

Charlotte County

Commission Chambers, Room 119
18500 Murdock Circle
Port Charlotte, FL 33948
CharlotteCountyFL.gov



Regular Meeting

Tuesday, March 10, 2020
9 a.m.

Board of County Commissioners

COUNTY COMMISSIONERS

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

COUNTY ADMINISTRATOR

Hector Flores

COUNTY ATTORNEY

Janette S. Knowlton

CLERK OF THE CIRCUIT COURT

Roger D. Eaton

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

Should any agency or person decide to appeal any decision made by the board with respect to any matter considered at such meeting, a record of the proceeding, and for such purpose, a verbatim record of the proceeding is required, which record includes the testimony and evidence upon which the appeal is to be based.

9:00 A.M.

Call to Order and Roll Call

Invocation

If you wish, please rise for the invocation

[Pastor Daniel Dagan](#)
[Hope Apostolic United Pentecostal Church](#)

Pledge of Allegiance

Changes to the Agenda

See separate sheet

Proclamations - Commissioner Stephen R. Deutsch

[Proclamations](#)

Artist of the Month - Rita Schwab
National Surveyors and Mappers Week 2020
Government Finance Professionals Week

Employee Recognition

Employee Recognition

Name

Department

5 Years

Hana Brown	Community Services
Jason Dugan	Public Works
Alexis Garcia	Community Development
Catherine Kerallah	Human Resources
Richard Meyers	Utilities
Michael Morse	Budget & Admin Services
Charles Peters	Public Works

15 Years

Karen Benak	County Attorney's Office
Kenneth Bowers	Public Safety
Delmis Castillo	Utilities
Kay Tracy	Economic Development
Steven Rosso	Public Safety
David Smith	Public Works

25 Years

Thomas Emmi	Public Safety
Diane Whidden	Commission Office

Employee of the Month, January 2020

Michelle Long
Community Services

Employee of the Year 2019

Chad Sutter

Utilities

****Added, 3/5/2020****

Award Presentations

CITIZEN INPUT - AGENDA ITEMS ONLY

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

COMMITTEE VACANCIES

* [Agricultural and Natural Resources Advisory Committee](#)

Agricultural and Natural Resources Advisory Committee is searching for one Charlotte County resident as a representative of Commodity Production. The term is effective immediately upon approval and will expire on December 31, 2022. If you are interested in an application and information, please contact Diane.Clim@charlottecountyfl.gov or Morgan.Cook@charlottecountyfl.gov

* [MSBU-MSTU Advisory Boards](#)

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be both a property owner within and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, Florida 33950; call 941-575-3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

- **Alligator Creek Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Boca Grande Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2021.
- **Buena Vista Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Don Pedro & Knights Islands Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Englewood East Non-Urban Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Gardens of Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2022.
- **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.
- **Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Gulf Cove Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2022.
- **Harbour Heights Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2022.
- **Harbour Heights Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2022.
- **Manchester Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Northwest Port Charlotte Street & Drainage Unit** is seeking three members to fill vacant unexpired terms through October 31, 2020 and October 31, 2022.
- **Northwest Port Charlotte Waterway Unit** is seeking three members to fill vacant unexpired terms through October 31, 2020 and October 31, 2022.
- **Pirate Harbor Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2022.
- **Pirate Harbor Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Rotonda Heights Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2022.
- **Rotonda Lakes Street & Drainage Unit** is seeking five members to fill vacant unexpired terms through October 31, 2020, October 31, 2021, and October 31, 2022.
- **Rotonda Sands North Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2021.
- **South Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.

- **West Charlotte Stormwater Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.

* [Historical Advisory Committee](#)

Historical Advisory Committee is seeking one member-at-large to serve for a term expiring on September 30, 2020. Must have background in disciplines of architecture, history, urban planning, archaeology or related discipline such as American Studies or American Civilization. Must be a resident and elector of Charlotte County. Committee meets the 2nd Wednesday of each month at 9:00 am. For additional information or to obtain an application, call 941-743-1309 or email: joann.dillon@CharlotteCountyFL.gov.

* [Murdock Village Community Redevelopment Agency Advisory Committee](#)

Murdock Village Community Redevelopment Agency Advisory Committee is currently seeking a licensed general contractor to serve on the committee. Volunteer must hold a valid Florida contractor's license and be a resident of Charlotte County. Meetings are held quarterly. Term expires in October 2022. To obtain an application or for additional information, call 941-743-1309 or email: joann.dillon@charlottecountyfl.gov.

REPORTS RECEIVED AND FILED

CONSENT AGENDA

Clerk of the Circuit Court

A. Comptroller Division

1. [Finance](#)

Recommended Action:

Approve the Clerk's Finance Memorandum.

Budgeted Action:

No action needed.

B. Minutes Division

1. [Minutes](#)**Recommended Action:**

Approve the following Minutes:

February 11, 2020 BCC Regular Meeting

February 18, 2020 BCC Monthly Workshop

February 18, 2020 Utilities Department Quarterly Update BCC Meeting

February 20, 2020 BCC Pre-Agenda

February 25, 2020 BCC Regular Meeting

Budgeted Action:

No action needed.

Board of County CommissionersC. **Commission Office**1. [Appointment - West Charlotte Stormwater MSBU Advisory Board](#)**Recommended Action:**

Approve the appointment of Stuart Peterson to fill the unexpired term of Peter Watson on the West Charlotte Stormwater Municipal Service Benefit Unit (MSBU) Advisory Board. This appointment will be effective immediately and will expire on October 31, 2020.

Budgeted Action:

No action needed.

2. [Appointment - South Gulf Cove Street & Drainage MSBU Advisory Board](#)**Recommended Action:**

Approve the appointment of Linda Harrison to fill the unexpired term of Vernon Mustoe on the South Gulf Cove Street & Drainage Municipal Service Benefit Unit (MSBU) Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

Budgeted Action:

No action needed.

3. [Appointment - Tourist Development Council - Moved to Regular Agenda, Item R-1](#)**Commission Office**

Approve recommendation of the Tourist Development Council **and appoint** ~~has recommended~~ Kaley Miller, of the Punta Gorda Airport, to fill the vacated "tourism industry" category. Length of term is until June 2022.

****Change, Updated wording, 3/5/2020****

****Change, Item C-3 moved to Regular Agenda - Item R-1, Added attachment - Ballot, 3/6/2020****

4. [Re-appointments - Construction Industry Licensing Board](#)**Recommended Action:**

- a) Approve the re-appointment of Michael Ferrara, representing the licensed specialty contractor, term will expire in March 2024; and
- b) Approve the re-appointment of Bob Overcash as the licensed electrical contractor on the Construction Industry Licensing Board, term will expire in March 2024.

Budgeted Action:

No action needed.

5. [Re-appointment - Pirate Harbor Waterway MSBU Advisory Board](#)**Recommended Action:**

Approve the re-appointment of George Herl to the Pirate Harbor Waterway Municipal Service Benefit Unit (MSBU) Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

Budgeted Action:

No action needed.

D. County Administration**1. [BCC Schedule Change](#)****Recommended Action:**

Approve the following changes to the BCC Schedule:

- a) Cancellation of the April 28, 2020, 2:00 p.m. Land Use portion of the meeting, approve the addition of 2:00 p.m. Land Use portion of the meeting to May 12, 2020; and
- b) Cancellation of the May 19, 2020 BCC Monthly Workshop; and
- c) Reschedule the Utilities Quarterly Update Meeting scheduled for May 5, 2020 to May 19, 2020 at 9:00 a.m. in Room 119 at 18500 Murdock Circle, Port Charlotte; and
- d) Reschedule the Utilities Quarterly Update Meeting scheduled for August 4, 2020 to September 15, 2020 at 2:00 p.m. in Room 119 at 18500 Murdock Circle, Port Charlotte; and
- e) Reschedule the Utilities Quarterly Update Meeting scheduled for November 3, 2020 to November 17, 2020 at 2:00 p.m. in Room 119 at 18500 Murdock Circle, Port Charlotte.

Budgeted Action:

No action needed.

E. County Attorney

1. [Retainer Agreement with Frohlich, Gordon & Beason - A2 Group Inc. - Firing Range](#)

Recommended Action:

- a) Approve the retainer agreement with Frohlich, Gordon and Beason, P.A. to assist in the construction dispute with A2 Group, Inc. regarding the firing range; and
- b) Authorize the County Attorney to execute the agreement.

Budgeted Action:

No action needed.

F. Budget and Administrative Services

Fiscal Services

Information Technology

Purchasing

1. [19-163, Approve Contract, Computerized Maintenance and Asset Management System - \(Public Works, Utilities and Facilities\)](#)

Recommended Action:

- a) Approve Contract 19-163, Computerized Maintenance and Asset Management System (CMAMS) with Jones-Edmunds & Associates, Inc. of Gainesville, Florida for a not-to-exceed amount of \$1,414,970; and
- b) Approve Cityworks License and Maintenance Agreement with Cityworks of Sandy, Utah in the amount of \$120,000 annually for a 3-year term; and
- c) Approve Resolution and budget adjustment BA20-013 in the amount of \$1,594,970, **which includes \$60,000 of additional hardware.**

****Change, Updated wording, 3/9/2020****

Budgeted Action:

Approve Resolution and budget adjustment BA20-013 in the amount of \$1,594,970 to provide additional funding, amending Capital Improvements Project "Enterprise Asset Management /Work Order System Upgrade" for the Asset Management Contract, software license and equipment. Funding is supplied from General fund ad valorem (\$120,000), Capital Projects ad valorem (\$360,265), Utilities Operating (\$578,767), and Transportation fuel tax (\$535,938).

2. [14-195, Amendment 3, Manasota Key Master Plan Design \(Public Works\)](#)**Recommended Action:**

- a) Approve Amendment #3 to Contract 14-195 Manasota Key Master Plan Design, with The Weiler Engineering Corp. of Punta Gorda for an additional \$4,900. This amendment is for a feasibility study for potential modifications to the Gulf Boulevard design; and
- b) Authorize the Chairman to sign Amendment #3.

Budgeted Action:

No action needed. Budgeted in CIP, "Manasota Key Community Plan," as adopted in the FY20 budget process. Funding is supplied by Manasota Key St/Dr Mtc MSTU Ad Valorem Revenue.

3. [Property Deletions for the Month of March, 2020 \(Purchasing\)](#)**Recommended Action:**

Approve the deletion of additional property inventory items listed on the attached for the month of March, 2020.

Budgeted Action:

No action needed.

Real Estate Services**4. [Conveyance of County-owned Property to the Gasparilla Island Bridge Authority \(Public Works\)](#)****Recommended Action:**

Approve Resolution authorizing the Chairman to execute a County deed conveying County-owned property to the Gasparilla Island Bridge Authority.

Budgeted Action:

No action needed. No financial impact.

Risk Management**Transit****G. Community Development****H. Community Services**

1. [Charlotte Sports Park Liquor License Designation of Vendors](#)

Recommended Action:

Approve Resolution granting authority to the County Administrator, or his designee, to execute and submit all forms necessary to designate, from time to time under the County's 4COP alcoholic beverage license, concession vendors as needed by the Charlotte Sports Park's tenants pursuant to the leases and other agreements governing the facility's use and occupancy.

Budgeted Action:

No action needed. No additional impacts.

2. [William R. Gaines Jr. Veterans Memorial Park Bench Donation](#)

Recommended Action:

Approve Resolution to accept a gift of benches from the Military Order of the Purple Heart Auxiliary, Local Chapter 759, and the Department of Florida Military Order of the Purple Heart for installation at William R. Gaines Jr. Veterans Memorial Park.

Budgeted Action:

No action needed. Funding for on-going maintenance will come from parks maintenance, in general fund ad valorem. The William R. Gaines Jr. Veterans Memorial Park capital improvements project was approved in the FY20 budget process.

3. [Community Services Fee Schedule](#)

Recommended Action:

Approve Resolution amending the Community Services fee schedule.

Budgeted Action:

No action needed. No additional impacts.

I. **Economic Development**

1. [Set a Murdock Village Community Redevelopment Agency meeting on March 24, 2020](#)

Recommended Action:

Set a Murdock Village Community Redevelopment Agency meeting on March 24, 2020 at 10:00 a.m., or as soon thereafter in Room 119 at 18500 Murdock Circle, Port Charlotte, Florida.

Budgeted Action:

No action needed.

J. **Facilities Construction and Maintenance**

K. **Human Resources**

L. **Human Services**

- M. Public Safety
- N. Public Works
- O. Tourism Development
- P. Utilities
- Q. Other Agencies

REGULAR AGENDA

- R. Regular Agenda
- 1. [Appointment - Tourist Development Council](#)

Commission Office

Approve recommendation of the Tourist Development Council **and appoint** ~~has recommended~~ Kaley Miller, of the Punta Gorda Airport, to fill the vacated “tourism industry” category. Length of term is until June 2022.

****Change, Updated wording, 3/5/2020****

****Change, Item C-3 moved to Regular Agenda - Item R-1, Added attachment - Ballot, 3/6/2020****

PUBLIC HEARING AGENDA

- S. 10:00 A.M. Public Hearing

PRESENTATION AGENDA

- T. 10:00 A.M. Presentations
- 1. [Department of Health Update](#)

Joseph Pepe to present the Department of Health Update.

****Change, Added Presentation, 3/10/2020****

CITIZEN INPUT - ANY SUBJECT

Anyone wishing to address the Board during this portion of the meeting must state their name for the record. Remarks on any County related subject, shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

AA. County Administrator Comments

BB. County Attorney Comments

CC. Economic Development Director Comments

DD. County Commissioner Comments

County Commissioners

Bill Truex, District 3, Chairman

Christopher Constance, District 2, Vice Chairman

Ken Doherty, District 1

Stephen R. Deutsch, District 4

Joseph Tiseo, District 5

Board of County Commissioners

Schedule of Future Closures/Hearings/Workshops

[Schedule](#)