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

**REGULAR MEETING**

**February 28, 2023**

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**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**

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## 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

February 28, 2023

9:00 AM. Invocation

Pledge of Allegiance

## I. VIRTUAL MEETING INSTRUCTIONS

## II. AGENDA UPDATE

Discussion regarding proposed revisions to today's Agenda.

## III. MINUTES APPROVAL

Tab 1 Request approval of the following minutes:

- December 20, 2022 (Regular Meeting)
- January 3, 2023 (Regular Meeting)
- January 10, 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.

## IV. CLERK OF COURT'S CONSENT AGENDA

Tab 2 Request approval of the Clerk of Courts' Consent Agenda (1 item):
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.

## V. CONSENT AGENDA (Tabs 3-17):

### A. PROCLAMATIONS

Tab 3 — Request approval of Women in Construction Proclamation, per Commissioner Smith.

### B. COUNTY ATTORNEY

Tab 4 — Recommend approval to advertise an Ordinance amending Section 2-81, Lake County Code, entitled *Criminal History Checks*. There is no fiscal impact.

Tab 5 — Recommend approval of a Lease Agreement between Lake County and the Agriculture and Youth Fair Association for use of the Lake County Fairgrounds and buildings. The fiscal impact is $1.00 annually (revenue). Commission District 4.

### C. ADMINISTRATIVE SERVICES

#### Management and Budget

Tab 6 — Recommend approval of a budget transfer in the amount of $105,273 from Infrastructure Sales Tax Fleet/Public Safety Facility to Infrastructure Sales Tax Sheriff Office Safety and Security to fund the increased cost of the Sheriff's safety and security project.

### D. HUMAN RESOURCES AND RISK MANAGEMENT

Tab 7 — Recommend approval of a Workers' Compensation Claim Settlement for a former employee who sustained an injury on July 1, 2020; and to authorize the Chairman to execute the Settlement Agreement.

The fiscal impact is $235,000 (expenditure) and is within, and will not exceed, the Fiscal Year 2023 Budget.

### E. PUBLIC SERVICES AND INFRASTRUCTURE

#### Facilities Management

Tab 8 — Recommend approval:
1. To utilize Contract 22-458 with Skyline Elevator, Inc. (Groveland, FL) for the modernization of the traction elevators in the County Administration Building; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is $347,400.02 (expenditure) and is within, and will not exceed, the Fiscal Year 2023 Budget. Commission District 3.

**Office of Housing and Community Services**

Tab 9 — Request approval of a budget transfer in the amount of $33,388 from CDBG-COVID Operating Supplies to CDBG-COVID Machinery/Equipment for the purchase of a capital expenditure. The fiscal impact is $33,388 (expenditure - 100 percent grant funded) and is within the Fiscal Year 2023 Budget.

**Library Services**

Tab 10 — Recommend approval for a one year deferral for the Library Trust Fund Impact Fees Process. The Office of Library Services is seeking a consultant to create a new policy and methodology for awarding Impact Fee Grants. There is no fiscal impact.

**Public Works**

Tab 11 — Recommend adoption of a resolution designating the County maintained roads within the Shockley Heights neighborhood as appropriate for the operation of golf carts.

The fiscal impact is estimated at $150 (expenditure) and is within, and will not exceed, the Fiscal year 2023 Budget. Commission District 4.

Tab 12 — Recommend approval:
1. To accept the final plat for Ashton Park and all areas dedicated to the public as shown on the Ashton Park final plat; and
2. To adopt a resolution accepting Ashton Park Way (County Road No. 1748) into the County Maintenance System.

This road, totaling 0.07 miles, has an Annualized Average Maintenance Cost Impact of $1,576.05 per year or $31,521.02 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 fiscal impact is $1,551 (revenue - final plat application fee) and an annual maintenance cost estimated at $1,576.05 (expenditure) and is within, and will not exceed, the Fiscal Year 2023 Budget and will be included in future year's budget requests. Commission District 2.

Tab 13 — Recommend adoption of a resolution to reduce the speed limit from 40 MPH to 35 MPH on Sawgrass Bay Boulevard from US 27 to the end of the road in the Clermont area.

The fiscal impact is estimated at $500 (expenditure - sign materials) and is within, and will not exceed, the Fiscal Year 2023 Budget. Commission District 1.

Tab 14 Recommend adoption of a resolution to advertise a public hearing to vacate platted driveway, walkway and cul-de-sac easement, lying north of Wolf Branch Road and west of Sunrise Boulevard. The closest municipality is Mount Dora.

The fiscal impact is $2,295 (revenue-vacation application fee) and is within, and will not exceed, the Fiscal Year 2023 Budget. Commission District 4.

Tab 15 Recommend Approval:
1. To utilize the City of Tallahassee's Contract 5179 with Alan Jay Fleet Sales (Sebring, FL) for the purchase of one Flat Bed Dump Truck for the Public Works Department, Road Operations Division.
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The fiscal impact is $78,024 (expenditure) and is within, and will not exceed, the Fiscal Year 2023 Budget.

Tab 16 Recommend approval:
1. To utilize Florida Sheriff Association FSA22-VEH20.0 for the one-time purchase of an Asphalt Patching Truck with Orlando Freightliner (Apopka, FL) for Public Works Department, Road Operations Division; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated fiscal impact is $268,771 (expenditure) and is within, and will not exceed, the Fiscal Year 2023 Budget.

Tab 17 Recommend approval of a roadway improvement agreement with Founders Ridge Development, LLC to provide engineering plans and permitting and to also donate the right of way for the widening and realignment of Citrus Grove Road Phase II in exchange for transportation impact fee credits.

The estimated fiscal impact is $458,458 in Transportation Impact Fee Credits for the engineering and permitting of the project. Commission District 2.

## VI. PRESENTATIONS

Tab 18 Presentation by Magellan Advisors with an update on the Broadband Feasibility Study.

Tab 19 Presentation of the 2023 Economic Forecast

Tab 20 Pine Lakes Fire Station Update

Tab 21 Discussion and direction regarding the County-owned property on Rolling Acres Road.

## VII. REGULAR AGENDA

### A. PUBLIC SERVICES AND INFRASTRUCTURE

**Office of Housing and Community Services**

Tab 22 Discussion regarding the Christian Worship Center of Central Florida, Inc.'s Request for a Waiver of Income Requirements for Affordable Housing. There is no fiscal impact. Commission District 5.

## VIII. OTHER BUSINESS

Tab 23 Request approval to appoint members to the Planning and Zoning Board:

- At-Large Representative: Dan Matthys (reappointment)
- District 2: Laura Jones Smith (reappointment) and approval of an ethical conflict waiver.

Tab 24 Request approval to appoint members to the Mt. Plymouth-Sorrento Community Redevelopment Advisory Committee.

- Member who is a property owner within the Planning Area: Francis Force

Commissioner Campione is the liaison to the Mt. Plymouth-Sorrento Community Redevelopment Advisory Committee.

Tab 25 Request approval to appoint a member to the Affordable Housing Advisory Committee.

- Citizen who is actively engaged as a real estate professional in connection with affordable housing, as defined in the local housing assistance plan: Danielle Roberts (reappointment)

Commissioner Campione is the liaison to the Affordable Housing Advisory Committee.

## IX. REPORTS

### A. County Attorney

### B. County Manager

## X. 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.**

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**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.**