



**BOARD OF SUMTER COUNTY COMMISSIONERS**

Chairman - Craig Estep - District 3  
Vice Chairman - Gary Search - District 1  
2<sup>nd</sup> Vice Chairman - Garry Breeden - District 4  
Doug Gilpin - District 2  
Oren Miller - District 5

**February 8, 2022**

**7:00 PM**

PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES  
ANY PERSON WHO MAY FEEL THE NEED TO APPEAL A BOARD DECISION IS HEREBY NOTIFIED  
THAT IT WILL BE NECESSARY FOR YOU TO PROVIDE YOUR OWN VERBATIM RECORDING OF THE  
BOARDS MINUTES OR ANY PORTION THEREOF

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Any person requiring reasonable accommodation at this meeting because of, disability, physical impairment, or interpretation needs should contact the County Administrator's Office, 7375 Powell Road, Wildwood, FL 34785 (352) 689-4400 at least two days before the meeting.

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Meeting Location: Everglades Regional Recreation Center (5497 Marsh Bend Trail, Grand Canyon Room, The Villages, FL 32163)

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**AGENDA**

MEETING IS CALLED TO ORDER BY THE CHAIRMAN  
INVOCATION  
FLAG SALUTE

**1. TIMED ITEMS & PUBLIC HEARINGS**

None

**2. REPORTS AND INPUT**

- a. Proclamation Recognizing February 2022 as Black History Month

Documents:

[2022 Black History Month.pdf](#)

b. County Administrator

1. Cancel RFQ 034-0-2021/RS Sumter County Architectural and Engineering Services for the Design of an Animal Services Welcome and Adoption Center (For Information Only)

Documents:

[Executive Summary Cancellation of RFQ 034-0-2021.pdf](#)

2. Florida Forest Service Annual Report for the Sumter County Forest Area (For Information Only)

Documents:

[Florida Forest Service Annual Report 20-21.pdf](#)

3. SFWMD Florida Statute Chapter 189 Requirements (For Information Only)

Documents:

[SFWMD FS CHP 189 Requirements.pdf](#)

4. SFWMD Proposed 2022 Five-Year Water Resource Development Work Program (For Information Only)

Documents:

[SFWMD Proposed 2022 Five-Year Water Resource Develop. Work Program.pdf](#)

5. Letter of Intent to Herbert Freel Regarding Purchase of Parcels J12-009 and J12-029 (For Information Only)

Documents:

[Letter of Intent to Herbert Freel.pdf](#)

6. Residency Report for Board of Sumter County Employees (For Information Only)

Documents:

[Executive Summary Form Residency Report 01-27-2022.pdf](#)  
[Residency Report 01-01-2022.pdf](#)

c. County Attorney

1. Webb Family Trust Joinder, Waiver and Consent (For Information Only)

Documents:

[Webb Family Trust Joinder, Waiver and Consent.pdf](#)

d. Clerk of Circuit Court

e. Board Members

f. Public Forum

### 3. NEW BUSINESS - ACTION REQUIRED

#### a. MINUTES

1. Minutes of the Board of County Commissioners Meeting held on 8-24-2021 (Staff Recommends Approval).

Documents:

[8-24-2021 BOCC Regular Meeting Minutes.pdf](#)

2. Minutes of the Board of County Commissioners Workshop held on 1-18-2022 (Staff Recommends Approval).

Documents:

[1-18-2022 BOCC Workshop Minutes.pdf](#)

#### b. SET FUTURE PUBLIC HEARINGS OR MEETINGS

None

#### c. APPOINTMENTS

1. Sumter County Public Library Advisory Board (SCPLAB) Vacancies and One Application (Board's Option).

Documents:

[Executive Summary Library Advisory Board.pdf](#)  
[Willert-Decker LAB Application.pdf](#)  
[Resolution.pdf](#)

2. Affordable Housing Advisory Committee (AHAC) Vacancies (Board's Option).

Documents:

[Executive Summary Affordable Housing Advisory Committee \(AHAC\).pdf](#)  
[Ordinance Section 12-47.pdf](#)

3. Construction Industry Licensing/Fire Code Board of Appeals Vacancies (Board's Option).

Documents:

[Executive Summary Construction Industry Licensing.Fire Code Board of Appeals.pdf](#)  
[Ordinance.pdf](#)

4. Public Safety Coordinating Council Vacancies (Board's Option).

Documents:

[Executive Summary Public Safety.pdf](#)  
[Resolution.pdf](#)

#### d. FINANCIAL

1. Budget Amendment A-6 Fiscal Year 2021-2022 (Staff Recommends Approval).

Documents:

[Executive Summary A-6.pdf](#)  
[A-6.pdf](#)

2. Fiscal Year 2021-2022 Proposed Budget Amendment for North Sumter County Utility Dependent District (Staff Recommends Approval).

Documents:

[Executive Summary FY21-22 Proposed Budget Amendment for Central Sumter for North Sumter County Utility Dependent District.pdf](#)  
[SCBOCC - NSCUDD 21-22 Budget Amendment Packet \(SWCA\).pdf](#)

3. Arthropod Control Budget Amendment February 2022 (Staff Recommends Approval).

Documents:

[Executive Summary Arthropod Budget Amendments.pdf](#)  
[FY22 Sumter State Financial Addendum.pdf](#)  
[Approved Contract.pdf](#)

4. Inventory Transactions – Disposal and Surplus of Property (Staff Recommends Approval).

Documents:

[Executive Summary 2-08-2022.pdf](#)

5. Purchase Order Approval for FY 2021/2022 (Staff Recommends Approval).

Documents:

[Executive Summary Requisition Report 2.8.22.pdf](#)  
[Requisition Report 2.8.22.pdf](#)

#### e. CONTRACTS AND AGREEMENTS

1. Enter into Agreement with Advanced Automation Systems, Inc. for Sumter County Detention Center and TVSCSC Delta Controls HVAC Equipment and Software for Fiscal Year 21/22 (Staff Recommends Approval).

Documents:

[Executive Summary Advanced Automation Systems.pdf](#)  
[Advanced Automation Systems Inc. Sole Source.pdf](#)  
[Advanced Automation Systems Inc. Agreement.pdf](#)

2. Enter into Agreement with Baker Tilly US, LLP for Executive Recruiting Services through Piggyback with the City of Clearwater, Florida (Staff Recommends Approval).

Documents:

[Executive Summary Baker Tilly US LLP.pdf](#)  
[Baker Tilly Agreement.pdf](#)  
[Baker Tilly US LLP Submittal.pdf](#)  
[RFP12-21 Notice of Intent to Award.pdf](#)  
[RFP 15-21 Executive Recruiting Services.pdf](#)

3. State Housing Initiatives Partnership (SHIP) Request to Execute an Assumption Agreement for a SHIP Mortgagee (Staff Recommends Approval).

Documents:

[Executive Summary.pdf](#)  
[Assumption Agreement.pdf](#)

4. Emergency Management Accreditation Program (EMAP) State Grant Agreement #A0232 – State of Florida Division of Emergency Management and Sumter County Board of County Commissioners (Staff Recommends Approval).

Documents:

[Executive Summary EMAP Grant.pdf](#)  
[FY 2021-2022 EMAP Reimbursement Agreement - Sumter County.pdf](#)

5. Amended and Restated Interlocal Agreement for Debris Removal between the Sumter County Board of Commissioners and the City of Wildwood (Staff Recommends Approval).

Documents:

[Executive Summary Debris Agreement.pdf](#)  
[Interlocal Agreement.pdf](#)

6. Amendment #7 of Sumter County Fire and Security Services Agreement with A-Line Fire & Safety, Inc. (Staff Recommends Approval).

Documents:

[Executive Summary A Line Services Amendment.pdf](#)  
[A Line Agreement Amendment 7.pdf](#)  
[A-Line Revised Fee Schedule 1-21-22.pdf](#)

7. Amendment to Construction Agreement with CSX for the CR 525E New Crossing Approved on 11/09/2021 BOCC meeting (Staff Recommends Approval).

Documents:

[Executive Summary CR 525E CSX Amendment to Construction Agreement.pdf](#)  
[Construction Agreement Coleman CR525E REV1 approved 20220121.pdf](#)

8. Extension #1 of the Sumter County Real Estate Broker Services Agreement (Staff Recommends Approval).

Documents:

[Executive Summary for Extension 1 to Real Estate Services Agreement.pdf](#)  
[Smith and Smith Realty Extension 1.pdf](#)

f. GENERAL ITEMS FOR CONSIDERATION

1. Animal Services Shelter Resolution (Board's Option).

Documents:

[Executive Summary Animal Services Resolution.pdf](#)  
[Current Resolution 2020-99.pdf](#)  
[Animal Services Resolution - Open Admission No-Kill Revised.pdf](#)  
[Animal Services Resolution - Socially Conscious Sheltering.pdf](#)

2. Approve the proposed 5.9% Cost of Living Adjustment (COLA) effective October 1, 2022 (Staff Recommends Approval).

Documents:

[Executive Summary form - COLA increase.pdf](#)  
[FY22-23 Employee Benefits PowerPoint COLA.pdf](#)

3. Approve Allowing Dependents 18 Years or Older and on the County's Health Plan to Take Part in the LifeScan Program (Staff Recommends Approval).

Documents:

Executive Summary - LifeScan.pdf



4. State Housing Initiatives Partnership (SHIP) Request to Approve the Local Housing Assistance Plan (LHAP) for State FY 2022/2023, 2023/2024, 2024/2025, Execution of the LHAP Certification form, and Adoption of the Resolution (Staff Recommends Approval).

Documents:

[Executive Summary.pdf](#)  
[Local Housing Assistance Plan \(LHAP\) 2022-2025.pdf](#)  
[LHAP Exhibit A -Administrative Budget.pdf](#)  
[LHAP Exhibit B - Timeline for SHIP Expenditures.pdf](#)  
[LHAP Exhibit C - Housing Delivery Goals Chart.pdf](#)  
[LHAP Exhibit D - Certification.pdf](#)  
[LHAP Exhibit E - Resolution.pdf](#)  
[LHAP Exhibit F - Ordinances.pdf](#)

5. Affordable Housing Program request to approve the Local Housing Assistance Plan (LHAP) for FY 2022/2023, 2023/2024, 2024/2025 (Staff Recommends Approval).

Documents:

[Executive Summary.pdf](#)  
[AH LHAP 2022-2025.pdf](#)

6. Approve revisions to the Employee Manual effective January 01, 2023 (Staff Recommends Approval).

Documents:

[Executive Summary Form Employee Manual Revision 01-01-2023.pdf](#)  
[PTO Conversion to Vacation Leave Timeline.pdf](#)  
[PTO transition.pdf](#)  
[7.050 Vacation Leave.pdf](#)  
[7.055 Sick Leave.pdf](#)  
[Draft 5.060 - Payments Upon Separation.pdf](#)  
[FY22-23 Employee Benefits PowerPoint COLA.pdf](#)  
[Draft policies.pdf](#)

7. Approval of Release of Lien for Alexis Palmer (Staff Recommends Approval).

Documents:

[Executive Summary Release of Lien Alexis Palmer.pdf](#)  
[Release of Lien.pdf](#)

8. Approval of Release of Lien for Sumter County (Staff Recommends Approval).

Documents:

[Executive Summary Release of Lien Sumter County.pdf](#)  
[Release of Lien.pdf](#)  
[Escheatment Tax Deed.pdf](#)

9. Lost and Found Policy and Procedures (Staff Recommends Approval).

Documents:

[Executive Summary Lost Abandoned Property.pdf](#)



10. Joint Letter with the City of Wildwood reference Northern Turnpike Extension (Staff Recommends Approval).

Documents:

[Executive Summary Turnpike Extension Letter.pdf](#)  
[Joint Letter.pdf](#)

11. Revise the 2021/2022 Classification and Compensation Schedule to reflect the reclassification of a Maintenance Technician position to an Assistant Facilities and Parks Manager position and approve the Assistant Facilities and Parks Manager job description (Staff Recommends Approval).

Documents:

[Executive Summary Form Revision - Classification and Compensation Schedule -Facilities.pdf](#)  
[Assistant Facilities and Parks Manager 21.pdf](#)  
[Classification and Authorized Position Schedule 02-08-22.pdf](#)

ADJOURN

**Contact Us:**

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