

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

AGENDA

December 20, 2016 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

Administration

B.1. Citrus County Forfeiture Fund

Acknowledge the quarterly report provided by the citrus County Sheriff's Office for expenditures from the Citrus County Forfeiture Fund.

Attorneys Office

Clerk

B.2. County Warrants

Accept the attached check registers outlining the County warrants.

Community Services

B.3. Community Services Closure for New Year's Day

Approve and authorize the closure of Bicentennial Park Pool New Year's Day on Sunday, January 1, 2017.

B.4. Waiver of Rental Fees for Citrus County Auditorium-Military Order of Purple Heart

Approve and authorize the Chairman to waive the rental fees for the Citrus County Auditorium in the amount of \$501.40 for the Military Order of the Purple Heart Annual Memorial program on Saturday, February 18, 2017.

B.5. Deletion of Surplus Property

Approve deletion of the following items from the inventory of Extension Service and the removal of same items from the County's capital asset listing. Asset # 16898 - ICE-O-MATIC ice

machine; Asset # 19215 - RISO high speed digital duplicator; Asset # 14226 - Modular Office System Desk

Human Resources

Management and Budget

Planning and Development

B.6. PLT-16-05 Walden Woods South Replat

a. Review and approve Plat application PLT-16-05, Walden Woods South Replat.

b. Authorize the Chairman to sign the Plat and direct the Clerk to record the Plat in the public records.

B.7. Deletion of Surplus Property

Authorize staff to sell the equipment as listed on the backup through GovDeals on-line auction service and authorize the Clerk of Court to remove from the Building Division asset list. In the event an item does not sell authorize staff to dispose of the surplus properly according to County policy.

Public Works

B.8. Authorize Sale by Online Auction of Surplus Equipment

Authorize staff to sell equipment as listed on the backup through GovDeals online auction service and authorize Clerk of Courts to remove from Engineering Asset list. In the event an item does not sell, authorize staff to dispose of the surplus property according to County policy.

B.9. Deletion of Surplus Property

Approve deletion of the following items from 6304 - Aquatic Services, and the removal of same items from the County's capital asset list. The radios are obsolete and going to auction on Gov Deals: 50206, 50209, 50207, 50208, 50205, 40285, 40290, 40298, 40269, 40279.

Systems Management

B.10. Server Donation to Supervisor of Elections

Approve donation of the equipment listed in the supporting document(s) from the inventory of the Department of Systems

Management to Supervisor of Elections and remove same from the County's capital asset list.

Visitors and Convention Bureau

Water Resources

Set Public Hearings

C. PROCLAMATIONS

C.1. Proclamation - Poll Workers

Approve and authorize the Board to execute a proclamation commending the Poll Workers for their outstanding service and dedication to the Citrus County Supervisor of Elections.

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

a. RFQ 001-15 Continuing Service Contract for Professional Services Amendment # 1 - Handex Consulting & Remediation, LLC

Approve and Authorize the Chairman to execute the Amendment No. 1 between Citrus County, Florida and Handex Consulting & Remediation, LLC, to recognize the change of their name from Handex Consulting & Remediation - Southeast, LLC to Handex Consulting & Remediation, LLC.

b. ITB 033-14 Amendment # 1 Janitorial Services for Department of Community Services and Division of Library Services - Pristine Services, LLC dba AllStar Janitorial

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Pristine Services, LLC dba Allstar Janitorial, to provide Janitorial Services for Library and Community Services and to increase their pricing by three percent (3%) which has been approved by the department and recommended to take effect on December 20, 2016.

c. ITB 016-16 Laboratory Analytical Services - Pace Analytical Services, LLC

Approve and Authorize the Chairman to execute the Assumption Agreement between Citrus County, Florida and Pace Analytical Services, LLC, to recognize that Pace Analytical Services, LLC has assumed ownership of Southern Analytical Laboratories.

E.2. Budget Transfers

Approve budget transfers for the Road Impact Fees - District 7, Supervisor of Elections, Senior Companion Program, Housing Services (Section 8), Housing Services (LIHEAP), Reserves & Transfers and Support Services (2) for fiscal year 2016/2017.

E.3. Budget Resolutions

Adopt and authorize the Chairman to execute resolutions amending the Aquatics Plant Control budget and Animal Services budget for fiscal year 2016/2017.

E.4. Release of Retainage to Pave-Rite, Inc., for ITB 011-16 SCOP Agreement N. Citrus Springs Blvd. from N. Elkcam Blvd. to US 41

- a. Accept the completed Project ITB 011-16 SCOP Resurfacing of N. Citrus Springs Blvd. from N. Elkcam Blvd. to US 41.
- b. Approve and authorize the Clerk's Office to release the retainage in the amount of \$103,739.55 to the contractor Pave-Rite, Inc.

E.5. Suncoast Parkway II Water Main Extension

- a. Approve and authorize staff to submit the Upland Easement Application to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida.
- b. Adopt and Authorize the Chairman to execute the formal resolution adopted by the BOCC requesting the proposed easement for the installation and maintenance of a water main.

E.6. Memorandum of Agreement BOCC and DOC

Approve and authorize the Chairman to execute the Revised Agreement A3970 that was originally approved on 10/25/16 between the Department of Corrections and the Citrus County Board of County Commissioners (Participating Entity). This Agreement ensures that Participating entity will be transporting inmates to the closest Reception Centers, thereby reducing travel time and cost to each county. The County designation to Reception Centers has been updated per the order of the Court to the

Department of Corrections.

This Agreement shall begin on January 17, 2017 or the date on which it is signed by both parties, whichever is later, and shall end at midnight on January 16, 2022. In the event this Agreement is signed by parties on different dates, the latter date shall control.

E.7. Florida Housing Corporation (FHC) and State Housing Initiative Partnership (SHIP) Housing Counseling

- a. Adopt and authorize the Chairman to execute a Resolution authorizing Housing Services to apply for SHIP funding for Housing Counseling Services.
- b. Approve and authorize the Chairman to execute the State Housing Initiatives Partnership (SHIP) Program Housing Counseling Funding Certification and Request, any amended or modified Certification and Request, and any documents related to the Housing Counseling Funding Program.

E.8. Citrus County Health Department Nutrition Agreement

Approve and authorize the Chairman to execute the Nutrition Agreement between Citrus County and the Citrus County Health Department, which provides for the service of a Public Health Nutritionist to assist in the requirements for nutrition services funded under the Mid-Florida Area Agency on Aging (MFAAA) dba Elder Options 2017 Older American's Act Title IIIB-C1-C2 Grant.

E.9. Veteran's Village of Citrus County – Second Modification to Memorandum of Understanding

- a. Approve and authorize the Chairman to execute the Second Modification to Memorandum of Understanding with the Veteran's Village of Citrus County Inc., a Florida not-for-profit corporation (Village) to reflect the size reduction of the proposed assisted living facility site from approximately 8 acres to 5.52 acres due to the exclusion of existing drainage retention areas that will not be part of this project.
- b. Authorize the Clerk of Courts to record the same in the Public Records of Citrus County, Florida.

E.10. Community Development Block Grant (CDBG) Audit Compliance Certification

- a. Approve and authorize the Chairman to execute CDBG Audit Compliance Certification Form.
- b. Adopt and authorize the Chairman to execute a Resolution authorizing execution of Audit Compliance Certification Form.

E.11. Board Approval to proceed with proposed Land Exchange-Duke Energy

- a. Approve and Authorize Chairman to execute a Resolution of the Board recognizing changes to a previously authorized land exchange between Citrus County, Florida and Duke Energy Florida, LLC, a Florida Limited Liability Company D/B/A Duke Energy in accordance with Section 125.37, Florida Statutes; and authorize the Clerk to record the Resolution in the Public Records of Citrus County, Florida.
- b. Approve and Authorize Chairman to execute an Agreement to Exchange Real Estate between Citrus County, Florida and Duke Energy and authorize the Chairman or his designee to execute all related closing documents.
- 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 the exchange of real estate.
- d. Accept upon receipt, a General Warranty Deed from Duke Energy to Citrus County, Florida and authorize the Clerk to place the acceptance stamp on the deed for land described in Exhibit "A" of the Agreement to Exchange Real Estate and record the deed in the Public Records of Citrus County, Florida.
- e. Approve and Authorize Chairman to execute a subsequent, statutory County Deed to Duke Energy for land described in Exhibit "B" of the Agreement to Exchange Real Estate, and authorize the Clerk to record said County Deed in the Public Records of Citrus County, Florida.

E.12. Service Agreement with Active Network, LLC Software

Approve and authorize the Chairman to execute the Service Agreement, the Quote and the Third Party Addendum between Citrus County and Active Network, LLC for software in the amount of \$25,380.00. The term of this Service Agreement shall be for three (3) years from the Effective Date with automatic renewals for two (2) year terms thereafter.

E.13. CCARC dba Key Training Center Agreement Amend #1

Approve and authorize the Chairman to execute the agreement between Citrus County and Citrus County Association of Retarded Citizens dba Key Training Center for the provision of in Facility Respite to eligible Citrus County clients. Funding for these services will be provided by Mid-Florida Area Agency on Aging (MFAAA) dba Elder Options 2017 Older American Act Title III E Program Grant.

E.14. Homosassa South Fork Water Quality Improvement Project Wetland Mitigation Credit Agreement

- a. Approve the Wetland Credit Purchase Agreement with EIP Credit Co., LLC, and authorize the Chairman to execute same.
- b. Approve related Budget Transfer.
- c. Approve and authorize payment in the amount of \$68,250 for the necessary wetland mitigation credits associated with the Homosassa South Fork Water Quality Improvement Project.

E.15. Fort Island Trail Force Main

- a. Approve and authorize the Chairman to execute the Fort Island Trail Wastewater Force Main Project 1st Amendment to Agreement between Southwest Florida Water Management District and Citrus County.

E.16. Fort Island Trail Septic Interconnection

Approve and authorize the Chairman to execute the Fort Island Trail Septic Interconnection Project Agreement between Southwest Florida Water Management District and Citrus County.

E.17. Garcia Point Septic Project

- a. Approve and authorize the Chairman to execute the Garcia Point Septic Project Agreement between Southwest Florida Water Management District and Citrus County.

E.18. Hazard Mitigation Grant Program Resolution

- a. Adopt and authorize the Chairman to execute a Resolution authorizing application to the State of Florida Department of Emergency Management for funding of the Hazard Mitigation Grant Program.
- b. Authorize the Chair to sign the application, related prime contract, amendments and annual renewal documents as required to obtain funding from State of Florida Hazard Mitigation Grant Program.

E.19. Private Package Plant Interconnect

- a. Approve and authorize the Chairman to execute the Private Package Plant Interconnect Project Agreement between Southwest Florida Water Management District and Citrus County.

E.20. State of Florida Department of State, Bureau of Historic Preservation - Historic Hernando School Contract Amendment # 2

Approve and authorize the Chairman to execute the Contract Amendment Request between Citrus County and the State of Florida, Department of State, Bureau of Historic Preservation, Division of Historical Resources. This amendment revises the Attachment B Budget. Cash match and In-Kind remains as budgeted.

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	1/24/2017		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	12/20/2016		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	
6.	10/25/2016	Revise/Clarify Process for 3&5 Minute Allowance on "Open to the Public"	Randy Oliver Denise Lyn	1/24/2017		
7.	10/25/2016	Revise Fertilizer Ordinance to Allow for Homeowner Training/ Exceptions	BJ Jarvis (Outline) Denise Lyn	2/14/2017		

8.	11/1/2016	List of final Purchase Price of Vehicles	Jeff Rogers Dan Johnson	1/24/2017		
9.	12/6/2016	Time Line for Implementation Remainder of Animal Services Recommendation in Audit	Tobey Phillips Morgan Woodard		COMPLETE	Emailed to Board 12/13/2016
10.	12/6/2016	Local Preference Ordinance	12/20/2016		COMPLETE	Email to Board 12/7/2016

G. COUNTY ADMINISTRATOR - CHARLES R. OLIVER

G.1. Reclassifications

Approve Reorganization of a portion of Community Services, generating a savings of \$50,000 annually including reclassifying the Operations Supervisor, pay grade 205 to an Accounting Clerk, pay grade 106, with an effective date of January 14, 2017 and reclassifying a Grant Administrator, pay grade 110 to Accounting Supervisor, pay grade 203 with an effective date of January 3, 2017.

G.2. 2016/2017- Legislative Delegation Issues

Board discussion, modification and adoption of the 2016/2017 Legislative Policy Statement.

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:30 PM Building Department Audit

Building Division Permit Fee Process Audit Report

H.2. 1:45 PM Presentation of the CAFR and PAFR - Financial Reporting Awards

Presentation of the awards for Certificate of Achievement for Excellence in Financial Reporting” (CAFR) and for Outstanding Achievement in Popular Annual Financial Reporting to Citrus County for it’s Popular Annual Financial Report (PAFR) by the Honorable Bob Inzer, Clerk of the Circuit Court and Comptroller for Leon County, Florida.

H.3. 2:00 PM Presentation - Suncoast Parkway II Water Main Extension Project

- a. Consensus on the Water Facilities Plan Approach.
- b. Approve the submittal of the Water Facilities Report to FDEP for additional funding of the proposed project.

H.4. 2:15 PM OA-16-07 Impact Fee Suspension Extension

- a. Review and discuss OA-16-07, Impact Fee suspension extension, which would extend the current impact fee suspension (as outlined in Ord. 2015-A02) by four months to May 12, 2017.
- b. If approved, adopt and authorize the Chairman to execute the Ordinance for OA-16-07, Impact fee suspension extension; and direct the Clerk to record the Ordinance in the public records.

I. ADVISORY BOARD ANNOUNCEMENTS, NOMINATIONS & APPOINTMENTS

I.1. Beverly Hills Advisory Council

Announce terms of expiration for two regular member positions on the Beverly Hills Advisory Council. These terms will expire on January 31, 2017. The new terms will be for two years and will expire on January 31, 2019.

I.2. Citrus Springs Advisory Council

Announce terms of expiration for two regular member positions on the Citrus Springs Advisory Council. These terms will expire on January 31, 2017. The new terms will be for two years and will expire on January 31, 2019.

I.3. Nominate to Fill Expiring Terms On the Aviation Advisory Board

- a. Nominate & Appoint two individuals to the Aviation Advisory Board as regular members from District 2 and 3; the current terms will expire on January 31, 2017. The new term will be for two years and will expire on January 31, 2019.
- b. Nominate & Appoint one individual to the Aviation Advisory Board as an alternate member; the current term will expire on January 31, 2017. The new term will be for two years and will expire on January 31, 2019.

J. COMMITTEE REPORTS FROM COMMISSIONERS

K. COMMISSIONER BRIAN J. COLEMAN - DISTRICT 5

L. COMMISSIONER JIMMIE T. SMITH - DISTRICT 3

L.1. Resolution in support for the FAA support and funding of the Crystal River runway 9/27

Approve Resolution in support of FAA funding for the extension of the Crystal River Airport extension 9/27 to 5,000 feet to better meet and serve the aviation needs of the citizens, tourists and business of Citrus County.

L.2. Discussion and vote on revising the current road resurfacing formula

Discussion and vote on revising the current road resurfacing formula

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

M.1. Discuss and provide direction on the process to be used regarding Impact Fee presentations

Discuss and provide direction on the process to be used regarding Impact Fee presentations.

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

N.1. Increase in Tourist Development Tax

Direct staff to bring back two Ordinances at the January 10, 2017 meeting to schedule a Public Hearing for the January 24, 2017 meeting to consider an increase in the Tourist Development Tax.

N.2. Presentation and Discussion on Regional Economic Development, Tourism and Transportation

Presentation and Discussion on Regional Economic Development, Tourism and Transportation

O. CHAIRMAN SCOTT CARNAHAN - DISTRICT 4

P. COUNTY ATTORNEY DENISE A. DYMOND LYN

P.1. Conflict Waiver Letter for RaceTrac/CR 491

If approved, authorize the County Attorney to sign the Conflict Waiver Letter to allow GrayRobinson, P.A. to represent Citrus County with regards to the property located at 3310 West Gulf to Lake Highway, Lecanto, Florida and RaceTrac Petroleum, Inc. regarding the development of the property pursuant to a ground lease between Gishorn, LLC and Racetrac at the same location.

Q. OPEN TO THE PUBLIC

R. UPCOMING MEETINGS

1. Regular Meeting: **January 10, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting: **January 24, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting: **February 14, 2017 at 1:00 PM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. Board of County Commissioners Goal Setting Retreat: **January 3, 2017 at 9:00 AM**, Homosassa State Wildlife State Park, Florida Room, Homosassa, FL 34448
2. Special Meeting – Citrus County RESTORE Act Funds: **January 10, 2017 at 9:00AM** Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness FL 34450
3. Citrus Elected Leadership Summit: **January 20, 2017 at 9:00 AM**, College of Central Florida Conference Center, Lecanto Florida
4. Solid Waste-Landfill Workshop: **January 24, 2017 at 9:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
5. Special Meeting - Budget Development and Approach: **February 14, 2017, 10:00 AM**, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

T. 5:01 P.M. PUBLIC HEARINGS

U. ADJOURN