

JANUARY 04, 2018

A Pre-Agenda Meeting was held in preparation for the January 09, 2018 Regular Meeting at the Murdock Administration Complex in Room B-106, Port Charlotte, Florida.

The following members were present: Chair Doherty, Commissioner Constance, Commissioner Deutsch, Commissioner Tiseo, and Commissioner Truex. Also in attendance were: County Administrator Sandrock, Assistant County Administrator Flores, Deputy County Attorney Knowlton, Minutes Clerk Light, and various County staff members. The following members were absent: None.

The Meeting was called to order at 1:30 pm

There was Board discussion on the following items:

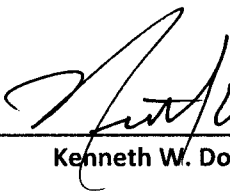
Purchasing: F-1, F-2, F-6, F-9

Community Development: G-1

Economic Development: I-5

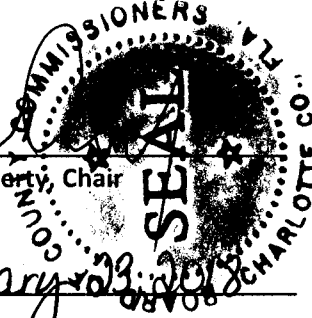
Tourism Development: O-1

ADJOURNED: 1:54 pm



 Kenneth W. Doherty, Chair

DATE ADOPTED: January 03, 2018



ATTEST:

ROGER D. EATON, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS

By: Michelle D. Berardino
Deputy Clerk

COUNTY OF CHARLOTTE

Board of County Commissioners
18500 Murdock Circle
Port Charlotte, FL 33948
www.CharlotteCountyFL.gov

County Commissioners

Ken Doherty, District 1, Chairman
Joseph Tiseo, District 5, Vice-Chairman
Bill Truex, District 3
Christopher Constance, District 2
Stephen R. Deutsch, District 4



County Administrator

Raymond J. Sandrock

County Attorney

Janette S. Knowlton

Clerk of the Circuit Court

Roger D. Eaton

Regular Meeting

January 9, 2018 9:00 AM
18500 Murdock Circle, Commission Chambers, Room #119

Charlotte County Board of County Commissioners does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941.743.1381, TDD/TTY 941.743.1234, or by email to David.Lyles@charlottecountyfl.gov.

SHOULD ANY AGENCY OR PERSON DECIDE TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING, A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, A VERBATIM RECORD OF THE PROCEEDING IS REQUIRED, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

9:00 A.M.

Call to Order and Roll Call

Invocation- If you wish, please rise for the invocation

Pledge of Allegiance

Proclamations

Changes to the Agenda: See separate sheet.

Employee Recognition - Commissioner Stephen R. Deutsch

Employee of the Month - November 2017

Harold "Hal" Daniels

Fiscal Services

Name

Department

5 Years

Tammy Hall

Budget & Admin
Services

10 Years

Tavi Cooley

Public Safety

Timothy Hale Jr

Public Safety

<u>John Thompson Jr</u>	<u>Utilities</u>
<u>15 Years</u>	
<u>Brian Bailey</u>	<u>Public Works</u>
<u>Vandy Facey</u>	<u>Community Services</u>
<u>Jennifer Pingleton</u>	<u>Utilities</u>
<u>Jackie Stevens</u>	<u>Human Resources</u>
<u>20 Years</u>	
<u>Brian Jones</u>	<u>Public Safety</u>
<u>25 Years</u>	
<u>Linda Rohmer Free</u>	<u>Budget & Admin Services</u>
<u>30 Years</u>	
<u>Jason Weinmann</u>	<u>Public Works</u>



CITIZEN INPUT - AGENDA ITEMS ONLY

Anyone wishing to address the Board during this portion of the meeting must fill out a card, state their name for the record, and state which agenda item(s) will be addressed. Remarks shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.



COMMITTEE VACANCIES

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

Beaches and Shores Advisory Committee is seeking one volunteer to serve as the member-at-large. Volunteer must be residents/electors of Charlotte County and have coastal knowledge or technical expertise in beach management or beach preservation. Term is four years, expiring on December 31, 2021. Committee meets the first Thursday of each month at 9:00 am in Murdock. To obtain an application, please contact Joann Dillon at 941-743-1309 or email Joann.Dillon@CharlotteCountyFL.gov.

Construction Industry Licensing Board is seeking one volunteer to represent the consumer advocate categories. Volunteer must be a resident of Charlotte County for at least two years and have no financial interest, direct or indirectly with the building trades. Term is four years. To obtain an application, please contact Diane Whidden at 941-743-1300 or email Diane.Whidden@CharlotteCountyFL.gov.

Environmentally Sensitive Lands Oversight Committee is seeking one Business/Land Development Representative. Volunteer must be a Charlotte County resident. Term will expire three years from the date of appointment. To obtain an application, please contact Morgan Cook at 941-743-1300 or email Morgan.Cook@CharlotteCountyFL.gov.

Parks and Recreation Advisory Board is seeking one volunteer who must be a resident of Charlotte County and live in Commission District #3. Term is until November 2020. To obtain an application, please contact Diane Whidden at 941-743-1300 or e-mail Diane.Whidden@CharlotteCountyFL.gov.

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be residents of Charlotte County and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

- **Boca Grande Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2018.
- **Buena Vista Area Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.

- **Charlotte Ranchettes Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Don Pedro & Knights Island Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2018.
- **Englewood East Non-Urban Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2018.
- **Gardens of Gulf Cove Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2018 and October 31, 2019.
- **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.
- **Grove City Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2018.
- **Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2018.
- **Gulf Cove Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Harbour Heights Waterway Maintenance District** is seeking two members to fill vacant unexpired terms through October 31, 2018 and October 31, 2020.
- **Mid Charlotte Stormwater Utility Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Northwest Port Charlotte Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2018.
- **Northwest Port Charlotte Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.
- **Rotonda Heights Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Rotonda West Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.



REPORTS RECEIVED AND FILED



CONSENT AGENDA

Clerk of the Circuit Court

A. Finance Division

1. Finance

RECOMMENDED ACTION:

Approve the Clerk's Finance Memorandum.

BUDGETED ACTION:

No action needed.

B. Minutes Division

1. Minutes

RECOMMENDED ACTION:

Approve the following minutes:
November 21, 2017 Utilities Quarterly Update Meeting
November 28, 2017 Regular and Land Use Meeting
December 7, 2017 Pre-Agenda
December 12, 2017 Regular and Land Use Meeting
December 19, 2017 BCC Workshop

BUDGETED ACTION:

No action needed.

Board of County Commissioners

C. Commission Office

1. Appointment - Marine Advisory Committee

RECOMMENDED ACTION:

Approve the appointment of Mr. John Welsh to the Marine Advisory Committee as the City of Punta Gorda representative. Mr. Welsh was nominated by the City of Punta Gorda to serve as their representative on MAC and this term will expire on December 31, 2020.

BUDGETED ACTION:

No action needed.

2. Appointment - Tourist Development Council - Industry Member

RECOMMENDED ACTION:

Approve the appointment of Ms. Janet Watermeier to the Tourist Development Council representing the "Tourism Industry" member category. Length of term is four years - until December, 2021.

BUDGETED ACTION:

No action needed.

D. County Administration

Administration

No Items.

Public Information Office

No Items.

E. County Attorney

No Items.

F. Budget and Administrative Services

Fiscal Services

No Items.

Information Technology

No Items.

Purchasing

1. 16-295, Amendment #2, Manasota Key Beach Renourishment 10 Year Management Plan (Public Works)

RECOMMENDED ACTION:

a) Approve Amendment #2 to Contract #16-295 Manasota Key Beach Renourishment 10 Year Management Plan with Coastal Engineering Consultants, Inc. of Naples, Florida for additional

services with a change order to increase contract total by \$49,870; and
b) Authorize the Chairman to sign Amendment #2 to the contract in the amount of \$49,870 and a revised total contract amount of \$1,377,428.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "North Manasota Key Beach Renourishment", as approved in the FY18 budget process. Funding is provided from BP Settlement funds to be reimbursed by Sarasota County.

2. 17-423, Award, Parking Lot Lighting - North Charlotte Regional Park and Englewood Beach Park (Facilities)

RECOMMENDED ACTION:

Approve award of Bid #17-423, Parking Lot Lighting - North Charlotte Regional Park and Englewood Beach Park to the lowest responsive, responsible bidder, American Infrastructure Services of Fort Myers, Florida in the amount of \$292,595.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Lighting at Facilities, Walkways and Parking", as approved in the FY18 budget process.

3. 18-063, Award, Shell/Rock Material - Annual Contract (Public Works)

RECOMMENDED ACTION:

a) Approve multi-award of Bid #18-063 Shell/Rock Material - Annual Contract to Grippo Pavement Maintenance Inc. of Lehigh Acres, Florida, Florida Dirt Source LLC of Brooksville, Florida and Florida Shell of Punta Gorda, Florida in accordance with the pricing per attached; and
b) Authorize the County Administrator to approve renewal options up to two (2) additional one-year terms at the same prices, terms and conditions, by mutual consent. The contract period is from date of award through and including December 31, 2018.

BUDGETED ACTION:

No action needed. Materials will be placed into the Transportation Trust fund's inventory and charged to the appropriate MSBU/TU or gas taxes when used.

4. 15-174, Change Order #1, Deep Creek Force Main (Utilities)

RECOMMENDED ACTION:

Approve Change Order #1 to File 15-174, Work Order #32 (Contract #10-269 Engineers of Record), Deep Creek Force Main Design / Construction Services for a change in scope only.

BUDGETED ACTION:

No action needed.

5. 18-093, Award, HVAC Contractor - Annual (Facilities)

RECOMMENDED ACTION:

a) Approve award of Bid #18-093, HVAC Contractor - Annual to the lowest, responsive, responsible bidder, Air Mechanical & Service Corporation of Englewood, FL at the hourly rate of \$78 per hour submitted for a period of date of award through and including December 31, 2018; and
b) Authorize the County Administrator to approve renewal options for up to two (2) additional one-year periods at the same prices, terms and conditions, by mutual consent.
The purpose of this bid is to secure the services of a licensed HVAC Contractor to provide services in accordance with industry standards and Federal, State and Local rules, regulations and guidelines on an "as required basis".

BUDGETED ACTION:

No action needed. Funding from various departments approved in the FY18 Budget Process.

6. 16-196, Amendment #1, Consultant for Asset Management (EAM) / Work Order (CMMS) Procurement & Implementation (Utilities / Facilities)

RECOMMENDED ACTION:

a) Approve Amendment #1, to Contract 16-196, Consultant for Asset Management (EAM) / Work Order (CMMS) Procurement & Implementation, with LA Consulting, Inc. of Manhattan Beach, California for additional services in the amount of \$391,188 to include the Utilities and Facilities Construction & Maintenance Departments in the asset management/work order system; and

- b) Authorize the Chairman to sign Amendment #1 to the contract adding Utilities and Facilities Construction & Maintenance Departments in the procurement and implementation of an asset management/work order system; and
- c) Approve the Resolution and Budget Adjustment BA18-009, in the amount of \$391,188.

BUDGETED ACTION:

Approve Budget Adjustment BA18-009, in the amount of \$391,188, to allocate funding for the Utility and Facilities Construction & Maintenance departments in the adopted CIP project "Enterprise Asset Management/Work Order System Upgrade".

7. 18-102, Award, Effluent Pumps - Annual (Utilities)

RECOMMENDED ACTION:

a) Approve award of Bid #18-102, Effluent Pumps - Annual to the lowest responsive responsible bidder, Alpha General Services, Inc. of Sebring, Florida, at the unit price submitted, for the period of date of award through and including December 31, 2018; and

b) Authorize the County Administrator to approve renewal options for up to two (2) additional one-year periods at the same prices, terms and conditions, by mutual consent.

The purpose of this bid is to establish a source of supply for the purchase of effluent pumps utilized by the Utilities department on an "as required basis".

BUDGETED ACTION:

No action needed. Funding from the Utility Operations and Maintenance Fund as approved in the FY18 Budget Process.

8. 18-104, Award, Sale of County Owned Properties (Real Estate Services)

RECOMMENDED ACTION:

Approve award of Bid #18-104, Sale of County Owned Properties, to the highest bidder per parcel as identified on the attached tabulation - recommendation of award.

BUDGETED ACTION:

No action needed. Proceeds of sale to be deposited into the General Fund.

9. 14-256, Amendment #2, Loveland Grand Master Lift Station Design Amendment #2 (Utilities)

RECOMMENDED ACTION:

Approve Amendment #2 to Contract #14-256 Loveland Grand Master Lift Station Design, with Johnson Engineering, Inc. of Port Charlotte, Florida in the amount of \$154,025.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Grand Master Lift Station and Gravity Interceptor" as adopted in the FY18 budget process, and subsequently amended. Funding for this expenditure comes from SRF.

10. 18-099, Right-Of-Way Vegetation Removal/Control (Public Works)

RECOMMENDED ACTION:

a) Approve award of Bid #18-099, Right-of-Way Vegetation Removal/Control, at the unit prices bid to Clear Zone Maintenance, Inc. of Vero Beach, Florida at the unit prices bid with a term of contract from date of award through and including September 30, 2019; and

b) Authorize the County Administrator to approve the renewal options for up to two (2) additional one-year terms, at the same prices, terms, and conditions, by mutual consent.

BUDGETED ACTION:

No action needed. Budgeted in Road and Bridge Infrastructure and various MSBU's as approved in the FY18 Budget Process. Funding is supplied from gas taxes for Road & Bridge and MSBU assessments for MSBU areas.

11. 18-132, Award, Ready Mix Concrete - Supply & Deliver (Public Works)

RECOMMENDED ACTION:

a) Award Bid #18-132, Ready Mix Concrete – Supply & Deliver, to Titan Florida, LLC of Deerfield Beach, Florida, at the unit costs submitted; and

b) Authorize the County Administrator to approve renewal options for up to two (2) additional one-year terms, at the same prices, terms and conditions, by mutual consent.

BUDGETED ACTION:

No action needed. Items will be placed into inventory and charged to the appropriate MSBU/TU or Gas Taxes when used.

12. 18-091, Award, Annual Contract for Reroofing & Roof Repairs (Facilities)

RECOMMENDED ACTION:

- a) Approve Award of Bid #18-091, Annual Contract for Reroofing & Roof Repairs, at the labor rate bid, to Sutter Roofing Company of Florida, Sarasota, Florida. Term of the contract is to be from Date of Award through and including December 31, 2018; and
- b) Authorize the County Administrator to approve the renewal options for up to two (2) additional one-year terms, at the same prices, terms, and conditions, by mutual consent.

BUDGETED ACTION:

No action needed. Funding from various funds and cost centers as approved in the FY18 Budget Process.

13. Property Deletions for the month of January, 2018 (Purchasing)

RECOMMENDED ACTION:

Approve the deletion of the property inventory items listed on the attached for the month of January, 2018.

BUDGETED ACTION:

No action needed.

Real Estate Services

14. Mosquito and Aquatic Weed Control Site Search

RECOMMENDED ACTION:

- a) Approve the Resolution authorizing the acquisition of real property that is required for the use of the Mosquito and Aquatic Weed Control helicopter landing site; and
- b) Authorize the adjustment of the budget upon purchase.

BUDGETED ACTION:

Authorize approval to bid on/purchase land.

15. Easement Acquisition - 41 Tamiami Trail

RECOMMENDED ACTION:

Approve the purchase agreement for the acquisition of an easement interest for a lift station and underground utilities.

BUDGETED ACTION:

No action needed. Funding from the Utility Operations and Maintenance Budget as approved in the FY18 Budget Process.

Risk Management

No Items.

Transit

No Items.

G. Community Development

1. Annual Workshop 2018

RECOMMENDED ACTION:

Approve a meeting date of April 23, 2018 at 2:00 p.m., in Room B106, for the Annual Joint City, County, and School Board Workshop.

BUDGETED ACTION:

No action needed.

2. Babcock Ranch Community Addendum to Site Dedication Agreement

RECOMMENDED ACTION:

Authorize the Chairman to execute County's portion of tri-party Babcock Ranch Community Addendum to Site Dedication Agreement in four originals.

BUDGETED ACTION:

No action needed.

H. Community Services

Parks and Natural Resources

No Items.

Recreation

No Items.

Libraries and Historical

No Items.

Environmental Services

No Items.

I. Economic Development

1. Set a Meeting of the Charlotte Harbor CRA on January 23, 2018 at 10 a.m.

RECOMMENDED ACTION:

Set a Charlotte Harbor Community Redevelopment Agency meeting on January 23, 2018 at 10:00 a.m., or soon thereafter in Room 119 at 18500 Murdock Circle, Port Charlotte, FL.

BUDGETED ACTION:

No action needed.

2. Set a Meeting of the Murdock Village CRA on January 23, 2018 at 10 a.m.

RECOMMENDED ACTION:

Set a Murdock Village Community Redevelopment Agency meeting on January 23, 2018 at 10:00 a.m., or as soon thereafter in Room 119 at 18500 Murdock Circle, Port Charlotte, FL.

BUDGETED ACTION:

No action needed.

3. Resolution rescinding ECAP Utilities Incentive Resolution

RECOMMENDED ACTION:

Request approval of Resolution to rescind ECAP Utilities Resolution which established incentive funding incentives for private development of public infrastructure.

BUDGETED ACTION:

No action needed.

4. Resolution Transferring ownership of Melbourne Street Parcel to Charlotte Harbor CRA

RECOMMENDED ACTION:

Request approval of the Resolution conveying ownership of the property located at 5000 and 5004 Tamiami Trail from the Board of County Commissioner to the Charlotte Harbor CRA.

BUDGETED ACTION:

No action needed.

5. Resolution Transferring ownership of Gibraltar Street Parcel to Parkside CRA

RECOMMENDED ACTION:

Request approval of a Resolution transferring ownership of the property locate at 21450 and 21500 Gibraltar Drive in the Port Charlotte area, and within the Parkside CRA.

BUDGETED ACTION:

No action needed.

J. Facilities Construction and Maintenance

No Items.

K. Human Resources

No Items.

L. Human Services

1. Department of Juvenile Justice First Rate Agreement

RECOMMENDED ACTION:

Approve and authorize the Chairman to execute Amendment #1 to Rate Agreement #10504 with the Florida Department of Juvenile Justice (DJJ).

BUDGETED ACTION:

No action needed.

M. Public Safety

1. EMS County Grant

RECOMMENDED ACTION:

- a) Approve acceptance of the Emergency Medical Services County Grant in the amount of \$23,953; and
- b) Approve the Resolution authorizing budget adjustment BA18-010 in the amount of \$23,953.

BUDGETED ACTION:

Approve budget adjustment BA18-010 in the amount of \$23,953. The grant is 100% funded and there is no local match required by the County.

N. Public Works

1. FDEP-Beach Management Funding Assistance Program-Amendment #1 to Agreement 16CH1

RECOMMENDED ACTION:

- a) Approve and authorize the Chair to sign the attached Amendment #1 to Agreement #16CH1 for State of Florida Department of Environmental Protection(FDEP), Beach Management Funding Assistance (BMFA) Program Grant for the Charlotte County Erosion Control project feasibility study reimbursement, design & permitting of beach fill for Manasota Key, and monitoring for Stump Pass/Terminal groin; and
- b) Authorize the Chairman or his designee to sign all necessary documents related to the grant amendment.

BUDGETED ACTION:

No action needed. The required match expenses are budgeted in two adopted CIP projects. "Stump Pass Monitoring" and "Stump Pass Maintenance Dredging". The grant revenues will be placed in the Stump Pass Beach Renourishment MSTU/BU when received.

2. Manasota Beach Interlocal Agreement #2018-051

RECOMMENDED ACTION:

- a) Approve and authorize the Chair to sign the attached Interlocal Agreement between Sarasota County and Charlotte County for Beach Restoration Project; and
- b) Authorize the Chairman or his designee to sign all necessary documents related to the agreement.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "North Manasota Key Beach Renourishment", as approved in the FY18 budget process. Costs to be reimbursed by Sarasota County.

O. Tourism Development

1. Tourism Coordinator Administrative Services Position to Permanent, Full-Time

RECOMMENDED ACTION:

- a) Approve the current part-time Administrative Services Coordinator position be moved to full-time status.
- b) Approve Budget Amendment BA18-011 in the amount of \$37,775.

BUDGETED ACTION:

Approve budget adjustment BA18-011 in the amount of \$37,775 from Tourism Development reserves to fund full time position.

P. Utilities

No Items.

Q. Other Agencies

No Items.



REGULAR AGENDA

R. Regular Agenda

1. Appoint by Ballot - Rotonda West Street & Drainage

Commission Office

Choose by ballot to fill the unexpired term of Robert Barrett on the Rotonda West Street & Drainage MSBU Advisory Board. This appointment will be effective immediately and will expire on October 31, 2020.



PUBLIC HEARING AGENDA

S. 10:00 A.M. Public Hearing

No Items.



PRESENTATION AGENDA

T. 10:00 A.M.

1. Florida International Air Show 2017

The Florida International Air Show board Chairman, Tyler Ezzi and Chairman-Elect Dana Carr would like to provide a brief overview of the 2017 Air Show and to thank the Commission and community for their support.

No action needed.



CITIZEN INPUT - ANY SUBJECT

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