

The Board of Sumter County Commissioners (BOCC/Board) convened in a regular session on Tuesday, February 23, 2021, at the Everglades Regional Recreation Center in The Villages, Florida, with the following members present to wit: Gary Search, District No. 1; Doug Gilpin, District No. 2; Craig Estep, Vice Chairman, District No. 3; Garry Breeden, Chairman, District No. 4; and Oren Miller, 2nd Vice Chairman, District No. 5. The following individuals were also present and acting in their respective official capacities: Bradley Arnold, County Administrator; Bill Kleinsorge, Finance Director; Caroline Alrestimawi, Deputy Clerk; and Jennifer Rey of The Hogan Law Firm, Attorneys for the Board. Commissioner Breeden called the meeting to order at 7:00 p.m. with the invocation given by Commissioner Search. Before the invocation, Commissioner Search led a few moments of silent meditation in remembrance of one of Sumter County's dedicated employees, Karl Holley, Development Services Director. The flag salute was led by Commissioner Estep. The complete audio recording of this meeting is available on the Clerk's Website - [www.sumterclerk.com](http://www.sumterclerk.com).

## 1. TIMED ITEMS & PUBLIC HEARINGS

- a. 7:00 PM - Public Hearing to Amend Chapter 2, "Administration" of the Sumter County Code (Staff Recommends Approval).

This amendment corrects the omission regarding the second vice chairman's role in Sections 2-23 Regular Meetings and Section 2-24 in the absence of the chairman and vice chairman.

PUBLIC - There was no input from the public.

2-23-21-1-a

**Commissioner Search moved, with a second by Commissioner Estep, to Approve Ordinance 2021-01, amending Chapter 2, "Administration" of the Sumter County Code. The motion carried unanimously 5 – 0.**

## 2. REPORTS AND INPUT

- a. County Administrator

Bradley Arnold, County Administrator, provided the following items for information.

1. Letter Recognizing Madison Wilson as Representative with Florida's Hometown USA Program 2021 (For Information Only)

2-23-21-2-a-1

2. Florida Department of State - Wild Cow Prairie Cemetery (For Information Only)

The formal documentation was received, placing the Wild Cow Prairie Cemetery on the National Register of Historic Places.

2-23-21-2-a-2

3. Sumter County Health Department Quarterly Report (For Information Only)

This is the update from the Health Department related to their state and local funding usage report.

2-23-21-2-a-3

b. County Attorney

No report.

c. Clerk of Circuit Court

No report.

d. Board Members

1. Commissioner Search

Commissioner Search will be taking the second part of the mandatory ethics in Sunshine Law requirements tomorrow. On Friday, Commissioner Search will be attending a webinar with the Florida Association of Counties on Structure and Authority.

2. Commissioner Miller

No report.

3. Commissioner Gilpin

The Tourist Development Council previously awarded a grant to the VHA Hoedown event, which has been delayed and runs through the budgetary year. Commissioner Gilpin proposed cancelling that contract and placing those funds into the Fair Board project, which would clean up that activity for the year. There was consensus from the Board to move forward as proposed.

**Commissioner Gilpin moved, with a second by Commissioner Estep, to approve amending the Agenda to add the proposed changes under Contracts and Agreements for a vote. The motion carried 5 - 0.**

4. Commissioner Estep

Commissioner Estep attended the Best Practices training with Volusia County: Youth Services in a Pandemic as an optional credit toward Commissioner Accreditation with FAC/ICG on February 10, 2021. On February 17, 2021, Commissioner Estep attended a Best Practices training with Flagler County: Fire Leadership Academy webinar as an optional credit toward Commissioner Accreditation with FAC/ICG. Today, February 23, 2021, Commissioner Estep and Commissioner Search attended the Sumter County Jail Expansion Project Ribbon Cutting. This project added on 38,662 square feet of modular cells and a capacity of 256. At this ribbon cutting, a faux, oversized key was issued for the Chairman to symbolize a key to the jail. Commissioner Estep gave Commissioner Breeden the key, which Mr. Arnold will put in the appropriate place.

5. Commissioner Breeden

Commissioner Breeden will be attending a Medical Examiner's meeting this Friday.

e. Public Forum

Commissioner Breeden went over the rules and guidelines to follow during Public Forum. At the last meeting, Mr. Arnold was instructed to look into a process for potentially answering questions asked by participants during Public Forum. Commissioner Breeden and Mr. Arnold discussed the matter. Commissioner Breeden proposed that once Public Forum is over, the Board and/or Mr. Arnold will respond to any participant questions or get back to them at a later date if more research is involved. The Board was agreeable to the new process.

The following individuals spoke during public forum:

*(Clerk's Note: The general topic that each individual spoke on is in parentheses beside their name and address.)*

1. Reed Panos, 1791 Sunset Ridge Dr, The Villages (pull Item 3 under Finance to verbally explain all proposed changes and corrections); and
2. Sherry Duval, 2958 Luraville Rd, The Villages (questions regarding impact fees).

Commissioner Breeden and Mr. Arnold answered Ms. Duval's questions. Commissioner Breeden also noted that if there were any unanswered questions, contact Mr. Arnold or the Commissioners.

### 3. NEW BUSINESS - ACTION REQUIRED

#### a. MINUTES

1. Minutes for Special Called Meeting and Workshop held on January 19, 2021 (Staff Recommends Approval).

2-23-21-3-a-1

2. Minutes for Special Called Meeting and Workshop held on January 26, 2021 (Staff Recommends Approval).

2-23-21-3-a-2

**Commissioner Search moved, with a second by Commissioner Estep, to Approve items 1 and 2 under Minutes. The motion carried unanimously 5 – 0.**

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

None

#### c. APPOINTMENTS

1. Value Adjustment Board (VAB) - BOCC Appointed Citizen Member Vacancy, One Application Received (Board's Option).

An application was received by David Bussone.

2-23-21-3-c-1

**Commissioner Miller moved, with a second by Commissioner Search, to approve the appointment of David Bussone as the BOCC Appointed Citizen Member on the Value Adjustment Board (VAB). The motion carried 5 - 0.**

2. Construction Industry Licensing/Fire Code Board of Appeals Vacancy (Board's Option).

There are no applicants at this time. Thus, no action was taken.

2-23-21-3-c-2

3. Lake-Sumter Metropolitan Planning Organization (MPO) Transportation Disadvantaged Coordinating Board Vacancies (Board's Option).

There are no applicants at this time. Thus, no action was taken.

2-23-21-3-c-3

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

There are no applicants at this time. Thus, no action was taken.

2-23-21-3-c-4

5. Sumter County Public Library Advisory Board (SCPLAB) Vacancy (Board's Option).

There are no applicants at this time. Thus, no action was taken.

2-23-21-3-c-5

d. FINANCIAL

1. Inventory Transactions - Disposal and Surplus of Property (Staff Recommends Approval).

2-23-21-3-d-1

2. Purchase Order Approval for FY 2020/2021 (Staff Recommends Approval).

The attached list of open purchase requisitions is recommended for approval.

2-23-21-3-d-2

3. Budget Amendment A-10 (FY 20/21) (Staff Recommends Approval).

This item was pulled for additional explanation per Mr. Panos' request during Public Forum. Mr. Arnold provided information regarding this item. The adopted budget for Sumter County is comprised of projected revenues and projected expenditures required to support the plan of Sumter County. A budget amendment is an update to the adopted budget plan based on changes in actuals throughout the year and modifications to the plan supported by the Board.

This Budget Amendment (A-10) amends as follows:

General Fund (001) – Amends the budget to utilize the excess cash balance forward to defray until FY 27/28 the need for the General Fund to supplement Fund 106 to meet the obligations of the Regional Road Agreement. Increases the transfer to the Transit Fund for awaiting reimbursement for grants.

Secondary Trust Fund (106) – Amends the budget to update the Cash Balance Forward from FY 2020 & the Transfer from the County Transportation Trust Fund to support future local match requirements for grants intended for pursuit,

\$1,000,000 for current year resurfacing work, and the balance targeted to meet the future obligations of the Regional Road Agreement.

Transit Fund (116) – Amends the budget transfer from the General Fund for current expenditures awaiting reimbursement from the 5311 Grant (provides cash flow for this fund). Building Services Fund (124) – Amends the budget for higher projected revenues and expenditures.

2-23-21-3-d-3

<b>Commissioner Miller moved, with a second by Commissioner Estep, to Approve items 1 through 3 under Financial. The motion carried unanimously 5 – 0.</b>
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e. CONTRACTS AND AGREEMENTS

1. Individual Project Order #2 with Kimley-Horn and Associates, Inc. and Sumter County Board of County Commissioners (BOCC) for St. Charles Place at Bailey Trail Signal Retiming (Staff Recommends Approval).

On September 22, 2020, the BOCC entered into a contract with Kimley-Horn and Associates, Inc. through RFQ 030-0-2020/RS Sumter County Continuing Engineering Services. Attached for BOCC review and approval is Individual Project Order #2. Under this project, Kimley-Horn and Associates will evaluate St. Charles Place's signalized intersection at Bailey Trail to recommend signal timing modifications, evaluate the need for a leading pedestrian interval, and provide recommendations for additional signage. The recommendations and signal timings will be summarized in a letter report. Kimley-Horn has been selected for this task as they are already familiar with the project.

2-23-21-3-e-1

2. Enter into an Agreement with Atkins North America dba Faithful Gould for RFP 001-0-2021/RS Sumter County Facility Condition Assessments (Staff Recommends Approval).

RFP 001-0-2021/RS Sumter County Facility Condition Assessments was broadcasted on 1/6/2021. Proposals were due on 2/8/2021 at 9:30a.m. and opened at 9:35 a.m. in the Training Room located at 319 E. Anderson Avenue, Bushnell, FL. Ten (10) proposals were received from the following: 1. Atkins North America dba Faithful Gould; 2. Bureau Veritas Technical Assessments, LLC (deemed non-responsive); 3. CGL Facility Management, LLC; 4. Tierra, Inc.; 5. Axias FL, LLC; 6. ecoPreserve, LLC; 7. NOVA Engineering & Environmental, LLC; 8. GLE Associates, Inc.; 9. Terracon Consultants, Inc.; and 10. Partner Engineering & Science, Inc. The Selection Committee agreed to recommend to the BOCC to enter into contract with Atkins North America dba Faithful Gould.

2-23-21-3-e-2, 2-23-21-3-e-2-Agreement, 2-23-21-3-e-2-Atkins North America Submittal, 2-23-21-3-e-2-Axias Submittal, 2-23-21-3-e-2-Bureau Veritas Submittal, 2-23-21-3-e-2-CGL Submittal, 2-23-21-3-e-2-ecoPreserve Submittal, 2-23-21-3-e-2-GLE Submittal, 2-23-21-3-e-2-NOVA Submittal, 2-23-21-3-e-2, 2-23-21-3-e-2-Partner Engineering Submittal, 2-23-21-3-e-2-Terracon Submittal, 2-23-21-3-e-2-Tierra Submittal, 2-23-21-3-e-2-RFP

3. Enter into Contract Negotiations with Central Testing Laboratory and Geo-Tech, Inc. for RFQ 002-0-2021/RS Sumter County Geotechnical and Materials Testing Services (Staff Recommends Approval).

RFQ 002-0-2021/RS Sumter County Geotechnical and Materials Testing Services was broadcasted on 1/8/2021. Qualifications were due on 2/9/2021 at 1:30 p.m. and opened at 1:35 p.m. in the Training Room at 319 E. Anderson Avenue, Bushnell, FL. Eight (8) qualification packages were received from the following firms: 1. Baslee Engineering Solutions; 2. Geo-Tech, Inc.; 3. AREHNA Engineering, Inc.; 4. ECS Florida, Inc.; 5. Central Testing Laboratory; 6. Nova 7. Tierra, Inc.; and 8. Imperial Testing and Engineering, Inc. The Selection Committee agreed to recommend to the Sumter County Board of County Commissioners to enter into contract negotiations with Central Testing Laboratory and Geo-Tech, Inc. If negotiations are unsuccessful with either of the top scoring firms, the Selection Committee recommends contract negotiations with AREHNA Engineering, Inc.

2-23-21-3-e-3, 2-23-21-3-e-3-Arehna Submittal, 2-23-21-3-e-3-Baslee Submittal, 2-23-21-3-e-3-Central Testing Laboratory Submittal, 2-23-21-3-e-3- ECS Submittal, 2-23-21-3-e-3-Geo-Technologies Submittal, 2-23-21-3-e-3-Imperial Submittal, 2-23-21-3-e-3-Nova Submittal, 2-23-21-3-e-3-Tierra Submittal, 2-23-21-3-e-3-RFQ

4. Terminate the AKCA, LLC Agreement for Sumter County Pavement Marking Services (Staff Recommends Approval).

On December 10, 2019, the BOCC entered into an agreement with AKCA, LLC for Sumter County Pavement Marking Services through RFP 049-0-2019/RS. At this time, Public Works Operations wishes to terminate this agreement per paragraph 4 of the Agreement for Sumter County Pavement Marking Services dated December 10, 2019. The reason for the request to terminate is based on the lack of urgency in the vendor's response time for Sumter County's pavement marking needs. A re-advertisement of these services will be done through the formal solicitation process.

2-23-21-3-e-4

5. Terminate the Central Florida Street Signs, Inc. Agreement for Sumter County On-Call Guardrail Replacement, Installation, and Related Services (Staff

Recommends Approval).

On October 24, 2017, the BOCC entered into an agreement with Central Florida Street Signs, Inc. for Sumter County On-Call Guardrail Replacement, Installation, and Related Services through ITB 033-0-2017/RS. At this time, Public Works Operations wishes to terminate this agreement per paragraph 4 of the Sumter County On-Call Guardrail Replacement, Installation, and Related Services. The reason for the request to terminate is based on the lack of response to Sumter County's request for guardrail repairs that are needed to mitigate safety issues on a county roadway. A re-advertisement of these services will be done through the formal solicitation process.

2-23-21-3-e-5

**Commissioner Miller moved, with a second by Commissioner Search, to Approve items 1 through 5 under Contracts and Agreements. The motion carried unanimously 5 – 0.**

6. Termination of the VHA Hoedown Contract.

This item was proposed by Commissioner Gilpin earlier in this meeting. At a Special Called Meeting, there will be a Budget Amendment to reallocate the funds previously awarded to the VHA Hoedown to the Fair Board project.

**Commissioner Gilpin moved, with a second by Commissioner Miller, to approve the termination of the VHA Hoedown contract and transfer the allocated funding to the Fair Board project. The motion carried 5 - 0.**

f. GENERAL ITEMS FOR CONSIDERATION

1. Approval of Release of Lien for Steven Harvey (Staff Recommends Approval).

A code enforcement lien was filed against this property on August 1, 2017, in which the property owner at the time was James Love. The property was found in compliance on August 2, 2019. The property has been sold, and a Release of Lien is being requested.

2-23-21-3-f-1

2. Approval of Release of Lien for William & Casey Robertson (Staff Recommends Approval).

A code enforcement lien was filed against this property on May 28, 2020, in which the property owner is William & Casey Robertson. The property was found in compliance on February 5, 2021. Mr. and Mrs. Robertson's mobile home caught fire on November 12, 2020, leaving the family homeless. The family moved into a shed on the property due to having no other place to live after the



fire. Sumter County code does not allow for individuals to live in a shed. Housing Services worked with Mid Florida Homeless Coalition to find the family a temporary home. The family has been approved for demolition/reconstruction assistance under the SHIP program. The housing program will remove the destroyed mobile home and replace it with a new site built house. The homeless coalition is paying for the family to live in a Bushnell hotel until the new home is constructed. The family is low income, and they are experiencing hardship due to their current situation. Housing Services asked for the staff costs to be waived due to the hardship.

2-23-21-3-f-2

3. State Housing Initiatives Partnership (SHIP) Program Request to Execute Satisfaction of Mortgage (Staff Recommends Approval).

Carrie James received demolition/reconstruction assistance on December 9, 2015, to replace her substandard house on her property located at 507 Clark Avenue, Coleman. Staff received a payoff check from Brick City Title Insurance Agency on February 12, 2021. Housing Services is requesting the execution of a Satisfaction of Mortgage for Ms. James as her mortgage is paid in full.

2-23-21-3-f-3

4. State of Emergency Declaration Extension Sumter County Board of County Commissioners (Staff Recommends Approval).

2-23-21-3-f-4

**Commissioner Estep moved, with a second by Commissioner Miller, to Approve items 1 through 4 under General Items for Consideration. The motion carried unanimously 5 – 0.**

#### **4. ADJOURN**

The meeting adjourned at 9:27 p.m.