

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

REGULAR MEETING

July 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

July 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

IV. MINUTES APPROVAL

Tab 1

Recommend approval of the following minutes:

- May 7, 2024 (Regular Meeting)
- May 14, 2024 (Special 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 1-5):

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 the Windsor Cay Community Development District proposed budget for FY 2025 in accordance with Section 190.008 (2)(b), Florida Statutes for purposes of disclosure and information only.
3. Notice is hereby provided of having received the Hicks Ditch Community Development District proposed budget for FY 2025 in accordance with Section 190.008 (2)(b), Florida Statutes for purposes of disclosure and information only.
4. Notice is hereby provided of having received the proposed budget for FY 2025 for the Country Greens Community Development District.
5. Notice is hereby provided of having received Annexation Ordinances 23-15, 23-18, 24-02, 24-05, 24-08, and 24-22 from the City of Eustis.

VI. CONSENT AGENDA (Tabs 3-12):

A. PROCLAMATIONS

<u>Tab 3</u>	Recommend approval and adoption of Pride in America Proclamation, per Commissioner Sean Parks.
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B. COUNTY ATTORNEY

<u>Tab 4</u>	Recommend approval and adoption of a Resolution Opting-Out of the Live Local Property Tax Exemption Program. There is no fiscal impact.
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C. ADMINISTRATIVE SERVICES

Management and Budget

<u>Tab 5</u>	Recommend approval of an Amendment to the Funding Agreement between Lake County and the Office of the State Attorney, Fifth Judicial Circuit, to adequately fund certain identified positions permanently assigned to the Lake County branch of the Fifth Judicial Circuit.
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The fiscal impact is \$1,300 (expenditure) and is within the Fiscal Year 2024 Budget.

D. ECONOMIC GROWTH

Planning and Zoning

Tab 6

Recommend approval:

1. To advertise an Ordinance amending Section 3.01.03, entitled *Schedule of Permitted Uses and Conditional Uses*, Lake County Code, Appendix E, Land Development Regulations, to remove Electronic Game Rooms from the list of permitted uses and creating Section 3.01.06, Lake County Code, Appendix E, Land Development Regulations, to be entitled *Prohibited Uses*; and

2. To authorize, if accepted by a majority plus one vote, to conduct the Second Public Hearing of the proposed Ordinance at 9:00 a.m. as required by Section 125.66(5)(b)1, Florida Statutes.

There is no fiscal impact.

Tab 7

Recommend approval to advertise an Ordinance 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 Redevelopment District (CDD). There is no fiscal impact.

E. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 8

Recommend approval of Assignment of an Agreement for Maintenance of Right of Way Easement. There is no fiscal impact. Commission District 1.

Tab 9

Recommend approval for County Manager or the County Manager's Designee to sign individual task orders under Contract No. 22-917 Individual Distributed Wastewater Treatment Systems.

Transit Services

Tab 10

Recommend approval:

1. To accept the Florida Department of Transportation's (FDOT) Section 5310 Capital Public Transportation Grant Agreement (PTGA) for Federal Fiscal Year 2024-2025; and
2. To procure vehicles under the State's bid list through FDOT's Transit Research Inspection Procurement Services (TRIPS) program.

The estimated fiscal impact is \$621,397 - \$559,257 (revenue/expenditure - grant funded) and \$62,140 (expenditure - county match) and will be included in the Fiscal Year 2025 Budget.

Tab 11

Recommend approval:

1. To adopt the Unanticipated Revenue Resolution to accept and appropriate \$629,874 for the Florida Department of Transportation's Fiscal Year 2023-2024 Section 5311 Capital Grant; and
2. To procure vehicles under the State's bid list through FDOT's Transit Research Inspection Procurement Services (TRIPS) program; and
3. To authorize the Office of Procurement Services to execute procurement of vehicles through the TRIPS program.

The fiscal impact is \$629,874 (revenue/expenditure - 100 percent grant funded).

F. PARKS AND WATER RESOURCES

Parks and Trails

Tab 12

Recommend approval:

1. Of Contract 24-706 for Park Steward Services with Tom's Playground of Central Florida, Inc. (Eustis, FL); and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$226,800 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in the fiscal year budget.

VII. PRESENTATIONS

Tab 13

Recommend adoption of a resolution, which initiates the annual process for the preparation of the Solid Waste Assessment Roll, authorizes the publication of the advertisement for September 10, 2024, Public Hearing, provides direction to notify all affected parties of the proposed rate, and directs the imposition of the Solid Waste Assessment fee for the fiscal year beginning October 1, 2024.

The estimated fiscal impact is \$27,616,057 (revenue).

Tab 14

Recommend approval of the Initial Assessment Resolution which initiates the annual process for preparation of the Fire Assessment Roll, authorizes the publication of the advertisement for a September 10, 2024, Public Hearing, provides direction to notice all affected parties of the proposed rates, and directs the imposition of the Fire Assessment fees for the fiscal year beginning October 1, 2024.

The estimated fiscal impact is \$52,900,000.00 (revenue).

Tab 15 Recommend adoption of the Initial Assessment Resolution, which initiates the annual process for the preparation of the Municipal Service Benefit Unit (MSBU) for Internal Subdivision Roads Assessment Roll, authorizes the publication of the advertisement for September 10, 2024, Public Hearing, provides direction to notify all affected parties of the proposed rate, and directs the imposition of the MSBU for Internal Subdivision Roads fee for the fiscal year beginning October 1, 2024 for the Edgemont Subdivision. Commission District One.

The estimated fiscal impact for Fiscal Year 2025 is \$21,226.24 (revenue).

Tab 16 Recommend adoption of the Initial Assessment Resolution, which initiates the annual process for the preparation of the Distributed Wastewater Treatment System (DWTS) Municipal Service Benefit Unit Assessment Roll, authorizes the publication of the advertisement for September 10, 2024, Public Hearing, provides direction to notify all affected parties of the proposed rate, and directs the imposition of the DWTS Municipal Service Benefit Unit fee for the fiscal year beginning October 1, 2024.

The estimated fiscal impact for Fiscal Year 2025 is \$6,600 (revenue).

Tab 17 Recommend approval to establish maximum millage rates to be included in the Truth in Millage (TRIM) notifications, and approval to hold public hearings at 5:05 p.m. on September 10, 2024, and September 24, 2024, and to advertise these public hearings.

VIII. PUBLIC HEARINGS

Tab 18 Recommend approval of a resolution adopting the Greater Groves Municipal Service Benefit Unit non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$265,650 (revenue).

Tab 19 Recommend approval of a resolution adopting the Greater Hills Municipal Service Benefit Unit non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$371,316 (revenue).

Tab 20 Recommend approval of a resolution adopting the Greater Pines Subdivision municipal services non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$382,900 (revenue).

Tab 21 Recommend approval of a resolution adopting the Picciola Island Subdivision non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$4,228 (revenue).

Tab 22 Recommend approval of a resolution adopting the Sylvan Shores Subdivision non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$26,837.52 (revenue).

Tab 23 Recommend approval of a resolution adopting the Valencia Terrace Subdivision non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$6,680 (revenue).

Tab 24 Recommend approval of a resolution adopting the Village Green Subdivision non-ad valorem assessment roll and rate schedule. The fiscal impact for Fiscal Year 2025 is \$14,014 (revenue).

IX. PUBLIC HEARINGS: REZONINGS (SEE SEPARATE AGENDA)

Tab 25 Public Hearings on Rezonings, Conditional Use Permits, and Comprehensive Plan Amendments

X. REGULAR AGENDA

A. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

- Tab 26 1. Discussion and direction regarding the North Hancock Road Pedestrian Tunnel.
2. If the Pedestrian Tunnel is approved:
- A. Approval is sought for a Task Order under Contract 20-0918A with Halff Associates, Inc. (Tavares, FL) to provide engineering and design services; and
- B. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$140,635 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Commission District 2.

XI. OTHER BUSINESS

Tab 27 Request approval to appoint a member to the Affordable Housing Advisory Committee for the term as specified:

Laura Tolbert, as a resident who is actively engaged in the banking or mortgage banking industry in connection with affordable housing. This will be a new appointment with a term ending November 30, 2026.

XII. REPORTS

A. County Attorney

B. County Manager

XIII. 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.