



**BOARD OF COUNTY COMMISSIONERS
CITRUS COUNTY, FLORIDA**

**Citrus County Courthouse
110 N. Apopka Avenue, Room 100
Inverness, FL 34450**

AGENDA

September 23, 2025 - 1:00 PM

**Rebecca Bays, Chairman, District 4
Diana Finegan, 1st Vice Chair, District 2
Janet Barek, 2nd Vice Chair, District 3
Jeff Kinnard D.C., Commissioner, District 1
Holly L. Davis, Commissioner, District 5**

**Steve L. Howard, County Administrator
Denise A. Dymond Lyn, County Attorney
Traci Perry, Clerk of the Circuit Court and
Comptroller**

MISSION

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its 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, If you are hearing or speech impaired, dial 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (v), via Florida Relay Service 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. PROCLAMATIONS, AWARDS & PRESENTATIONS

B.1. Proclamation -- Florida Native Plant Society

Approve and authorize the Board to proclaim October 2025 as Florida Native Plant month **(Athena Phillips, Florida Native Plant Society)**

B.2. Proclamation -- Business Appreciation Month

Proclamation -- Business Appreciation Month **(Josh Wooten, President & CEO - Citrus County Chamber of Commerce)**

B.3. Proclamation -- Fire Prevention Week 2025

Approve and authorize the Board to execute a Proclamation declaring October 5 through 11, 2025 as "Fire Prevention Week™" "Charge into Fire Safety™: Lithium-Ion Batteries in Your Home" in Citrus County, Florida. **(Craig Stevens, Fire Chief)**

C. CONSENT

Minutes

Administration

C.1. Ratify Commissioners Signatures

Authorize and Approve the Board to Ratify Commissioners signatures on Proclamation due to time constraints.

Attorneys Office

Clerk

C.2. County Warrants

Accept the attached check registers outlining the County warrants.

C.3. Release of Special Assessment

- a. Approve and authorize the Chairman to execute the Release of Lien for Special Assessments by and between Citrus County and certain property owners 25A FT Island Trail Septic to Sewer, 24A Citrus Springs 2024 Waterlines, 8D Chassahowitzka Sewer, 8C Chassahowitzka Water, 25B NW Quadrant Water Main II, 23A Citrus Springs Waterlines, 21A Citrus Springs Waterlines, 20A Citrus Springs Waterlines special assessment district.
- b. Authorize the Clerk to record the Releases of Lien in the Public Records of Citrus County, Florida

Community Services

Fire Services

Human Resources

C.4. P&A Group COBRA Services Agreement

Approve and authorize the Chairman to execute the Agreement and execute the Business Associate Agreement between Citrus County, Florida and the P&A Group, COBRA Services. **(Jesscia Flynn, Interim Human Resource Director)**

C.5. P&A Group Flexible Spending Account

Approve and authorize the Chairman to execute the Agreement and execute the Business Associate Agreement between Citrus County, Florida and P&A Agreement for a Flexible Spending Account. **(Jessica Flynn, Interim Human Resources Director)**

C.6. P&A Group Health Savings Account

Approve and authorize the Chairman to execute the Agreement and Business Associate Agreement between Citrus County, Florida and the P&A Group for a Health Savings Account. **(Jessica Flynn, Interim Human Resources Director)**

C.7. Florida Blue Stop Loss Insurance

Approve and authorize the Chairman to sign and execute the Stop Loss Insurance. **(Jessica Flynn, Interim Human Resources Director)**

C.8. EyeMed Vision Insurance

Approve and authorize the chairman to execute the EyeMed Services Agreement. **(Jessica Flynn, Interim Human Resource Director)**

Management and Budget

C.9. Quarterly Budget Status Report

Acknowledge receipt of the 3rd Quarter Budget Status Report from April 1, 2025, through June 30, 2025. **(Tammy Wilson, Management & Budget Director)**

C.10. Budget Transfers

Approve the budget transfers for Road Maintenance, Extension Services, Code Compliance, Housing (2), Transit Services, Technical Services, Grounds Maintenance, Citrus Springs MSBU and Animal Services. **(Tammy Wilson, Management & Budget Director)**

C.11. Budget Resolutions

- a. Adopt and authorize the Chairman to execute a resolution amending/adopting the Florida Department of Transportation 5307 Operations/Capital grant budget for fiscal year 2024-2025.
- b. Adopt and authorize the Chairman to execute a resolution amending/adopting the Florida Department of Emergency Management (FDEM) grant budget for fiscal year 2025-2026. **(Tammy Wilson, Management & Budget Director)**

Growth Management

Public Works

C.12. Resolutions - FDOT, FDEP & SWFWMD

Adopt and authorize the Chair to execute Resolutions & Certificates of Incumbency and Authority on behalf of Citrus County for the Department of Transportation, the Florida Department of Environmental Protection, and the Southwest Florida Waste Management District. **(Carlton Hall, Public Works Director)**

Systems Management

Visitors and Convention Bureau

Water Resources

C.13. Connection Charge Installment Lien Agreement - Margarita Bouchet

- a. 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/or Wastewater Utility Services for Margarita Bouchet.
- b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E, Water Resources Director, Bernadine Flood-Nichols, Utility Business Services Director).**

C.14. Connection Charge Installment Lien Agreement - Emily Sapp Gipson

a. 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/or Wastewater Utility Services for Emily Sapp Gipson.

b. Authorize the Clerk to record Connection Charge Installment Lien Agreement in the Public Records of Citrus County, Florida. **(Ken Cheek, P.E., Water Resources Director/ Bernadine Flood-Nichols, Utility Business Services Director).**

C.15. Acceptance of perpetual operation and maintenance of wastewater infrastructure to service The Narrows

Approve and authorize the Clerk to place acceptance stamp on release of lien, bill of sale, warranty of materials or workmanship and Engineer's Certification of Construction Completion of the wastewater component parts at N Rock Crusher Rd and W Flanders Ln and record in the Public Records of Citrus County Florida. **(Ken Cheek, P.E., Water Resources)**

Set Public Hearings Workshops

D. OPEN TO THE PUBLIC

E. REGULAR BUSINESS

E.1. Bids

E.1.a. RFQ 25-148 Re-Bid Medical Director Services for Citrus County Fire Rescue; SOS Care Solutions LLC

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and SOS Care Solutions LLC to provide Medical Director Services for Citrus County Fire Rescue. **(Craig Stevens, Fire Chief)**

E.1.b. RFQ 25-134 Continuing Services Contract (CCNA) for Solid Waste Division; Jones, Edmunds & Associates, Inc.

Approve and Authorize the Chairman to execute the Agreement between Citrus County, Florida and Jones, Edmunds & Associates, Inc. to provide various professional Engineering Services associated with Solid Waste Management, on an as-needed basis. **(Carlton Hall, Public Works Director)**

E.1.c. ITB 23-092 Amendment No. 1; On Call Loading and Hauling Soil for Citrus County Landfill; Sean M. Gerrits, Inc. dba S.M.G., Inc.

Approve and Authorize the Chairman to execute Amendment No. 1 to the Agreement between Citrus County, Florida and Sean M. Gerrits, Inc. dba S.M.G., Inc., extending the duration of the Agreement to November 13, 2026. **(Carlton Hall, Public Works Director)**

E.1.d. ITB 24-031 Amendment No. 1; Lecanto Government Building Chiller Replacement Project (Furnish and Install); ENFRA MCC, LLC

Approve and Authorize the Chairman to execute Amendment No.1 to the Agreement between Citrus County, Florida and ENFRA MCC, LLC to acknowledge the change of the Contractor's name from Bernhard MCC, LLC to ENFRA MCC, LLC. **(Carlton Hall, Public Works Director)**

E.2. Community Development Block Grant - Disaster Recovery (CDBG-DR) Funding Informational Only (James Toy to provide overview) — Application Due September 30, 2025 (James Toy, Intergovernmental Affairs Manager)

E.3. Citrus County Health Department Contract

Approve and authorize the Chairman to execute a contract with the State of Florida Department of Health for operation of the Citrus County Health Department contract year October 1, 2025, through September 30, 2026 **(Tammy Wilson, Management & Budget Director)**.

E.4. Medicaid Assessment Program

Adopt and authorize the Chairman to execute the Directed Payment Program Letter of Agreement (LOA) and Intergovernmental Transfers (IGT) Questionnaire for the non ad valorem Medicaid Assessment Program as approved by the Board of County Commissioners on June 23, 2025. **(Tammy Wilson, Management & Budget Director)**

E.5. Opioid Settlements - Purdue and Secondary Manufacturers

- a. Approve and authorize the Chairman to execute the Participation and Release Form electing to participate in the Purdue Settlement Agreement.
- b. Approve and authorize the Chairman to execute the Participation and Release Form electing to participate in the Secondary Manufacturers' Settlement Agreements. **(Denise Lyn, County Attorney)**

E.6. Account, Receipt, Release and Indemnification Agreement

Authorize the Chairman to execute the Account, Receipt, Release and Indemnification Agreement regarding the Maria R. Schiraldi Revocable Trust. **(Denise Lyn, County Attorney)**

E.7. CoreCivic Contract Monitoring Update for August 2025

Concur with the recommended action of the non-performance assessment based on a tiered level of staffing pursuant to Amendment #2 of the contract with Corecivic for the month of August 2025 would be \$25,000.00 **(Joseph Whittick, Contract Monitor)**

F. OUTSTANDING COMMISSION ITEMS

www.citrusbocc.com/departments/commissioners/commissioner_projects.php

G. COUNTY ADMINISTRATOR - STEVE L. HOWARD

H. PRESENTATIONS/PUBLIC HEARINGS

H.1. 1:10pm Tourism Strategic Plan

Presentation - Tourism Strategic Plan (**Auvis Cole, Tourism Director**)

H.2. 1:15pm Presentation from Don Taylor, Sales Tax Community Input

Provide staff direction.

H.3. 1:20pm Public Hearing on an Ordinance Relating to Fertilizer

a. Conduct a public hearing on an ordinance of Citrus County, Florida, a political subdivision of the State of Florida, amending Chapter 66, Article II, Division 4 entitled "Fertilizer Use and Landscape Maintenance Practices"; amending Section 66-95 entitled "Definitions"; amending Section 66-98 entitled "Fertilizer-Free Zones"; amending Section 66-100 entitled "Fertilizer Content and Application Rates"; amending section 66-101 entitled "Application Practices"; amending Section 66-103 entitled "Exemptions"; providing for severability; providing for inclusion into the code; providing for modifications that may arise from consideration at public hearing; and providing for an effective date.

b. Approve and authorize the Chairman to execute the ordinance relating to fertilizer. (**James Toy, Intergovernmental Affairs Manager**)

I. ADVISORY BOARD NOMINATIONS & APPOINTMENTS

I.1. Accept resignation of one alternate member from Code Review and Appeals Board (CRAB)

Accept with regret the resignation of Linda Cridland from the Code Review and Appeals Board (CRAB) as an alternate member.

J. COMMISSIONER HOLLY L. DAVIS - DISTRICT 5

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

L. 2nd VICE CHAIR JANET BAREK- DISTRICT 3

M. 1ST VICE CHAIR DIANA FINEGAN - DISTRICT 2

N. CHAIR REBECCA BAYS - DISTRICT 4

O. COUNTY ATTORNEY DENISE A. DYMOND LYN

P. OPEN TO THE PUBLIC

Q. ADVISORY BOARD ANNOUNCEMENTS

R. UPCOMING MEETINGS

1. Regular Meeting, October 7, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
2. Regular Meeting, October 21, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450
3. Regular Meeting, November 4, 2025, at 1:00 PM, Citrus County Courthouse, Room 100, 110 N. Apopka Avenue, Inverness, FL 34450

S. UPCOMING WORKSHOPS AND SPECIAL MEETINGS

1. *Strategic Planning Retreat*: January 30, 2026, at 9:00AM, Lecanto Government Building, Room 166, 3600 W. Sovereign Path Lecanto, FL 34461

T. PUBLIC HEARINGS

T.1. 5:01 Public Hearing - Final Budget Hearing

- a. Discuss the percentage change in the millage rate over the rolled-back rate.
- b. Take public comment concerning the tentative budget and proposed millage.
- c. Motion to approve and authorize the Chairman to execute a resolution amending the 2025/2026 budget for adjustments previously presented at the September 11, 2025 Tentative Budget Hearing (Exhibit A), other budget modifications (Exhibit B), and cash carry forward adjustments (Exhibit C).
- d. Motion to adopt a resolution adjusting the water and wastewater connection fees for fiscal year 2025/2026.
- e. Motion to adopt reimbursement resolution for water and wastewater projects for fiscal year 2025/2026.
- f. Motion to adopt and authorize the Chairman to execute the final millage rate resolution. (Prior to voting on motion, the name of the taxing authority, rolled-back rate, percentage change and the millage rate to be levied must be publicly announced.)
- g. Motion to adopt and authorize the Chairman to execute the final budget resolution.
- h. Motion to approve and authorize staff to execute the Vote Record Final Adoption of Millage Levy (DR-487V), Maximum Millage Levy Calculation Final Disclosure (DR-420MM), and Certification of Compliance (DR-487) via electronic format (e-TRIM).
- i. Motion to authorize staff to execute the Certification of Final Taxable Value (DR-422), upon receipt, via electronic format.
- j. Motion to adopt and authorize the Chairman to execute the roll forward grant resolution.
- k. Approve and authorize Chairman to sign a letter to the Sheriff regarding the Sheriff's Budget Allocation for FY26 as approved by County Administrator and County Attorney. **(Tammy Wilson, Management and Budget Director)**

T.2. 5:05 pm - OA-2025-00001 Annual Update to 5-year Capital Improvements Schedule

- a. Conduct a public hearing on September 23, 2025, at 5:05 pm to consider ordinance amendment OA-2025-00001, the annual update to the 5-year Capital Improvements Element of the Comprehensive Plan.
- b. If approved, direct the Chair and Clerk to execute the proposed ordinance for application OA-2025-00001. **(Eric Landon, Growth Management Director)**

U. ADJOURN