

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

REGULAR MEETING

May 5, 2015

COUNTY COMMISSIONERS

Jimmy Conner, Chairman

Timothy I. Sullivan, District #1

Sean Parks, District #2

Leslie Campione, District #4

Welton G. Cadwell, District #5

David Heath, County Manager

Neil Kelly, Clerk to the Board

Sanford A. Minkoff, County Attorney

DISCLAIMER

To view upcoming meeting dates and locations, or for more information on upcoming meetings, visit www.lakecountyfl.gov/bccmeetings, or call (352) 343-9888.

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

May 5, 2015

9:00 AM. Invocation

Pledge of Allegiance

I. AGENDA UPDATE

Discussion regarding proposed revisions to today's Agenda.

II. EMPLOYEE AWARDS

FIVE YEARS

Nicholas Lewis, Firefighter/Paramedic
Public Safety/Fire Rescue Division

Brian Ramsundarsingh, Trades Crew Leader
Public Resources/Parks & Trails Division

TEN YEARS

Julie England, Extension Agent II
Public Resources/Agricultural Education Services Division

Herbert Pilgrim, Library Assistant I
Public Resources/Library Services Division/Cagan Crossings Library

Paul Simmons, Economic Growth Business Relations Manager
Economic Growth

Todd Thornton, Senior Financial Coordinator
Fiscal & Administrative Services/Budget Division

FIFTEEN YEARS

Jacqueline Droz, Senior CAD Technician
Public Works/Engineering Division/Survey & Design

Leslie Grayson, Automated Systems Specialist I
Public Resources/Library Services Division

Jennifer Joiner, Code Enforcement Officer
Community Safety & Compliance/Code Enforcement Division

TWENTY-FIVE YEARS

James Story, Equipment Operator III
Public Works/Road Operations Division/Maintenance Area II (Minneola)

RETIREMENT

11 YEARS: Katherine Spurgeon, Branch Supervisor
Public Resources/Library Services Division/Astor Library

16 YEARS: Judith Buckland, Program Specialist
Public Resources/Public Resources Administration

14 YEARS: Sheryl Aldrich, Office Associate IV
Public Safety/Fire Rescue Administration

III. MINUTES APPROVAL

Tab 1 Approval of the following Minutes:

- March 24, 2015 (Regular Meeting)
- March 31, 2015 (Special Meeting)
- April 6, 2015 (Special Meeting)

IV. SALES SURTAX OVERSIGHT COMMITTEE

Tab 2 Presentation by the Sales Surtax Oversight Committee

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 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)**

Tab 3 Request to acknowledge receipt of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2014 from the Lake County Clerk's Office.

VI. **CLERK OF COURT'S CONSENT AGENDA**

Tab 4 Approval of Clerk of Courts' Consent Agenda (Items 1 – 10)

1. Request to acknowledge receipt of the list of warrants paid prior to this meeting, pursuant to Chapter 136.06 (1) of the Florida Statutes, which shall be incorporated into the Minutes as attached Exhibit A and filed in the Board Support Division of the Clerk's Office.

2. Request to acknowledge receipt of the following items from the Southwest Florida Water Management District:

1. Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended September 30, 2014 together with a CD of the document. The CAFR was also posted to their website at www.watermatters.org in compliance with Sections 373.5071 and 373.536(6), Florida Statutes.
2. Fiscal Year 2014 Annual Financial Report (AFR) which was filed electronically with the Department of Financial Services, Bureau of Local Government on March 31, 2015.

3. Request to acknowledge receipt of Ordinance 15-04 from the City of Eustis on April 2, 2015 annexing property located on the northwest corner of N. SR 19 and Haselton Rd. comprising 1.06 acres and contiguous to the City of Eustis.

4. Request to acknowledge receipt of the City of Eustis' Audit Report for the Fiscal Year ended September 30, 2014, delivered March 19, 2015, in accordance with the "Single Audit Act."

5. Request to acknowledge receipt of the City of Minneola's Mountain Properties C.R.A. Annual Report.

6. Request to acknowledge receipt of the City of Minneola's Downtown C.R.A. Annual Report.

7. Request to acknowledge receipt of a copy of the Minutes of the December 15, 2014 meeting of the County Greens Community Development District which were approved at their February 23, 2015 meeting.
8. Request to acknowledge receipt of Comprehensive Annual Financial Report for the year ended September 30, 2014 from the City of Mount Dora.
9. Request to acknowledge receipt of Comprehensive Annual Financial Report for the fiscal year ending September 30, 2014 from the City of Leesburg.
10. Request to acknowledge receipt of copy of Ordinance No. 2015-001 adopted by the City of Fruitland Park on April 9, 2015 annexing property located south of CR 466A and west of Lake Josephine Drive comprising 45 acres to be rezoned from Lake County "AG" (Agricultural) to General Commercial (C-2) within the city limits of Fruitland Park.

VII. CONSENT AGENDA (Tab 5 through Tab 27)

Proclamations

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| <u>Tab 5</u> | Request approval of a Proclamation proclaiming May 2015 as Motorcycle Safety Awareness Month, per Commissioner Conner. |
| <u>Tab 6</u> | Request approval of Proclamation proclaiming the week of May 17-23, 2015 as "Emergency Medical Services Week" in Lake County, Florida, per Commissioner Cadwell. |
| <u>Tab 7</u> | Request approval of Montverde Academy Basketball Champions - Proclamation, per Commissioner Parks. |
| <u>Tab 8</u> | Request approval of the Montverde Academy Soccer Champions - Proclamation, per Commissioner Parks. |

Community Services

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| <u>Tab 9</u> | Request approval of an Amendment to an Interlocal Agreement between Lake County, Florida and Central Lake Community Development District (CDD) allowing an expansion of utility service to Bishop's Gate. There is no fiscal impact. |
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Community Safety and Compliance

- Tab 10 Approve request to release property purchased by Lewis Lineberger, located at 42025 Beech Avenue, Deland, FL 32720, in District 5 from an outstanding code enforcement lien against Marshall and Betty Gaard. The fiscal impact is \$1,405.70 (revenue). Additionally, authorize County Manager to approve and execute future Release of Liens, or Release of Property from Certain Liens, for Animal Control and Code Enforcement cases, once they are paid in full or when a lesser amount of up to \$5,000 is recommended by the Special Master.

County Attorney

- Tab 11 Request approval to have a Closed Session of the Board of County Commissioners to discuss pending litigation. There is no fiscal impact.

Economic Growth

- Tab 12 Request approval of Interlocal Agreement with City of Leesburg authorizing permitting and inspecting building permits of publicly owned property within the jurisdiction of the other. There is no fiscal impact.
- Tab 13 Request approval of the Repayment Agreement between Lake County and Nomel, Inc. for monies distributed to them through the Business Assistance Program (BAP) and the High Value Job Creation Program (HVJC). The fiscal impact is \$36,000 (Revenue).
- Tab 14 Request approval and execution of the Special Master Agreement between Lake County and Love's Landing, Inc. There is no fiscal impact.
- Tab 15 Request approval of the RFP for Lake County to bid on 2017 & 2018 USA Triathlon Collegiate Club National Championship in Clermont. The fiscal impact will not exceed \$28,000 per year (expenditure, TDT funds).

Facilities Development and Management

- Tab 16 Request award of contract 15-0210 for construction of a vehicle canopy at Fire Station 90/104 to Corinthian Builders Inc. (Sanford, FL). The fiscal impact is \$69,000 (Expenditure).

Tab 17 Request award of contract 15-0209 for provision and installation of a modular building to serve as Fire Station 90/104 to AAA Affordable Structures, Inc. (Tavares, FL). The fiscal impact is \$429,763 (Expenditure).

Fiscal and Administrative Services

Tab 18 Request approval of the update to the County's Disadvantaged Business Enterprise (DBE) Policy and Procedure documents to ensure continuation of grant funding in support of the County's Public Transportation Program. The updated policy LCC-80 replaces current Policy LCC-80 and Procedure LC-44 in their entirety. There is no direct financial impact.

Human Resources

Tab 19 Request approval of plan design and funding changes to the County's Employee Self-Funded Medical Plan for FY 2016 effective October 1, 2015; and request approval to establish the full equivalent monthly health insurance premium and increase employee contributions for each tier of the PPO and HMO plans. The fiscal impact is \$2,836,912 (Expenditure).

Public Resources

Tab 20 Request approval and signature of revised Lake County Board of County Commissioners Policy LCC-63, Library Impact Fee Application and Distribution Process. There is no fiscal impact.

Public Works

Tab 21 Request approval to purchase two (2) signal bucket trucks and one (1) sign truck under Invitation to Bid (ITB) 15-0619 to Stamm Manufacturing, a division of World Industrial Equipment, Inc. (Fort Pierce, FL), for the Traffic Operations Division of Public Works; and authorize execution of all procurement documentation by the Procurement Office. These are replacement vehicles. This purchase will be funded by the Infrastructure Sales Tax - Capital Projects. The fiscal impact is \$291,000.00 (Expenditure).

- Tab 22 Request approval of the satisfaction and release of lien for one (1) special assessment. There is no fiscal impact. Commission District 5
- Tab 23 Request approval to award CR 565 / Villa City Road Widening and Resurfacing (Bible Camp Road to Simon Brown Road), Project No. 2015-02, Bid No. 15-0011, Tracking No. W&R08037, to Florida Safety Contractors, Inc, in the amount of \$1,574,539.50, and to encumber and expend funds in the amount of \$1,533,000.00 from Road Impact Fees Benefit District 6 (remaining balance in account); and \$41,539.50 from Infrastructure Sales Tax Capital Project – Public Works. The fiscal impact is \$1,574,539.50 (Expenditure).
- Tab 24 Request approval to advertise for bids for the CR 44C (Eudora Road) and Sylvan Shores Sidewalk Retrofit Project at an estimated cost of \$260,000.00, Tracking No. S/W150002. This project will be funded from the Infrastructure Sales Tax Capital Projects – Sidewalks Fund. The fiscal impact is \$260,000. Commission District 4
- Tab 25 Request approval of the resolution and amended Railroad Reimbursement Agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, Inc. for the crossing located on Lake Dora Circle (3844) in Tavares. The amendment calls for FDOT to construct flashing lights and gates at no cost to Lake County. There is no fiscal impact and no annual increase.
- Tab 26 Request approval of the resolution and amended Railroad Reimbursement Agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, Inc. for the crossing located on County Drive (3944), Section 31, Township 19, Range 26, in Tavares. The amendment calls for FDOT to construct flashing lights and gates at no cost to Lake County. There is no fiscal impact and no annual increase. Commission District 3
- Tab 27 Request approval of award of contract 15-0012 for provision of microsurfacing, crack sealing and related service for County roads to Asphalt Paving Systems, Inc. (Zephyrhills, Florida); and authorization for the Procurement Office to execute all supporting documentation. This contract will be funded by the County Transportation Trust - Road Operations. The estimated fiscal impact for FY 2015 is \$300,000 (Expenditure).

VIII. PUBLIC HEARINGS

- Tab 28 Request adoption of an Ordinance revising Chapter 14, Article III of the County Code, entitled “Nuisance Abatement”, to prohibit properties developed or used for recreational uses or stormwater ponds from maintaining uncultivated vegetation.

Tab 29 Request adoption of an ordinance amending Lake County Code, Chapter 6, entitled “Buildings and Construction,” Article VI, entitled “Locally Registered and Locally Licensed Contractors”; there is no fiscal impact.

IX. BUDGET WORKSESSIONS

Tab 30 Update on the County's Employee Self-Funded Medical Plan and Budget Presentation

Tab 31 Facilities and Fleet Management Update and Budget Presentation

Tab 32 Information Technology Update and Budget Presentation.

X. DEPARTMENTAL BUSINESS

County Manager

Tab 33 Request approval to advertise the ordinance for re-authorization of the infrastructure sales tax.

XI. OTHER BUSINESS

Tab 34 Appoint member to the Sales Surtax Oversight Advisory Committee.

Tab 35 Appoint member to the Lake County Library Advisory Board.

Tab 36 Appoint members to the Children's Services Council.

Tab 37 Appoint members to the Parks, Recreation and Trails Advisory Board, and approve, as permitted by Section 112.313(12), Florida Statutes, a waiver of potential ethical conflicts under Section 112.313(3) and (7), Florida Statutes, for Michael K. Matulia (Lake-Sumter State College and Lake County Schools).

XII. REPORTS

A. **County Attorney**

B. **County Manager**

C. **Commissioner Sullivan - District #1**

D. **Commissioner Parks - District #2**

- F. Commissioner Campione - District #4
- G. Commissioner Cadwell - District #5
- E. Commissioner Conner - 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 proceeding should contact the Facilities and Fleet Management Department at (352) 343-9760, 48 hours in advance of the scheduled meeting.