

**BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA**

REGULAR MEETING

January 9, 2024

COUNTY COMMISSIONERS

**Kirby Smith, Chairman
Douglas B. Shields, District #1
Sean Parks, District #2
Leslie Campione, District #4
Josh Blake, District #5**

**Jennifer Barker, County Manager
Gary J. Cooney, Clerk to the Board
Melanie Marsh, County Attorney**

DISCLAIMER

***Meetings are held in person with limited occupancy for social distancing.
Members of the public are invited to attend in person or join the meeting
virtually via Zoom with a computer or smart device. Attendees may also call
into the meeting using the information provided on our website.***

***To view upcoming meeting dates and locations, or for more information
on upcoming meetings, visit <https://lakecountyfl.gov/boardmeeting>.***

This booklet has been prepared for the convenience of the Board of County Commissioners in discussing matters before them. Every effort has been made to include all items to be discussed at this Board of County Commissioners meeting; however, Commissioners may add items to the agenda up to 4 days prior to the meeting. They also may remove items from consideration at any time. While it has been the goal to present error-free information, we do not represent that documentation is without errors or omissions.

In addition to regular Board meetings, the Board of County Commissioners may, from time to time, schedule a workshop during which they will receive information from staff, have discussions with staff and among themselves, and then proceed to give staff direction on the subject matter being discussed unless otherwise shown on the Agenda item. These discussions and workshops do not take the place of the formal public hearing process during which any member of the public may comment and formal action is taken.

The Board and staff welcome written comments prior to workshops and other meetings. If you have comments or questions regarding the subject matter of any Board action or workshop, please deliver your written comments to appropriate County staff or mail to the Board of County Commissioners, Post Office Box 7800, Tavares, FL 32778.

ITEMIZED AGENDA

January 9, 2024

9:00 AM. Invocation

Pledge of Allegiance

I. VIRTUAL MEETING INSTRUCTIONS

II. AGENDA UPDATE

Discussion regarding proposed revisions to today's Agenda.

III. EMPLOYEE SERVICE AWARDS & QUARTERLY AWARDS

IV. MINUTES APPROVAL

Tab 1 Recommend approval of the following minutes:

- November 14, 2023 (Regular Meeting)

CITIZEN QUESTION AND COMMENT PERIOD

At this point in the meeting the Board of County Commissioners will hear questions, comments and concerns from the citizens. If the issue raised is not on today's agenda, action will not be taken by the Board. Questions may be answered by staff, or referred for appropriate staff action. If further action is necessary, the item may be placed on a future Board agenda.

Zoning and code enforcement matters cannot be discussed during the public comment period. Procurement matters not scheduled to be heard by the Board today also cannot be discussed during the public comment period.

Public comment shall be limited to 3 minutes per person.

V. CLERK OF COURT'S CONSENT AGENDA

- Tab 2 Recommend approval of the Clerk of Court's Consent Agenda (Items 1-2):
1. Notice is hereby provided of warrants paid prior to this meeting, pursuant to Chapter 136.06 (1) of the Florida Statutes, which shall be incorporated into the Minutes and filed in the Board Support Division of the Clerk's Office.
 2. Notice is hereby provided that the City of Umatilla approved the following ordinances at the November 21, 2023 City Council meeting: Ordinance 2023-22; Ordinance 2023-23; Ordinance 2023-24; Ordinance 2023-25; Ordinance 2023-26; and Ordinance 2023-27. Additionally, the following ordinances were approved at the December 5, 2023 City Council meeting: Ordinance 2023-19; Ordinance 2023-20; and Ordinance 2023-21.

VI. CONSENT AGENDA (Tabs 3-21):

A. COUNTY ATTORNEY

- Tab 3 Recommend approval and adoption of a Resolution supporting the proposed 2024 Legislative changes of Senate Bill 660 and House Bill 273 seeking to establish a public records' exemption for personal identifying information of persons who foster, adopt, or otherwise receive legal custody of an animal from an animal shelter or animal control Agency. There is no fiscal impact.

- Tab 4 Recommend approval for the County Manager, or designee, to execute a Waiver of Account, Portions of Petition for Discharge and Service of Petition for Discharge; Receipt of Beneficiary and Consent to Discharge and any subsequent documentation required to disburse funds to the Animal Shelter in the Anne M. Marchetti Revocable Living Trust UAD December 10, 2018.

The estimated fiscal impact is \$132,202.28 (revenue).

B. COUNTY MANAGER

- Tab 5 Recommend approval to cancel the February 6, 2024, Board of County Commissioners meeting. The January Planning & Zoning Board meeting was canceled and there are no zoning cases to present to the Board.

C. ADMINISTRATIVE SERVICES

Management and Budget

- Tab 6 Recommend approval of reimbursement to the Lake County Sheriff's Office from the Fiscal Year 2023 State Law Enforcement Trust Fund for expenditures authorized under the Florida Contraband Forfeiture Act. The fiscal impact is \$168,548.01 (expenditure).
- Tab 7 Recommend approval of a Sub-Recipient Agreement between Habitat for Humanity of Lake-Sumter, Florida, Inc., and Lake County for disbursement of American Rescue Plan Act (ARPA) Funds.

The fiscal impact is \$400,000 (expenditure - 100 percent grant funded). Commission District 4.

Procurement Services

- Tab 8 Recommend approval to declare items as surplus and authorize removal from the County's fixed asset inventory of record. The fiscal impact (revenue) cannot be determined at this time.

D. PUBLIC SAFETY

Fire Rescue

- Tab 9 Recommend approval:
1. Of an application and corresponding resolution for a Florida Department of Health Emergency Medical Services Grant; and
 2. To accept grant funding if awarded; and
 3. To authorize the Chairman to execute the grant application and supporting resolution.

The fiscal impact is \$33,179.90 (revenue/expenditure - 100 percent grant funded).

E. COMMUNITY SERVICES

Office of Housing and Community Services

Tab 10

Recommend approval:

1. Of a Sub-Recipient Agreement with the Housing Authority of the City of Eustis for Community Development Block Grant Fiscal Year 2023-2024 to build a laundry facility to be used by public housing residents.; and
2. Of a budget transfer in the amount of \$214,000 from Aids to Private Organizations to Aids to Private Organizations-Eustis Housing Authority Laundry Project.

The fiscal impact shall not exceed \$214,000 (expenditure - 100 percent CDBG funded).

Solid Waste

Tab 11

Recommend approval:

1. Of Contract 24-916 for Fully Automatic Bear Resistant Trash Cans to Northland Products, Inc. (Prescott, AZ); and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$512,764 (expenditure - \$300,000 in ARPA funding and \$212,764 in the Landfill Fund) and is within the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in future fiscal years.

F. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Facilities Management

Tab 12

Recommend approval:

1. Of Contract 23-923 with Blackwater Construction Services, LLC (Gainesville, FL) for the construction and renovation of Fire Station 109; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$2,500,000 (expenditure - \$2,171,432 plus \$328,568 for contingency purposes). Commission District 1

Tab 13 Recommend approval:

1. To utilize Contract 23-417 with Randall Mechanical (Apopka, FL), to install clean agent fire suppression systems at courthouse evidence rooms; and
2. To authorize the Office of Procurement Services to execute all supporting documentation; and
3. Of a budget transfer in the amount of \$93,150 to reallocate funds from Facilities Improvements Other Than Buildings to Facilities Buildings.

The fiscal impact is \$93,150 (expenditure). Commission District 3.

Tab 14 Recommend approval:

1. Of Contract 24-902 with Blackwater Construction Services LLC (Gainesville, FL) for the one-time renovation of the Fleet Building; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$2,608,000 (expenditure - \$2,267,784 plus \$340,216 for contingency purposes). Commission District 1.

Fleet Management

Tab 15 Recommend approval:

1. To allow for an increase to the annual expenditure for Contract 22-502 for Fuel Card Services, with WEX Bank; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$800,000 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in future fiscal years.

Public Works

Tab 16 Recommend approval to accept public Right of Way and Easement Deeds that have been secured in conjunction with development, roadway, and stormwater projects.

The fiscal impact is \$343.30 (expenditure – recording fees) and is within, and will not exceed, the Fiscal Year 2024 Budget.

Tab 17 Recommend approval to accept the final plat for Sanctuary Phase 3B and all areas dedicated to the public as shown on Sanctuary Phase 3B final plat.

The fiscal impact is \$1,551 (revenue - final plat application fee) and there is no annual maintenance cost as the roads within the subdivision are private. Commission District 1.

Transit Services

- Tab 18 Recommend approval of The Office of Transit Services Title VI Plan. There is no fiscal impact.
- Tab 19 Recommend approval:
1. To apply to the Florida Department of Transportation (FDOT) under the Section 5311 Operating Grant Program for Fiscal Year 2025; and
 2. To adopt the Supporting Resolution authorizing the signing and submission of the Grant Application and Supporting Documents.
- The estimated fiscal impact is \$800,000 - \$400,000 (revenue/expenditure - FDOT grant funded) and \$400,000 (expenditure), if awarded.
- Tab 20 Recommend approval:
1. To apply to the Florida Department of Transportation (FDOT) under the Section 5310 Capital and Operating Grant Program for Fiscal Year 2025; and
 2. To adopt the Supporting Resolution authorizing the signing and submission of the Grant Application and Supporting Documents; and
 3. To procure vehicles under the State's bid list through FDOT's Transit Research Inspection Procurement Services (TRIPS) program.
- The estimated fiscal impact is \$1,560,460 - \$1,084,414 (revenue/expenditure - FDOT grant funding), and \$476,046 (expenditure), if awarded.
- Tab 21 Recommend approval:
1. To accept the Federal Transit Administration's Section 5339 Bus and Bus Facilities Grant for Fiscal Year 2023-2024; and
 2. To adopt the Unanticipated Revenue Resolution adding \$2,213,219 to the Office of Transit Services Budget for the Federal Transit Administration's 5339 Grant for Fiscal Year 2023-2024; and
 3. To procure fixed route buses under the Jacksonville Transportation Authority's RFP P-18-005, a fourth-year contract amendment between Jacksonville Transportation Authority and Gillig, LLC; and
 4. To procure a paratransit bus under the Florida Department of Transportation's Transit Research Inspection Procurement Services (TRIPS) contracts.
- The fiscal impact is \$2,213,219 (revenue/expenditure - 100 percent grant funded).

VII. REGULAR AGENDA

A. COUNTY MANAGER

Tab 22 Discussion and direction on the Public Lands Bond Referendum.

VIII. PUBLIC HEARINGS: REZONINGS (SEE SEPARATE AGENDA)

Tab 23 Public Hearings on Rezoning, Conditional Use Permits, and Comprehensive Plan Amendments

IX. OTHER BUSINESS

Tab 24 Request approval to appoint Hugh Gravitt to the WellFlorida Council as a Lake County Purchaser.

Tab 25 Request approval to appoint Jeremy Wiseman to the Board of Building Examiners to fill the following position: A contractor certified under Section 489.105(3)(a)-(o), Florida Statutes. Mr. Wiseman would fill a vacant position for a term beginning on 01/09/2024 and expiring 01/14/2028.

X. REPORTS

A. County Attorney

B. County Manager

XI. COMMISSIONER REPORTS

A. Commissioner Shields - District #1

B. Commissioner Parks - District #2

C. Commissioner Campione - District #4

D. Commissioner Blake - District #5

E. Commissioner Smith- Chairman and District #3

The County Commission reserves the right to move any Agenda item to an earlier time during the day as its schedule permits, except in the case of items and appointments that have been advertised in a newspaper for a specific time.

Pursuant to the provisions of Chapter 286, Florida Statutes, Section 286.0105, if a person decides to appeal any decision made by the County Commission with respect to any matter considered at this Commission meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based.

Persons with disabilities needing assistance to participate in any of these proceedings should contact (352) 343-9760 at least 48 hours before the scheduled meeting; if you are hearing or voice impaired, call 711 or (352) 253-1840.