

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

REGULAR MEETING

August 13, 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

August 13, 2024

9:00 AM. Invocation

Pledge of Allegiance

I. VIRTUAL MEETING INSTRUCTIONS

II. AGENDA UPDATE

Discussion regarding proposed revisions to today's Agenda.

III. BUDGET PRESENTATION BY SHERIFF GRINNELL

IV. MINUTES APPROVAL

Tab 1 Recommend approval of the following minutes:

- June 4, 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. PRESENTATION OF PROCLAMATIONS

Tab 2 Recommend approval of the Orlando Cat Cafe's 8th Anniversary Proclamation, per Commissioner Parks.

VI. CLERK OF COURT'S CONSENT AGENDA

Tab 3 Recommend approval of the Clerk's Consent Agenda (Items 1-3):

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 Hammock Oaks Community Development District Annual Financial Audit Report for the Fiscal Year ended September 30, 2023.
3. Notice is hereby provided of having received the St. Johns River Water Management District Governing Board's Revised 2024 meeting schedule.

VII. CONSENT AGENDA (Tabs 4-22):

A. ECONOMIC GROWTH

Planning and Zoning

Tab 4 Recommend approval of a Release of Conservation Easement granted by Christine Thompson in favor of the Lake County Board of County Commissioners recorded in OR Book 4222, Page 1165, Public Records of Lake County. Commission District 4. There is no fiscal impact.

Tab 5 Recommend approval:

1. To advertise an Ordinance amending Chapter II, Lake County Code, Appendix E, Land Development Regulations (LDR), Section 7.00.04, entitled *Permitted uses in the Wekiva River Protection Area*, as amended pursuant to the Errata Sheet; and
2. To authorize, if accepted by a majority plus one vote, to conduct the Second Public Hearing of the proposed LDR Amendment Ordinance at 9:00 a.m., rather than at 5:05 p.m. as required by Section 125.66(5)(b)1, Florida Statutes.

There is no fiscal impact.

B. PUBLIC SAFETY

Emergency Management

Tab 6 Recommend approval:

1. To accept the Emergency Management Preparedness and Assistance (EMPA) Trust Fund Base Grant; and

2. To execute the EMPA Trust Fund Base Grant Agreement for Fiscal Year (FY) 2024-2025 in the amount of \$105,806; and
3. To authorize the County Manager to execute future amendments/modifications that do not involve a financial impact; and
4. To authorize the Director of the Office of Emergency Management to execute Exhibit 1 - Single Audits, Audit Compliance Certification (page 22); and
5. To authorize the Director of the Office of Emergency Management to execute Exhibit 2 - 27-19 Florida Administrative Code, EM Director or Part-Time Coordinator Certification (page 23).

The fiscal impact is \$105,806 (revenue/expenditure - 100 percent grant funded) and will be included in the Fiscal Year 2025 Budget.

Fire Rescue

- Tab 7 Recommend approval of an Interlocal Agreement with the City of Minneola for temporary use of Lake County Fire Station 83 in Clermont. There is no estimated fiscal impact. Commission District 2.
- Tab 8 Recommend retroactive approval of a Memorandum of Agreement with the Florida Department of Health for the 2023-2024 Emergency Medical Services County Grant.

The fiscal impact is \$33,179.90 (revenue/expenditure - one hundred percent grant funded) and is within the Fiscal Year 2024 Budget.

- Tab 9 Recommend adoption of an Unanticipated Revenue Resolution (URR) to accept and appropriate \$7,637 for Florida Department of Health Emergency Medical Services Matching Grant funds.

The fiscal impact is \$10,181.68 - \$7,636.26 (revenue/expenditure - grant funded) and \$2,545.42 (expenditure - county match) and is within the Fiscal Year 2024 Budget.

- Tab 10 Recommend approval:
1. To accept a 2023 Assistance to Firefighters Grant (AFG) for the purchase of 41 thermal imaging cameras; and
 2. To adopt an Unanticipated Revenue Resolution (URR) to accept and appropriate \$391,363.63 for the AFG funds; and
 3. To utilize pool Contracts 22-730 for the purchase; and
 4. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$430,500 - \$391,363.63 (revenue/expenditure - grant funded) and \$39,136.37 (expenditure - county match).

C. COMMUNITY SERVICES

Office of Housing and Community Services

Tab 11 Recommend approval of an Unanticipated Revenue Resolution (URR) to accept and appropriate \$10,000 for Small Area Fair Market Rent (SAFMR) in the Section 8 Fund.

The fiscal impact is \$10,000 (revenue/expenditure - 100 percent grant funded).

Tab 12 Recommend approval:
1. Of Contract 24-508 with Northeast & Bucks Co. T/A Mullin & Lonergan Associates (Jamison, PA) to provide supplemental management services for Lake County's Community Development Block Grant (CDBG) program; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$85,680 (expenditure - 100 percent grant funded) and is within, and will not exceed, the Fiscal Year 2024 Budget.

Solid Waste

Tab 13 Recommend approval:
1. Of Contract 24-933C with 4 Jays Land Services Inc. (Debary, Florida), to provide vegetative debris grinding services on an as-needed basis; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is \$450,500 (expenditure). Annual expenditures will not exceed available funding in future fiscal year budgets. Commission District 3.

D. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 14 Recommend adoption of a resolution accepting Trovita Drive (County Road No. 6744) and Cara Court (County Road No. 6744A), as contained within Groves at Grand Island, into the County's maintenance system.

These roads, totaling 0.66 miles, have an Annualized Average Maintenance Cost Impact of \$15,628.47 per year or \$312,569.44 over a 20-year life cycle. This is based on current costs for road maintenance efforts including road surface, curb and gutter, drainage systems, sidewalks and roadway tree trimming.

The estimated annual fiscal impact is \$15,628.47 (expenditure), which is within, and will not exceed, the Fiscal Year 2024 Budget and will be included in future year budget requests. Commission District 4.

Tab 15

Recommend approval:

1. Of Contracts 24-736A and 24-736B for Sod Services as needed with A-1 Sod, Inc. d/b/a Cottom's A-1 Sod, Inc. (Weirsdale, FL) and Lake Jem Farms, LLC (Tavares, 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 2024 Budget. Annual expenditures will not exceed available funding in future fiscal year budgets.

Tab 16

Recommend adoption of a resolution designating the roads within the Royal Trails neighborhood as appropriate for the operation of golf carts.

The estimated fiscal impact is \$500 (expenditure) and is within, and will not exceed, the Fiscal year 2024 Budget. Commission District 4.

Tab 17

Recommend adoption of a resolution to reduce the speed limit on various roads within the Leesburg and Minneola areas.

The estimated fiscal impact is \$1,600 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Commission Districts 2, 3, and 4.

Tab 18

Recommend approval to execute a Proportionate Share Mitigation Agreement First Amendment with the Lake County School Board, McKinnon Groves, LLLP, Dayne A. and Lisa A. Jones, and The Preserve at Avalon, LLC. There is no fiscal impact. Commission District 1.

Tab 19

Recommend approval to accept the final plat for Sanctuary Phase 4A and 4B and all areas dedicated to the public as shown on the Sanctuary Phase 4A and 4B final plat.

The fiscal impact is \$1,551 (revenue) and is within the Fiscal Year 2024 Budget. Commission District 1.

Transit Services

Tab 20

Recommend approval:

1. To accept the Florida Commission for the Transportation Disadvantaged Trip and Equipment Grant Agreement for FY 2024-2025; and
2. To adopt an Unanticipated Revenue Resolution to accept and appropriate \$219,537 for the Florida Commission for the Transportation Disadvantaged Trip and Equipment Grant; and
3. Of a budget transfer of \$24,396 to reallocate funds from Contractual Services to the project accounts associated with the Florida Commission for the Transportation Disadvantaged Trip and Equipment Grant Agreement.

The total fiscal impact is \$975,649 - \$878,085 (revenue/expenditure - grant funded) and \$97,564 (expenditure - county match). The fiscal impact for Fiscal Year 2024 is \$243,913 - \$219,517 (revenue/expenditure- grant funded) and \$24,396 (expenditure - county match). The fiscal impact for Fiscal Year 2025 will be \$731,736 - \$658,568 (revenue/expenditure - grant funded) and \$73,168 (expenditure - county match).

Tab 21

Recommend approval:

1. Of the submittal of the 2025 Transit Development Plan Annual Progress Report; and
2. Of the submittal of the 2025 Public Transit Block Grant application; and
3. To adopt a Resolution supporting and approving the Transit Development Plan Annual Progress Report and the 2025 Public Transit Block Grant.

The estimated fiscal impact is \$1,844,848 - \$922,424 (revenue/expenditure - grant funded) and \$922,424 (expenditure - county match) if awarded.

E. PARKS AND WATER RESOURCES

Parks and Trails

Tab 22

Recommend approval:

1. Of Contract 24-506 with DDS Enterprises, LLC (Pierson, FL) for the one-time expenditure for construction of ADA concrete sidewalks, concrete pad, and concrete steps with handrails at Pine Forest Park for the Office of Parks and Trails; and
2. For the Office of Procurement Services to execute all supporting documentation.

The fiscal impact is \$83,450 (revenue/expenditure - 100 percent grant funded). Commission District 4.

VIII. PRESENTATIONS

- Tab 23 Community Legal Services Presentation by Jeff Harvey, CEO.
- Tab 24 Presentation, discussion and direction on the Proposed Fiscal Year 2025 Infrastructure Sales Tax Projects in anticipation of the public hearing scheduled for August 27, 2024.

IX. PUBLIC HEARINGS

- Tab 25 Recommend:
1. Approval of the following Lake County funding levels:
 - Lake County East Lake Library Construction at \$334,340. Commission District 4
 - Lake County Library System eBook and audiobook collection at \$80,000. All Commission Districts
 - Lake County Library System large print bestsellers at \$18,000. All Commission Districts
 2. Approval of the following Municipalities funding levels:
 - Eustis Memorial Library meeting room expansion at \$30,000. Commission District 3
 - Fruitland Park Library additional shelving at \$15,000. Commission District 5
 - Lady Lake Library expansion at \$1,000,000. Commission District 5
 - Montverde Library start-up materials and equipment at \$28,000. Commission District 2
 - Umatilla Public Library shelving additions at \$16,918. Commission District 4
 3. Approval of Interlocal Agreements with municipalities; and
- The fiscal impact is \$1,522,258 (expenditure). All Commission Districts.
- Tab 26 Second Public Hearing of 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*. There is no fiscal impact.
- Tab 27 Public Hearing of an Ordinance, as amended pursuant to the Errata Sheet, repealing and replacing Section 14.11.00, Lake County Code, Appendix E, Land Development Regulations, entitled *Minor Lot Splits, Family Density Exception and Agricultural Lot Splits*, and amending Section 14.07.02, Lake County Code, Appendix E, Land Development Regulations, entitled *Platting Required*. There is no fiscal impact.

X. REGULAR AGENDA

A. INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 28

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. 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. CONSENT AGENDA

ECONOMIC GROWTH

Planning and Zoning

Tab 29 Recommend approval to advertise an Ordinance adopting a Second Amendment to the Interlocal Service Boundary Agreement (ISBA) with the City of Umatilla. There is no fiscal impact.

INFRASTRUCTURE AND TRANSPORTATION SERVICES

Public Works

Tab 30 Recommend adoption of a resolution to post “No Trucks over 10 Tons or Vehicles/Trailers Over 8 Feet Wide Local Delivery Exempt” signs on Number Two Road in the Howey-in-the-Hills area.

The estimated fiscal impact is \$400 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Commission 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.