

PRELIMINARY COPY – FOR REVIEW ONLY
A REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
JULY 7, 2020

The Lake County Board of County Commissioners met in regular session on Tuesday, July 7, 2020 at 9:00 a.m., in the County Commission Chambers, Lake County Administration Building, Tavares, Florida. Commissioners present at the meeting were: Leslie Campione, Chairman; Wendy Breeden, Vice Chairman; Timothy I. Sullivan; Sean Parks; and Josh Blake. Others present were: Jeff Cole, County Manager; Diana Johnson, Deputy County Attorney; Niki Booth, Executive Office Manager, County Manager's Office; Gary J. Cooney, Clerk of the Circuit Court and Comptroller; and Kathleen Bregel, Deputy Clerk.

INVOCATION AND PLEDGE

Commr. Campione remarked that Mr. Jerry Smith, Director for the Office of Emergency Medical Services (EMS), was the veteran who would be leading the Pledge of Allegiance for the meeting. She shared that Mr. Smith had retired as a Chief Master Sergeant from the United States Air Force after 30 years of service, noting that he had served in active duty as well as the reserves. She commented that Mr. Smith had served during Operation Desert Storm, Restore Democracy, and Enduring Freedom. She then thanked Mr. Smith for his service and said that the Board of County Commissioners (BCC) was appreciative of him leading the pledge.

Pastor Jonathan Pearson from LifePointe Church in the City of Eustis gave the Invocation, and then Mr. Smith led the Pledge of Allegiance.

Commr. Campione mentioned that during the COVID-19 pandemic, the Office of Emergency Management and Lake Support and Emergency Recovery (LASER) had spent time with ministers around the county via virtual meetings in order to share best practices for holding services while ensuring the safety of their congregation. She mentioned that any churches who wished to participate in these informational meetings, could email the County so they could connect them with LASER.

VIRTUAL MEETING INSTRUCTIONS

Commr. Campione mentioned that this meeting was a hybrid meeting which was a combination of an in-person meeting and one which allowed individuals to participate virtually. She asked for Mr. Aaron Chaddick, with the Information Technology (IT) Department, to explain how citizens who were listening remotely could participate.

Mr. Chaddick explained that this meeting was being livestreamed on the County website and was also being made available through a Zoom Webinar for members of the public who were unable to attend in person but wished to provide comments during the Citizen Question and Comment Period later in the agenda. He elaborated that anyone watching though the livestream who wished to speak during the Citizen Question and Comment Period of the meeting could follow the directions currently being broadcast through the stream; furthermore, he relayed that anyone who had joined the webinar via their phone could press *9 on their phones to virtually raise their hand and anyone participating online could click the raise hand button to identify that they wished to speak. He said that when it was time for public comment, he would then identify the person or their phone number, unmute the appropriate line, and allow the citizen to speak for their three minute timeframe. He added that anyone wishing to provide written comments could visit www.lakecountyfl.gov/commissionmeeting, noting that comments presented before 5:00 p.m.

the previous day were shared with the Commission prior to this meeting, and that comments sent during this meeting would be shared with the Commission after the meeting was concluded.

AGENDA UPDATE

Mr. Jeff Cole, County Manager, stated that there had been two changes to the agenda which included a contract added to Tab 13, and the addition of Tab 25 per the Chairman's request.

COVID-19 UPDATE

Commr. Campione shared that emergency management meetings were taking place every other day to discuss COVID-19 issues, noting that they were happening daily when the pandemic first started. She remarked that staff continued to monitor cases, hospitalizations, and all facets related to the virus in order to react as needed locally to take care of Lake County residents.

Mr. Tommy Carpenter, Director for the Office of Emergency Management, provided an update on the County's response to the coronavirus concerns and reported that the Emergency Operations Center remained at a Level 2 partial activation, and the Lake County Citizens Information Line (CIL) was open Monday through Friday from 9:00 a.m. to 5:00 p.m. at 352-253-9999, noting that it was closed on the weekends but had recording information which would provide testing locations and the Florida Department of Health (DOH) local COVID-19 hotline at 352-742-4830. He then shared these statistics from the Florida DOH's website regarding COVID-19 cases within Lake County: there were 1,890 total positive cases, noting that three weeks prior there were 482 cases; total number tested was 38,027, while three weeks ago it was 23,952; within the last three weeks, 14,075 tests had been conducted with 1,408 testing positive, which equated to a positivity rate of 10 percent in that three week period of time; the total percentage of positive test results was five percent; and 23 deaths had been reported as of this date with 16 deaths reported three weeks prior. He indicated that the age distribution of cases over the last month had changed from what they were originally seeing in March through May 2020, noting that it was now affecting a younger age with the age group most affected being those who were 25-34 years old. He reported that the second most affected age group was individuals 15-24 years old, the third most affected age group was 45-54, and the fourth age bracket was the ages of 35-44. He indicated that the Lake County Office of Emergency Management was continuing to work with the Florida Division of Emergency Management in order to obtain personal protective equipment (PPE) for first responders and healthcare providers with weekly shipments from the State; however, commercially produced PPE was becoming more available and was also being ordered. He said that his office was actively working with the Florida DOH to monitor COVID-19 cases in long-term care facilities and group homes, noting that Lake County had 160 total facilities. He reported that 26 staff and 12 patients from these facilities had tested positive for COVID-19, with six deaths total from the long-term care facilities; furthermore, he relayed that an executive order from the Agency for Healthcare Administration (AHCA) stated that beginning this day, long-term care facilities, such as nursing homes and assisted living facilities, had to test their staff every two weeks. He mentioned that his office would be assisting them with this. He recalled that the DOH was conducting COVID-19 testing within the county and had moved the testing from their three clinics to two larger sites at Real Life Christian Church in the City of Clermont and the Lake-Sumter State College in the City of Leesburg, noting that both sites were open Monday through Friday from 9:00 a.m. to 12:00 p.m. on a first come,

first serve basis for residents and nonresidents, including children, with no testing criteria required and no charge for the test. He then provided information regarding testing being provided by Adult Medicine of Lake County, who had been partnering with the County to provide testing, as well as a State sponsored popup testing site on State Road (SR) 19. He also acknowledged that LASER had provided the following services: 29,823 cloth masks had been made and distributed; 312,900 meals had been delivered which had a donation value over \$660,000; they were working with local businesses to provide PPE to support reopening; 22 businesses had received assistance with over 2,100 masks, hand sanitizer and gloves; and six churches had been assisted with 1,300 masks, hand sanitizer and gloves.

Commr. Campione shared that the County would be starting mask distribution this day at all the County libraries in partnership with the DOH who were able to help provide the masks. She mentioned that this was a pilot for the next two days to see how many people might come and obtain masks, noting that the Lake County Agriculture Center and the Transit Office in the City of Fruitland Park were also locations being utilized for this mask distribution.

Mr. Cole indicated that this was the first BCC meeting being broadcast live on LakeFront TV, which he noted would be broadcasting the meetings moving forward; additionally, there was a news release on the County website with information regarding the mask distribution.

Mr. Carpenter reported that the DOH provided 125,000 masks for distribution.

Commr. Campione added that the County was attempting to also provide information on the proper use of masks such as making sure hands are cleaned prior to placing them on, having the mask over the nose and mouth, and being conscientious of where the mask is placed when not in use.

Mr. Aaron Kissler, Administrator/Director/Health Officer for the Florida DOH in Lake County, displayed Lake County information from the DOH's website, and reported that the median age for COVID-19 was averaging around 41 years old, noting that this was down from when cases had first begun. He remarked that while this age population typically was less symptomatic, the concern was the transmission from that population to other populations who were affected more severely by the virus. He commented on the percent positivity rate, noting that it ranged from five to thirteen percent with an average around eight percent. He shared that the DOH was providing testing for about half the population in Lake County, and mentioned that his office was willing to work with private providers to assist them with overcoming any barriers they might have in regards to their ability to provide testing to their patients. He expressed appreciation to the County and the Offices of Emergency Management and EMS for all their assistance with requests from the DOH. He reported that hospitalization rates had increased, and that his office was helping hospitals develop a plan to handle the surge in cases. He said that they were working diligently to help keep the virus from spreading to the elderly population and even those younger, noting that even if the younger age bracket did not have a high mortality rate, it could possibly have a high hospitalization rate. He reiterated that his staff was in contact with the hospitals to assist them and that one area they were discussing was where to place people who were COVID-19 positive and might not need hospitalization but could not return to a nursing home due to infection control. He indicated that as the number of positive cases rose, there was more contact tracing to perform, noting that his office had doubled their contact tracing team and planned to actually triple it. He stated that they were attempting to scale up as quickly as possible while still maintaining

quality. He said that at the DOH testing sites, they were also obtaining help from nurses as well as overwhelming support from community partners. He mentioned that many had questions on how the testing sites worked so he explained that each morning the testing site manager reviewed staffing levels, number of test kits available, weather forecasts, and any other issues to determine the number of tests they would be able to perform that day. He elaborated that they then numbered throughout the cars at the site so that no one would have to wait all day if they were not going to be able to be tested. He reiterated the hope that more providers would begin to participate in testing their patients; furthermore, he said that Lake County was doing a great amount of testing per capita which he opined was positive.

Commr. Campione inquired how Lake County compared to surrounding counties as she thought the county was ahead per capita.

Mr. Kissler replied that Lake County was ahead per capita, especially if federal sites were not counted. He thanked the County for their partnership which helped make this possible.

Commr. Campione noted that Mr. Kissler had indicated that less people were going to private providers with more relying on the DOH sites and the partnership the County had with Adult Medicine of Lake County. She commented that many doctors chose not to do testing in their offices; however, she mentioned that some private care providers such as AdventHealth Centra Care and CVS had stepped up to do testing. She asked for any private providers who were doing testing to make the County and DOH aware in order to take some of the burden of testing off of the DOH team.

Mr. Kissler remarked that would be helpful; furthermore, he felt that Lake County's private providers were keeping pace with other counties even though the DOH was providing a large number of tests. He specified that doctors might have barriers to providing testing that the DOH was not aware of; therefore, he reiterated that the DOH was willing to assist with whatever they could. He reported that the DOH had distributed several hundred thousand masks, noting this was another area in which the County was assisting with which his office much appreciated. He added that the DOH had a team which was helping to provide masks to smaller churches in the area who might not have the resources to purchase masks. He explained that his office was seeing that a majority of the transmission of the virus was through the air; therefore, having the County provide masks through their sites and encouraging citizens to wear them did play a big part in preventing transmission of the virus. He thanked the County for all their support.

Commr. Campione relayed that in her conversations with hospital administration, they reported that the hospital stays were more normal stays, noting that she felt this might be due to it being a younger population or because the treatments for the virus were improving. She indicated that there were situations in which the hospitals did not feel that they could let the patient be released because they did not have a place to go to that would allow them to quarantine sufficiently. She felt this added to the number in the hospitals.

Mr. Kissler responded that was consistent with what he had heard as well. He said that hospitals were seeing some elevated numbers but that they were not abnormal, and he opined that hospitals were doing a great job managing. He reiterated the concerns that with the increase of cases with the younger population, it might spread to the older population who might then need to be hospitalized. He then pointed out on the DOH website page which was displayed how Lake County compared to the State of Florida, noting that Lake County was well under the state average for the positivity rate. He indicated that the 25-34 age group had

really increased along with the ages near that grouping, which he opined was the reason the state was not experiencing a high mortality and hospitalization rate.

Commr. Campione wondered if there was a way for the State to break down the numbers in this age group to determine how many were symptomatic.

Mr. Kissler added that there were probably many who were asymptomatic or pre-symptomatic that were not captured in the reporting numbers.

Mr. Brandon Matulka, Executive Director for the Agency for Economic Prosperity, recapped some of the tourism activities since the last BCC meeting, noting that his office had held a special meeting with the Tourist Development Council (TDC) in order to provide an update on the marketing pieces associated with “the perfect distance away” campaign being rolled out. He commended the Offices of Communications and Visit Lake for all their hard work in coordinating efforts to get the marketing message out. He then indicated that most of his presentation would focus on Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and the business assistance grant program which the Board had asked for his office to develop, noting that he would be seeking guidance from the Board on this program. He said he would be reporting on the overall funding, the eligibility and award aspects of the program, and the logistics of this process. He reported that Lake County was allocated roughly \$64 million from the State via the federal CARES Act funds. He explained that the County would be receiving 25 percent of that funding, or just over \$16 million, noting that at this point, this was the only direct allocation to the County as the remaining 75 percent, or about \$48 million, could only be accessed on a reimbursement basis at this point in time. He relayed that his staff continued to monitor if that situation might change and indicated that they were working with the Florida Association of Counties (FAC) currently, who were advocating to gain access prior to the lengthy reimbursement process. He recapped that the Board had given the following direction for the business assistance program: to include both businesses that have bricks and mortars as well as those that did not; have a tier structure of grant awards; keep the process as simple as possible; focus on businesses that needed the assistance the most, especially those that had to close due to orders or mandatory capacity reductions; include nonprofits in the program; and consider those organizations who were unable to host events which normally provide a large percentage of their revenues. He relayed that after considering this direction and speaking with several stakeholders, he believed that the best path forward was to set aside funds from the initial \$16 million CARES Act funding that the County would receive for a for-profit assistance program and a separate amount of funding for a nonprofit assistance program so that each could be specifically addressed with a set of criteria that made sense for each group. He then inquired how much of the initial \$16 million in allocation the Board would like to utilize towards a business assistance program. He shared that after speaking with partners and stakeholders who understood the significant need to assist the business community, both for-profit and nonprofit, he said that the overarching sentiment was that this needed to be a high priority for funding especially since supplying masks and testing were already happening through other endeavors. He then proposed that the Board consider allocating \$13 million to \$14 million out of the initial \$16 million to go towards a business assistance program with possibly \$10 million to \$12 million going towards for-profit businesses and the remaining \$2 million to \$4 million going towards nonprofit organizations. He then asked for Board input on this suggestion.

Commr. Parks thanked Mr. Matulka for his outreach, as well as local bankers and businesses whom he had been talking with over the last several weeks. He relayed that based

on recent conversations with local bankers, he suggested that all \$16 million go towards businesses with a million or two million of that going towards nonprofit organizations. He asked for clarification that was what Mr. Matulka was suggesting.

Mr. Matulka reiterated that he was recommending that \$14 million out of the \$16 million be allocated to the business assistance program, with \$10 million to \$12 million going towards for-profit businesses and the remaining \$2 million to \$4 million going towards nonprofit organizations. He said that this would leave about \$2 million of the \$16 million to go towards other items that the Board might deem necessary.

Commr. Campione thought this would leave some funding available for PPE and testing, since these were items that impacted businesses, noting that many businesses had utilized the testing facilities to send their employees to which helped them tremendously. She felt that if all of this funding was not used, then it could be added to the amounts going towards business assistance. She opined that since it was uncertain how long this might last, this would help cover needs in the other areas.

Commr. Parks said he agreed that some should go towards PPE; however, he would increase the amount going directly towards small business assistance for the businesses that truly needed it within the county. He understood that PPE was difficult to obtain a few months ago, but felt it was easier to obtain at this point. He had concerns with setting aside funding for that which might not get utilized and might possibly prevent the County from getting to the second 25 percent of funding since it was coming in tiers from the CARES Act.

Mr. Cole clarified that the suggested amounts were somewhat random at this point based on discussions with businesses regarding their desire to obtain funding. He explained that staff was attempting to identify an amount that they could hold back for items such as what the Chairman was mentioning. He relayed that staff would be requesting funding at the July 21, 2020 BCC meeting of about \$200,000 to purchase masks for the future in order to then provide them to the community, businesses, or whoever might need them. He reiterated that they were simply trying to hold back a small amount of funding for those very applicable purchases that did affect businesses. He indicated that there was not \$2 million in expenses that had been identified; rather, that this was merely a place to start, noting that the purpose of the presentation at this meeting was to obtain Board input so that staff could present an appropriate amount in the July 21, 2020 request.

Commr. Parks urged staff to obtain more input from local businesses, and suggested for possibly \$1 million to go towards the PPE or miscellaneous, with the rest being split between nonprofit and small businesses. He reiterated his concerns with not being able to move to the next tier of funding until the \$16 million was spent.

Commr. Campione felt that was a valid concern to make sure nothing prevented the County from moving to the next tier.

Commr. Breeden did not think the County would have that issue if they continued to monitor it. She believed that once it was decided what the segments of the program would be, then they could change those segments based on their needs.

Commr. Sullivan supported the idea to hold \$2 million since the County really did not know what the needs were yet; furthermore, he agreed that \$14 million was a good amount to start with for businesses with \$11 million for for-profit and \$3 million for nonprofit. He believed flexibility was also important. He noted that the FAC was working to try to make the rest of the funding as a non-reimbursable amount. He opined that from experience with reimbursement for Hurricane Irma expenses, it could take quite a while to obtain

reimbursement. He shared that he had been in discussions with small businesses in the county as well, noting that some were truly going through difficult times and some were still doing well during this period of time. He thought there were about 10,000 small businesses in Lake County, and felt that they were an important part of the county's economy and encouraged getting them funding as soon as possible, especially to those who needed it the most.

Commr. Blake inquired how long it would take to disburse the funding once it was received.

Mr. Matulka replied that the goal was to bring back to the Board a final set of criteria for awards at their July 21, 2020 meeting with the hope to distribute it as soon as possible after that meeting, noting that early August 2020 would possibly be the start time.

Commr. Blake felt this would give the Board a few meetings to decide; furthermore, he agreed that holding some funding was better and that it could be moved if needed, especially since it would take some time to disburse the funds.

Commr. Breeden expressed support of Commissioner Sullivan's suggestion to hold the \$2 million, and utilize the \$14 million for businesses with \$11 million for businesses and \$3 million for nonprofit organizations. She shared concerns that the process and some of the restrictions which the State might require would be cumbersome for some small businesses. She hoped that the County could partner with some organizations, such as maybe SCORE, to help these smaller businesses that might struggle with the paperwork required to actually apply.

Mr. Matulka said that was under consideration and that staff had already had conversations with organizations who could assist with the application assistance piece. He recapped that his understanding was that the Board was supporting the \$14 million as an initial minimum amount to go towards businesses, and that the additional \$2 million could potentially go into that funding for businesses once it got closer to the time for it to rollout.

Mr. Cole remarked that another component of this for the Board to consider was that later in the day's agenda would be the budget presentation which would discuss County reserves. He indicated that the more funding that could be embedded into reserves would ultimately provide the County with some cash flow that could help seed the next level of funding. He stated that the County would need some cash flow in order to provide the funding while waiting for the reimbursement piece of this.

Commr. Parks opined that the input from the local banking community had been extremely valuable, and he encouraged continuing to communicate with them moving forward. He reiterated that local businesses had expressed to him to utilize as much of the \$16 million as possible to go immediately towards small businesses and nonprofits, noting that he thought possibly even \$15 million of it could go to them. He also relayed that they were concerned with getting it out as quickly as possible, and suggested using SCORE, staff or volunteers to assist with this. He added that banks would be knowledgeable on what financial documents would need to be submitted and ways to keep it simple since they participated in the Payroll Protection Program (PPP).

Commr. Campione remarked that banks were processing the PPP loans; therefore, they would be a good resource. She opined that the County may need to utilize some of the funding in order to retain the expertise and personnel to assist the County with this. She inquired about how Orange County handled business assistance applications since they were one of the counties which received direct funding from the Federal Government as she wondered how involved their paperwork was.

Mr. Matulka responded that staff had reviewed several different applications from Polk County to Orange County, and noted that there were varying levels of complexity to them. He relayed that many of them included several different documents and forms on the financial side for businesses to review and work through. He gave the example that Polk County had a range of 35 to 40 people assisting with this process for the initial onset of it. He said he would be sharing later regarding his office's potential approach to this and what their projected needs would be for Lake County.

Commr. Campione felt that obtaining an application that was being utilized by Orange County for businesses that were applying for assistance would be helpful in order to see what was being required.

Commr. Breeden thought that was a good idea; however, she felt that the difference was that the State did not mandate requirements for the process with the larger counties but they were mandating certain criteria for the process for the smaller counties. She believed that what Orange County did may not be what Lake County could do.

Commr. Campione agreed that it was not exactly the same but felt it would be a good starting point since they still had requirements in place.

Mr. Matulka mentioned that his staff would obtain those pieces for the Board. He then began to discuss the aspect of eligibility requirements and the awards. He indicated that as they went through this portion, they were attempting to keep in mind how the criteria would translate into the application process, what it would mean for the reviewers, and how it would correlate into a payment which could be reported and audited. He also pointed out that for the programs associated with the initial \$16 million, staff would be prioritizing for those businesses which had been shut down completely or partially with capacity restrictions. He noted that eligibility requirements could be changed as they moved forward if they did not receive many applications. He mentioned that before he presented the different options for award amounts, he wanted to discuss the actions his staff desired to move forward with in order to finalize the awards and the funding pieces. He indicated that they were proposing to bring together a group or taskforce comprised of city representatives, the Office of Small Business Development Centers (SBDC), SCORE, financial institution representation, nonprofit representation, and key staff from the Clerk of the Court's Office and the County. He indicated that this group would meet to collaborate and finalize the eligible businesses, eligibility requirements, how this would translate into the application process, the review, and ultimately the award determination. He said that staff's request would be to have that meeting held sometime the following week, to be led by a County Commissioner, for the general discussion to be guided by a third party, and for any feedback or preferences from the BCC to be presented to this group or taskforce. He remarked that the goal would be for the finalized set of criteria to be ready for the Board to move forward with on the July 21, 2020 BCC meeting agenda. He then inquired if the Board supported developing this group and which Commissioner might want to serve on it.

Commr. Campione felt that it was difficult to have input if it was unknown what the program might look like. She remarked that the Board wanted local businesses and nonprofits to receive these funds in order to help them survive during this time and be able to stay in business. She relayed that the goal was to get as much funding to them as they could in the most impactful way possible. She thought that the Board needed a better understanding of how challenging it might be for businesses to apply and receive funding.

Commr. Parks believed that the closest process that was most similar to this was the PPP process that the banks had to do. He opined that the County did not know all the answers, yet needed to craft a program as quickly as possible. He thought that input from the businesses and the Cities would give them a better idea of who might need direct help. He encouraged finding a way to identify who needed the funding the most and the quickest way to get it to them. He recalled that in conversations with the bankers, they discussed the basic financial documents that would need to be submitted which most small businesses would have, and discussed ways to help with providing employees for businesses, whether a full time or part-time employee.

Commr. Breeden asked Mr. Matulka if he thought having a focus group meeting would assist his staff with developing the criteria.

Mr. Matulka replied that it would; additionally, he stated that he had three potential paths that could be taken which he desired to present to the BCC for feedback and then present to this group. He thought it was important to obtain City collaboration as a part of this since they would understand their community as well as some of the other suggested members. He gave the example that the SBDC had helped with the business disaster loans at the onset of COVID-19; therefore, they had a strong understanding of what that process looked like and how to process the paperwork quickly. He reiterated his recommendations that the group members he suggested would be able to assist the County with deciding the most efficient and best way to move forward. He thought it would be helpful for him to present the three options his staff was considering in order to provide context to the conversation.

Commr. Campione expressed concerns that dividing the \$14 million among all the businesses might not be as much funding as needed; therefore, she believed that finding a way to help this funding have the greatest impact possible was key.

Commr. Parks mentioned that some businesses were starting to do better and that there were many variations on how different businesses across the county were doing. He emphasized that the target should be getting the funding to those businesses that were struggling, noting that he felt there might be some businesses that would not necessarily qualify or be the best use of the funding.

Commr. Campione thought that maybe a business which received PPP funding possibly should not receive this funding.

Commr. Breeden encouraged Mr. Matulka to include a representative from the independent contractor, such as a personal trainer, housekeeper, swim instructor, etc. in the focus group.

Commr. Blake inquired if staff knew which small businesses did take advantage of PPP funding and which did not.

Mr. Matulka responded that staff did not have statistics on who received PPP funding or other funding that was available. He relayed that Polk County initially developed their program to not include those who had received PPP, Federal or State funding; however, because they did not see as many applications, they dropped that qualifier on their program to open it up to more eligible businesses. He said they adapted eligibility as they moved along with the program and dropped that qualification since the PPP was only geared towards keeping people employed at a business and did not cover other expenses or revenue loss. He reiterated that the goal was to offer this funding to those businesses that were shut down or had capacity reductions. He then presented the three possible options for the business assistance program. He indicated that the first option was one that was similar to programs in other

counties which would be based solely on the number of full time employees (FTEs) within a business and would include the following tiers: sole proprietors, or 1099 employees, would receive from a range of \$2,000 to \$2,500; businesses with two to nine FTEs would receive \$4,000 to \$5,000; and businesses with 10 to 25 employees would get up to \$7,000. He opined that this option may not be as effective for nonprofit organizations; therefore, they may need additional consideration for them since they use volunteers and this program did not consider any revenue loss or financials but was merely based on the number of employees. He explained that option two was based off of the financial institution conversation from the previous week and was to potentially utilize a tiered award system with \$2,500, \$5,000, and \$7,500 increments for awards. He elaborated that the award amount would be based on a combination of the number of FTEs and the amount of revenue loss based on financial statements that would need to be provided; additionally, this option would require a submitted plan for opening and utilization of the grant funds. He indicated that this award would be based off of a formula using those different criteria, noting that having less employees would not necessarily qualify a business for the lower funding if they could demonstrate how the funding would assist them to get back open. He felt this provided more flexibility but was also more upfront work for the business and the reviewers; additionally, it was possibly the most effective and efficient use of the funding to help the small businesses since more information would be obtained from them. He thought this option could be used for nonprofit businesses as well since it contained the financial information. He concluded with the third option which he said was somewhat of a hybrid program which allowed for \$2,000 to \$2,500 to a sole proprietor or 1099 business and \$5,000 to all other businesses under 25 employees who were deemed eligible. He said that the benefit to this option was that having two simple tiers streamlined the process and would be a faster way to get the payments processed and out to those who needed it initially. He added that the program could be opened up later after the initial funding went out to allow those who were most affected to potentially receive additional funding later in the process. He gave the example that if someone received the \$5,000 grant from the streamlined process but then the process was opened up so that someone could switch to option two, then they could provide more financial information to possibly receive up to \$7,500.

Commr. Campione relayed that she was a small business owner herself, and opined that many small businesses did not have the time to put documentation together to prove their revenue loss over the last few months. She thought that staff needed to be cognizant that the goal was to get the funding out to businesses and make sure the requirements could be met so that the County did not have to pay it back to the Federal Government. She encouraged making it simple and easy, otherwise, she felt that people would not apply and would rather spend the time building their business back.

Commr. Parks recalled that in the previous week's discussions, these business leaders knew exactly what would easily be on hand and would be understanding and sensitive to get that in as quickly as possible. He emphasized the importance of the right businesses receiving the funding with some accountability as well. He felt that those who had gone through the PPP program knew what was submitted, how long it took to submit it, and would be sensitive to getting documents that were readily easy for a small business to submit.

Commr. Sullivan agreed to keep it simple and opined that they needed to move expeditiously, noting that it might not be as much as they needed but that it would help. He hoped that when the County got to the next level of the \$48 million, maybe the businesses

could qualify again. He felt that the County would learn as they went through this, but if they were helping the economy, helping small businesses, and lowering the unemployment rate, then it was a winning situation.

Commr. Breeden wondered if the Board should consider the third option. She shared that she used to write grants as a staff person and felt that being simple was better so that the funds could get distributed without the process being a roadblock to people applying. She asked if any other counties were giving more than \$7,500.

Mr. Matulka replied that Orange County did \$10,000 per business across the board and allocated around \$65 million or \$72 million, noting they were able to assist roughly 6,500 of their small businesses.

Commr. Campione asked what they defined as a small business, and was it 25 employees or less.

Mr. Matulka responded that they started at 25 employees or less and might have expanded that to 50 employees or less at a later date. He reiterated that many of the counties start at one level in order to get help to as many small businesses as possible, and then they reassess, adapt, and rollout expanded eligibility, which he noted Lake County would try to do as well through this process.

Commr. Campione said that some of the CARES Act funding used in Orange County was utilized through CareerSource Central Florida in order to assist with training employees. She thought that the initial round should be very simple, and that it could go to a business that was struggling and merely trying to stay afloat currently. She felt this would have the biggest impact, and then the County could go back and get into the details if the County was going to do larger grants later.

Commr. Parks asked if the Board was deciding what to present to the focus group or was the focus group going to provide more details to the Board on how to make it simple.

Commr. Campione asked for clarification that Mr. Matulka was planning to get input from the focus group which would be brought back to the BCC to ultimately make the decision at the July 21, 2020 BCC meeting. She added that the group would be comprised of a cross section of bankers, small business owners, City Chamber members, etc., and Mr. Matulka confirmed that was correct.

Mr. Cole relayed that staff was attempting to avoid unintended consequences. He indicated that staff agreed with keeping it simple; however, they were also required to balance it with the actual requirements so that there was not a liability for the County. He said that he supported the ideas presented by Mr. Matulka for the reason that it needed to be considered what type of paperwork small businesses could fill out, what information was readily available, and what could happen in a quick turnaround.

Commr. Campione asked if staff could send the requirements to the Board, including the minimum requirement in order to meet the CARES Act funding.

Mr. Matulka indicated that he would work with staff to provide that information to the Board.

Commr. Parks asked for how quickly the County would be reimbursed if they went into the second \$16 million tier. He wondered if they utilized \$2 million to \$4 million out of reserves, how quickly the County would be reimbursed. He felt that if they could be reimbursed quickly, then he would suggest using the full \$16 million at this point to help small businesses and nonprofits.

Mr. Cole said it was an unknown, although he was optimistic about it because the funding had already been provided to the State of Florida which he felt was different then the process for Hurricane Irma reimbursement from the Federal Government. He reiterated, however, that the County did not have any guarantees until they started into the process.

Mr. Matulka asked if there was a Commissioner who wanted to be a part of the taskforce.

Commr. Parks expressed a desire to be a part of it as well as advertise it so that all the Commissioners could participate.

Commr. Sullivan conveyed that Mr. Matulka had received input at the TDC meeting from various business owners and how they were being affected. He said he thought including the City Chambers was a good idea since they dealt with businesses.

Mr. Cole reminded the Board that if multiple Commissioners participated, there was a formal process that had to be followed which might complicate it.

Commr. Sullivan relayed he did not want the process to be slowed down.

Commr. Campione opined that the key was to make sure the County Attorney, finance staff, and Mr. Matulka clearly delineate the minimum requirements. She reiterated the Board's desire for it to be as simple and impactful as possible so that businesses would participate in it.

Mr. Matulka then relayed some information regarding the logistics part of the business assistance program. He stated that as for the application process, they were currently working on having discussions with multiple third party vendors for administering the grant process. He shared that staff had been participating in webinars and watching some demonstrations from these companies as well as receiving quotes from them, noting that the quotes ranged from \$25,000 to \$60,000 for what was needed in order to roll the program out to businesses and be able to do what the County needed, such as having a large amount of reviewers, protecting potentially sensitive information, and handling a large influx of applications with attached documents. He indicated an understanding that the County could pay for that through the CARES Act funding in order to administer the program. He said that with so many jurisdictions receiving funding at the same time, the vendors were getting inundated with requests to bring this online at the same time which was creating some delays; therefore, staff would attempt to select a vendor as soon as possible. He indicated that for the review and assistance process, staff had been speaking with the SBDC, SCORE, and CareerSource, and looking internally at how to best staff the application review and the application assistance portions of the grant process. He said that in speaking to other counties, he had learned that their applications were taking anywhere from 15 to 45 minutes to review, noting that if that was applied to an eight hour work day, then a single person could on average review from 15 to 20 applications in a day, or 75 to 100 applications in a week. He reported that for the County's purposes, he thought they would need around 20 to 25 full time employees reviewing applications initially for the first two weeks, which was expected to have the highest volume of applications. He thought that after that point, they could scale down, but noted this depended on when new funding might become available and if the County expanded the program and received more applications. He indicated that number of FTEs could equate to approximately 1,500 to 2,500 reviewed applications weekly, or 3,000 to 5,000 applications within two weeks. He reiterated that the goal was to turn it around as quickly as possible. He also believed that they needed 10 to 15 people dedicated to assisting applicants whether through the phone or whatever system might be used for applications. He summarized that this would mean the County would need about a total of 30 to 40 FTEs for at

least three to four weeks on a temporary basis just for this program, noting that this did not take under consideration what might be needed for future programs or extended timelines. He shared an understanding that any necessary employees who might be brought on to administer the program was an allowable expense of CARES Act funding. He indicated that for the payment and reporting process, Ms. Jennifer Barker, Executive Director of Administrative Services for Lake County, and Ms. Mary Burns, Accounting Director for the Lake County Clerk of the Court and Comptroller, were working with him to ensure that the process culminated in an application and paperwork process that was sufficient for them to issue a payment quickly, noting that they would continue to remain involved to ensure that the County was compliant and covered for any auditing considerations in the future. He said that the Office of Communications was also involved in the process and was working on a plan to convey the message about the plan when it was time to do so. He concluded that he would continue to keep the Board informed of any new information that might arise as well as make them aware of any changes to the program that might happen.

Commr. Breeden thanked Mr. Matulka for all his work to get this program in place as soon as possible.

Commr. Campione agreed with being proactive to get whatever was needed in regards to the administration of this program especially since there were 55 other counties in the State of Florida who might also be attempting to obtain the services of the same companies.

RECESS AND REASSEMBLY

The Chairman called a recess at 10:30 a.m. for fifteen minutes.

EMPLOYEE SERVICE AND QUARTERLY AWARDS

Ms. Jeannine Nelson, Human Resources and Risk Management Manager, announced that they would be recognizing employees who had reached service milestones in their careers with Lake County as well as recipients of the quarterly awards as follows:

EMPLOYEE AWARDS

FIVE YEARS

Mark Pereira, Firefighter/EMT
Office of Fire Rescue

Quincy Smith, Park Ranger,
Office of Parks and Trails

TWENTY YEARS

Traci Bates, Public Hearing Associate
Office of Code Enforcement

Susan Taylor, Scales Attendant I
Public Works Department

QUARTERLY AWARDS

EMPLOYEE OF THE QUARTER

Elizabeth Gouveia Miner, Financial Coordinator
Office of Fire Rescue

Ms. Nelson stated that Ms. Elizabeth Gouveia Miner, Financial Coordinator with the Office of Fire Rescue, was being recognized as the Employee of the Quarter. She commented that Ms. Miner was nominated by a coworker for her dedication and success in pursuing local and federal grants, noting that due to her efforts, the Office of Fire Rescue had secured over four million dollars in grant funding which had supplied the fire stations across the county

with hurricane upgrades. She stated that Ms. Miner went above and beyond her normal duties as she continued to create purchasing efficiencies for the Office of Fire Rescue. She then thanked Ms. Miner for her service.

SUPERVISOR OF THE QUARTER

Jeremy Cooper, Survey Party Chief
Public Works Department

Ms. Nelson stated that Mr. Jeremy Cooper, Survey Party Chief with the Public Works Department, was being recognized as the Supervisor of the Quarter. She remarked that Mr. Cooper was responsible for supervising survey crew members while conducting road and land surveys for county roadways and other public works projects. She shared that during the last quarter, he was nominated for Supervisor of the Quarter due to his work on streamlining the department's workflow and for training survey crews in advance surveying techniques which improved efficiency and accuracy. She indicated that even during the current pandemic and with decreased staffing, Mr. Cooper had excellently managed the day-to-day survey operations. She then congratulated him for being selected as the Supervisor of the Quarter.

T.E.A.M. OF THE QUARTER

Public Works Department – Maintenance Area I Road Operations Team

Natali Bautista
Aaron Cates
Matthew Dexter
Billy Fussell
Donnie Gardner
Ryann Hinton
Mike Hunnewell
Greg Lane
Ricky Stine
Scott Sparkman
Jay Sweeney

Ms. Nelson remarked that the T.E.A.M. of the Quarter award went to the Maintenance Area I Road Operations Team from the Public Works Department due to the excellent service they had provided to residents. She indicated that this team had received outstanding reviews, emails, and praise from customers across the county regarding their incredible work ethic and professionalism in handling large tree removals, property drainage issues, and other cleanup projects. She then extended the County's gratitude and thanks to this team for their exceptional professionalism and dedication which they had demonstrated this quarter.

MINUTES APPROVAL

On a motion by Commr. Blake, seconded by Commr. Breeden, and carried unanimously by a 5-0 vote, the Board approved the minutes for the BCC meeting of May 5, 2020 (Regular Meeting).

RESOLUTION 2020-113 AND LETTER REGARDING GENERAL SMITH
STATUE

Commr. Campione recalled that at the previous BCC meeting there had been Board discussion regarding adopting a resolution and sending a letter to Florida Governor Ron DeSantis to request that he reopen the selection committee process or take whatever action he or the Secretary of State could take in order to find a location for the General Edmund Kirby Smith statue once it left National Statuary Hall in the United States Capitol as opposed to it coming directly to Lake County pursuant to the Lake County Historical Museum's application. She informed the Board that the letter had been drafted as well as provided to Ms.

Mae Hazelton and Rev. Michael Watkins for their review since they had been key leaders in regards to this matter. She then read the proposed letter to the Governor as well as Resolution 2020-113 for the record. She also thanked Representative Geraldine Thompson, Florida House of Representatives for District 44, who was present in the audience, for her input and for meeting with her to discuss this item as well as other events such as the monument and ceremony for the Groveland Four. She then allowed those in the meeting who had filled out speaker cards regarding this item to speak.

Representative Thompson thanked the Board for the opportunity to briefly speak regarding the General Edmund Kirby Smith statue. She opined that society should take the advice of Confederate General Robert E. Lee who had written, "I think it wiser, moreover, not to keep open the sores of war but to follow the examples of those nations who endeavored to obliterate the marks of civil strife, to commit to oblivion the feelings engendered." She opined that the Board's action in this agenda item would recognize the feelings that were engendered by the statue of General Edmund Kirby Smith. She mentioned that she was the founder of the Wells' Built Museum of African American History and Culture in the City of Orlando, and she opined that museums were not neutral; rather, she felt that they decide or highlight what stories they want to tell. She requested that the Board approve this letter and resolution which requested for the State of Florida to find a more suitable location for the statue. She believed that this action signified that elected leaders were listening to the citizens of Lake County; furthermore, she mentioned that she was working with her legislative colleagues regarding finding a suitable location for this statue.

Ms. Hazelton recalled that she had spoken on this statue several times over the previous two years, and she thanked the Commissioners for their decision to send this letter and resolution to the Florida Governor. She opined that this statue did not belong in any County buildings, and believed that this was an action which would draw the community closer.

Mr. Frank Wells, a City of Tavares resident, mentioned that his family had moved to Lake County 40 years ago due to the quality of life in the county. He felt that the choice to bring the statue to the county brought division to the community; however, this item would bring healing to the county. He applauded the Board on the decision to ask the State of Florida to find another appropriate place for this statue.

Ms. Ruth King, a Lake County citizen, said that she understood both sides of the story, but believed that the Board's decision at this meeting would bring unity to the community. She thanked them for their efforts.

Ms. Martha Taylor, a member of the National Association for the Advancement of Colored People (NAACP), shared that history was special to her, and that a group of people started a NAACP branch in Lake County 75 years ago. She opined that the Board's decision on this item would help unite the community and she thanked them for their support.

Commr. Campione mentioned what was important to her was acknowledging the feelings of both groups and trying to make sure everyone understood each other's motivations. She believed that the people who were representing the museum had pure motivations and were looking at this from a historical standpoint in order to collect and display artifacts that tell a story, noting that she did not think their intentions were to perpetuate bad feelings. She opined that others in the community felt that simply having the statue in the museum was an act that was intended and appeared to be insensitive. She said that after hearing both sides and attempting to get to a place to acknowledge the feelings of the

entire community, she felt that the best decision was to say that this statue was the property of the State of Florida and that if it was not relocated to Lake County, then the State needed to decide where it should go. She felt this was the correct decision to make at this time. She thanked Ms. Hazelton and Rev. Watkins for their persistence, and believed that their feelings were real and their motivations were pure. She relayed that she also appreciated others who took time to articulate their perspective, and believed that the County would build on any lessons learned throughout this process.

Commr. Parks thanked the Chairman for her decision, noting that he thought the letter and resolution were good. He opined that it was a historical day for the county, and he believed that whatever happened next to promote harmony and unity in the community was important. He encouraged the Commissioners to continue to play an important role in promoting unity in the community and finding ways to be inclusive of people from all different backgrounds in regards to decisions on what was displayed in the museum. He agreed that the statue should not be in any County building, and felt that the resolution reflected that.

Commr. Blake felt that it was important for the Governor to know that there was dissent on the Board and asked that the sentence, “the Board voted four to one to adopt the attached resolution,” be added to the last sentence of the first paragraph of the letter to the Governor, as he felt that was a more accurate representation.

Commr. Breeden thanked her fellow Commissioners for supporting this.

Commr. Campione clarified that they referenced the Lake County Historical Courthouse because that was where the Lake County Historical Museum made its application and because that is where their museum is located. She indicated that it was never a part of the application to be placed in another County building, that the Lake County Historical Museum only operates that building, and that there was no intention for this to open the door for this statue to be in any County building. She reiterated that the main point of this was to bring unity.

On a motion by Commr. Sullivan, seconded by Commr. Parks, and carried by a 4-1 vote, the Board approved Resolution 2020-113, and approved a letter to be transmitted to Governor Ron DeSantis and Secretary of State Laurel Lee regarding the General Edmund Kirby Smith statue, with the additional comment, “that the Board voted four to one to adopt the attached resolution,” to be added to the letter.

Commr. Blake voted no.

CITIZEN QUESTION AND COMMENT PERIOD

Ms. Jeannine Gage, with Easterseals Florida, shared information about Camp Challenge, and expressed her organization’s desire to continue to be a part of the local community. She invited the Commissioners to visit the camp, and encouraged residents to participate in their upcoming 5K trail run event.

Commr. Campione mentioned that the Commissioners had visited the camp and expressed appreciation for all they do.

Ms. Lavon Silvernell, a Lake County resident, thanked the Lake County Public Works Department for their efforts to create a mowing plan which she felt supported and protected wildflowers, noting that this plan was on the County Manager’s Consent Agenda. She expressed support for this plan.

Commr. Campione thanked Ms. Silvernell for her efforts on this issue.

Ms. Linda Kero, a candidate running for the Florida House of Representatives in District 32, stressed the importance of wearing masks in public places in order to promote safety. She expressed concerns with having to go through a security check for this meeting which was conducted by officers who were not wearing masks. She encouraged the BCC to support the use of masks.

Mr. Rick Ault, a concerned citizen, expressed concerns for one of the Commissioner's relationship to a mining company and how this might influence the Commissioner's vote on mining issues.

Mr. David Tisdale, a Lake County citizen, asked if the Commissioner mentioned by Mr. Ault had any conflict of interest between the Commissioner's private employment and duties as an elected official.

Mr. Robert Coufal, a Lake County resident, expressed concerns that people were not wearing masks. He asked for the BCC to make it a mandatory requirement to wear masks in Lake County.

The Chairman then recognized those citizens who were participating virtually and wished to speak.

Representatives with Community Health Centers relayed that they had just added their newest Lake County health center at Cagan Crossings in the Four Corners area. They stated they were a federally qualified health center that provides care in the areas of family medicine, pediatric, gynecology, optometry, behavioral health, pharmacy, lab work, telemedicine, dentistry and vaccines to everyone regardless of their ability to pay. They thanked the DOH for their assistance with getting patients tested for COVID-19, and for providing masks.

Commr. Campione thanked the health centers for all they were doing.

Mr. Chris Burnett, a City of Tavares resident, expressed his support of making masks mandatory in public places.

Mr. David Zima, a Lake County resident, thanked the Board for all their efforts in addressing COVID-19 issues. He mentioned that he had 20 years of experience in emergency medicine and biomedical engineering. He said that he understood the support of wearing masks; however, he questioned that if the proper use of masks could slow the spread of the virus, then could the improper use of a mask accelerate the spread of a pathogen. He remarked that he was not in support of masks being required.

Mr. Tim McTigue, a concerned citizen, asked for the BCC to require the wearing of masks to prevent the spread of the virus.

Commr. Campione stressed that masks needed to be used properly in order to be protective; additionally, it was a mitigation technique and did not replace the need to follow other guidelines such as hand washing and social distancing.

Commr. Parks shared that he knew several doctors who were willing to develop a video on how to properly utilize masks.

CLERK OF THE CIRCUIT COURT AND COMPTROLLER'S CONSENT AGENDA

On a motion by Commr. Sullivan, seconded by Commr. Parks and carried unanimously by a 5-0 vote, the Board approved the Clerk of the Circuit Court and Comptroller's Consent Agenda, Items 1 through 3, as follows:

List of Warrants

Request to acknowledge receipt of the list of warrants paid prior to this meeting, pursuant to Chapter 136.06 (1) of the Florida Statutes, which shall be incorporated into the Minutes as attached Exhibit A and filed in the Board Support Division of the Clerk's Office.

City of Eustis Ordinances

Request to acknowledge receipt of Annexation Ordinance 20-18, corresponding Comprehensive Plan Amendment Ordinance 20-19, and corresponding Design District Amendment Ordinance 20-20 from the City of Eustis.

Avalon Groves Community Development District Proposed Budget

Request to acknowledge receipt of the Adopted Proposed FY 2021 Budget for the Avalon Groves Community Development District, and Resolution 2020-05 approving Proposed Budgets for Fiscal Year 2020/2021, setting a public hearing, and addressing transmittal, posting and publication requirements.

COUNTY MANAGER'S CONSENT AGENDA

Commr. Blake requested for Tab 14 to be pulled from the Consent Agenda for a separate vote since it was a fee that did not exist when he was elected and he wanted to be consistent with his campaign promises.

Commr. Campione asked for clarification on this fee as part of Tab 14.

Ms. Diana Johnson, Deputy County Attorney, explained that this was a request for approval to advertise an amendment to the County's existing haul permit. She elaborated that the Board had already previously added a haul permit fee to the fee schedule, noting that this would simply add it into the Lake County Code. She said that this fee for the haul permit would be based upon what was adopted into the fee schedule, and would come back for a public hearing on July 21, 2020.

Commr. Campione added that this was in response to haulers who were using heavy trucks which were impacting county roads; furthermore, the hope was that having a haul permit could address the impacts that the weight of the trucks and the number of trips were having on the roads, which the County was having to bear the cost of repair.

On a motion by Commr. Breeden, seconded by Commr. Blake and carried unanimously by a vote of 5-0, the Board approved the Consent Agenda, Tabs 3 through 19, pulling Tab 14 for a separate vote, as follows below.

On a motion by Commr. Parks, seconded by Commr. Breeden and carried by a vote of 4-1, the Board approved Consent Agenda Tab 14.

Commr. Blake voted no.

COUNTY ATTORNEY

Request approval to:

1. Accept the following properties acquired through Escheatment Tax Deeds, and surplus (if applicable) for the purpose of disposal: Alternate Keys 1126291, 1293570, 1317282, 1394589, 1479967, 1638500, 1675235, 1676151, 1686733 and 1815053.

2. Donate Alternate Keys 1126291 and 1676151 to Habitat for Humanity and approval of Resolution 2020-109.

3. Accept Offers to Purchase on Alternate Keys 1319587 and 1675235.

4. Authorize the Chairman to execute any necessary closing documents.

The fiscal impact is \$1,100.00 (revenue). Commission Districts 4 and 5.

ADMINISTRATIVE SERVICES

Management and Budget

Request approval of a U.S. Department of Justice Fiscal Year 2020 Coronavirus Emergency Supplemental Funding Program grant award for the Lake County Sheriff's Office, and authorization for the Chairman to execute any necessary documentation. The fiscal impact is \$109,063.00 (revenue/expenditure).

Request:

1. Ratification of the CARES Act Funding Agreement with the State of Florida, Division of Emergency Management, executed by the Chairman of the Board of County Commissioners on June 19, 2020, under the authority of Resolution 2020-29.

2. Authorization for the Chairman to amend the Agreement as warranted for later Board ratification.

3. Approval of Unanticipated Revenue Resolution 2020-110 to receive the funding.

The fiscal impact is \$16,014,815 (revenue).

Request approval of budget amendments transferring funds out of the Library Impact Fee Buildings account and the Fire Impact Fee Reserves account to cover the costs of impact fee studies. The fiscal impact is \$55,495 (expenditure).

Request approval of a budget transfer from the Sales Tax Revenue Note Fund Reserves for Animal Shelter capital expenditures. The fiscal impact is \$192,528.00 (expenditure).

Request approval:

1. Of Unanticipated Revenue Resolution 2020-111 to accept funds received from the Federal Emergency Management Agency and the State of Florida for the reimbursement of expenditures related to Hurricane Irma.

2. To allocate the funding to capital project costs relating to construction of the Animal Shelter.

The fiscal impact is \$187,668.00 (revenue/expenditure).

HUMAN RESOURCES AND RISK MANAGEMENT

Request approval of Contract 20-0515 with Metropolitan Life Insurance Company (New York, NY) to provide Group Vision Insurance Services, and authorization for the Office of Procurement Services to execute any related documentation. There is no fiscal impact to the County as all premiums are paid by the plan's participants.

Request:

1. Ratification of a modification of Contract 17-0011 with Florida Combined Life, Inc., (Jacksonville, FL) for group dental insurance services for the rates for the current fiscal year retroactive to October 1, 2019.

2. Approval of an amendment to extend the Contract through September 30, 2021.

3. Authorization for the Office of Procurement Services to execute all supporting documentation.

The total fiscal impact is \$544,324.92 for Fiscal Year (FY) 2020, and \$584,774.52 for FY 2021 (expenditure).

PUBLIC SAFETY AND DEVELOPMENT SERVICES

Fire Rescue

Request approval of Contract 20-0905 to PCDG Construction, LLC (Mount Dora, FL) for construction of Fire Station 39 at the East Lake Sports and Community Complex in Sorrento. The fiscal impact is \$1,697,482.50 (expenditure). Commission District 4.

Planning and Zoning

Request approval to advertise an ordinance to amend Lake County Land Development Regulations Section 14.15.01, *Purpose of Variances*, to allow the Board of Adjustment to grant variances to properties within Planned Unit Developments. There is no fiscal impact.

PUBLIC SERVICES AND INFRASTRUCTURE

Facilities Management

Request approval of Contract 20-0455 with Zabatt Engine Services, Inc. (Jacksonville, FL) for a generator for the new Animal Shelter Facility. The fiscal impact is \$39,846.00 (expenditure).

Public Works

Request approval to advertise an ordinance amending Section 18.2, Lake County Code, entitled Haul Permit. The fiscal impact cannot be determined at this time.

Request approval to accept the final plat for Lake Indigo Farms, and all areas dedicated to the public as shown on the Lake Indigo Farms final plat, located near Mascotte. The fiscal impact is \$1,551.00 (revenue - final plat application fee). Commission District 1.

Request approval to re-assign Contract 17-0423 for roadside mowing and litter removal from Groundtek of Central Florida, LLC (Ocoee, FL) to Aero Groundtek, LLC (Ocoee, FL), due to acquisition proceedings, and authorization for the Office of Procurement Services to execute all supporting documentation. There is no fiscal impact.

Request approval to release a letter of credit for performance of \$65,102.40 that was provided for the construction of sidewalk improvements in Greater Lakes Phase 3, located near Clermont. There is no fiscal impact. Commission District 1.

Request approval to execute a Proportionate Share Mitigation Agreement between the Lake County School Board, VK Avalon Groves, LLC (Tampa, FL), and the Lake County Board of County Commissioners. There is no fiscal impact. Commission District 1.

Request approval for the Chairman to execute the Fiscal Year 2021 Detailed Work Plan Budget - Arthropod Control for the Lake County Mosquito Management Program pursuant to Section 388.201, Florida Statutes, and Rule 5E-13.022, Florida Administrative Code. The fiscal impact is \$32,468.00 (revenue/expenditure - 100 percent grant funded).

PUBLIC HEARING: ORDINANCE 2020-35 ISBA WITH THE CITY OF EUSTIS

Ms. Johnson explained that this item was an interlocal service boundary agreement (ISBA) which the County had been working on with the City of Eustis for quite some time, noting that Ordinance 2020-35 would approve this agreement and would also repeal Ordinance 2020-1 which had previously been adopted by the BCC. She relayed that the City of Eustis had also considered this agreement and was seeking to move it forward as well.

Commr. Campione recalled that the original agreement that the County had sent to the City of Eustis addressed the Pine Meadows property, with the hope that bigger ISBA concerns would be addressed at a later time. She asked for clarification that the change in this agreement was the addition of the Keating property.

Ms. Johnson responded that this agreement was very similar to the previous agreement and that the modification included parcel number five, under subsection two of the agreement, which was the Estes Meadow, LLC, which was added to this agreement.

Commr. Campione explained that this parcel was purchased as surplus property by Estes Meadow, LLC from the St. Johns River Water Management District (SJRWMD) at the same time the SJRWMD conveyed the Pine Meadows Conservation Area to the County. She recalled that in a phone meeting with the City, the County Manager, and the County Attorney, the City's planner indicated that land had been designated as conservation land by the SJRWMD requirements. She stated that she had requested for this to be noted in the ordinance, and also wanted that to be clear for the record. She indicated that because that property was being included and due to the fact that she had some previous legal dealings with Mr. Keating, who was the owner of this property, she was going to abstain from voting and would fill out a conflict or appearance of conflict form as she did not want there to be any misunderstanding in her voting. She indicated her understanding that by law, she could participate in the discussion even if she did not participate in the vote.

Ms. Johnson stated this was noted for the record.

Commr. Campione asked if the ordinance title needed to be read for the record, and Ms. Johnson replied that since the ordinance was not a modification to the Lake County Code, the ordinance title did not have to be read.

On a motion by Commr. Sullivan, seconded by Commr. Breeden and carried by a vote of 4-0, the Board approved Ordinance 2020-35 regarding the amended Phase I Interlocal Service Boundary Agreement (ISBA) with the City of Eustis (City) concerning property owned by PMCC, LLC and Estes Meadow, LLC into the City; and repealed Ordinance 2020-1, which previously adopted an ISBA concerning property owned by PMCC, LLC.

Commr. Campione abstained from voting.

FISCAL YEAR 2021 BUDGET DEVELOPMENT WORKSHOP

Ms. Barker provided an update on the fiscal year (FY) 2021 proposed budget which included information on certified property values, a General Fund budget summary, other projects and initiatives, feasibilities and project, development and environment (PD&E) studies for Lake County trails, and the FY 2021 budget timeline. She then displayed a chart of the FY 2021 certified property values as provided on July 1, 2020 by the Lake County Property Appraiser and reported the following: the Lake County General Fund Countywide millage, the Lake County Ambulance municipal service taxing unit (MSTU), and the Lake County Public Lands-Voted Debt had an increase of 9.69 percent in their property values over the current fiscal year, noting that this was a slight increase from the best estimate of 8.98 percent that was released on June 1, 2020; the Lake County Stormwater, Roads, Parks MSTU increase was 8.95 percent; and the Lake County Fire Rescue MSTU increased 9.11 percent over the current fiscal year. She also showed a spreadsheet of the summary of the proposed revenue and expenditures for the General Fund. She explained that this incorporated the revenue associated with the ad valorem taxes using the 9.69 percent increase in property values as well as a status quo millage of 5.0734 mills, noting that this generated an additional \$10.8 million in ad valorem revenue. She mentioned that there were reductions in other revenue sources and fund balance due to the estimated effects of COVID-19 on the County's sales tax revenue for the General Fund in the current fiscal year which were being carried over to the new fiscal year; therefore, the total estimated revenue increase was \$9.1 million. She reported that after expenditures, the total increase for the General Fund was approximately \$6.3 million. She explained that the two reserve lines at the bottom of the spreadsheet represented the reserves at 10 percent of the operational budget, or approximately \$14.8 million, as requested by the Board at the previous budget workshop; furthermore, the additional reserves were an extra 1.6 percent or about \$2.7 million.

Mr. Cole recommended that the Board consider leaving the entirety of the reserves, the approximate \$14.8 million and \$2.7 million, in reserves because he felt it was good policy to continue to rebuild the reserves; additionally, the Government Finance Officers Association recommended that 16 percent of the operational budget be in reserves. He added that he believed it was also important to have cash flow available in order to seed the funding that the County could ultimately receive reimbursement from the State Government from the CARES Act funding. He reiterated that no decisions were required on this for today's meeting.

Ms. Barker listed the other projects and initiatives which had been added during the Board's strategies workshop, noting that the Lake County Trails had recently been added.

Mr. Fred Schneider, Public Works Director, then provided information regarding PD&E and feasibility studies for the trails. He showed a graphic map which showed the trails that had been submitted to the BCC from the Friends of Lake County Trails via a letter dated May 15, 2020, and were discussed at the previous Board meeting. He remarked that the trails on this map and list did not include ones that already had approved PD&E studies or trails that might already be in design, right-of-way (ROW) acquisition or construction. He commented

that a majority of the trails on the list traveled through the county's towns and cities, and those listed were already on the adopted 2018 Lake County Trails Master Plan. He displayed a chart of a potential schedule for possible PD&E or feasibility studies which included the potential costs. He explained that some of the trails that had been submitted on the list from the Friends of Lake County Trails were not on this schedule due to being addressed by other endeavors, and that this list contained trails that had not yet been studied. He indicated that in regards to funding for these trails, the study and design could be accomplished but the higher costs came during ROW acquisition and construction. He suggested comparing the Lake County Master Trails Plan with this list, speaking to the Lake-Sumter Metropolitan Planning Organization (MPO), determining if funding availability would be per year or over several years, and etc. He stated that all the trails could be studied at one time; however, there was not enough funding to design and build all of the trails at the same time. He related that the Board would need to develop a plan or program over a number of years in regards to how these projects would be accomplished and which ones were the priorities. He indicated that some items such as feasibility analysis could be done internally; however, more difficult tasks such as PD&Es could take a year or two to complete and were more complicated and might need to be outsourced. He then displayed a list of tasks that could be accomplished in-house versus those that might need to be outsourced.

Commr. Blake commented about the high costs of studies, and wondered if it was possible to hire a staff person on a temporary basis who had the ability and experience to conduct a PD&E study. He thought this would allow them to be in-house which would reduce the County's cost.

Mr. Schneider thought that was a good suggestion that could potentially be done in-house; however, he noted that the PD&E needed to follow federal and state guidelines, and he indicated that these studies were very time consuming to accomplish.

Commr. Parks asked if the first step was the feasibility study and then the PD&E.

Mr. Schneider replied that feasibility was not necessarily required but it was a good task to perform due to complications that could arise with ROW needs. He thought that an initial evaluation would be helpful to determine any complications that might arise when building a trail.

Commr. Parks expressed support for the feasibility study being done in-house which he felt would be more economical for the County.

Mr. Schneider thought that the Public Works Department could work with the Office of Parks and Trails to determine which trails would be good to consider first.

Commr. Sullivan inquired if there were issues with the State and Federal Government performing PD&Es.

Mr. Schneider replied that the Florida Department of Transportation (FDOT) District 5 had stated they would no longer fund PD&E studies on all local projects.

Commr. Campione asked if having a person on staff to do a PD&E study might require someone full time for six months. She thought this was a possible good idea to consider and that the County might be able to keep them working for several years on many projects. She suggested that this be explored.

Mr. Schneider opined that the County had done a good job of balancing in-house and external services. He felt this would be similar and that there were tasks that staff could begin to accomplish. He reiterated that there were many steps involved in the overall process, it was

time consuming, and that consultants probably had more than one PD&E they were working on at a time.

Commr. Parks felt that one of the reasons PD&Es studies were expensive was because they were often performed by larger companies with higher overhead. He thought there might be local expertise that could be utilized in conjunction with staff to help get to the next step of the PD&E study and reduce the cost.

Mr. Schneider commented that internal staff had done feasibility studies and concept plans.

Commr. Parks shared that he had spoken at the Eustis City Council meeting regarding trails and he indicated that the City had offered support for the costs of feasibility studies for trails. He thought that the next step would be to discuss this at the League of Cities in order to get other Cities committed to funding.

Ms. Barker then shared the remaining steps in the FY 2021 budget timeline as follows: public hearings to set the tentative budget, millage rate, and fire and solid waste assessments would be held on July 21, 2020; the Tax Collector budget would be available August 1, 2020; a Board workshop on the Infrastructure Sales Tax Capital Improvement Plan would happen on August 11, 2020 with the public hearing on August 25, 2020; the public hearing to adopt the tentative budget and millage rates and set the final public hearing date, time, and location would happen on September 15, 2020; and the final hearing to adopt the budget and millage rates would be on September 29, 2020.

Commr. Campione recalled that the Board had previously discussed separating out the amount of additional revenues that were associated with new construction versus the increase in valuation. She asked if that information could be obtained.

Ms. Barker replied that she could provide that at the next meeting; however, she indicated that it was basically about a 37/63 split between new construction and property values, with new construction comprising about 37 percent of the increased value.

Commr. Campione asked if the Board adopted a full rollback millage rate, would that roll back the increases in the Community Redevelopment Agencies (CRAs) or would the CRAs automatically receive what was due to them from the increase in value.

Ms. Barker responded that there would still be the increase in value which would be multiplied by whatever millage rate the Board set. She explained if it was kept the same, it would be multiplied by the 5.0734 mills; however, if the rollback rate was used, she believed it would be multiplied by the 4.8002 mills rate for the General Fund. She said that the County would submit 95 percent of that amount to the CRA since they budget 95 percent of projected revenues.

Commr. Campione clarified that meant that for each CRA, they would get whatever the millage rate was multiplied by the increase in value, noting that if the millage was kept the same and the values went up, then the CRA would receive that benefit, and Ms. Barker confirmed that was correct. Commissioner Campione then inquired if the amount presented in regards to the sales tax was recognizing what the County had projected might be the reductions in sales tax.

Ms. Barker confirmed that it had, and then displayed the chart of the General Fund budget items which had been a part of her presentation.

Mr. Cole stated that it was important to make the distinction between the sales tax in this presentation and the infrastructure sales tax.

Ms. Barker remarked that the sales tax in the General Fund was part of the six percent sales tax that the State collects and was utilized as general revenue for any of the general services supplied by the County, which was the second highest revenue stream for the General Fund at about \$17 million. She explained that in the current year, they projected that there would be an approximate \$2 million decrease associated with COVID-19 effects, noting that they were uncertain how accurate that amount might be at this point. She elaborated that was the reason there was a reduction in the fund balance number going into FY 2021 due to recognizing those reductions in revenue in the current year, noting that the County would be carrying forward a lesser amount.

Mr. Cole stated that the bulk of the increases in the County Departments/Offices/Divisions line item on the chart was due to mandated costs such as Medicare and Medicaid that were required for the County to expend.

Commr. Campione asked if that would also account for any increases in the Florida Retirement System (FRS).

Ms. Barker replied that they had just incorporated the increases in the FRS, which she indicated were quite substantial. She relayed that the budget was just approved by the Florida Governor the previous week.

Mr. Cole said that increases in utility costs were also included, and Ms. Barker added that inmate medical costs were as well.

Commr. Campione inquired if staff had discussed with any other counties regarding the sales tax that would normally go into the General Fund. She expressed concerns for any surprises in what the amount might end up being.

Ms. Barker responded that she believed the estimate of \$2 million was conservative and she did not think it would be much more than that, although she opined it did depend on how quickly the economy would be able to take an upward trend. She thought the County would be fine, noting that the County's reserves were healthy at this point and that some possible CARES Act funding might be available to help offset some of the County's expenses. She reiterated that the final effects for the County were not yet known since there were some expenditures and purchases still happening, such as for PPE and hand sanitizer.

Commr. Campione expressed that even staffing issues might play a role in this, giving the example that if someone had to be quarantined and their shift had to be covered by someone on overtime, then this would cost additional compensation.

Mr. Cole agreed and said that in addition to these issues, the Office of EMS had less transports which equated to less patient billings; however, staff for this office could not be reduced since staffing levels had to remain the same in case of an emergency. He remarked that this budget had to be managed with less revenue coming in from patient billings, noting that all of these situations were potentially affecting the budget.

Commr. Campione noted that this would affect the MSTUs, and Ms. Barker added that it would affect the three millages of the Ambulance MSTU, Fire Rescue MSTU, and the General Fund.

Mr. Cole reiterated that the Board had until September 2020 to adopt the budget; therefore, he expected that staff would have a clearer understanding of the effects on the sales tax by then.

Commr. Campione expressed that the Truth in Millage Law (TRIM) rate would be set on July 21, 2020, and Ms. Barker said that would be for the maximum millage rate.

OTHER BUSINESS

AFFORDABLE HOUSING ADVISORY COMMITTEE

On a motion by Commr. Parks, seconded by Commr. Sullivan and carried unanimously by a vote of 5-0, the Board approved to reappoint Mr. George Rada to the Affordable Housing Advisory Committee as a resident who is a representative of those areas of labor engaged in home building in connection with affordable housing; approved Resolution 2020-112; and approved an ethical waiver form for Mr. Rada.

LIBRARY ADVISORY BOARD

On a motion by Commr. Breeden, seconded by Commr. Blake and carried unanimously by a vote of 5-0, the Board approved to reappoint Mr. Richard “Doc” Jones as Lady Lake’s interim municipal member to the Library Advisory Board.

COMMISSIONERS REPORTS

COMMISSIONER PARKS – DISTRICT 2

RECOGNITION OF CITY OF EUSTIS INDEPENDENCE DAY FIREWORKS

Commr. Parks complimented the City of Eustis on their fireworks display which took place on July 3, 2020, noting that it was done in a safe way with many citizens watching from their boats on the lake. He wished everyone a belated Happy Independence Day.

COMMISSIONER BREEDEN – DISTRICT 3

FOURTH OF JULY CELEBRATIONS

Commr. Breeden mentioned that many people in her neighborhood also utilized fireworks in recognition of the Fourth of July. She was glad people were finding ways to celebrate.

COMMISSIONER BLAKE – DISTRICT 5

FIREWORKS FROM LOS ANGELES

Commr. Blake wished everyone a belated Fourth of July. He commented that even though public fireworks were not allowed in the City of Los Angeles, California, he thought that the view from the sky of independent celebrations was amazing, and he encouraged everyone to review that footage.

PRESIDENT TRUMP’S SPEECH FROM MOUNT RUSHMORE

Commr. Blake expressed support of President Donald Trump’s Fourth of July remarks which took place from Mount Rushmore. He opined that they were excellent, and that he was proud of the President’s stance on some of the major issues happening during this difficult time in America. He felt that the President portrayed what it meant to be an American and spoke against the current degradation happening in society, such as those who were attempting to take down the electoral college which he felt was a protection of democracy, those who were trying to force the statehood of the District of Columbia in order to stack the United States Senate, or those calling for the destruction of Mount Rushmore. He felt there was a militant movement to tear down institutions that make America who they are. He said that he stood firmly with the President, that he was proud of him for not wavering on some of the major issues, and that he supported law and order as well as western civilization, even with its faults. He encouraged the Board to watch these remarks if they had not seen them.

COMMISSIONER CAMPIONE – DISTRICT 4

COUNTY MANAGER DISCUSSION

Commr. Campione stated that she thought it was prudent for the Board to embark on this discussion immediately, and for each Commissioner to consider next steps for the organization. She felt that it was important to make decisions that promoted continuity, embraced the structure needed to continue to deal with the COVID-19 situation, and produced

stability within the organization. She believed that the County had a good system in place that was working well, and that there were good partnerships and relationships with the DOH, local hospitals, and the different groups assisting with the current situations. She believed it would be wise for the Board to make a decision on what the next steps would be. She recommended that the Board ask Mr. John Molenda, Deputy County Manager, to step into the County Manager position in a transition period with Mr. Cole. She relayed that Mr. Molenda had a lot of experience in different departments over the last several years due to some of the restructuring that the County had gone through, and she believed that would be extremely helpful during this time when seeing the bigger picture while understanding the finer details was important. She opined that there were qualified staff in place within the organization, and she complimented Mr. Cole for having the right people in the right places which created a great culture of mentoring and relationships with staff. She felt that this model could be carried on by having Mr. Molenda step into the County Manager role; furthermore, he and Mr. Cole could work together over the next few months to work through that transition of Mr. Molenda assuming the County Manager role while backfilling his current position.

Commr. Breeden shared that she had been thinking the same thoughts, noting that she had spoken with Mr. Cole and gotten his thoughts and input on the matter. She mentioned that she had been talking to key leadership staff over the last several days to obtain their input as well. She believed that Mr. Molenda was well respected among the County leadership, and that he had good working relationships within the county which she believed would support continuity. She agreed that Mr. Molenda had a wide breadth of experience and had developed leadership skills; therefore, she would support the recommendation to have Mr. Molenda step into the County Manager role.

Commr. Blake said he also agreed. He felt that Mr. Molenda had been great to work with and he opined it was to Mr. Cole's credit that he had surrounded himself with a really good team. He relayed that he had been receiving phone calls all throughout the week complimenting Mr. Cole on the great job he had done as County Manager, noting that he agreed that Mr. Cole had done an excellent job and was great to work with. He shared that one of the phone calls he received the previous day was from a person who had worked closely with the County for decades who opined that Mr. Cole was one of the best County Managers the County had ever had.

Commr. Parks said that he agreed that acting sooner rather than later was important, and that Mr. Cole had been an awesome County Manager. He thought that Mr. Molenda had also done many great things for the county, including acting quickly on issues that he brought to his attention; however, he indicated that he was not ready at this point to make the decision for Mr. Molenda to step in as County Manager. He opined that since this item had just happened this week, it might be good to take a few weeks of considering whether there was a process that should be utilized in finding a County Manager and whether there might be others the Board should interview and consider for the position. He said that he knew the conversation needed to take place, but he wanted to make sure the process was fully vetted for those who might be following this item.

Commr. Campione opined that she understood there were times in government when it made sense to do outside searches; however, she thought it was a tribute to Mr. Cole that there were several people in-house who were qualified to be a County Manager and who she felt would eventually move on to positions such as this whether it happened now or in the future. She believed the County had someone who could step up and fill the County Manager role,

and that it would be a disservice to the Board if they went outside the organization when they had someone internally who was strong, knew the organization, knew the departments, and understood the Board and the community. She opined this was a win-win situation, and that when considering both alternatives of in-house versus external, this was a clear and correct choice for her. She felt there was more to lose if the County went into a holding pattern and potentially lost something good that they already had, noting that they could possibly lose other County employees who might feel uncertain of whether a new County Manager would change things or if the County would stay on the same path with the same culture that it had. She said that she wanted to send the message to the department leaders and staff that the Board liked the culture and system in place that was created by Mr. Cole. She realized that there were always ways to improve; however, she felt that Mr. Cole had looked for improvements which she believed was a benefit to the community and the path they should continue with.

Commr. Parks clarified that he was not proposing a long, national search; additionally, he expressed that he had not yet had the opportunity to spend time with Mr. Molenda to discuss this with him.

Commr. Sullivan thought that Mr. Cole and Mr. Molenda had done great jobs and that he had reflected such in his evaluations of them. He opined that when a person gets moved from their position to the top position, every base needs to be covered. He agreed that Mr. Molenda could step into the role and would be able to compete with any external candidates; however, he wanted to make sure they covered all the options and he shared concerns with moving too fast on the decision. He agreed with making the decision as soon as possible for continuity purposes, but felt it was important to make sure each Commissioner had time to spend with Mr. Molenda, noting that he knew of his ability in his current role but wanted to discuss with him the County Manager role.

Commr. Breeden recalled that several years prior when the Board went through the County Manager selection process when Mr. David Heath left the organization, they did end up selecting an internal candidate to be the County Manager; however, she felt that at that time, there was not someone in the second in command position already who stood out enough to not do a search. She said she was fine with waiting a couple of weeks on the decision if that allowed the Commissioners more time to consider, but she was not convinced that they needed to do a search.

Commr. Campione agreed that the next couple of weeks would be a good opportunity for each of the Commissioners to spend time with Mr. Molenda, and suggested that this be addressed at a future meeting.

Mr. Cole relayed that staff was finalizing the agenda for the July 21, 2020 Board meeting, and asked if the BCC wanted this item to remain on the agenda for each meeting moving forward.

Commr. Campione replied that it should be on the July 21, 2020 agenda and the Board should decide at that time which direction to go, whether to start a search or stay internally.

Mr. Cole stated that it would be included on that agenda and would be advertised such that the Board could take a vote on the item at that meeting.

Commr. Campione said she was proud of all the work that everyone within the organization was doing, and complimented the teamwork and coordination that was happening.

ADJOURNMENT

There being no further business to be brought to the attention of the Board, the meeting was adjourned at 12:51 p.m.

LESLIE CAMPIONE, CHAIRMAN

ATTEST:

GARY J COONEY, CLERK