

Board of County Commissioners

July 25, 2011

A Pre-Agenda meeting in preparation of the July 26, 2011 Regular Meeting was held at the Murdock Administration Complex in Room B-106, Port Charlotte, Florida.

Members present were: Chairman Starr, Commissioner Constance, Commissioner Deutsch, Commissioner Duffy, Assistant County Attorney Gallagher, County Administrator Sandrock, Assistant County Administrator Shoemaker, and Deputy Clerk Carleton. The following members were absent: Commissioner Skidmore.

The meeting was called to order at **9:00 AM**.

There was Board Discussion held on the following items:

Proclamations: Addition #3

Budget and Administrative Services: F-2, F-4

Purchasing: F-5, F-6, F-7

Building and Growth Management: G-2

Community Services: H-1

Economic Development: J-1, J-2

Human Services: M-1

Regular Agenda: Z-1, Z-3, Z-4

ADJOURNED: 9:45 AM

Chairman

ATTEST:

**BARBARA T. SCOTT, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS**

**By: _____
Deputy Clerk**

sfc

COUNTY OF CHARLOTTE
Board of County Commissioners
18500 Murdock Circle
Port Charlotte, FL 33948
www.CharlotteCountyFL.com



County Commissioners

Bob Starr, District 1, Chairman
Tricia Duffy, District 5, Vice-Chairman
Christopher Constance, District 2
Robert Skidmore, District 3
Stephen R. Deutsch, District 4

County Administrator

Raymond J. Sandrock

County Attorney

Janette S. Knowlton

Clerk of the Circuit Court

Barbara T. Scott

Regular Meeting
7/26/2011 9:00 AM

The Charlotte County Commission meeting room is accessible to the physically disabled. If you need assistance, please contact our office at 941-743-1392. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Desk.

9:00 A.M. Call to Order and Roll Call

Invocation - David Rushlow, Peach River Church of Christ

Pledge of Allegiance

Changes to the Agenda: See last page

Proclamations/Awards

- 10:00 A.M.**
- I. **Citizen Input - Agenda Items Only**
 - II. **Committee Vacancies**
 - III. **Reports Received and Filed**
 - IV. **Consent Agenda**
 - V. **Regular Agenda**
 - VI. **Public Hearing**
 - VII. **Presentation**
 - VIII. **Public Workshop**
 - IX. **Board Workshop**
 - X. **Citizen Input - Any Subject**

Proclamations - Commissioner Tricia Duffy
Bob Mendenhall Day

Employee Recognition - None

Presentations - None



I. CITIZEN INPUT - AGENDA ITEMS ONLY

Anyone wishing to address the Board during this portion of the meeting must state one's name for the record and what agenda subject is to be discussed. Discussion is limited to matters identified on this agenda and each citizen will be allowed no more than three minutes to express an opinion.



II. COMMITTEE VACANCIES

Charlotte County is seeking volunteers to serve on the following Committees:

Affordable Housing Advisory Committee - is seeking three members to serve on the committee. One member must be in category of: For-Profit Provider; Essential Services to the community representative; one Real Estate Professional. Terms will expire in three years. Submit resume to: Charlotte County Commission Office, 18500 Murdock Circle, Port Charlotte, FL 33948, or call 941-743-1300, or e-mail BCC@charlottefl.com or fax 941-743-1310.

Construction Board of Adjustments and Appeals - is seeking one member to serve on the committee. Must be a licensed mechanical contractor and hold a current license. Term will expire April 2013. Submit resume to: Charlotte County Commission Office, 18500 Murdock Circle, Port Charlotte, FL 33948, or call 941-743-1300, or e-mail BCC@charlottefl.com or fax 941-743-1310.

Manasota and Sandpiper Key Community Plan Advisory Committee - is seeking four volunteers. Must be full time residents on either Manasota or Sandpiper Key. Term is effective August 24, 2011 and shall expire August 24, 2013. Please send request for appointment and resume to: Roxann Read at roxann.read@charlottefl.com or fax to 941-743-1292.



III. REPORTS RECEIVED AND FILED - None



IV. CONSENT AGENDA

Clerk of the Circuit Court

A. Finance Division

- (1) **RECOMMENDED ACTION:**
Approve the Clerk's Memorandum.
BUDGETED ACTION: None required

B. Minutes Division

- (1) **RECOMMENDED ACTION:**
6/14/11 9:00 AM Regular Meeting
6/21/11 9:00 AM Land Use/Regular Meeting
6/27/11 9:00 AM Pre-Agenda Meeting
BUDGETED ACTION: None required.

Board of County Commissioners

C. Commission Office

- (1) **RECOMMENDED ACTION:** Approve the reappointment of Joan Hayes to the Code Enforcement Board. Ms. Hayes has been serving as the subcontractor on the committee and wishes to be reappointed. Term is for three years and will expire July 2015. **BUDGETED ACTION:** None required.
- (2) **RECOMMENDED ACTION:** Approve Resolution opposing new Statewide Septic System Inspection and Evaluation Program, and requesting Legislature to repeal said program. **BUDGETED ACTION:** None

D. Administration

Administration

- (1) **RECOMMENDED ACTION:** Approve the appointment of Danny Quick as Director of Building and Growth Management, effective July 26, 2011. **BUDGETED ACTION:** Budgeted within the General Fund.

Public Information Office - No Items.

E. County Attorney - No Items.

F. Budget and Administrative Services

Budget and Administrative Services

- (1) **RECOMMENDED ACTION:** Approve a Resolution adopting the Charlotte County Fund Balance Classification Policy. **BUDGETED ACTION:** None. There is no financial impact on the budget, this action is to formally approve and adopt the Fund Balance Classification policy in accordance with the directives of the Governmental Accounting Standards Board.
- (2) **RECOMMENDED ACTION:** Approve to adjust the accumulated Utilities uncollectible accounts through March 31, 2011. **BUDGETED ACTION:** None, Bookkeeping entry to adjust balance sheet in the Utilities O&M Fund.
- (3) **RECOMMENDED ACTION:** Set a public hearing for August 9, 2011 at 10:00 a.m., or as soon thereafter as may be heard, to consider an ordinance amending County Code Chapter 3-8 Article II concerning the County- regulated water and wastewater utilities; revising rate adjustment application fees and providing for staff-assisted rate cases, miscellaneous fee tariff adjustments, and general housekeeping items. **BUDGETED ACTION:** None. Funds are provided in the Utility Regulatory Fund.
- (4) **RECOMMENDED ACTION:** Approve budget transfer #11-030 in the amount \$1,000,000 from the General Fund Fiscal Stabilization Reserve to the Economic Development Incentive Reserve. **BUDGETED ACTION:** Approve transfer #11-030 in the amount of \$1,000,000 from the General Fund Fiscal Stabilization Reserve to the Economic Development Incentive Reserve.

Fiscal Services - No Items.

Information Technology - No Items.

Purchasing

- (5) **RECOMMENDED ACTION:** a) Approve the annual renewal of Contract #08-359, Self Insured Medical, Dental, Life, Short-Term and Long-Term with CIGNA and renewal of Vision with Humana/Comp Benefits (with a three year rate guarantee), at the same terms and conditions, by mutual consent, at no increase in cost. Term of renewal is for the period August 1, 2011 up to and including September 30, 2012; and b) Authorize the Chairman to sign any related documents. **BUDGETED ACTION:** No action needed.

- (6) **RECOMMENDED ACTION:** a) Approve Amendment #1 to Contract #10-249, Design/Build - Bermont Road Improvements, for the Guaranteed Maximum Price (GMP) for the construction phase of the project in the amount of \$3,201,325 and a revised total project amount of \$3,699,925; and b) Authorize the Chairman to sign Amendment to the Contract for the GMP, the construction phase of the Bermont Road Improvement project. **BUDGETED ACTION:** None. \$3,700,000 is available in FY11 approved CIP project c411007, Bermont Road safety Improvements. Funding is supplied from gas taxes.

Real Estate Services

- (7) **RECOMMENDED ACTION:** Approve the attached Resolution authorizing the release of all or portions of the ten-foot (10') wide utility and drainage easements, located in Port Charlotte Subdivision, Section Twenty, and further authorizing the Senior Division Manager, Real Estate Services Division, to execute the County Deed releasing said easements or portions thereof. (Owners: Mark J. Ascuitto and Acela Ascuitto) **BUDGETED ACTION:** None
- (8) **RECOMMENDED ACTION:** Approve the Resolution authorizing the Chairman to execute a grant of a right-of-way easement for utility purposes to Lee County Electric Cooperative, Inc., to be located in the Charlotte County Zemel Road Landfill. **BUDGETED ACTION:** None

G. Building and Growth Management

- (1) **RECOMMENDED ACTION:**
Building and Growth Management staff is requesting permission from the Board of County Commissioners to apply for the Choice Neighborhood Initiative Planning Grant in the amount of \$300,000 and to have the Chair of the Board of County Commissioners sign any grant application related documents as necessary. **BUDGETED ACTION:** None
- (2) **RECOMMENDED ACTION:**
Set a Board Workshop for August 9, 2011, at 11:00 a.m., or as soon thereafter, to discuss Charlotte County's various permitting requirements. **BUDGETED ACTION:** None

H. Community Services

Parks and Natural Resources - No Items.

Recreation - No Items.

Libraries and Historical

- (1) **RECOMMENDED ACTION:**
a) Approve a grant in the amount of \$2,998 from the Florida Department of State for general program support for the Charlotte County Historical Center; and b) Authorize the Chair to sign the agreement. **BUDGETED ACTION:** None at this time. Funding for this expenditure is a grant from the Division of Cultural Affairs. Matching fund requirements in the amount of \$2,998 are in the Proposed FY12 Budget for the Historical Center in the General Fund.

J. Economic Development

- (1) **RECOMMENDED ACTION:** Set a Joint Workshop for the BCC, the Economic Development Office (EDO) and Enterprise Charlotte Economic Council (ECEC) for August 15, 2011 at 1:00 p.m., or as soon thereafter as may be heard, to present and discuss the Long Term Economic Development Plan for Charlotte County, FL. This Workshop will be held in Murdock Administration Building, Room B-106. **BUDGETED ACTION:** None required.
- (2) **RECOMMENDED ACTION:** Approve the attached Resolution for the Charlotte County Economic Development Office's Project #2010074 to be approved as a qualified applicant pursuant to the State's Qualified Target Industry (QTI) Incentive Program and the Brownfields Redevelopment Bonus Refund program. **BUDGETED ACTION:** No budget action is necessary.

K. Facilities Construction and Maintenance - No Items.

L. Human Resources -No Items.

M. Human Services

- (1) **RECOMMENDED ACTION:** Approve a one-year extension to the Neighborhood Stabilization Program I contract with Charlotte County Habitat for Humanity, Inc. **BUDGETED ACTION:** None required. No impact.

N. Public Safety

- (1) **RECOMMENDED ACTION:** a) Approve a grant agreement between Charlotte County and Florida Division of Emergency Management for the Emergency Management Performance Grant (EMPG) in the amount of \$71,697; and b) Authorize the Chair to execute any necessary documents. **BUDGETED ACTION:** None at this time. The Emergency Management budget will be amended once the grant agreement is executed by the Florida Division of Emergency Management. There is no financial impact. The required non-federal match is already included in the current budget.
- (2) **RECOMMENDED ACTION:** a) Approve the FY11/12 Emergency Management Preparedness & Assistance (EMPA) Base Grant Agreement between Charlotte County and the Florida Division of Emergency Management (FDEM) in the amount of \$105,806, and b) Authorize the Chair to execute any necessary documents. **BUDGETED ACTION:** None required. Grant funds are included in the FY11/12 Emergency Management operating budget. The requirement for the County's minimum level of funding, as outlined in the agreement, is included in the FY11/12 Emergency Management operating budget.

P. Public Works - No Items.

Q. Tourism Development - No Items.

R. Utilities - No Items.

S. Other Agencies -No Items.



V. REGULAR AGENDA

Z. Regular Agenda

- (1) Administration **RECOMMENDED ACTION:** Discussion and Direction regarding front entrance security at the Justice Center.
- (2) Commission Office **RECOMMENDED ACTION:** Select one volunteer to serve as a member of the Housing Finance Authority. The term will expire in July 2015.
- (3) Utilities **RECOMMENDED ACTION:** Discussion and direction from the Board to approve or not approve the Peace River Manasota Regional Water Supply Authority's (Authority) FY 2012 Tentative Budget. The budget will be presented at the Authority's Budget Hearing on July 28, 2011 in Bradenton.

(4) Commission Office

RECOMMENDED ACTION: Discussion and direction regarding WCIND-CNIF allocation to County projects for FY11/12



VI. PUBLIC HEARING AGENDA - 10:00 A.M.

(1) County Attorney

RECOMMENDED ACTION: Adopt an ordinance amending Section 3-9-2, Section 3-9-39 and Section 3-9-90, and creating Section 3-9-90.1 of the Charlotte County Code of Laws and Ordinances, to create development and operation regulations for pain management clinics.



VII. PRESENTATION AGENDA - No Items.



VIII. PUBLIC WORKSHOP AGENDA - No Items

Public input permitted.



IX. BOARD WORKSHOP AGENDA - No Items.

No public input.



X. CITIZEN INPUT - ANY SUBJECT

Anyone wishing to address the Board during this portion of the meeting must state his/her name for the record and may address his/her comments to items that were or were not discussed during the meeting. Each citizen will be allowed no more than three minutes to express his/her opinion.

AA. County Administrator:

BB. County Attorney:

CC. Commissioner Comments:

Bob Starr, District 1, Chairman
Tricia Duffy, District 5, Vice-Chairman
Christopher Constance, District 2
Robert Skidmore, District 3
Stephen R. Deutsch, District 4

Schedule of Future Closures/Hearings/Workshops

Monday, August 1, 2011, 1:30 p.m. **Budget Public Hearing**, CIP-Presentation, Administration Building,
Room# 119

Tuesday, August 9, 2011, 9:00 a.m., Board of County Commissioners Regular Meeting, Murdock Administration Building,
Room #119

Tuesday, August 16, 2011, 9:00 a.m., Board of County Commissioners **Land Use Meeting**, Murdock Administration Building,
Room #119

Tuesday, August 23, 2011, 9:00 a.m., Board of County Commissioners Regular Meeting, Murdock Administration Building,
Room #119

Tuesday, September 13, 2011, 9:00 a.m., Board of County Commissioners Regular Meeting, Murdock Administration
Building, Room #119

Thursday, September 15, 2011, 5:01 p.m., **First Budget Public Hearing**, Murdock Administration Building,
Room # 119

Tuesday, September 20, 2011, 9:00 a.m., Board of County Commissioners **Land Use Meeting**, Murdock Administration
Building, Room #119

Tuesday, September 27, 2011, 9:00 a.m., Board of County Commissioners Regular Meeting, Murdock Administration
Building, Room #119

Thursday, September 29, 2011, 5:01 p.m., **Final Budget Public Hearing**, Murdock Administration Building,
Room # 119