 14, 2020 and to modify various provisions of Agreement.

d. ITB 027-17 SCOP Project-Resurfacing of CR 488 from US 19 to W Rainbow Street ; D.A.B. Constructors

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and D.A.B. Constructors Inc. to provide Construction Resurfacing of County Road CR 488 from US 19 to W. Rainbow Street, Small County Outreach Program (SCOP) Project.

e. ITB 016-15 Amendment No. 1; Bulk Fuel Purchases; Whetstone Oil Co, Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Whetstone Oil Co, Inc. to extend the duration of the Agreement to September 30, 2017.

f. RFP 027-14 Amendment 1, Waste Tire Management; Wheelabrator Ridge Energy Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Wheelabrator Ridge Energy, Inc., to extend the duration of the Agreement to September 30, 2018 and to modify various provisions of Agreement.

g. RFP 037-14 General Contractor / Construction Continuing Services; Daily & Zilch Inc.

Approve and Authorize the Chairman to execute a Work Authorization for Daly & Zilch Inc., to install Fencing at Inverness Airport proposed Business-Industrial Park property.

h. RFQ 001-15 Work Authorization; Continuing Services Contract for Professional Services; Burrell Engineering Gopher Tortoise Relocation

Approve and Authorize the Chairman to execute a Work Authorization for Burrell Engineering, Inc., to provide relocation services of Gopher Tortoises at the Inverness Airport proposed Business-Industrial Park Location.

i. RFQ 037-07 Work Authorization and ITB 018-16 Roadway Improvements of CR 491 Phase 1 Project RFQ 037-07 Pegasus Engineering LLC / ITB 018-16 Commercial Industrial Corp.

a. Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Commercial Industrial Corp. to provide the Construction and Utility of CR 491 Phase 1 Roadway Improvements from Laurel Street to South of Audubon Park Path, including the Utility Field Order No. 1 Alternate Bid.

b. Approve and Authorize the Chairman to execute a Work Authorization for Pegasus Engineering LLC., to provide Construction Administration and Engineering Services for the CR 491 Phase 1 Roadway Widening and Utility Improvements from Laurel Street to South of Audubon Park Path.

c. Approve related Budget Transfer.

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

Approve and Authorize the Chairman to execute a Work Authorization for Burrell Engineering, Inc., to provide services for the Unincorporated Area of North of Crystal River to construct a water main extension along the CR 495 Corridor.

k. PB 034-17 Office Depot Supplies; Piggyback City of Tamarac Agreement

Approve and Authorize the Chairman to execute Agreement between Citrus County, Florida and Office Depot Inc., to purchase Office Supplies and utilize the duration of the Agreement to October 17, 2019

l. Point & Pay Services; Point & Pay LLC Amendment No. 1

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Point & Pay LLC to remove exclusivity provisions.

E.2. Budget Resolutions

Adopt and authorize the Chairman to execute resolutions adopting Small County Outreach Program (SCOP), Crystal River Airport Apron Rehab grant budgets and amending the Transportation Impact fees, Various Special Revenue funds, Aviation, Joint Participation Agreement (JPA) Inverness Airport and Road

Maintenance providing additional funds for fiscal year 2016/2017.

E.3. Budget Transfers

Approve budget transfers for Community Services, Parks and Recreation (3), Water Resources, Solid Waste, Various Street Lighting Districts (8) and Beverly Hills MSBU for fiscal year 2016/2017.

E.4. Health Department Vehicle Purchase

- a. Approve and authorize Fleet Management staff to purchase the 4 new replacement vehicles for the Citrus County Health Department.
- b. Approve related budget transfer.

E.5. Release of Retainage to D.A.B. Constructors, Inc., for ITB# 008-17 Citrus County SCOP Project: N. Turkey Oak Drive

- a. Accept the completed Project ITB#008-17, Citrus County SCOP Project: N. Turkey Oak Drive
- b. Approve and authorize the Clerk's Office to release the retainage in the amount of \$18,255.32 to the Contractor D.A.B. Constructors, Inc., and return the encumbered balance of the purchase order (\$56,815.85) back to the appropriate account.

E.6. SHIP Not-For-Profit Amendments

- a. To approve and authorize the Chairman to execute the Amendment to the State Housing Initiatives Partnership (SHIP) Agreement between Nature Coast Affordable Housing and Citrus County.
- b. To approve and authorize the Chairman to execute the Amendment to the State Housing Initiatives Partnership (SHIP) Agreement between Habitat and Citrus County.

E.7. LIHEAP Closeout

- a. Approve and authorize the Chairman to execute the LIHEAP Closeout Report Package for submission to the Florida Department of Economic Opportunity.

F. OUTSTANDING COMMISSION ITEMS

	BOARD DATE	ISSUE	RESPONSIBLE PARTY	ANTICIPATED COMPLETION DATE	DATE COMPLETED	COMMENTS
1.	9/27/2016	Analysis of the Establishment of county Lab for testing	Jeff Rogers Ken Check	5/23/2017	COMPLETE	
2.	9/27/2016	Trade off on Fire MSTU/MSBU	Randy Oliver Kristin Demers	5/9/2017	COMPLETE	To Be discussed in FY 18/19 Budget Cycle
3.	1/10/2017	Explore feasibility/interest of Coffee Shop at Central Ridge Library	Eric Head Tobey Phillips	5/23/2017	COMPLETE	Note Date Change
4.	2/14/2017	Flow Chart for Excess Property	Randy Oliver Jeff Rogers	6/27/2017		Working on Change based on Board direction at 5-9-2017 meeting
5.	2/28/2017	Declare Betz Farm Surplus	Susan Boelk	5/23/2017		On this Agenda
6.	3/28/2017	Workshop on Solid Waste/Landfill	Jeff Rogers	Not Later Than 7/25/2017		Workshop tentatively set for 7/25/2017
7.	3/28/2017	Ordinance to Create Economic Development Board	Denise Lyn		COMPLETE	Board decided to use Business Alliance as Advisory Board
8.	4/11/2017	Update AR 13.04-6 Impact Fees (Reimbursement of unused Impact Fees)	Randy Oliver	6/26/2017		On this Agenda
9.	4/11/2017	Setup Workshop on LDC	Randy Oliver	6/13/2017		Scheduled for 7/11/2017
10.	4/11/2017	Code Enforcement Workshop	Randy Oliver			Scheduled for 8/8/2017
11.	5/8/2017	Plan to Dispose of Excess Property	Susan Boelk	7/25/2017		Note Date Change
12.	5/8/2017	Mandatory Spay/Neuter Ordinance for Cats	Randy Oliver Denise Lyn	6/27/2017 Advertisement 7/11/2017 Public Hearing		Note Date Change

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. School Board Request Use of Impact Fees

Approve requested Impact Fee Funding for Lecanto Complex Emergency Evacuation Route Improvements in the amount of \$667,500 subject to the School District providing written assurance that the intersection at CR491 and Sovereign Path has a member of law enforcement present whenever this emergency access is open.

G.2. Lease Agreement - Project Health Inc., for a portion of Inverness Health Department

a. Discussion and consideration of a request from Project Health Incorporated, a Florida Not For Profit Corporation, to renew the lease of a portion of the Inverness Health Department located at 120 N. Montgomery Ave., Inverness, FL for the purpose of providing comprehensive primary healthcare services as a Federally Qualified Health Center (FQHC).

b. Adopt and authorize the Chairman to execute a Resolution of the Board acknowledging the request from Project Health Incorporated to renew the lease of property owned by the County.

c. Approve and authorize the Chairman to execute the Lease Agreement at the rate of \$5,760.62 per month, commencing on the 1st day of June, 2017, and automatically renewing on the 1st day of each month thereafter unless terminated by either Party as specified in the terms of said lease agreement.

G.3. Discussion and Direction on Space Needs for Constitutional Officers

Approve the plan and schedule as set forth and authorize a Task Order to Donnelly & Associates for \$38,000 for design services for the Clerk Space at the Health Department Building plus a \$7,600 contingency.

G.4. Fort Island Trail Safety Improvements

If the Board wished to proceed, we would request the following actions be considered:

a. Request the Board to select the safety improvement(s) to implement and approve the Kimley-Horn Scope of Service for the Multi-Use Path feasibility study in the amount of \$77,400.

b. Decide what, if any, upgrades need to be made to the current

bicycle lanes on Fort Island Trail.

c. Approve and authorize related budget transfer as necessary, if direction is to proceed with action a or b.

d. If Board approves to select a safety item, authorize the chairman to direct staff to pursue a \$10,000 People for Bikes grant to help defer some of the safety item costs.

G.5. Supervisor of Elections FEIN and Accounting Software

Board discussion and decision whether or not the Board would like the SOE to have her own FEIN and separate database in the accounting system.

G.6. RESTORE Act: Multi-Year Implementation Plan

Approve MYIP for public comment period.

G.7. Discussion on Fire Ban

A. Discussion on Burn Ban.

B. Motion and vote to ratify the Administrator's suspension of the Burn Ban.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. Amend AR 13.04-6 Impact Fees and Sec 54-9 Return of Impact Fees - Public Hearing

a. Conduct a public hearing at 1:45 p.m. on June 13, 2017 to consider and adopt the revision to A.R. 13.04-6, Impact Fees: Administration, as outlined.

b. Conduct a public hearing at 1:45 p.m. on June 13, 2017 to consider and adopt Ordinance Amendment OA-17-05, an amendment to Section 54-9, Return of Fees (Impact Fees), of the Citrus County Code of Ordinances.

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 an Administrative Regulation Policy for Hiring of Directors

All directors who are interviewed will have either participation from the Commission Chairman, a designee or questions to be posed on their behalf as part of the interview and hiring process.

The intent is to insure that those who are hired have not only a perspective of what is expected by the staff, but the Community as well and to insure that those hired are a good fit to work with both.

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

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

N.1. Discussion and vote on adopting Resolution for the Nature Coast Regional Trail

Discussion and vote on adopting Resolution for the Nature Coast Regional Trail.

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

O.1. Discussion and vote on Whispering Pines Park

Direct staff to include \$301,693.33 for Whispering Pines Park in the FY2017/18 Budget and direct staff to bring back cuts in other service areas to meet the roll back rate.

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: Monday June 26, 2017 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344502. Regular Meeting: July 11, 2017 at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 344503. Regular Meeting: July 25, 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. Workshop-Land Development Code: **July 11, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Preliminary Budget Hearing: **Wednesday July 26, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

U. ADJOURN