

# City of Brooksville

201 HOWELL AVENUE  
BROOKSVILLE, FLORIDA 34601-2041  
(352) 540-3810

**Robert Battista**  
VICE-MAYOR



**Betty Erhard**  
COUNCIL MEMBER

**Frankie Burnett**  
COUNCIL MEMBER

**William Kemerer**  
COUNCIL MEMBER

**Natalie Kahler**  
MAYOR

## CITY COUNCIL AGENDA

**JANUARY 4, 2016**

**REGULAR SESSION 7:00 P.M.**

**THOMAS S. HOGAN, JR.**  
CITY ATTORNEY

**T. JENNENE NORMAN-VACHA**  
CITY MANAGER

**VIRGINIA C. WRIGHT**  
CITY CLERK

## GENERAL INFORMATION AND INSTRUCTIONS

In addition to items listed as "Public Hearings", the Mayor will ask for comments from the public, usually requesting that anyone desiring to speak on an item, raise their hand. To insure that sufficient time is allocated for each item, unless extended by the City Council, representatives of the applicant/petitioners will have ten (10) minutes for presentation, and five (5) minutes for rebuttal. In addition three (3) minutes will be scheduled for others to provide additional comments. When recognized by the Mayor, please approach the podium and speak into the microphone, stating your name and address, and then present the information you desire. A special time period called Citizen Input is also scheduled following the Presentations and Regular Agenda items for those desiring to address the City Council.

Items listed in the "Consent Agenda" will be approved by Council in their entirety by a single motion, indicated by the (✓) symbol, unless otherwise indicated by Council. Other agenda items are considered individually.

Items identified on this agenda with an asterisk (\*) are land use and other quasi-judicial function of the City Council involving land use, and the following ex parte procedures apply:

- ❖ Consideration of applications to intervene as a party, if any. "Request to Intervene/Expert Witness" forms and instructions may be obtained from the recording secretary prior to the scheduled time for consideration of the item.
- ❖ Qualification of sworn witnesses who wish to testify as an expert, based on statement of credentials made orally or set forth in application file.
- ❖ Swearing of witnesses who wish to give sworn testimony.
- ❖ Testimony of City staff witnesses, with cross-examination by applicant and party-interveners, if they request.
- ❖ Testimony of applicant and applicants witnesses, with cross-examination by City and party-interveners, if they request.
- ❖ Testimony of party-interveners and their witnesses, with cross-examination by City and applicant, if they request.
- ❖ Testimony by members of public who wish to address application. Any individual, not requesting/designated as an intervening party or expert witness may, upon being recognized by the Mayor, present information to the Council, and may be questioned by the Council but is not required to be subject to cross examination, and need not be sworn in.
- ❖ Close of public hearing.
- ❖ Council deliberation/vote.

Items identified with a double asterisk (\*\*) are quasi-judicial functions of the City Council other than land use; the Council Members disclose any ex parte communications.

**In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Telina Dowdell, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office, and online at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).**

**Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that an admissible verbatim record of the proceedings is made.**

**CITY OF BROOKSVILLE  
REGULAR CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
201 HOWELL AVENUE**

JANUARY 4, 2016

7:00 P.M.

**AGENDA**

**A. CALL TO ORDER**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. CERTIFICATES AND PROCLAMATIONS**

**1. Beautification Board - Holiday Lights Decoration Contest**

Recognition of annual decoration contest winners for the best City of Brooksville Residential and Commercial Displays for the 2015 Holiday Season. [**Note: Winners to be announced at meeting.**]

Presentation: Scott Renz, Beautification Board Chair  
Attachments: None [Winners to be announced & prizes distributed at meeting.]

**2. Margaret R. Ghiotto Beautification Award - Residential Award**

Recognition of improvements to the property owned by Mark and Diane Justice located at 396 North Avenue.

Presentation: Scott Renz, Beautification Board Chair and Mayor  
Attachments: Letter from Beautification Board Chair dated December 16, 2015; Award Certificate

**3. Margaret R. Ghiotto Beautification Award - Commercial Award**

Recognition of improvements to the property owned by Jimmy Brown/Law Offices of Jimmy Brown located at 211 S. Main Street.

Presentation: Scott Renz, Beautification Board Chair and Mayor  
Attachments: Letter from Beautification Board Chair dated December 16, 2015; Award Certificate.

**D. CITIZENS INPUT**

**E. CONSENT AGENDA**

**1. Fire Department Vehicle Purchase Engine / Pumper Truck**

Consideration to place order for purchase of Fire Department Engine/Pumper Truck utilizing Florida Sheriff's Association State Bid Contract for the not-to-exceed amount of \$467,153.31 with the surplus of existing 1999 American LaFrance Engine /Pumper Truck to be used for purchase.

REGULAR COUNCIL MEETING – JANUARY 4, 2016

F. REGULAR AGENDA

1. Veterans Avenue Adjustment of Quantities

Consideration to approve the increased cost of \$82,676.58 for the Veterans Avenue road and sidewalk reconstruction project.

Presentation: Public Works Director  
Attachments: Memorandum from Public Works Director dated December 22, 2015.

2. Budget Amendments For Funds 128 and 308 FY 2016

Consideration to approve the outlined fiscal year 2016 budget amendments and appropriate signatures on the attached Budget Amendment Forms related to operations and distribution of funds due to the continuance of the Red Light Camera Program.

Presentation: Finance Director  
Attachments: Memorandum from Finance Director dated December 23, 2015; Budget Amendment Forms (3)

3. Advisory Board Appointments

Appointment of advisory Board Members replacing those whose terms expire December 31, 2015.

- a. Beautification Board Three (3) vacancies to fill expiring 4-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2019. One (1) vacancy to fill an unexpired 4-year term of office through December 31, 2016. One (1) vacancy to fill an unexpired 4-year term of office through December 31, 2018. One (1) student volunteer vacancy.

Angie McMorro      New Applicant  
Cindy Renz          New Applicant  
Roger Sherman      Reapplying (Expiring Term)  
Ronette Snyder      Reapplying (Expiring Term)

- b. Cemetery Advisory Board One (1) vacancy to fill expiring 4-year term of office ending December 31, 2015; appointment to this vacancy would serve for a term of office through December 31, 2019. Board members must be City residents or have a documented tie to the cemetery.

Kathleen Hudak      Reapplying (Expiring Term)

- c. Great Brooksvillian Screening Committee

Five (5) vacancies to fill expiring 1-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2016.

Roger Sherman      Reapplying (Expiring Term)  
Julia Jinkens        Reapplying (Expiring Term)  
Susan Loveday       Reapplying (Expiring Term)  
Gail Samples         Reapplying (Expiring Term)

**REGULAR COUNCIL MEETING – JANUARY 4, 2016**

- d. **Parks and Recreation Advisory Board** One (1) alternate position to fill expiring 4-year term of office ending December 31, 2015; appointment to this vacancy would serve for a term of office through December 31, 2019.

Roger Sherman            New Applicant  
Kelly Lagedrost        Reapplying (Expiring Term)

- e. **Planning & Zoning Commission** Two (2) vacancies to fill expiring 4-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2019. One (1) alternate position to fill unexpired 4-year term of office through December 31, 2016. Applicants must be a City resident.

Elmer Korbus            Reapplying (Expiring Term)  
George Rodriguez       Reapplying (Expiring Term)

Presentation:            City Clerk  
Attachments:            Memorandum from City Clerk  
dated December 23, 2015;  
Applications

**4. Intergovernmental, Board Assignments and Organizations – City Council Appointments to various Board and Committees**

<b><u>External Boards/Committees</u></b>	<b><u>Current Council Representative</u></b>
Hernando County Anti-Drug Coalition	<i>to be decided</i>
Withlacoochee Regional Water Supply Authority	<i>to be decided</i>
Youth and Family Alternatives	Richard Radacky, Alternate <i>to be decided</i>

Presentation:            City Clerk  
Attachments:            Memorandum from City Clerk  
dated December 29, 2015

**5. Objection to City of Brooksville Annexations**

Council discussion of objection to City annexations.

Presentation:            City Attorney  
Attachments:            Memorandum from Assistant City  
Attorney dated December 29, 2015;  
Amendments

**G. CITIZENS INPUT**

**H. ITEMS BY COUNCIL**

**I. ADJOURNMENT**

## REGULAR COUNCIL MEETING – JANUARY 4, 2016

### CORRESPONDENCE TO NOTE

1. Letter from Kevin Wever
2. Letter from Florida Department of Economic Opportunity
3. Letter from Florida Department of Economic Opportunity
4. Letter from Florida Department of Economic Opportunity
5. Memorandum from Firefighters' Pension Trust Fund

*Meeting agendas and supporting documentation are available from the City Clerk's office, and online at [www.citybrooksville.us](http://www.citybrooksville.us). Persons with disabilities needing assistance to participate in any proceedings should contact the City Clerk's office 48 hours in advance of the meeting at 352/540-3810.*

*Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that a verbatim record of the proceedings is made.*

Margaret R. Ghetto

# CERTIFICATE OF RECOGNITION

City Council and the Beautification Board for the City of Brooksville, Florida  
recognize and honor the named recipient for improvements and beautification to  
their property located within the City

MARK AND DIANE JUSTICE  
396 North Avenue, W., Brooksville, Florida 34601

Presented this 4th day of January, 2016.

*Nathalie Bohlen*  
Mayor

*Virginia C. Wright*  
City Clerk



Margaret R. Ghiotto

# CERTIFICATE OF RECOGNITION

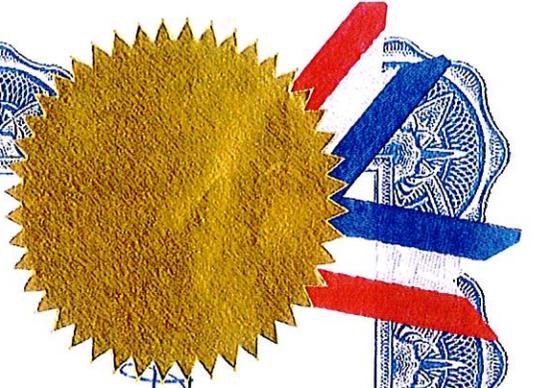
City Council and the Beautification Board for the City of Brooksville, Florida  
recognize and honor the named recipient for improvements and beautification to  
their property located within the City

LAW OFFICES OF JIMMY BROWN  
211 S. Main Street, Brooksville, Florida 34601

Presented this 4th day of January, 2016.

*Natalie Keller*  
Mayor

*Virginia C. Wright*  
City Clerk





City Council  
CONSENT AGENDA ITEM: E1  
January 4, 2015

## CONSENT AGENDA ITEM MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
**VIA:** T. JENNENE NORMAN-VACHA, CITY MANAGER *T. Jennene Norman-Vacha*  
**FROM:** DAVID FREDA, INTERIM FIRE CHIEF *David Freda*  
**SUBJECT:** DEPARTMENT VEHICLE PURCHASE – ENGINE/PUMPER TRUCK  
**DATE:** DECEMBER 27, 2015

**GENERAL INFORMATION/BACKGROUND:** The City Council approved the purchase of a new Fire Department Engine / Pumper in the FY 2016 Budget. Per City of Brooksville Purchasing Policy, staff requests to complete the approved purchase utilizing Florida Sheriff's Association State Bid Contract. Vehicle and equipment costs are as follows:

Vehicle Install Equipment	\$ 437,596.55
Options +/- and equipment	\$ 34,690.09
Pre Pay Discount	(\$ 3,560.84)
<b>Total Purchase Price</b>	<b>\$468,725.80</b>

The Fire Department will surplus the existing 1999 American LaFrance Engine/Pumper Truck and through auction/appropriate means sell the vehicle to help offset the purchase price of the new Fire Department Engine/Pumper.

We are currently seeking to finalize funding arrangements, including grant availability through the Florida United States Department of Agriculture (USDA), and available financing options. We expect to hear from USDA soon regarding any allowance of grant monies and we will finalize any required financing options. We will return to City Council for finalization on the details of the purchase, prior to delivery of the vehicle (we expect to return not later than March 2016). We are requesting approval of the purchase from City Council now, so that we may place the order for the vehicle and avoid a "new year" vehicle price increase that could amount to approximately \$20,000. Delivery of the vehicle is not expected until June/July 2016.

**BUDGET IMPACT:** The City Council approved the purchase of the Fire Department Engine/ Pumper in the FY 2016 Budget with a \$220,000 down payment found within line item 143-014-522-55650. Other available funding and financing will be utilized to complete the purchase.

**LEGAL REVIEW:** City Council has home-rule authority (Art. VIII, 2(b), Fla Const./Section 166.011, F.S.) to consider matters of fiscal and intergovernmental benefit. Pursuant to Section

5.04 of the City Charter, competitive bidding is required except to the extent that Council authorizes otherwise by ordinance. Pursuant to Section 2-304 (a) (1) and (2) of the Code of Ordinances, the amount of expenditure for which the City may obligate itself without competitive bidding by the City is increased provided: (1) the City Manager recommends to the City Council that a specific purchase be made by piggybacking on an award by another governmental entity's competitive bidding process; and (2) the other governmental entity's competitive bidding process provides substantially equivalent guarantees of fairness and competitiveness to those of the City.

**STAFF RECOMMENDATION:** Staff recommends Council approve order placement for the purchase of the Fire Engine/Pumper as outlined above utilizing Florida Sheriff's Association State Bid Contract for a not-to-exceed amount of \$468,725.80.

**ATTACHMENT:** Quote

# **SUTPHEN CORPORATION**

**6450 Eiterman Road  
Dublin, OH 43016**

## **PROPOSAL**

December 28, 2015

Brooksville Fire Department  
85 Veterans Avenue  
Brooksville, FL 34601

### **FOR YOUR REVIEW:**

We hereby propose and agree to furnish the following fire fighting apparatus upon your acceptance of this proposal:

#### **One (1) Sutphen Custom Pumper**

**Florida Sheriff's Contract Price..... \$ 437,596.55**  
**Options +/- and equipment..... \$ 34,690.09**

**Total Price ..... \$ 472,286.64**

If \$220,000 deposit is paid within 30 days of Purchase Order then a discount is available.

**\$222,000 prepay discount..... \$ 3,560.84**  
**Discounted price..... \$ 468,725.80**

**BALANCE DUE at DELIVERY using prepay discount..\$ 246,725.80**

Apparatus will be manufactured completely in accordance to the following proposal and delivered approximately **8-10 months** after approval of contract, subject to delays from all causes beyond our control.

Respectfully submitted by:

L. Guy Lombardo  
Sales Representative



## AGENDA ITEM MEMORANDUM

**TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

**VIA: T. JENNENE NORMAN-VACHA, CITY MANAGER**

**FROM: RICHARD W. RADACKY, PUBLIC WORKS DIRECTOR**

**SUBJECT: VETERANS AVENUE-ADJUSTMENT OF QUANTITIES**

**DATE: DECEMBER 22, 2015**

**GENERAL SUMMARY/BACKGROUND:** Reconstruction of Veterans Avenue was a huge undertaking due to the condition of the roadway, unsuitable base and drainage problems. The sidewalks were cracked, uneven, and of various widths. The roadway was riddled with potholes, had insufficient asphalt, and the surface was heaving due to shrink and swell of the sub-base. Veterans was considered by many to be the worst traveled roadway in the city. Now, after reconstruction, it is without a doubt the best roadway in the city.

Veterans Avenue receives an abundance of traffic including heavy fire and rescue vehicles, garbage, and construction trucks. Veterans Avenue also provides access for the City's Fire and Rescue, and Police Department. It is used as shortcut for general traffic from Jefferson Street (State Road 50) to Broad Street (U.S Highway 41).

Road reconstruction began in mid-July 2015, and was completed in mid-November 2015. The contractor was Goodwin Brothers Construction, Inc., of Brooksville. Goodwin did outstanding work on this project.. They communicated closely with Public Works' staff on many unanticipated and differing site conditions which occurred.

Road improvements included three (3) inches of asphalt where normally two (2) inches is standard. Other improvements included replacement of the existing base with crushed concrete, concrete curbing on the west shoulder, pavement markings, drainage structure modifications, and sidewalk additions and modifications.

The original bid price for this project was \$394,426.87. Upon completion, the final cost was \$477,103.45, which is an increase of \$82,676.58 or 20.9 percent above the original contract price. The subsurface was the most significant cost overrun and required the

removal of trash, marl, limerock tailings, and trees buried in the roadway with backfill of crushed concrete. Costs were as follows:

- Plans called for removal of 2,130 cubic yards of unsuitable soils and trash, to be removed and replaced with crushed concrete to provide a satisfactory base. A total of 755 cubic yards of additional unsuitable material were removed throughout the roadway and replaced with crushed concrete for an additional cost of \$65,192.58. The increase is 16.5 percent. The most significant removal was from Broad Street to Benton Avenue.
- The sidewalks from Broad Street to Benton Avenue required extensive modifications to comply with the Americans with Disabilities Act Standards; and to make pedestrian travel safer. This was 429 square yards (772 feet) of new sidewalk at the same unit bid price for an additional cost of \$15,061.69. The increase is 3.8 percent. Much of the existing sidewalk needed to be replaced due to extensive cracking and unevenness, which presented safety concerns. (Staff was able to negotiate a lower unit price with the contractor which resulted in a savings of \$2,432).
- A total of 69 square yards (124 feet) of sidewalk had to be removed and replaced with new sidewalk to conform to the height of the new concrete curbing, for an additional cost of \$2,422.31. The increase is 0.6 percent.

**BUDGET IMPACT:** The adjustment of quantities will result in an increased expenditure within the Fund 308 Fund, Transportation Capital Expenditures. Currently, \$125,665 is available within the Capital Outlay line-item in Fund 308 for FY2016, following first quarter completion of Council approved projects. Approval of this expenditure will result in a line-item balance of \$42,989.06.

**LEGAL REVIEW:** The City Council has Home Rule Authority (Article VIII, 2(b), Florida Constitution/Section 166.011, Florida Statutes) to consider matters of fiscal benefit.

**STAFF RECOMMENDATION:** Staff recommends that the Council approve the increased cost of \$82,676.58 for the Veterans Avenue road and sidewalk reconstruction project which is an increase of 20.9 percent. The revised total cost of the Veterans Avenue reconstruction will be \$477,103.45.



City Council  
AGENDA ITEM: F2  
January 4, 2016

## AGENDA ITEM MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
**VIA:** T. JENNENE NORMAN-VACHA, CITY MANAGER *(Signature)*  
**FROM:** TANNETTE GAYLE, FINANCE DIRECTOR *(Signature)*  
**SUBJECT:** BUDGET AMENDMENTS FOR FUNDS 128 AND 308 FY2016  
**DATE:** DECEMBER 23, 2015

**GENERAL SUMMARY/BACKGROUND:** This memorandum and attached budget documents have been prepared in follow-up to the Red Light Camera Settlement Agreement with Sensys America. City Council agreed to extend the existing Red Light Camera Program until October 31, 2016.

When the fiscal year (FY) 2016, budget was adopted, the program was expected to terminate as of December 31, 2015; therefore funding (including revenues and expenditures) were only projected and budgeted through that time.

Because the program will now extend through the end of FY2016, the City's budget must be amended to provide for a projection of anticipated revenues and the offset expenditure requirements for program operations. Additionally, we have projected that any monies available from the program would be distributed to the Transportation Capital Fund (Fund 308) for Pavement Management/Capital Outlay projects directed and approved by City Council. This will require an adopted budget amendment by the City Council.

Budget amendment forms are attached for the following requested amendments:

1. Amend Red Light Camera Fund – 128 in the amount of \$770,000. Amendment attached increases revenues and expenses in the amount of \$770,000 due to extending the program through the end of the current fiscal year.
2. Amend Transportation Capital Fund – 308 in the amount of \$104,091.67. Amendments attached increases revenues and expenses in the amount of \$104,091.67 due to extending the program through the end of the current fiscal year.

**BUDGET IMPACT:** The budget impacts are reflected in the above summary for requested amendments and reflected on the attached Budget Amendment Forms for FY 2016.

Page 2 of 2

RE: Budget Amendments for Fund 128 and 308 FY2016

December 23, 2015

**LEGAL REVIEW:** The City is vested with home rule authority pursuant to Article VII, Section 2 of the Constitution of the State of Florida and Chapter 166, Florida Statutes. Pursuant to Section 1.03 of the Charter, the City has all governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions and render municipal services to include matters of fiscal impact.

**STAFF RECOMMENDATION:** Staff recommends approval the outlined fiscal year 2016 budget amendments, authorizing appropriate signatures on the attached Budget Amendment Forms.

**ATTACHMENTS:** 3 Budget Amendment Forms

<b>Account Name/Dept</b>	<b>Account Number</b>	<b>Approved Budget FY2015-16*</b>	<b>Increase</b>	<b>Decrease</b>	<b>Amended Budget FY 2015-16</b>
Court Fines	48801-128-000-351	\$16,000.00	\$48,000.00		\$64,000.00
Violations of Local Ordinances	48805-128-000-354	\$239,000.00	\$717,000.00		\$956,000.00
Miscellaneous Revenue - Police	48805-128-000-369	\$5,000.00	\$5,000.00		\$10,000.00
<b>TOTAL</b>		<b>\$260,000.00</b>	<b>\$770,000.00</b>	<b>\$0.00</b>	<b>\$1,030,000.00</b>

\*Approved budget as previously amended.

Reason for Amendment: Fund 128 Approved Budget revenues through 12/31/2015. Program revenues amended through 9/30/2016.

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\_\_\_\_\_  
*Department Director Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Finance Director Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*City Manager Signature*

\_\_\_\_\_  
*Date*

**Approved by City Council, during Regular Session:**

\_\_\_\_\_  
*Date*

<b>Account Name/Dept</b>	<b>Account Number</b>	<b>Approved Budget FY2015-16*</b>	<b>Increase</b>	<b>Decrease</b>	<b>Amended Budget FY 2015-16</b>
Regular Salaries & Wages	51200-128-013-521	\$10,068.01	\$88,703.39		\$98,771.40
Overtime-Unscheduled	51400-128-013-521	\$0.00	\$600.00		\$600.00
FICA Taxes	52100128-013-521	\$770.20	\$6,785.81		\$7,556.01
Retirement Contributions	52200-128-013-521	\$2,388.13	\$15,564.56		\$17,952.69
Life Insurance	52301-128-013-521	\$62.42	\$437.58		\$500.00
Long Term Disability	52303-128-013-521	\$23.16	\$162.10		\$185.26
Dental Employee	52320-128-013-521	\$75.63	\$529.41		\$605.04
Worker's Comp Insurance	52400-128-013-521	\$372.00	\$2,434.20		\$2,806.20
Legal Services	53100-128-013-521	\$1,250.00	\$3,750.00		\$5,000.00
Other Contractual Services	53400-128-013-521	\$197,500.00	\$537,741.27		\$735,241.27
Repair & Maintenance Services	54600-128-013-521	\$0.00	\$600.00		\$600.00
Printing & Binding	54700-128-013-521	\$250.00	\$250.00		\$500.00
Office Supplies	55100-128-013-521	\$500.00	\$500.00		\$1,000.00
Operating Supplies	55210-128-013-521	\$0.00	\$500.00		\$500.00
Computer Supplies	55220-128-013-521	\$0.00	\$200.00		\$200.00
Clothing & Uniforms	55230-128-013-521	\$0.00	\$600.00		\$600.00
Uncapitalized Equipment	55500-128-013-521	\$0.00	\$200.00		\$200.00
Transfer Out Transportation Capital Expenditures	56308-128-013-581	\$44,623.00	\$104,091.67		\$148,714.67
Transfer Out to Employee Health Insurance Funding	56610-128-013-581	\$1,991.67	\$5,975.01		\$7,966.68
Transfer Out to HRA Funding Account	56609-128-013-581	\$125.00	\$375.00		\$500.00
<b>TOTAL</b>		<b>\$259,999.22</b>	<b>\$770,000.00</b>	<b>\$0.00</b>	<b>\$1,029,999.22</b>

\*Approved budget as previously amended.

Reason for Amendment: Fund 128 Approved Budget expenses through 12/31/2015. Program expenses amended through 9/30/2016.

\_\_\_\_\_  
Department Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_  
Date

**Approved by City Council, during Regular Session:**

\_\_\_\_\_  
Date





# AGENDA ITEM MEMORANDUM

**TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

**VIA: T. JENNENE NORMAN-VACHA, CITY MANAGER**

**FROM: VIRIGINIA C. WRIGHT, CITY CLERK**

**SUBJECT: ADVISORY BOARD POSITION APPOINTMENTS**

**DATE: DECEMBER 23, 2015**

**GENERAL SUMMARY/BACKGROUND:** The following advisory board positions are subject to appointment due to expiring terms and resignations. Letters of expiration of terms were provided to those members with term of office expiring as of December 31, 2015. The vacancies were posted on the City's website as well as to the media.

As a result, the following applications are being submitted to City Council for consideration of appointment:

- 1. Beautification Board** Three (3) vacancies to fill expiring 4-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2019. One (1) vacancy to fill an unexpired 4-year term of office through December 31, 2016. One (1) vacancy to fill an unexpired 4-year term of office through December 31, 2018. One (1) student volunteer vacancy.

Angie McMorrow	New Applicant
Cindy Renz	New Applicant
Roger Sherman	Reapplying (Expiring Term)
Ronette Snyder	Reapplying (Expiring Term)

Staff continues to recruit for remaining unfilled positions.

- 2. Cemetery Advisory Board** One (1) vacancy to fill expiring 4-year term of office ending December 31, 2015; appointment to this vacancy would serve for a term of office through December 31, 2019. Board members must be City residents or have a documented tie to the cemetery.

Kathleen Hudak	Reapplying (Expiring Term)
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- 3. Great Brooksvillian Screening Committee**

Five (5) vacancies to fill expiring 1-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2016.

Roger Sherman	Reapplying (Expiring Term)
Julia Jinkens	Reapplying (Expiring Term)
Susan Loveday	Reapplying (Expiring Term)
Gail Samples	Reapplying (Expiring Term)

Staff continues to recruit for the remaining unfilled position.

4. **Parks and Recreation Advisory Board** One (1) alternate position to fill expiring 4-year term of office ending December 31, 2015; appointment to this vacancy would serve for a term of office through December 31, 2019.

Roger Sherman	New Applicant
Kelly Lagedrost	Reapplying (Expiring Term)

5. **Planning & Zoning Commission** Two (2) vacancies to fill expiring 4-year term of office ending December 31, 2015; appointments to these vacancies would serve for a term of office through December 31, 2019. One (1) alternate position to fill unexpired 4-year term of office through December 31, 2016. Applicants must be a City resident.

Elmer Korbus	Reapplying (Expiring Term)
George Rodriguez	Reapplying (Expiring Term)

**BUDGET IMPACT:** None.

**LEGAL REVIEW:** Council has the authority pursuant to per Sec. 2-261 of the City's Code of Ordinances to appoint any advisory board composed of persons who shall be deemed qualified to act in an advisory capacity. Official Policy 4-2008, adopted by the City Council, sets forth the procedure for creation, appointments, reappointments, replacements, and removal from office for advisory board members.

**STAFF RECOMMENDATION:** Staff recommends City Council make appointments of advisory board members to fill open vacancies of City boards listed within this memorandum.

**ATTACHMENTS:** Applications



# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application       Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms – 7 members – city residency or documented tie to Cemetery)
- EZDA Advisory Board (4 year terms – 11 members)
- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Good Neighbor Trail (Non-Expiring Terms – 10 members)
- Parks & Recreation Advisory Board (4 year terms – 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other \_\_\_\_\_

Name: McMorrow Angie \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
26256 Atlantis Lane Brooksville, FL

Mailing Address (if different): \_\_\_\_\_  
\_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Occupation: Self Employed

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email address: angiemcmorrow@yahoo.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # \_\_\_\_\_

Please rank your board preference(s):  
1. Beautification Board  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: \_\_\_\_\_

Why would you like to serve on this board? I appreciate everything this board does for the city and I would like to be apart of giving back to our town.

What special skills would you bring to this position? I love Brooksville and its historic qualities and would like to help preserve them.

List fields of work experience: I have mostly restaurant service experience but I have decorated the Saxon House for different holiday events. I'm very passionate about keeping the history alive in Brooksville and with my energy and motivation, I believe I would be an asset to the beautification board.  
List any licenses and/or degrees (location & year): N/A

Local References (Please list three (3)):

- Saxon Manor Wedding and Events 813-909-3414
- Scott Renz 727-251-7353
- Don Friizer 352 585 3301

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: Regeline McMorrow Date: 12/26/15

**SCHEDULE OF BOARD MEETINGS**

[Note - Balance of Boards meet quarterly or as needed]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH - 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH - 5:30 PM in Council Chambers

**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

**AUTHORIZATION FOR CRIMINAL BACKGROUND HISTORY INFORMATION  
AND  
BACKGROUND/REFERENCE CHECK**

**Acknowledgments**

1. Accuracy of Information. I certify that the information provided in my Board application with the City of Brooksville is correct to the best of my knowledge.
2. Information Release. I authorize the City of Brooksville to contact any company, institution, or individual it deems appropriate to investigate my criminal background history, character, qualifications, or related information. I give my full consent for all contacted persons to provide the information concerning this application. Further, I waive my right to bring a claim against these individuals for any damages arising from furnishing the requested information to the City of Brooksville. I also release the City of Brooksville from all liability that might result from checking such references.

Angeline McMorrow 12-26-15  
Signature Date

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

Applicant: McMorrow Angeline Constance  
Last First Middle

Date of Birth: [REDACTED] SSN: [REDACTED]

Race: (Circle One) African American Alaskan Native American Indian  
Asian Caucasian Hispanic  
Unknown Other: \_\_\_\_\_

Gender: (Circle One) Female Male

NOTE: This information will be kept in a separate file and is not a part of your appointment application.

Please remove my application from consideration. \_\_\_\_\_  
(Please Initial)

## GENERAL INFORMATION

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[Ref. Sec. 112.3145, F.S.]

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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application       Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms – 7 members – city residency or documented tie to Cemetery)
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- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Good Neighbor Trail (Non-Expiring Terms – 10 members)
- Parks & Recreation Advisory Board (4 year terms – 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other \_\_\_\_\_

Name: RENZ, CINDY LOUANN

(Last) (First) (Middle)

Address: 25180 LAKE LINDSEY RD.  
BROOKSVILLE, FL 34601

Mailing Address (if different): SAME AS ABOVE

Business Address: 16176 CORTEZ BLVD.  
BROOKSVILLE, FL 34601

Occupation: REGISTERED NURSE

Business Phone: 352-547-8839 Home Phone: 352-544-2971

Email address: cindyrenz67@yahoo.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # \_\_\_\_\_

Please rank your board preference(s):  
1. BOARD MEMBER - Beautification Board  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: \_\_\_\_\_

Why would you like to serve on this board? I HAVE A GREAT LOVE AND PASSION FOR THE CITY OF BROOKSVILLE AND A DESIRE TO SEE THE CITY REMAIN ONE OF THE MOST BEAUTIFUL AND UNIQUE TOWNS IN FLORIDA.

What special skills would you bring to this position? EXTENSIVE KNOWLEDGE AND FAMILIARITY WITH THE HOMES/BUSINESSES IN BROOKSVILLE AFTER RESIDING HERE FOR OVER 25 YEARS. OWNED AND RENOVATED ONE OF THE ICONIC HISTORIC HOMES NEAR DOWNTOWN.

List fields of work experience: STAFF NURSE/CHARGE NURSE, RESEARCH COORDINATOR, ARTIST ASSISTANT/ARCHIVIST

List any licenses and/or degrees (location & year): REGISTERED NURSE - STATE OF FLORIDA - 1995 - PRESENT  
CERTIFIED CLINICAL RESEARCH COORDINATOR - 04/15 - PRESENT

Local References (Please list three (3)):

1. KATIE LEONARD, R.N. (352) 593-3177
2. KELL MAW, M.D. (813) 528-1792
3. JAMES ANDERSEN, M.D. (863) 287-3485

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: \_\_\_\_\_

Candy Renz

Date: \_\_\_\_\_

12.8.15

### SCHEDULE OF BOARD MEETINGS

[Note - Balance of Boards meet quarterly or as needed]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH - 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH - 5:30 PM in Council Chambers



## GENERAL INFORMATION

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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application       Re-application

- Beautification Board (4 year terms - 7 members)
- Brooksville Housing Authority (4 year terms - 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms - 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms - 7 members - city residency or documented tie to Cemetery)
- EZDA Advisory Board (4 year terms - 11 members)
- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms - 5 members)
- Good Neighbor Trail (Non-Expiring Terms - 10 members)
- Parks & Recreation Advisory Board (4 year terms - 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms - 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms - 5 members)
- Other GREAT BROOKSVILLIAN ADVISORY COM.

Name: SHERMAN (Last), ROGER (First), CARLTON (Middle)

Address: 3400 STATION BLVD  
BROOKSVILLE, FL 34601

Mailing Address (if different): SAME

Business Address: SAME

Occupation: RETIRED

Business Phone: \_\_\_\_\_ Home Phone: 352-799-2627

Email address: CASTLEMORE @ AOL.COM

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # \_\_\_\_\_

- Please rank your board preference(s):
1. BEAUTIFICATION
  2. PARKS
  3. GREAT BROOKSVILLIAN

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: BEAUTIFICATION, GREAT BROOKSVILIAN

Why would you like to serve on this board? ENJOY PUBLIC SERVICE THROUGH VOLUNTEERISM

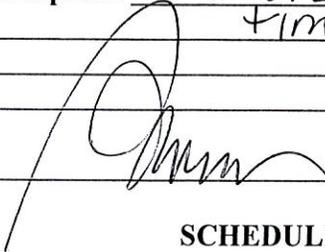
What special skills would you bring to this position? ADVERTISING, COMMUNICATIONS SKILLS, GRAPHICS, ADMINISTRATION

List fields of work experience: CEO, DEAN MARKETING COOP DIRECTOR OF RETAIL OPERATIONS - SHOPZ CENTER - TAMPA

List any licenses and/or degrees (location & year): BS, FSV, 1963 STATE OF FLA INTERIOR DESIGN

- Local References (Please list three (3)):
- JAN KANDLES
  - PAUL SHACKAN - ARTS COUNCIL
  - DON MOSES - HISTORIC HERITAGE PRESERVATION

Would you have a problem with the meeting dates and times for the board/agency?  
 Yes  No  
If yes, please explain: PREFER DAYLIGHT MEETING TIMES

Signed:  Date: 11/9/2015

**SCHEDULE OF BOARD MEETINGS**  
[Note - Balance of Boards meet quarterly or as needed]

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**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

**AUTHORIZATION FOR CRIMINAL BACKGROUND HISTORY INFORMATION  
AND  
BACKGROUND/REFERENCE CHECK**

**Acknowledgments**

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Signature

Date

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

Applicant: SHERMAN ROGER CARLSON  
Last First Middle

Date of Birth: [REDACTED] SSN: [REDACTED]

Race: (Circle One) African American Alaskan Native American Indian  
Asian Caucasian Hispanic  
Unknown Other: \_\_\_\_\_

Gender: (Circle One) Female Male

*NOTE: This information will be kept in a separate file and is not a part of your appointment application.*

Please remove my application from consideration. \_\_\_\_\_  
(Please Initial)

## GENERAL INFORMATION

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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
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Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application

Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
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- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other \_\_\_\_\_

Name: Snyder, Bonette, A.  
(Last) (First) (Middle)

Address: 827 Darby Lane Brooksville, 34601

Mailing Address (if different): \_\_\_\_\_

Business Address: \_\_\_\_\_

Occupation: Retired – Volunteer

Cell# \_\_\_\_\_  
Business Phone: 352-650-9608 Home Phone: 352-544-5669

Email address: Bonette Sny@tampabay.rr.com  
Bonette Sny@AOL.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 104487849

Please rank your board preference(s):  
1. Good Neighbor Trail  
2. BEAUTIFICATION BOARD  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: Beautification Board - 2013-2015

Good Neighbor Trail - 2013-2015  
Why would you like to serve on this board? Reapplication

What special skills would you bring to this position? Management Abilities  
Implementation, Coordinating PEOPLE WORK EFFORTS  
(Volunteers) ORGANIZATION MATERIALS/TOOLS needed  
"TO GET WORK DONE". EYE FOR DETAIL / DEPENDABLE

List fields of work experience: Teacher / TRAINER New York State Cert.  
WNY DISTRICT SUPERVISOR ACCOUNTING / OPERATIONS  
OFFICE - PIZZA HUT / AUDITOR PEPSI CORP  
COORDINATOR OF VOLUNTEERS - AMER. RED CROSS (DIASTEE)  
PROJECT MGR - MANUFACTURES CORP. BUFFALO, NY

List any licenses and/or degrees (location & year):  
1963 BS Degree ERIE PA Villa Marie College/Gannon  
1979 BUSINESS MANAGEMENT BUFFALO NY /  
MANUFACTURES HANOVER

Local References (Please list three (3)):

1. Sherry Pedonesi 352-796-0600
2. LOUISE ALLEN 352-799-3160
3. MIKE WALKER 352-540-3830

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: Ronette G. Snyder Date: 11-30-2015

**SCHEDULE OF BOARD MEETINGS**

[Note - Balance of Boards meet quarterly or as needed ]

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> BEAUTIFICATION BOARD | 2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers |
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**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

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*So Completed JON FILE  
11-26-2013  
RHS*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

**Applicant:** \_\_\_\_\_  
Last First Middle

**Date of Birth:** \_\_\_\_\_ **SSN:** \_\_\_\_\_

**Race: (Circle One)** African American Alaskan Native American Indian  
Asian Caucasian Hispanic  
Unknown Other: \_\_\_\_\_

**Gender: (Circle One)** Female Male

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Please remove my application from consideration. \_\_\_\_\_  
(Please Initial)

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# CITY OF BROOKSVILLE

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- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other \_\_\_\_\_

Name: HUDAK, KATHLEEN Anne

(Last) (First) (Middle)  
Address: 123 South BROOKSVILLE AVENUE

BROOKSVILLE, FL 34601

Mailing Address (if different): N/A

Business Address: N/A

Occupation: Volunteer at Brooksville Cemetery  
Chair; Cemetery Advisory Committee

Business Phone: N/A Home Phone: (352) 277-3287

Email address: SILVERGAE@COX.COM

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 10038469

Please rank your board preference(s):  
1. Cemetery Advisory Committee  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

11/30/2015

City of Brooksville  
Application for Volunteer Board Position  
Page 2 of 4

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: Volunteers @ Brooksville Cemetery 2004 - Present

Founders Day Committee 2004 - 2006 Cemetery Advisory Committee Member 08/16/2010 - Present  
Founders Day Historic Tours @ Cemetery 2004 - 2013 CHAIR - Cemetery Advisory Committee 06/04/2014 - Present

Why would you like to serve on this board?  
I am dedicated to preserving the dignity and history of Brooksville Cemetery. Time passes - but history must be preserved for the future. I moved to Brooksville 6/2002; purchased a historic home and am currently photographing the headstones of the cemetery so that our "main street" of our town is documented. (Please see attached)

What special skills would you bring to this position? I have volunteered in Brooksville Cemetery since 2004 updating and maintaining the current and historical records. I am a former Private Investigator and detail of facts is important to me. I have been at the Cemetery 11 years - no one else had the depth of knowledge (History) that I have.

- List fields of work experience: 1) Director of Human Resources / Regulation Trust Corp. a Federal Agency  
2) STATE of Florida BOARD of Medicine - legal dept. (Revocation and suspension of Medical Licenses)  
3) STATE of Florida - Private Investigator  
4) Genealogist - preserving the dignity of all families

List any licenses and/or degrees (location & year): Boca Raton, Florida  
State of Florida - Private Investigator (Interim)  
License # 9500090 1995 - 2/6/1999

- Local References (Please list three (3)):
- FRASIER MOUNTAIN
  - Bonny and ALAN WATROUS / Grand Pelican
  - Yvonne MALONE (Brooksville Women's Club)  
Michael Heard (Blueberry Festival)

Would you have a problem with the meeting dates and times for the board/agency?  
 Yes  No  
If yes, please explain: \_\_\_\_\_

Signed: Kathleen O. Hudak Date: 11/30/2015

**SCHEDULE OF BOARD MEETINGS**  
[Note - Balance of Boards meet quarterly or as needed ]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH - 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH - 5:30 PM in Council Chambers

- ① I relocated to Brooksville 6/19/2002 and purchased a historical home on South Brooksville Avenue
- ② Became a Volunteer for The Founder's Day Planning Committee - 2003/2004 thru 2006
- ③ Volunteered at Cemetery since 2004
- ④ Presented 1<sup>st</sup> Founder's Week Tour (148<sup>th</sup> Anniversary) OCT 9, thru OCT. 16, 2004. at Brooksville Cemetery and have done so until 2013.
- ⑤ Additional Cemetery Tours Presented:
  - Veterans Day Tour
  - 2012 Virtual Wesley Village Tour
  - 2012 Private Cemetery Tour at request of Wesley Village
  - Girl Scout Tour
  - 11/12/2013 Private Tour of children from Wider Horizons School and co-ordinated with Museum and train Depot for a fun-educational day.
- ⑥ Volunteer for Arts in the Park
- ⑦ Volunteer for The Blueberry Festival (1<sup>st</sup> year)
- ⑧ I have purchased and own ⑥ lots in E. Block at the Cemetery.

Kathleen B. Hudale.

**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

**AUTHORIZATION FOR CRIMINAL BACKGROUND HISTORY INFORMATION  
AND  
BACKGROUND/REFERENCE CHECK**

**Acknowledgments**

1. Accuracy of Information. I certify that the information provided in my Board application with the City of Brooksville is correct to the best of my knowledge.
2. Information Release. I authorize the City of Brooksville to contact any company, institution, or individual it deems appropriate to investigate my criminal background history, character, qualifications, or related information. I give my full consent for all contacted persons to provide the information concerning this application. Further, I waive my right to bring a claim against these individuals for any damages arising from furnishing the requested information to the City of Brooksville. I also release the City of Brooksville from all liability that might result from checking such references.

Kathleen P. Hudak                      11/30/2015  
Signature    Date

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

**Applicant:** HUDAK                      KATHLEEN                      Anne  
Last    First    Middle

**Date of Birth:** [REDACTED]                      **SSN:** [REDACTED]

**Race: (Circle One)**                      African American                      Alaskan Native                      American Indian  
  
Asian    Caucasian    Hispanic  
  
Unknown    Other: \_\_\_\_\_

**Gender: (Circle One)**                      Female    Male

*NOTE: This information will be kept in a separate file and is not a part of your appointment application.*

Please remove my application from consideration. \_\_\_\_\_  
*(Please Initial)*



# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application                       Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms – 7 members – city residency or documented tie to Cemetery)
- EZDA Advisory Board (4 year terms – 11 members)
- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Good Neighbor Trail (Non-Expiring Terms – 10 members)
- Parks & Recreation Advisory Board (4 year terms – 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other Great Brooksville Planning & Screening Committee

Name: Jenkins (Last), Julia (First), Jeanette (Middle)

Address: 5124 Newcross St. Brooksville, FL 34601

Mailing Address (if different): \_\_\_\_\_

Business Address: \_\_\_\_\_

Occupation: Housewife

Business Phone: \_\_\_\_\_ Home Phone: 352-796-2418

Email address: \_\_\_\_\_

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 16379

Please rank your board preference(s):  
1. Great Brooksville Planning & Screening Committee  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: Great Brooksvilleian Screening Committee - 2014 yr.

Why would you like to serve on this board? I know how much it meant to me when I received the Great Brooksvilleian award several years ago. I wanted to continue to help in any way I could.

What special skills would you bring to this position? I have lived here in this community since 1965. I have worked with so many of the people that will be nominated as the years go by.

List fields of work experience: Served on the Teacher of the year selection board for Hernando County for 2 years.

List any licenses and/or degrees (location & year): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Local References (Please list three (3)):

1. Pat Kline-Smith - 352-232-8375 - 6115 Honeysuckle Lane - 34602
2. Nancy Wilkes House - 238-4214
3. Jeanie Dubose - 232-1530

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: Julia Jinkens

Date: November 9, 2015

**SCHEDULE OF BOARD MEETINGS**

[Note - Balance of Boards meet quarterly or as needed]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
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PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH - 5:30 PM in Council Chambers

**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

**AUTHORIZATION FOR CRIMINAL BACKGROUND HISTORY INFORMATION  
AND  
BACKGROUND/REFERENCE CHECK**

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Signature Julia Jinkens Date November 9, 2015

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

Applicant: JINKENS JULIA JEANETTE  
Last First Middle

Date of Birth: [REDACTED] SSN: [REDACTED]

Race: (Circle One) African American Alaskan Native American Indian  
Asian Caucasian Hispanic  
Unknown Other: \_\_\_\_\_

Gender: (Circle One) Female Male

*NOTE: This information will be kept in a separate file and is not a part of your appointment application.*

Please remove my application from consideration. \_\_\_\_\_  
(Please Initial)

## GENERAL INFORMATION

### SUNSHINE AMENDMENT/CODE OF ETHICS:

All Volunteer Advisory Board/Committee Appointees are governed by and subject to the Florida Sunshine Law, which includes the Public Records Law and Code of Ethics.  
[Ref. Sec. 24, Art I, F. C., Sec. 286.011, F.S., Chap. 119, F.S. and Chap. 112 - Part III, F.S., respectively]

### FORM 1 – STATEMENT OF FINANCIAL INTERESTS:

Persons required to file FORM 1 include all local officers. A local officer is defined as any appointed member of a board, excluding any member of a solely advisory body. However, a governmental body with land-planning, zoning or natural resources responsibilities shall not be considered an advisory body and, therefore, would be required to file.

Within 30 days from the date of appointment and subsequently no later than July 1 of each year thereafter, a local officer shall file a statement of financial interests with the Hernando County Supervisor of Elections. Additionally, within 60 days of leaving the position, unless you take another "reporting position" within that period of time you are required to file a Form 1F with the Hernando County Supervisor of Elections  
[Ref. Sec. 112.3145, F.S.]

### REPORTING REQUIREMENTS AND PROHIBITED RECEIPT OF GIFTS; SOLICITATION AND DISCLOSURE OF GIFTS FROM GOVERNMENTAL ENTITIES, DIRECT SUPPORT ORGANIZATIONS AND HONORARIUM RELATED EXPENSES:

Certain instances require disclosure of gift and honoraria. For a full detail of requirements, please review the **GIFT LAW** as identified in Florida Statutes or contact the City Attorney for specifics.  
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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

New Application       Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms – 7 members – city residency or documented tie to Cemetery)
- EZDA Advisory Board (4 year terms – 11 members)
- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Good Neighbor Trail (Non-Expiring Terms – 10 members)
- Parks & Recreation Advisory Board (4 year terms – 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)

Other Great Brooksvillian Screening Committee

Name: Loveday (Last), Susan (First), K. (Middle)

Address: 100 Mount Fair Ave.  
Brooksville 34601

Mailing Address (if different): \_\_\_\_\_

Business Address: \_\_\_\_\_

Occupation: Retired Educator / Adjunct Professor

Business Phone: \_\_\_\_\_ <sup>cell</sup> Home Phone: 352-585-0246

Email address: mrswoodchip@tampabay.rr.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 1044 26639

Please rank your board preference(s):  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: Great Brooksvillian (since year Julia Jinkins was selected)

Why would you like to serve on this board? \_\_\_\_\_

It is important to honor those who have contributed to our city.

What special skills would you bring to this position?  
I have lived here and taught school since 1979, so I have a wide base of background knowledge.

List fields of work experience:  
Elem. Teacher Hernando Co. Schools (Brooksville Elem) 1979-2009  
Adjunct Education Professor - St. Leo U. 2009-present

List any licenses and/or degrees (location & year):  
El. Ed. - B.S. - NYS 1972  
Rdg Ed - M.S. - NYS 1978  
ESOL - USF - 1992

Local References (Please list three (3)):  
1. Julia Jinkins  
2. Gail Samples  
3. Tan Peters

Would you have a problem with the meeting dates and times for the board/agency?  
 Yes  No  
If yes, please explain: \_\_\_\_\_

Signed: Shel Lomeday Date: 11-14-15

### SCHEDULE OF BOARD MEETINGS

[Note - Balance of Boards meet quarterly or as needed ]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH - 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH - 5:30 PM in Council Chambers



## GENERAL INFORMATION

### SUNSHINE AMENDMENT/CODE OF ETHICS:

All Volunteer Advisory Board/Committee Appointees are governed by and subject to the Florida Sunshine Law, which includes the Public Records Law and Code of Ethics.  
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[Ref. Sec. 112.3145, F.S.]

### REPORTING REQUIREMENTS AND PROHIBITED RECEIPT OF GIFTS; SOLICITATION AND DISCLOSURE OF GIFTS FROM GOVERNMENTAL ENTITIES, DIRECT SUPPORT ORGANIZATIONS AND HONORARIUM RELATED EXPENSES:

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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
Brooksville, Florida 34601-2041  
Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

*Spoke to Mrs Samples on 12-8-15 and she does wish to reapply for Great Brooksvillian*

*Jennifer Battista*

New Application  Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen's Advisory Task Force (4 year terms – 5 members & 1 alternate)
- Cemetery Advisory Committee (4 year terms – 7 members – city residency or documented tie to Cemetery)
- EZDA Advisory Board (4 year terms – 11 members)
- Firefighters Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Good Neighbor Trail (Non-Expiring Terms – 10 members)
- Parks & Recreation Advisory Board (4 year terms – 7 members & 2 alternates)
- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other Screening Committee

Name: SAMPLES GAIL B  
(Last) (First) (Middle)

Address: 437 Bell Ave  
BROOKSVILLE FL 34601

Mailing Address (if different):  
SAME AS ABOVE

Business Address: \_\_\_\_\_

Occupation: RETIRED

Business Phone: \_\_\_\_\_ Home Phone: 352 796 4204

Email address: \_\_\_\_\_

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 104388480

Please rank your board preference(s):  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: GREAT Brooksville

Why would you like to serve on this board? yes

What special skills would you bring to this position? \_\_\_\_\_

List fields of work experience: \_\_\_\_\_

List any licenses and/or degrees (location & year): \_\_\_\_\_

Local References (Please list three (3)):

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: [Signature] Date: 4/12/14

**SCHEDULE OF BOARD MEETINGS**  
[Note – Balance of Boards meet quarterly or as needed ]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH – 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH – 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH – 5:30 PM in Council Chambers



City of Brooksville  
Application for Volunteer Board Position  
Page 2 of 4

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: \_\_\_\_\_

Why would you like to serve on this board? I am the head golf pro at Brooksville CC and we just recently became affiliated with the First Tee program of Brooksville. I would like to assist the board with the First Tee program and any other organization in the golf industry.

What special skills would you bring to this position? \_\_\_\_\_  
- fundraising,  
- promoting  
- golf ideas

List fields of work experience: Touring Professional Golfer (10 years)  
- Head women's golf coach at USF (1 yr)  
- Substitute teacher in Hernando County (10 years)

List any licenses and/or degrees (location & year): Elementary Education - USF / 2001

Local References (Please list three (3)):

1. Jim Carman 797-8236
2. Tommy Bronson 797-8236
3. Brent Gausted 797-7015

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

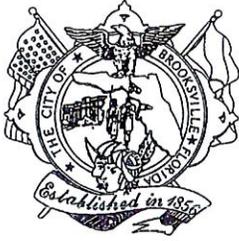
If yes, please explain: \_\_\_\_\_

Signed: Kelly Lopez Date: 12/6/11

**SCHEDULE OF BOARD MEETINGS**

[Note - Balance of Boards meet quarterly or as needed ]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH - 5:30 PM in Council Chambers
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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
 Brooksville, Florida 34601-2041  
 Telephone: (352) 540-3810  
 Facsimile: (352) 544-5424  
 Web: www.cityofbrooksville.us

New Application       Re-application

- Beautification Board (4 year terms – 7 members)
- Brooksville Housing Authority (4 year terms – 7 members)
- CDBG Citizen’s Advisory Task Force (4 year terms – 5 members & 1 alternate)
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- Planning & Zoning Commission\* (4 year terms – 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms – 5 members)
- Other \_\_\_\_\_

Name: Korbus, Elmer Donald  
(Last) (First) (Middle)

Address: 415 Hillside Court  
Brooksville, FL 34601-1253

Mailing Address (if different): N/A

Business Address: N/A

Occupation: Retired - State of Florida

Business Phone: — Home Phone: (352) 796-2980

Email address: ekorbus@tampabay.rr.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 104387683

Please rank your board preference(s):  
 1. Planning and Zoning Comm.  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: City P&Z Commission 1990 - Present

Why would you like to serve on this board? Community service

What special skills would you bring to this position? 35 years government experience, 60 years living in Hernando County

List fields of work experience: Property Appraiser, R/W Agent  
35 years

List any licenses and/or degrees (location & year): State Certified Contractor,  
Certified Home Inspector, Real Estate Salesman

Local References (Please list three (3)):

1. Karen Nicolai
2. Jenette Flow
3. Franklin Emerson

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: [Signature] Date: 11/18/2015

### SCHEDULE OF BOARD MEETINGS

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**CITY OF BROOKSVILLE  
ADVISORY BOARD MEMBER APPLICATION**

**AUTHORIZATION FOR CRIMINAL BACKGROUND HISTORY INFORMATION  
AND  
BACKGROUND/REFERENCE CHECK**

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Elmer D. Korbus  
Signature

11/18/2015  
Date

**THE FOLLOWING INFORMATION IS NEEDED FOR THE CITY TO PERFORM A  
CRIMINAL BACKGROUND HISTORY:**

**Applicant:** Korbus Elmer Donald  
Last First Middle

**Date of Birth:** [REDACTED] **SSN:** [REDACTED]

**Race: (Circle One)** African American Alaskan Native American Indian  
Asian Caucasian Hispanic  
Unknown Other: \_\_\_\_\_

**Gender: (Circle One)** Female Male

*NOTE: This information will be kept in a separate file and is not a part of your appointment application.*

Please remove my application from consideration. \_\_\_\_\_  
(Please Initial)

## GENERAL INFORMATION

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# CITY OF BROOKSVILLE

## Application for Volunteer Board Positions

201 Howell Avenue  
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Telephone: (352) 540-3810  
Facsimile: (352) 544-5424  
Web: www.cityofbrooksville.us

*poke to George 11/19/15 and he does wish to reapply for Pt 2 - Jennifer Battista*

New Application  Re-application

- Beautification Board (4 year terms - 7 members)
- Brooksville Housing Authority (4 year terms - 7 members)
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- Cemetery Advisory Committee (4 year terms - 7 members - city residency or documented tie to Cemetery)
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- Planning & Zoning Commission\* (4 year terms - 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees\* (2 year terms - 5 members)
- Other \_\_\_\_\_

Name: Baldwin, George H  
(Last) (First) (Middle)

Address: 1150 Brooksville Ave  
Brooksville FL 34601

Mailing Address (if different): \_\_\_\_\_  
\_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Occupation: Ret

Business Phone: \_\_\_\_\_ Home Phone: 796-6857

Email address: george@tampabay.a2.com

Do you reside within the City limits?  Yes  No

Are you a Registered Voter in Hernando County?  Yes  No Voter ID # 10488191

Please rank your board preference(s):  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

\* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before?  Yes  No If yes, please indicate name of board and dates of service: \_\_\_\_\_

Why would you like to serve on this board? \_\_\_\_\_

What special skills would you bring to this position? \_\_\_\_\_

List fields of work experience: \_\_\_\_\_

List any licenses and/or degrees (location & year): \_\_\_\_\_

Local References (Please list three (3)):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Would you have a problem with the meeting dates and times for the board/agency?

Yes  No

If yes, please explain: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

12/8-10

### SCHEDULE OF BOARD MEETINGS

[Note – Balance of Boards meet quarterly or as needed ]

BEAUTIFICATION BOARD	2 <sup>nd</sup> TUES of each MONTH – 5:30 PM in Council Chambers
BROOKSVILLE HOUSING AUTHORITY	3 <sup>rd</sup> TUES of each MONTH – 6:00 PM in Council Chambers
PLANNING & ZONING COMMISSION	2 <sup>nd</sup> WED of each MONTH – 6:30 PM in Council Chambers



## AGENDA ITEM MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**VIA:** T. JENNENE NORMAN-VACHA, CITY MANAGER

**FROM:** VIRGINIA C. WRIGHT, CITY CLERK

**SUBJECT:** CITY COUNCIL BOARD ASSIGNMENTS AND ORGANIZATIONS

**DATE:** DECEMBER 29, 2015

**GENERAL SUMMARY/BACKGROUND:** Annually City Council appoints or ratifies Council Member representation on various city boards, intergovernmental agencies and outside organizations.

During the Regular Session of the City Council on December 21, 2015, City Council appointed/ratified Council Member representation on the following boards:

### External Boards/Committees

Community Alliance  
Metropolitan Planning Organization (MPO)  
  
Take Stock in Children  
Tourist Development Council

### Current Council Representative

Frankie Burnett  
Robert Battista  
Frankie Burnett, Alternate  
Betty Erhard  
Betty Erhard

### City Boards/Committees

Beautification Board  
Brooksville Cemetery Advisory Board  
Good Neighbor Trail Advisory Committee  
Parks and Recreation Advisory Board

### Current Council Representative

Betty Erhard  
Frankie Burnett  
Robert Battista  
Natalie Kahler

Council delayed decision of appointment for the following External Boards/Committees:

### External Boards/Committees

Hernando County Anti-Drug Coalition  
Withlacoochee Regional Water Supply Authority  
  
Youth and Family Alternatives

### Current Council Representative

*to be decide*  
*to be decide*  
Richard Radacky, Alternate  
*to be decide*

Council requested these appointments be placed on the agenda for January 4, 2016, Regular Session.

Page 2 of 2

RE: City Council Board Assignments and Organizations  
December 29, 2015

**BUDGET IMPACT:** No budgetary impact other than travel reimbursement costs for minimal travel reimbursement for out of county boards, not otherwise reimbursed.

**LEGAL REVIEW:** Council has the authority, pursuant to Sec. 2-261 of the City's Code of Ordinances to appoint any advisory board composed of persons who shall be deemed qualified to act in an advisory capacity. Official Policy 4-2008, adopted by City Council, sets forth the procedure for creation, appointments, replacements, and removal from office for advisory board members.

**STAFF RECOMMENDATION:** Staff seeks direction from Council and requests appointment of the remaining external board positions, as outlined above.



City Council  
AGENDA ITEM: F5  
January 4, 2016

## AGENDA ITEM MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
**VIA:** T. JENNENE NORMAN-VACHA, CITY MANAGER *T. Jennene Norman-Vacha*  
**FROM:** CLIFF TAYLOR, ASSISTANT CITY ATTORNEY *CT*  
**SUBJECT:** OBJECTION TO CITY OF BROOKSVILLE ANNEXATIONS  
**DATE:** DECEMBER 29, 2015

**GENERAL SUMMARY/BACKGROUND:** City Council recently approved certain annexations into the geographical boundaries of the City of Brooksville. We have received correspondence from the Hernando County Board of County Commissioners, County Administrator, Leonard Sossamon stating objection to five (5) of the City's recent annexations. This letter is provided as attachment 1.

We are interested in discussing this correspondence and will seek direction as to appropriate response during our January 4<sup>th</sup> Regular Session.

**BUDGET IMPACT:** None at this time.

*CT* **LEGAL REVIEW:** As provided in Florida Statute Section 166.021 (1) and as outlined in the City of Brooksville's Charter the City shall have all governmental corporate and proprietary powers necessary to enable it to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal services unless expressly prohibited by law. Additionally, Florida Statute Section 171.044 specifically allows property owners or their duly appointed representatives to petition a municipality to annex their property into the municipality. The City Attorney has reviewed the annexation petitions and ordinance for legal sufficiency.

**STAFF RECOMMENDATION:** Staff requests City Council direction.

**ATTACHMENTS:** Letter dated December 17, 2015  
Maps of Annexed Properties listed in Objection



## BOARD OF COUNTY COMMISSIONERS

20 NORTH MAIN STREET \* ROOM 263 \* BROOKSVILLE, FLORIDA 34601  
P 352 754 4002 \* F 352 754 4477 \* W [www.HernandoCounty.us](http://www.HernandoCounty.us)

### VIA HAND DELIVERY

December 17, 2015

T. Jennene Norman-Vacha, City Manager  
City of Brooksville  
201 Howell Avenue  
Brooksville, FL 34601

RE: City of Brooksville Annexations

Dear Ms. Norman-Vacha:

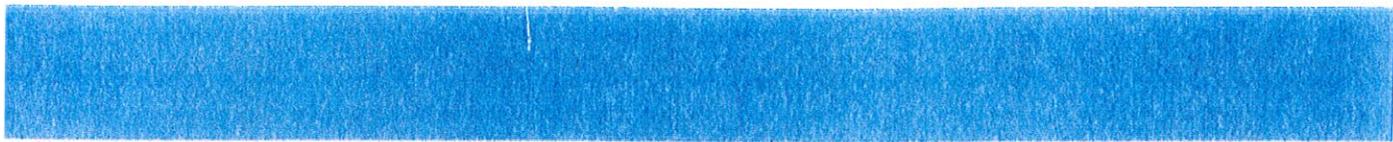
The Hernando County Board of County Commissioners has discussed the annexations recently enacted by the City of Brooksville and would like to state a formal objection to the annexations identified herein as follows:

1. Key 419096 - 20366 Cortez Blvd owned by Grace World Outreach Church, Inc.; and
2. Key 357893 - 20428 Cortez Blvd owned by Diocese of St Petersburg (St Anthony Catholic Church); and
3. Key 358437 - 20180 Barnett Rd owned by Hernando County Housing Authority (Magnolia Gardens Apartments); and
4. Key 1251031 - 1032 S Mildred Ave owned by Samuel and Kellie Griffin; and
5. Key 201490 - 6197 Broad Street (approximately 2,050 feet north of Southern Hills Boulevard) Brooksville Christian Church, Inc.

Annexations listed above as 1, 2, 3 and 4 were previously reviewed by the Planning Department for compliance with the Interlocal Agreement governing the first right to serve with water/and or sewer service, and the County's ability to serve these properties; and issued a letter of "no comment" for the proposed annexations relative to those planning issues. To date, the County has not responded to Annexation 5 listed above.

Upon review of the proposed annexations by the County Attorney's Office, and subsequent discussion with the Board of County Commissioners, the following concerns are being formally lodged for consideration by your office and the Brooksville City Council relative to the annexations identified in this letter:

1. The proposed annexations may not be consistent with the definition of compactness in Chapter 171.031 (12), Florida Statutes whereby the annexations should not create enclaves, pockets or fingers in serpentine patterns. Areas that are not reasonably compact may adversely affect the provision of services to the citizens by both City and County governments.

- 
2. The proposed annexations may not be consistent with the definition of contiguous in Chapter 171.031 (11), Florida Statutes whereby a substantial part of a boundary of the territory sought to be annexed is coterminous with the City boundary.
  3. The proposed annexations may not be consistent with Chapter 171.044, Florida Statutes whereby land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.
  4. The annexation of Key 358437, taken in conjunction with the annexations of Keys 419096 and 357893, creates a finger of unincorporated land.
  5. The annexation of Key 1251031 creates an enclave of unincorporated land.
  6. Key 201490 (6197 Broad Street, approximately 2,050 feet north of Southern Hills Boulevard), Brooksville Christian Church, Inc. is not located within the City's the first right to serve with water/and or sewer service.
  7. The City should reconsider its actions on the annexations identified herein relative to the issues identified.

Thank you for your consideration of, and response to, our comments, concerns and objections relating to this matter.

Sincerely,



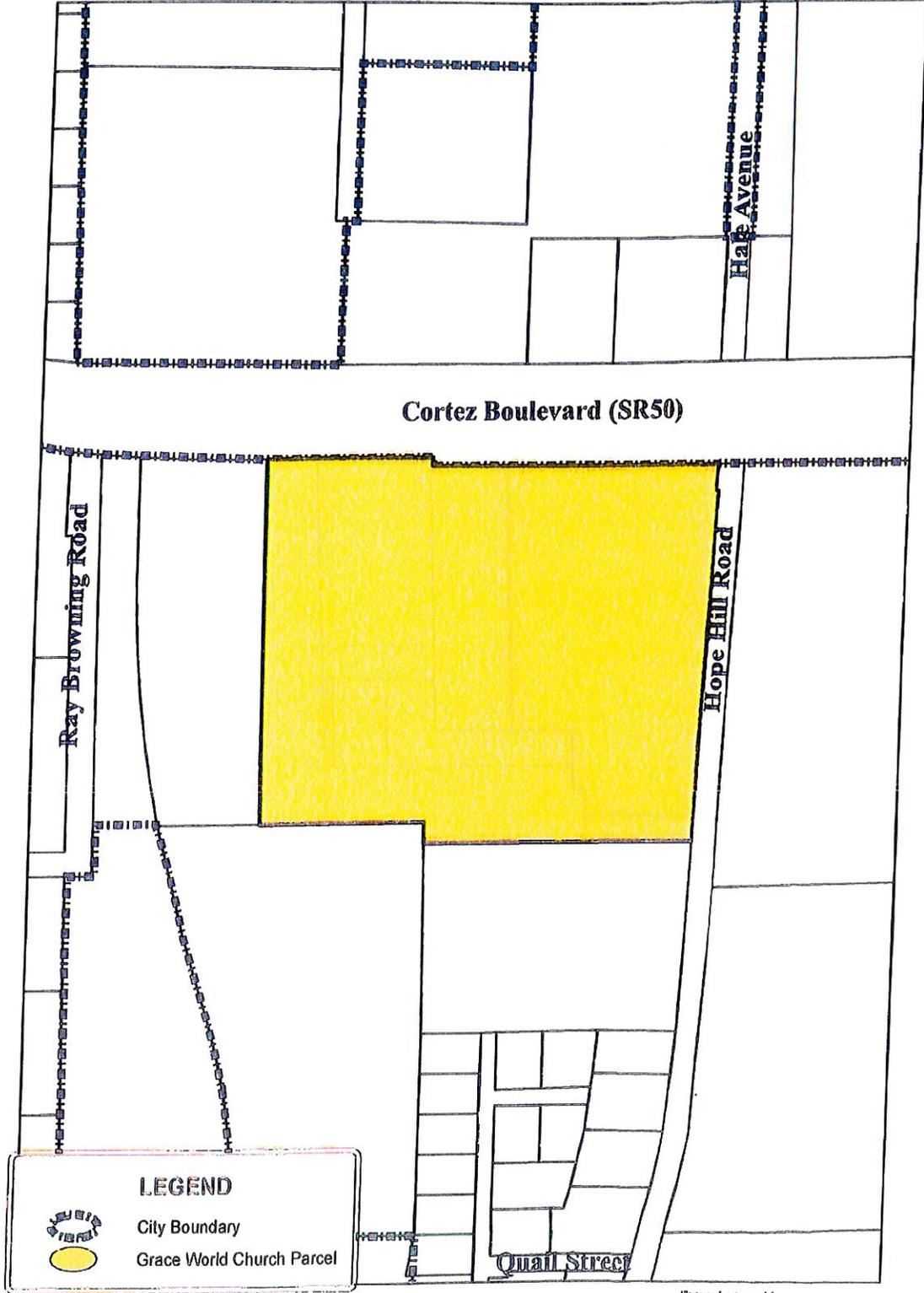
Leonard B. Sossamon  
County Administrator

cc: Honorable Chairman and Members, Board of County Commissioners  
Garth Collier, County Attorney  
Ronald F. Pianta, AICP, Assistant County Administrator  
Paul Wiczorek, AICP, Senior Planner  
Bill Geiger, Planning Director, City of Brooksville

# Maps

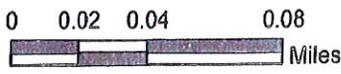


Grace World Outreach Church  
Annexation Petition - November 2015  
Ord. No. 854- EXHIBIT "B"



**LEGEND**

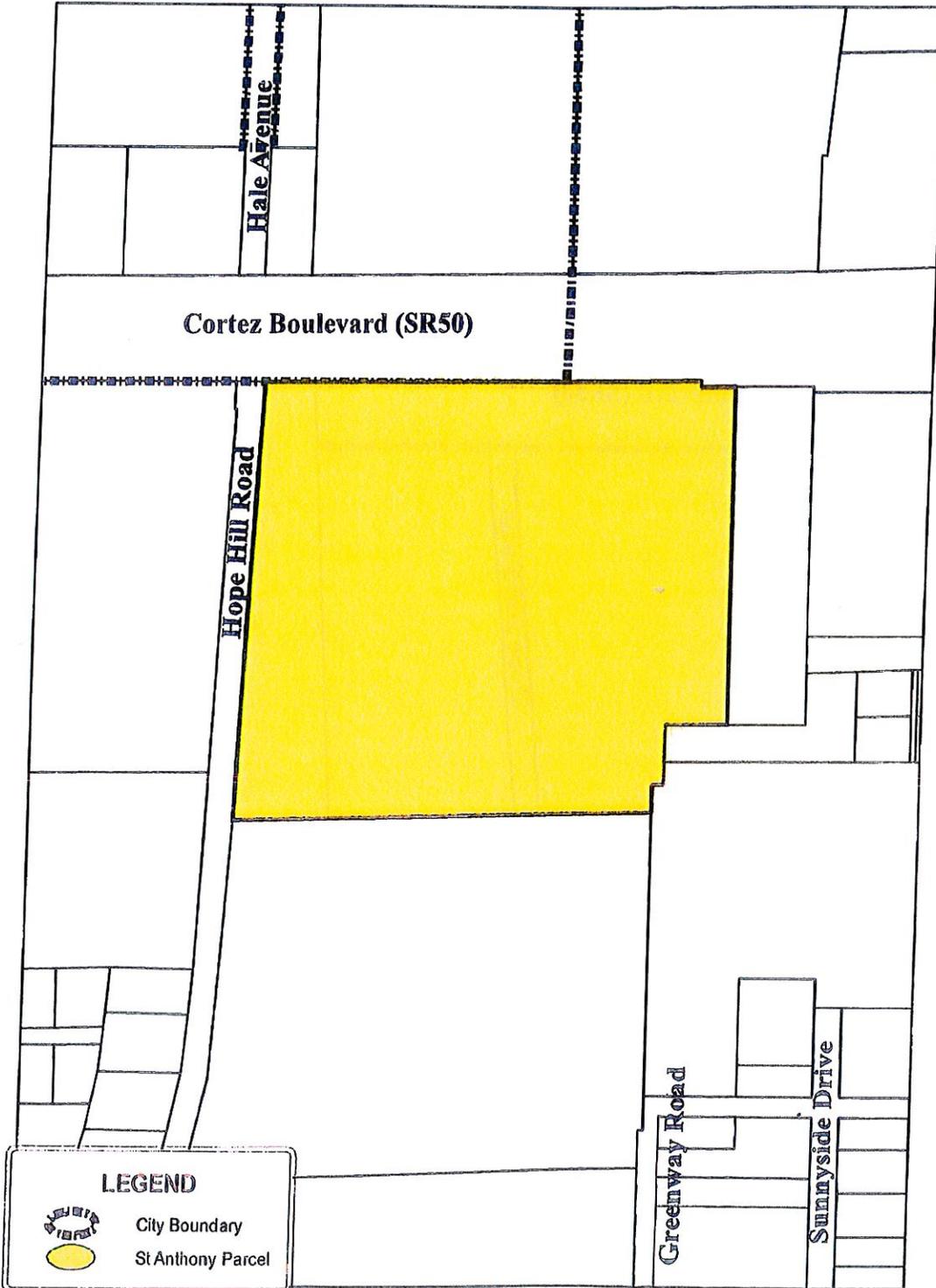
- City Boundary
- Grace World Church Parcel



This map was prepared by the City of Hope, Planning Department. It is not a legal document. It is for informational purposes only. It is not to be used for any legal or financial purposes. It is not to be used for any other purposes. It is not to be used for any other purposes.



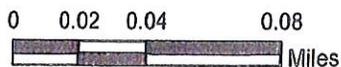
St. Anthony Catholic Church, Diocese of St. Petersburg  
 Annexation Petition  
 November 2015  
 Ord. No. 855- EXHIBIT "C"



**LEGEND**

 City Boundary

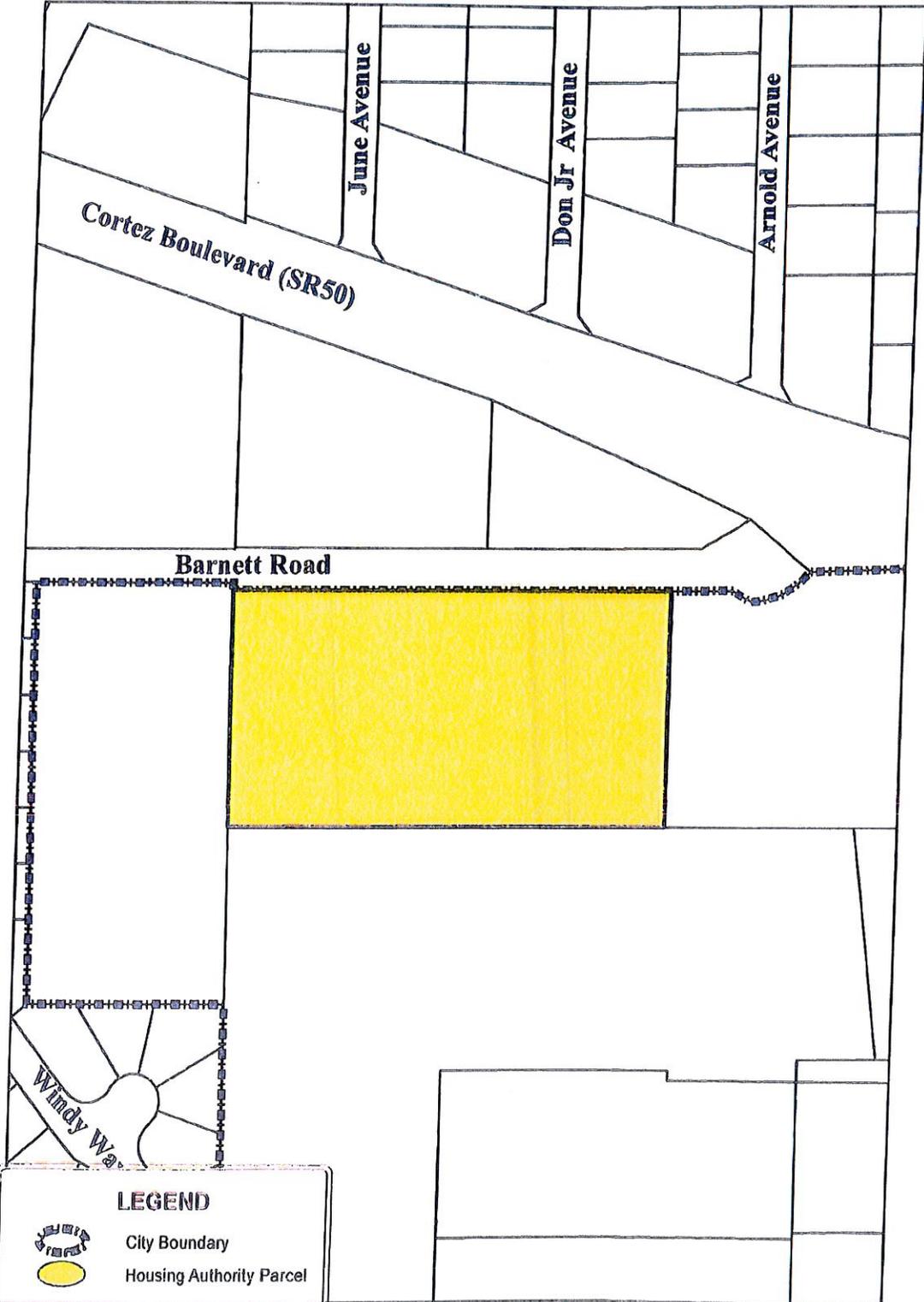
 St Anthony Parcel



This map was prepared by the Bureau of Planning and Development, City of St. Petersburg, Florida. It is intended for informational purposes only and should not be used for any legal or financial purposes. The City of St. Petersburg is not responsible for any errors or omissions on this map. The map is provided as a service to the public and is subject to change without notice.



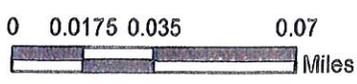
Hernando County Housing Authority  
 Annexation Petition - November 2015  
 Ord. No. 859- EXHIBIT "B"



**LEGEND**

City Boundary

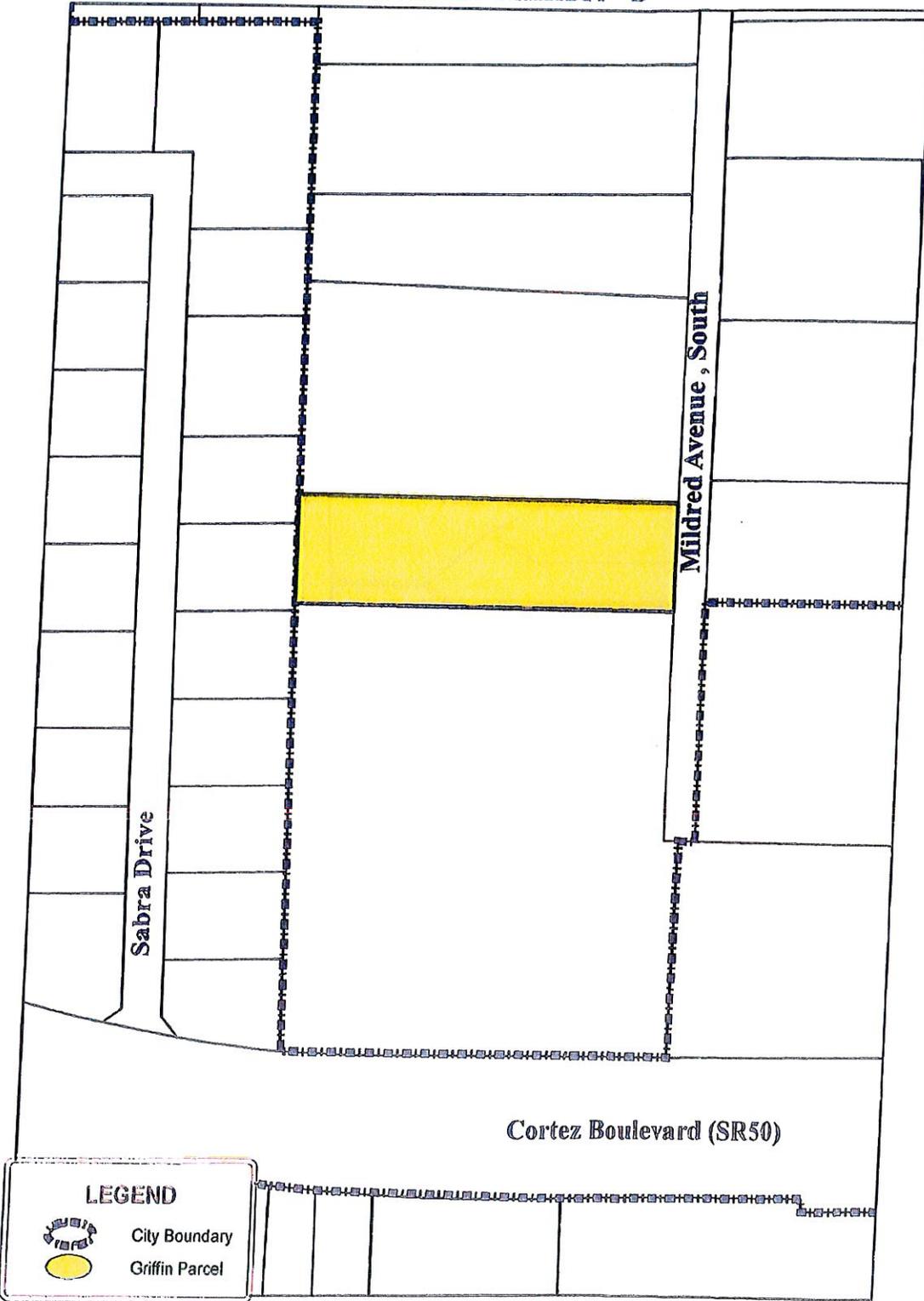
Housing Authority Parcel



\*This information prepared by the Hernando County Housing Authority is for informational purposes only. It is not intended to be used for any legal or financial purposes. The County Development Department is not responsible for any errors or omissions. All rights reserved. Hernando County, Florida. All other rights reserved.

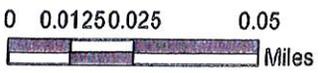


Griffin Annexation Petition  
 November 2015  
 Ord. No. 857- EXHIBIT "B"



**LEGEND**

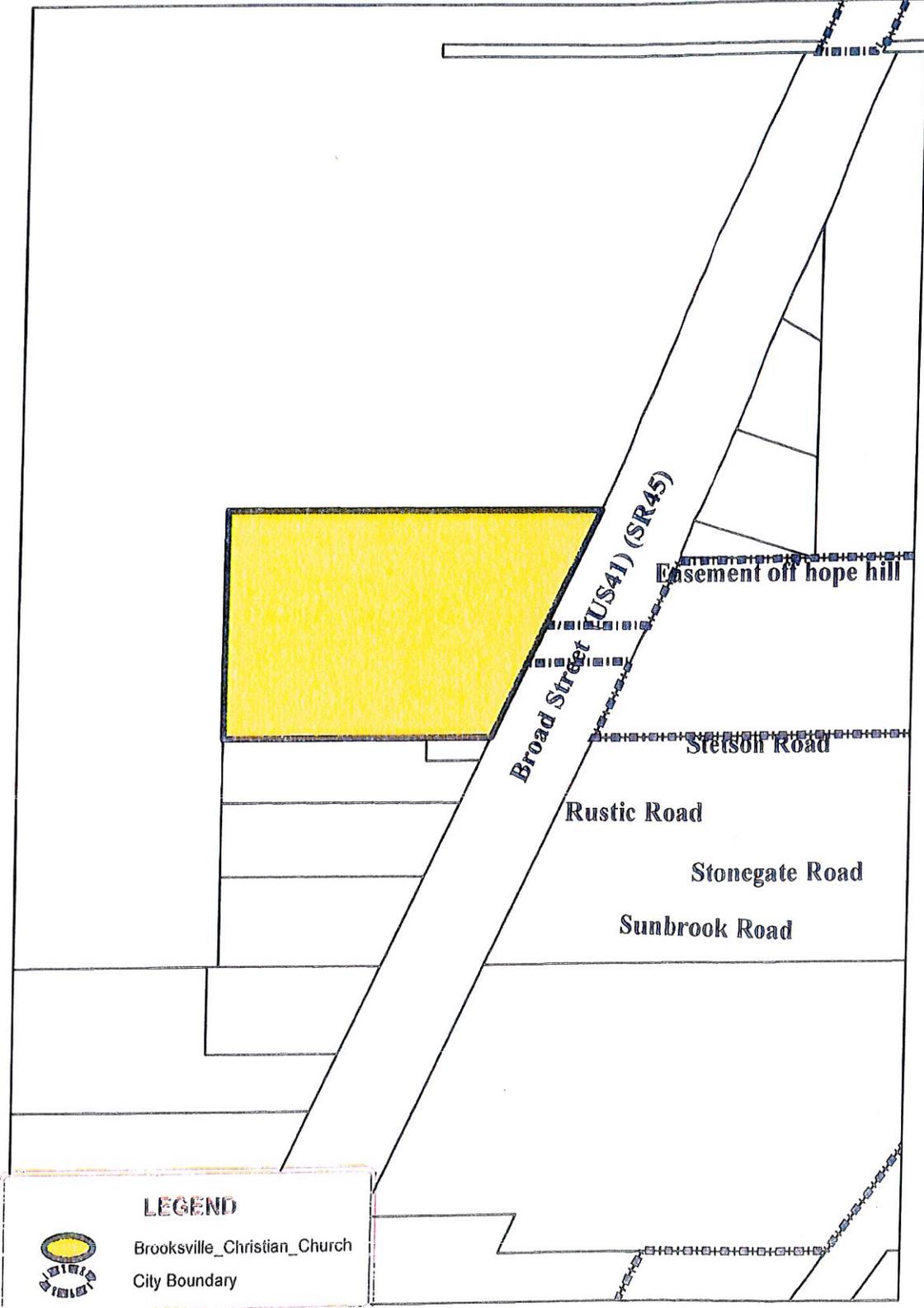
- City Boundary
- Griffin Parcel



This map was prepared by the Planning Department of the City of Griffin, Georgia. It is not to be used for any other purpose without the express written consent of the City of Griffin. The City of Griffin is not responsible for any errors or omissions on this map.



Brooksville Christian Church  
 Annexation Petition--December 2015  
 Ord. No. 862--EXHIBIT "B"



**LEGEND**

 Brooksville\_Christian\_Church

 City Boundary



\*This map information provided by the Florida-Clear Properties Appraisers, Inc. Map created by the Brooksville Community Development Department. Do not use this map for legal planning purposes. Only use the information shown on this map for reference. Brooksville, Florida. 11/10/15. Project No. 15-011. All Rights Reserved.

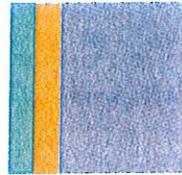
# CORRESPONDENCE TO NOTE

REGULAR COUNCIL MEETING – January 4, 2016

NOTE: COPIES OF CORRESPONDENCE ON FILE IN THE OFFICE OF THE CITY CLERK

1. TYPE: Letter  
DATED: November 23, 2015  
RECEIVED FROM: Kevin Wever  
ADDRESSED TO: Brooksville City Council  
SUBJECT: 2015 Great Brooksvillian – Ernie Wever
  
2. TYPE: Letter  
DATED: November 30, 2015  
RECEIVED FROM: D. Ray Eubanks, Administrator, Plan Review and Processing,  
Florida Department of Economic Opportunity  
ADDRESSED TO: Honorable Mayor Frankie Burnett  
SUBJECT: City of Brooksville - DEO#15-CIE1
  
3. TYPE: Letter  
DATED: December 18, 2015  
RECEIVED FROM: Julie A. Dennis, Interim Director, Division of Community  
Development, Florida Department of Economic Opportunity  
ADDRESSED TO: Honorable Mayor Frankie Burnett  
SUBJECT: City of Brooksville – DEO #15-1ESR
  
4. TYPE: Letter  
DATED: December 23, 2015  
RECEIVED FROM: D. Ray Eubanks, Administrator,  
Florida Department of Economic Opportunity  
ADDRESSED TO: Honorable Mayor Natalie Kahler  
SUBJECT: Brooksville Evaluation and Appraisal Notification Letter
  
5. TYPE: Memorandum  
DATED: December 22, 2015  
RECEIVED FROM: Bradley W. Sufficool, Secretary, Firefighters' Pension Trust Fund,  
Board of Trustees  
ADDRESSED TO: City Manager T. Jennene Norman-Vacha  
SUBJECT: Statement of Expenses

Kevin Wever  
8381 Windridge Way  
Brooksville, Florida 34613



November 23, 2015

Brooksville City Council  
201 Howell Avenue  
Brooksville, Florida 34601

SUBJECT: 2015 Great Brooksvillian – Ernie Wever

Honorable Mayor, City Council Members, and Great Brooksvillian Committee:

Thank you very much for selecting my father, Ernie Wever, to receive the Great Brooksvillian Award for 2015. This was a memorable event for our family. Our dad, being recognized by you and other community leaders, is a highlight we will remember over and over with gratitude. A review of the list of past recipients, with their excellent track records of community service and honest dealings, reveals the significance of this award.

I appreciate all that each of you have contributed to this event. Many of the past recipients of this award, guest speakers at the ceremony, and those who wrote letters recommending my father for this award have served as my role models over the years growing up here in Brooksville. It's individuals like them, all "Great Brooksvillians" in my mind, that makes this community a great place to live. I sincerely thank you.

Cordially,

Kevin Wever

CTN  
01-04-16

Rick Scott  
GOVERNOR



Jesse Panuccio  
EXECUTIVE DIRECTOR

November 30, 2015

The Honorable Frankie Burnett, Mayor  
City of Brooksville  
Community Development Department  
201 Howell Avenue  
Brooksville, Florida 34601

Re: City of Brooksville 15-CIE1

Dear Mr. Mayor:

Thank you for submitting copies of the City of Brooksville 5-year Capital Improvement Schedule adopted by **Ordinance No. 852** on **November 16, 2015**, for our records.

The reference number for this amendment package is DEO# 15-CIE1.

The State Land Planning Agency **will not** conduct a compliance review or issue a Notice of Intent regarding the adopted 5-year capital improvement schedule in accordance with procedures contained in Section 163.3177(3)(b), Florida Statutes.

If you have any questions, please contact Terri Stoutamire, Plan Processor of my staff at (850) 717-8513 or email [terri.stoutamire@deo.myflorida.com](mailto:terri.stoutamire@deo.myflorida.com).

Sincerely,

D. Ray Eubanks, Administrator  
Plan Review and Processing

DRE/ts

CTN  
01-04-16  
Bill Eubanks  
Re: Bill Eubanks

Rick Scott  
GOVERNOR



Jesse Panuccio  
EXECUTIVE DIRECTOR

December 23, 2015

The Honorable Natalie Kahler, Mayor  
City of Brooksville  
201 Howell Avenue  
Brooksville, Florida 34601-2041

RE: Brooksville Evaluation and Appraisal Notification Letter

Dear Mayor Kahler,

This is to acknowledge receipt of your Evaluation and Appraisal Notification Letter which was due on January 1, 2016, and received by the Department on December 18, 2015.

Please note that your proposed comprehensive plan amendments based on your Evaluation and Appraisal should be transmitted to the Department by **January 1, 2017**, within one year of your notification, pursuant to Section 163.3191(2), Florida Statutes. The amendments are subject to the State Coordinated Review Process as outlined in Section 163.3184(4), Florida Statutes.

Ms. Sherry Spiers of the Department's staff is available to assist and provide technical guidance to your questions concerning the contents of the Evaluation and Appraisal based comprehensive plan amendments and may be reached at (850) 717-8499.

If you have any questions concerning the processing of the Evaluation and Appraisal based amendments, please contact Mr. Ray Eubanks, Plan Processing Administrator, at (850) 717-8483.

Sincerely,

D. Ray Eubanks  
Plan Processing Administrator

DRE/me

CTN  
01.04.16  
Billie



# City Of Brooksville

**MAILED VIA CERTIFIED MAIL  
RETURN RECEIPT REQUESTED**

RECEIVED  
Bureau of Community Planning

DEC 18 2015

December 8, 2015

Div. of Community Development  
Dept. of Economic Opportunity

Ray Eubanks, Plan Processing Administrator  
Florida Department of Economic Opportunity  
State Land Planning Agency – The Caldwell Building  
107 East Madison Street, MSC - 160  
Tallahassee, FL 32399-4140

RE: 2016 City of Brooksville Evaluation and Appraisal Report Notification Letter

Dear Mr. Eubanks:

In accordance with the Department of Economic Opportunity's Evaluation and Appraisal Notification Schedule 2012-2018, the City of Brooksville hereby provides notice to the State Land Planning Agency that we have evaluated the City's Comprehensive Plan in accordance with Chapter 163.3191(1), F.S. and determined the Plan is in substantial compliance with State Statutes. Notwithstanding the above determination, the evaluation revealed the need to analyze the Future Land Use Element in order to ensure that the City has the "minimum amount of land required to accommodate the median projections of the University of Florida's Bureau of Economic and Business Research for at least a 10-year planning period...." The result of the analysis will determine if amendments to the Comprehensive Plan are necessary. Additionally, text changes will be required to delete references to Rule 9J-5 and to incorporate new statutory citations.

Despite the fact that we have determined the Comprehensive Plan is in substantial compliance with State Statutes, the City intends to modify portions of the Plan not identified in our initial evaluation. The amendments will focus on incorporating a vision for the City developed recently by a grassroots group of stakeholders. As expressed by the stakeholders and endorsed by City Council, the vision document was written with the intent of using it as a guide for future modifications to the City's Comprehensive Plan. The vision document contains guiding principles for land use, transportation, housing, conservation and open space, public safety, economic development, urban

design and public facilities. In addition to incorporating the guiding principles of the vision document in the Plan, the City intends to improve the Plan's clarity through structure and terminology that better conveys core principles, goals and interrelationships, and will identify and relocate regulatory-type policies to the appropriate regulatory documents such as the Land Development Code. Finally, the City intends to update the appropriate baseline information for each Element as necessary.

Bill Geiger, the City's Community Development Director, is the person who is familiar with this Evaluation and Appraisal Notification Letter and can be contacted in writing at 201 Howell Avenue, Brooksville, Florida 34601, by telephoning (352) 540-3815, or by email at [bgeiger@cityofbrooksville.us](mailto:bgeiger@cityofbrooksville.us).

Sincerely,



Natalie Kahler  
Mayor

Rick Scott  
GOVERNOR



Jesse Panuccio  
EXECUTIVE DIRECTOR

December 18, 2015

The Honorable Frankie Burnett  
Mayor, City of Brooksville  
201 Howell Avenue  
Brooksville, Florida 34601-2041

Dear Mayor Burnett:

The Department has completed its review of the proposed comprehensive plan amendment for the City of Brooksville (DEO Amendment Number 15-1ESR), which was received on November 16, 2015. This package includes text amendments to the City's infrastructure and Intergovernmental Coordination Elements. The amendments adopt the Water Supply Facilities Work Plan by reference; and also ensure coordination with the water management district by updating the City's water supply plan within 18 months of the Regional Water Supply Plan. We have reviewed the proposed amendment pursuant to Sections 163.3184(2) and (3), Florida Statutes (F.S.), and identified no comment related to important state resources and facilities within the Department's authorized scope of review that will be adversely impacted by the amendment if adopted.

The City is reminded that pursuant to Section 163.3184(3)(b), F.S., other reviewing agencies have the authority to provide comments directly to the City. If other reviewing agencies provide comments, we recommend the City consider appropriate changes to the amendment based on those comments. If unresolved, such comments could form the basis for a challenge to the amendment after adoption.

The City should act by choosing to adopt, adopt with changes, or not adopt the proposed amendment. Also, please note that Section 163.3184(3)(c)1, F.S., provides that if the second public hearing is not held within 180 days of your receipt of agency comments, the amendment shall be deemed withdrawn unless extended by agreement with notice to the state land planning agency and any affected party that provided comment on the amendment. For your assistance, we have enclosed the procedures for adoption and transmittal of the comprehensive plan amendment.

CTN  
01-04-16  
J. Panuccio  
DE: Paolo Garcia

If you have any questions relating to this review, please contact Nia Clark, at (850) 717-8492, or by email at [nia.clark@deo.myflorida.com](mailto:nia.clark@deo.myflorida.com).

Sincerely,



Julie A. Dennis, Interim Director  
Division of Community Development

JAD/nc

Enclosure: Procedures for Adopted Amendments

cc: Avera Wynne, AICP, Interim Executive Director, Tampa Bay Regional Planning Council  
Bill Geiger, Community Development Director, City of Brooksville

**SUBMITTAL OF ADOPTED COMPREHENSIVE PLAN AMENDMENTS  
FOR EXPEDITED STATE REVIEW**

Section 163.3184(3), Florida Statutes

**NUMBER OF COPIES TO BE SUBMITTED:** Please submit three complete copies of all comprehensive plan materials, of which one complete paper copy and two complete electronic copies on CD ROM in Portable Document Format (PDF) to the State Land Planning Agency and one copy to each entity below that provided timely comments to the local government: the appropriate Regional Planning Council; Water Management District; Department of Transportation; Department of Environmental Protection; Department of State; the appropriate county (municipal amendments only); the Florida Fish and Wildlife Conservation Commission and the Department of Agriculture and Consumer Services (county plan amendments only); and the Department of Education (amendments relating to public schools); and for certain local governments, the appropriate military installation and any other local government or governmental agency that has filed a written request.

**SUBMITTAL LETTER:** Please include the following information in the cover letter transmitting the adopted amendment:

\_\_\_\_\_ State Land Planning Agency identification number for adopted amendment package;

\_\_\_\_\_ Summary description of the adoption package, including any amendments proposed but not adopted;

\_\_\_\_\_ Identify if concurrency has been rescinded and indicate for which public facilities. (Transportation, schools, recreation and open space).

\_\_\_\_\_ Ordinance number and adoption date;

\_\_\_\_\_ Certification that the adopted amendment(s) has been submitted to all parties that provided timely comments to the local government;

\_\_\_\_\_ Name, title, address, telephone, FAX number and e-mail address of local government contact;

\_\_\_\_\_ Letter signed by the chief elected official or the person designated by the local government.

**ADOPTION AMENDMENT PACKAGE:** Please include the following information in the amendment package:

\_\_\_\_\_ In the case of text amendments, changes should be shown in strike-through/underline format.

\_\_\_\_\_ In the case of future land use map amendments, an adopted future land use map, **in color format**, clearly depicting the parcel, its future land use designation, and its adopted designation.

\_\_\_\_\_ A copy of any data and analyses the local government deems appropriate.

**Note:** If the local government is relying on previously submitted data and analysis, no additional data and analysis is required;

\_\_\_\_\_ Copy of the executed ordinance adopting the comprehensive plan amendment(s);

Suggested effective date language for the adoption ordinance for expedited review:

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

\_\_\_\_\_ List of additional changes made in the adopted amendment that the State Land Planning Agency did not previously review;

\_\_\_\_\_ List of findings of the local governing body, if any, that were not included in the ordinance and which provided the basis of the adoption or determination not to adopt the proposed amendment;

\_\_\_\_\_ Statement indicating the relationship of the additional changes not previously reviewed by the State Land Planning Agency in response to the comment letter from the State Land Planning Agency.

# FIREFIGHTERS' PENSION TRUST FUND BOARD OF TRUSTEES

85 Veterans Ave, Brooksville, Fl. 34601  
352-544-5445 Fax- 352-540-3840

SUSAN MAE McCRARY, ADMINISTRATOR - 352-796-1035

## MEMORANDUM

TO: T. JENNENE NORMAN-VACHA, CITY MANAGER  
FROM: BRADLEY W. SUFFICOOL, SECRETARY *BeS*  
RE: STATEMENT OF EXPENSES  
DATE: DECEMBER 22, 2015

Attached is a Statement of Expenses which was approved by the Firefighters' Pension Trust Fund Board of Trustees at its meeting held on December 16, 2015. A copy of this report should be available to the public.

Copy: Board  
Scott Christiansen, Attorney

JOSEPH PECORA, CHAIRMAN  
DRIVER/ENGINEER,

REGINA A. MARTIN, VICE-CHAIRMAN  
DONALD NICHOLS, III/TRUSTEE

CAPTAIN BRADLEY W. SUFFICOOL, SECRETARY  
MARGARET BLOOMQUIST/TRUSTEE

*CTM*  
*01.04.16*  
*[Signature]*  
*cc: Danneke*  
*Finn*  
*Delina*  
*HR*

# FIREFIGHTERS' PENSION TRUST FUND BOARD OF TRUSTEES

85 Veterans Ave, Brooksville, Fl. 34601  
352-544-5445 Fax- 352-540-3840

SUSAN MAE McCRARY, ADMINISTRATOR - 352-796-1035

---

## STATEMENT OF EXPENSES FOR FISCAL YEAR- October 1, 2014 – September 30,2015

### Professional Services

Accounting	\$10,500
Actuarial	\$17,569
Administration	\$ 6,500
Custodial	\$ 6,875
Consultants/Investments	
Agincourt	\$ 5069.14
Bogdahn	\$15,500.00
Dana	\$12,014.52
Total Professional Services	\$74,027.66

### Other Expenses

Insurance	\$2610.
Travel	\$2485.28
Miscellaneous	\$ 29.17
Total other expenses	\$5124.45
Total fiscal year expenses	\$79,152.11

Prepared by: Susan Mae McCrary, Administrator  
for Board meeting 12/16/15

*Approved 12/16/15*