

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

REGULAR MEETING

June 11, 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

June 11, 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

IV. MINUTES APPROVAL

Tab 1 Recommend approval of the following minutes:

- April 9, 2024 (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's Consent Agenda (Items 1-8):

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 of having received Ordinance 2024-10 adopting the Third Budget Amendment for the City of Groveland's Community Redevelopment Agency for FY 2023-2024 per Florida Statute 163.387(6).
3. Notice is hereby provided of having received the Greater Lakes/Sawgrass Bay Community Development District Proposed Fiscal Year 2024/2025 Budget, for purposes of disclosure and information, in accordance with the requirement set forth in Section 190.008(b), Florida Statutes.
4. Notice is hereby provided of having received the Lake Emma Community Development District proposed budget for Fiscal Year 2025 in accordance with Section 190.008 (2)(b), Florida Statutes, for purposes of disclosure and information only.
5. Notice is hereby provided of having received the Dewey Robbins Community Development District proposed budget for Fiscal Year 2025 in accordance with Section 190.008 (2)(b), Florida Statutes, for purposes of disclosure and information only.
6. Notice is hereby provided of having received the Bella Collina Community Development District proposed budget for Fiscal Year 2025 in accordance with Section 190.008 (2)(b), Florida Statutes, for purposes of disclosure and information only.
7. Notice is hereby provided of having received the Deer Island Community Development District proposed budget for Fiscal Year 2025 in accordance with Section 190.008 (2)(b), Florida Statutes, for purposes of disclosure and information only.
8. Notice is hereby provided of having received the St. Johns River Water Management District Annual Comprehensive Financial Report for Fiscal Year 2022–2023.

VI. CONSENT AGENDA (Tabs 3-10):

A. ADMINISTRATIVE SERVICES

Information Technology

Tab 3

Recommend approval:

1. To renew GIS software services for the Information Technology Department; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$79,606 (expenditure), and is within, and will not exceed, the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in future fiscal year budgets.

Management and Budget

Tab 4 Recommend approval of the Veterans Treatment Intervention Program Agreement that provides financial support to Lake County for aid in felony and/or misdemeanor pretrial or post-adjudicatory Veteran treatment intervention programs.

This is a cost reimbursement agreement based on actual expenses incurred by the County. The County will be reimbursed on a monthly basis by the State of Florida for the actual service related expenditures.

The estimated total fiscal impact is \$88,750 (revenue), which includes \$17,750 in Fiscal Year 2024 and \$71,000 in Fiscal Year 2025.

B. HUMAN RESOURCES AND RISK MANAGEMENT

Tab 5 Recommend approval of a Liability Claim Settlement from a motor vehicle accident on July 26, 2021.

Tab 6 Recommend approval of a Liability Claim Settlement from a motor vehicle accident on July 29, 2022.

C. PUBLIC SAFETY

Fire Rescue

Tab 7 Recommend approval:
1. Of Contract 24-915 with Rytech of North Florida, Inc. (Kennesaw, GA) for the mold remediation of Fire Station 72; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$130,299.35 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Commission District 3.

D. COMMUNITY SERVICES

Office of Housing and Community Services

Tab 8 Recommend:
1. Retroactive approval to renew the client processing software services with Submittable Holdings, Inc., for the Office of Housing & Community Services; and
2. Approval to authorize the Office of Procurement Services to execute all supporting documentation related to the Submittable software service renewal.

The estimated annual fiscal impact is \$23,189 (expenditure) and is within, and will not exceed, the Fiscal Year Budget. Annual expenditures will not exceed available funding in future fiscal year budgets.

E. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 9 Recommend approval to accept the final plat for Windsor Cay Phase 2 and all areas dedicated to the public as shown on the Windsor Cay Phase 2 final plat.

The estimated 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.

F. PARKS AND WATER RESOURCES

Water Resources

Tab 10 Recommend approval:
1. Of Contracts 24-702 for Blueway Trails Maintenance and Related Services on an as-needed basis with Live Flyer, Inc. (Crestview, FL) and Miller Property Management, LLC (Sanford, FL); and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$100,000 (expenditure) and is within, and will not exceed, the Fiscal Year Budget. Annual expenditures will not exceed available funding in each fiscal year's budget.

VII. PRESENTATIONS

Tab 11 Presentation of the Comprehensive Plan Evaluation and Appraisal Report (EAR) prepared by Kimley-Horn and Associates, Inc. Presenters will include Brian C. Canin, AIA, FAICP, CNU-A, Eliza Juliano, CNUA, and Nathan Milch, AICP.

Tab 12 Presentation and acceptance of the Fiscal Year 2025 Fire Assessment Study presented by Benesch.

Tab 13 Presentation and discussion regarding the assessment method to be utilized for the Wellness Way Area Plan Municipal Services Taxing Unit (MSTU) enacted on December 6, 2022. Commission District 1.

Tab 14 Presentation of the 2024 Hurricane Season Outlook.

Tab 15 Presentation of the Fiscal Year 2025 Proposed Budget Summary.

VIII. PUBLIC HEARINGS

- Tab 16 First Public Hearing of an Ordinance amending Chapter II, entitled *Definitions*, and Section 3.01.03, entitled *Schedule of Permitted and Conditional Uses*, Lake County Code, Appendix E, Land Development Regulations (LDR), concerning Floating Solar Facilities. These amendments are required as a result of a Legislative change per HB 1411 (2022). There is no fiscal impact.
- Tab 17 Recommend approval and execution of an Ordinance adopting a Second Amendment to the Interlocal Service Boundary Agreement (ISBA) with the City of Umatilla. There is no fiscal impact.
- Tab 18 Recommend approval and adoption of an Ordinance Amending Chapter II, Lake County Code, Appendix E, Land Development Regulations, entitled *Definitions*, concerning Recreational Vehicles. There is no fiscal impact.
- Tab 19 Recommend approval and adoption of Ordinance Repealing Article VIII, Section 13-231 through Section 13-237, Lake County Code, entitled *Bingo Regulations*. There is no fiscal impact.
- Tab 20 Recommend approval and adoption of an Ordinance amending Subsection 9.04.02, entitled *Planning, Design and Construction Requirements*, Lake County Code, Appendix E, Land Development Regulations, concerning public safety access to gated communities. There is no fiscal impact.
- Tab 21 Recommend approval and adoption of an Ordinance calling for a referendum to be held on November 5, 2024, seeking to renew funding for the Public Lands Acquisition Program and creating the Public Lands Acquisition Advisory Committee. There is no fiscal impact.

IX. REGULAR AGENDA

A. Community Services

Office of Housing and Community Services

- Tab 22 Discussion and direction on:
1. Approval of a local government contribution in the amount of \$460,000 to Provident Housing Solutions for the proposed development of 81 affordable housing units for seniors, located at 13550 Hunt Trace Boulevard, Clermont, payment of which is contingent upon the developer receiving funding through the Low-Income Housing Tax Credit (LIHTC) Program offered through the Florida Housing Finance Corporation; and
 2. Approval of funding through the HUD HOME Program, provided the project meets eligibility standards for this purpose; and
 3. Authorizing the Chairman to execute the Local Government Verification of Contribution Loan Form to be submitted with the LIHTC Program application.

The fiscal impact is \$460,000 (expenditure - 100 percent Grant Funded). Commission District 2.

B. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 23 Presentation and discussion regarding the assessment for the Internal Subdivision Road Maintenance MSBU for the Edgemont Subdivision.

C. COMMISSIONERS

Commissioner Parks - District #2

Tab 24 Recommend approval to authorize the County Manager or Chairman to complete the National Association of Counties (NACo) online proxy form authorizing the President of the Florida Association of Counties to cast Lake County's vote at the 2024 NACo Annual Conference, July 12-15, 2024.

X. OTHER BUSINESS

Tab 25 Request approval to appoint two County Commissioners, select a chairperson, and appoint one citizen member to the Value Adjustment Board (VAB) with terms ending July 11, 2025. Commissioner Josh Blake and Commissioner Douglas Shields served on the VAB in 2023.

The following have expressed interest in serving as a citizen member of the VAB:

- Antony Oseitutu
- Tanya Moore

There is no fiscal impact.

Tab 26 Request approval to appoint members to the Affordable Housing Advisory Committee with waivers as applicable for the terms as specified:

1. Marie Aliberti, as a resident who represents employers in Lake County. This will be a new appointment with a term ending November 30, 2025.
2. Antony Oseitutu, a resident who is actively engaged as a real estate professional in connection with affordable housing. This will be a new appointment with a term ending November 30, 2026.

XI. REPORTS

A. County Attorney

B. County Manager

XII. 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

XIII. ADDENDUM

A. REGULAR AGENDA

Commissioner Parks - District #2

Tab 27

Discussion and direction regarding amending the Interlocal Service Boundary Agreement (ISBA) with the Town of Montverde, the City of Clermont, the City of Minneola, and the Pine Island Community Development District (CDD).
There is no fiscal impact.

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.