

**CITY OF BROOKSVILLE
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS
201 HOWELL AVENUE
BROOKSVILLE, FL 34601**

AGENDA

October 19, 2015

6:00 P.M.

- A. **CALL TO ORDER**
- B. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. **ADJOURN MEETING AND CONVENE IN EXECUTIVE SESSION**

EXECUTIVE SESSION PURSUANT TO F. S. CHAPTER 286.011(8)

The purpose of the Executive Session is to discuss settlement options and litigation strategy for pending City actions. The persons attending the meeting will be Frankie Burnett, Mayor, Natalie Kahler, Vice Mayor, Council Members Robert Battista, Betty Erhard, and William Kemerer; Attorney's for the City of Brooksville, Thomas Hogan, Jr. , Clifford A. Taylor, Elizabeth Lester Martin, and Debbie Hogan; City Manager, T. Jennene Norman-Vacha; and Court Reporter Holly L. Kirchman of Carolyn F. Engel & Associates. The meeting is expected to last approximately forty-five minutes.

ADJOURN EXECUTIVE SESSION & RECONVENE COUNCIL MEETING

- D. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- E. **CITIZEN INPUT**
- F. **PRESENTATION & REQUESTS FOR WAIVERS**

1. **Community Thanksgiving Dinner Fee Waiver Request**

Consideration of fee waivers in the amount of \$325.00 total or \$162.50 at 50% of costs for use of the Jerome Brown Community Center for Thanksgiving Dinner on Monday, November 23, 2015, being sponsored by the Christian Life Assembly of God.

Presentation:	Event Sponsor
Recommendation:	Consideration of Fee Waiver
Attachment:	Memo from Director of Parks, Facilities & Recreation dated 10/07/15, Letter of Request dated 10/06/15, Facility Use Agreement, Fee Waiver Report & Policy

REGULAR COUNCIL MEETING AGENDA – OCTOBER 19, 2015

G. CERTIFICATES, PROCLAMATIONS AND PRESENTATIONS

1. “Florida City Government Week” Proclamation

Consideration of Proclamation declaring the week of October 18-24, 2015, as “Florida City Government Week” in conjunction with the Florida League of Cities’ sponsored annual statewide celebration of municipal government and its contributions to the quality of life of Floridians.

Presentation: Mayor
Attachment: Proclamation

2. Resolution No. 2015-20 – Timothy Mossgrove Retirement

Consideration of Resolution honoring Fire Chief Timothy Mossgrove who retired from the City of Brooksville on September 29, 2015, after more than 29 years of service.

Presentation: Mayor
Recommendation: Approval of Resolution
upon Roll Call Vote
Attachment: Resolution 2015-20

3. 2015 Valuation Adjustment Board Petitions Filed

Presentation by Hernando County Property Appraiser regarding 2015 Valuation Adjustment Board (VAB) petitions filed on parcels within the City of Brooksville

Presentation: John Emerson, Property Appraiser
Attachment: Email and 2015 VAB Petition List

4. Hernando County Fair Association Presentation

Presentation by Hernando County Fair Association discussing Hernando County Fairgrounds events and activities.

Presentation: Shari Klimas, President of Hernando
County Fair Board & Richard Klimas,
Grounds Manager
Attachment: Letter dated October 2015

5. EPA Brownfield Assessment Grant Program Summary

Presentation of Brownfield Assessment Grant Program summary and overview of accomplishments.

Presentation: Director of Community Development
Attachment: Memo from Director of Community
Development, dated 10/19/15

REGULAR COUNCIL MEETING AGENDA – OCTOBER 19, 2015

- H. CITIZEN INPUT
- I. ITEMS BY COUNCIL
- J. ADJOURNMENT

CORRESPONDENCE TO NOTE

1. Letter from Florida Department of Health in Hernando County

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 on line at 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 a verbatim record of the proceedings is made.



AGENDA ITEM MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

VIA: T. JENNENE NORMAN-VACHA, CITY MANAGER

**FROM: MIKE WALKER, PARKS/FACILITIES & RECREATION
DIRECTOR**

**SUBJECT: COMMUNITY THANKSGIVING DINNER FEE WAIVER
REQUEST**

DATE: October 7, 2015

GENERAL SUMMARY/BACKGROUND: The Christian Life Assembly of God is requesting to hold their annual Community Thanksgiving Dinner at the Jerome Brown Community Center (JBCC) on Monday, November 23, 2015, from 6 pm until 9 pm. The dinner has fed over 600 individuals each year since 2004, along with providing over 100 meals delivered to individuals who are unable to attend the event. They are requesting to have the fees in the amount of \$325 waived for use of the JBCC. Following the Fee Waiver Policy, 50% approval would be \$162.50.

The Church has provided the City with the appropriate Certificate of Insurance and a deposit of \$300.00.

BUDGET IMPACT: Total impact to the City of Brooksville for the Community Thanksgiving Dinner is \$325.00 in total or \$162.50 at 50% of costs. Fee waiver funding in the amount of \$15,000 is currently allocated within the General Fund budget for FY2016, line item number 001-010-511-59901. Of that amount, \$4,442.97 has been awarded, leaving a balance of \$10,557.03

LEGAL REVIEW: Pursuant to Special Events Fee Waiver Policy No. 3-2012, the City Council has the authority to waive fees for rental or use of City facilities.

STAFF RECOMMENDATION: Direction to staff.

ATTACHMENTS:

1. Letter from Pastor John Hansel dated 10/06/15
2. Facility Use Agreement
3. Fee Waiver Spreadsheet
4. Special Events Fee Waiver Policy

Attachment 1



Rev. John Hensel
Senior Pastor

Rev. Chris Lewis
Asst. Pastor -
Youth

Rev. Al Gaither
Asst. Pastor -
Children

Christian Life Assembly of God

October 6, 2015

Dear Brooksville City Council Members:

This letter is to request your consideration for waiving the usage fee for the Jerome Brown Center on Monday, November 23, 2015, for a Community Thanksgiving Dinner for those in need.

This dinner is designed to provide a complete hot and delicious Thanksgiving meal for those who may not be able to provide one for themselves. The meal will be served in a warm, caring atmosphere in which each attendee is treated as a special guest. Along with the meal, entertainment and friendly conversation is provided that makes this event a highlight for many during this holiday time of year.

We have been holding this Annual Community Thanksgiving Dinner at the Jerome Brown Center since 2004. This will make the twelfth year that we have participated. However, the Community Thanksgiving Dinner was already an Annual Event prior to our taking up the need. The event feeds 600 plus individuals each year. We have volunteers from several local businesses, and a number of churches and para-church ministries. For a number of years the City of Brooksville was included on the fliers as a co-sponsor of this Annual Dinner. Without this dinner many of those who attend would not have an opportunity to enjoy a traditional Thanksgiving Dinner. Some would not have a hot meal at all. For others, this meal provides the only opportunity they have to share a meal with friendly company.

The Annual Thanksgiving Dinner places very little burden, or extra work, on the Brooksville City employee staff. We have each year provided the volunteer staff to run the entire dinner from set up to break down and clean up without needed support from City staff.

We hope you will agree that this Annual Event provides an important service to the Community, and help us continue to provide this resource by waiving the Jerome Brown Center usage fee for Monday, November 23, 2015.

Thank you for your consideration.

Sincerely,

Pastor John Hensel
Senior Pastor
Christian Life Assembly of God
President Hernando Christian Ministerial Association
Peninsular Florida District Council Presbyter
Peninsular Florida District Men's Director
Executive Advisory Council Florida Men of Integrity

13065 Jacqueline Rd., Brooksville, FL 34613 ~ (352) 597-1139 ~ Fax (352) 597-4696

Sharing the Life of Christ...through His love, message, and Spirit...

Attachment 2

CITY OF BROOKSVILLE PARKS & RECREATION DEPARTMENT FACILITY USE AGREEMENT



<input checked="" type="checkbox"/> Jerome Brown Community Center	<input checked="" type="checkbox"/> Hall/Gym	<input checked="" type="checkbox"/> Conference Room	<input checked="" type="checkbox"/> Kitchen
<input type="checkbox"/> Enrichment Center	<input type="checkbox"/> 1 st Fl Conf. Rm.	<input type="checkbox"/> 2 nd Fl Conf. Rm.	<input type="checkbox"/> Kitchen
<input type="checkbox"/> Other Facility _____			

Name of applicant (User): Christian Life Assembly of God

If an organization, name of representative: Rev. John Hensel

Not-for-Profit (attach copy of certificate) Government Agency City Co-Sponsored

Address: 13065 Jacqueline Rd. City: Brooksville State: FL Zip: 34613

Contact person: Fran Hensel Day Telephone 352-597-1139 Evening 352-684-4819

Alternate contact person: Christa Hensel Day Telephone 352-597-1139 Evening 352-584-1856

Description of event: Community Thanksgiving Dinner - We will provide a Thanksgiving Dinner for all in the community Anticipated attendance: 600

Attendees will be: Adult Teen Elem Preschool; If youth event, number of supervising adults: _____

Day(s) of event: M - T - W - Th - F - Sa - Su Start date of event: 11-23-15 Ending date: 11-23-15

Time event begins: 6:00 AM/PM Time event ends: 9:00 AM/PM

Set-up: Date 11-23-15 From 4:00 AM/PM to 6:00 AM/PM

Will event be open to the general public? Yes No; Admission/donation/fee**: Yes No \$ _____

Food/merchandise sales*: Yes No; Describe: _____

Refreshments served: Yes No; Describe: Thanksgiving Dinner and Drinks

Number of paid security officers (if applicable): _____ Scheduled from _____ AM/PM to _____ AM/PM

RATES & FEES	
User Fees: The base user fee for the requested facility is \$ <u>325⁰⁰</u> (plus Florida sales tax, if applicable) for the period set forth in this application. If applicable, each additional hour or part thereof, and the cost of additional equipment, supplies and services, will require an additional fee.	<i>First Hour - \$75 Each Additional - \$50 x 4 = 200 Kitchen - \$50</i>
Deposit: An initial deposit equal to the Security Deposit is due when the Facility Use Agreement is signed. If the projected rental and fees exceed the basic Security Deposit, such additional amounts are to be paid not less than ten (10) days prior to the event. The User is responsible for leaving the facility in a clean and satisfactory condition upon the conclusion of the activity. The deposit will be refunded less any amount due for additional rental charges, damages or other additional services. If actual costs exceed the amount of the Deposit, such additional amounts will be due from User upon notice.	
Refunds: (A) 75% of the deposit will be refunded if cancellation by applicant is received thirty (30) or more calendar days before the event date, or (B) 50% if canceled less than thirty (30) calendar days and the facility is subsequently leased for the same day/time period to another user, 25% if not re-leased.	

USE AGREEMENT TERMS

1. Use rates include utilities and waste removal. Damages are the responsibility of User, reasonable wear and tear accepted, as well as the cost of any additional rental periods or services.
2. Alcoholic beverages are prohibited in City Parks except within the Jerome Brown Community Center if/when an Alcoholic Beverage Distribution/Consumption Permit has been issued by the Parks and Recreation Director or authorized agent. Smoking is prohibited inside facilities. No illegal drugs, gambling or games of chance are allowed anywhere in City Parks. Any violation of the terms of this Agreement could at the City's option result in forfeiture of the deposit, and/or arrest and prosecution.
3. No activities are permitted to extend beyond 12:00 a.m. (midnight), unless approved in advance of the activity by the City's Parks and Recreation Director or authorized agent.
4. If required by the City, the User shall hire at his/her own expense, law enforcement officers for crowd control at events. Brooksville Police Officers will be utilized when available.
5. No admission charges or sale of items will be allowed without prior written permission from the Director of Recreation. If approved, User will be responsible for collection and payment of applicable sales and any other taxes.
6. User will be responsible for obtaining all necessary licenses and permits, including Alcoholic Beverage License, and any required Health Department permits, for provision of food.
7. Applications are to be submitted a minimum of ten (10) days prior to the requested lease dates, unless this requirement is modified by the Parks and Recreation Director or authorized agent. Fees are tentative and this application is subject to review and approval by the Parks and Recreation Department Director. The City reserves the right to cancel, postpone, or reschedule this event due to facility maintenance, inclement weather, public safety requirements or if facility is needed for emergency or other use by the City. The City's liability in such instances will be limited to the amount paid by applicant to use the facility, and upon refund to applicant, will serve as a general release of liability. The City's only obligation to the User will be refunding User's full deposit.
8. User assumes responsibility for any damages to the facility and injury to participants which are the result of the conduct or negligence of User and/or User's agents and guests. Liability and Property Damage Insurance is required for the use of the Jerome Brown Community Center and other designated facilities. A Certificate of Insurance with minimum limits of \$500,000 Property Damage, General Liability \$1,000,000/\$2,000,000, Automobile Liability \$1,000,000/\$2,000,000 and Workman's Compensation with Statutory Limits* or provide notarized affidavit of exemption listing relevant statutes with the City as an Additional Named Insured and Certificate Holder, is to be provided to the City not less than seven (7) calendar days before the event.
9. The City shall not be responsible for any damage or injury that may happen to the User, its agents, assistants, employees, patrons, guests, invitees, servants, or property from any cause whatever (unless occasioned by the sole negligence of the City) during the period covered by the Agreement. The User for itself, its agents, assistants, and employees expressly releases the City and agrees to hold the City harmless and to indemnify the City against any claim for loss, damage, injury or other liability arising out of the actions, fault, or negligence of the User, its agents, assistants, or employees, during the term of this Agreement.
10. The parties hereto understand that this Agreement will be interpreted pursuant to the laws of the State of Florida and the parties further agree that the venue of any legal action concerning the Agreement will be Hernando County.
11. This application, when executed by both parties, becomes a legally enforceable contract and User agrees to comply with all the terms and conditions set forth herein, and to all City Rules and Regulations. The undersigned warrants that if the applicant is not an individual, he/she has the authority to bind applicant.

To the best of my knowledge, all information on this application is correct. I have received, read, understand, and will comply with the provisions of this Facility Lease Agreement, and that this Agreement is not approved until execution by the City.

Applicant User/Name: Christian Life Assembly of God Signature: Rev. John R. Hensel Date: 10-7-15
 Applicant User/Name: Rev. John Hensel Signature: _____ Date: _____

Insurance Required: <input checked="" type="checkbox"/> Yes ___ No; Certificate naming the City as "Additional Insured" attached: ___ Yes ___ No	
Alcoholic Beverage Distribution/Consumption Permit ___ Yes ___ No (Attach copy of signed permit)	
Base Rent \$ <u>325⁰⁰</u> Other \$ <u>300⁰⁰</u> Total Estimated Cost \$ <u>625⁰⁰</u> Total Estimated Deposit \$ <u>300⁰⁰</u>	
Initial Deposit (minimum 50% of estimated total) \$ _____ Received by _____ Date _____ Balance Due (10 days prior to event) \$ _____	
Application Approved By: _____ Date: <u>10-7-15</u>	
Not valid unless signed by Director of Parks and Recreation or Authorized Agent.	

Attachment 3

Attachment 4

Special Event Fee Waiver Policy No. 3-2012 has been provided as a separate handout for City Council. Anyone wanting a copy of this attachment please contact the City Clerk's Office.

Proclamation

WHEREAS, city government is the government closest to most citizens, and the one with the most direct daily impact upon its residents, administered for and by its citizens; and,

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and,

WHEREAS, city government officials and employees share the responsibility to pass along their understanding of public services and its benefits; and,

WHEREAS, Florida City Government Week is a very important time to recognize the important role played by city government in our lives; and,

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Florida that they can shape and influence this branch of government which is closest to the people; and,

WHEREAS, Florida City Government Week offers an important opportunity to convey to all the citizens of Florida that they can shape and influence government through their civic involvement.

NOW THEREFORE, we the undersigned as City Council for and on behalf of the City Of Brooksville, do hereby proclaim, October 18th through October 24th

“Florida City Government Week”

and encourage all citizens, city government officials and employees to do everything possible to ensure that this week is recognized and celebrated accordingly.

In Witness Whereof, we have hereunto set our hand and caused the seal of the City of Brooksville to be affixed this 19th day of October, 2015.

City of Brooksville

Frankie Burnett, Mayor

Natalie Kahler, Vice Mayor

Robert B. Battista, Council Member

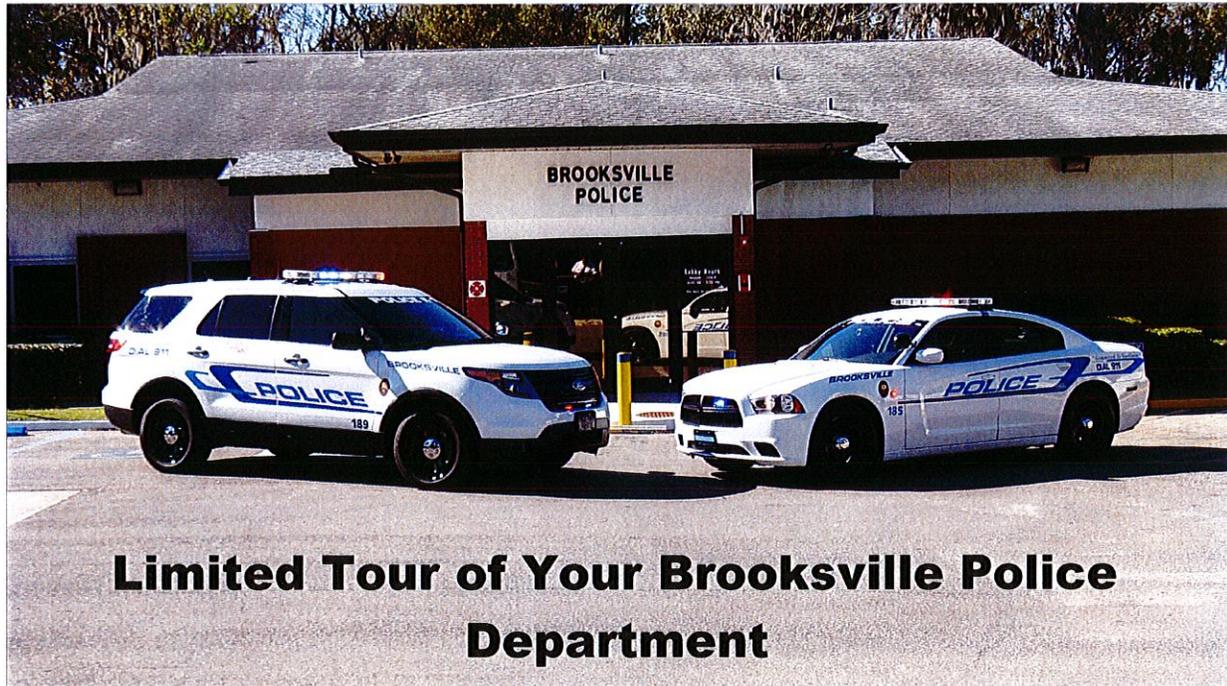
Betty Erhard, Council Member

William Kemerer, Council Member

Attest: _____
Jennifer J. Battista, Acting Deputy City Clerk

Celebrate Florida City Government Week

October 18-24, 2015



Citizens are invited to participate in an hour long tour of the Brooksville Police Department. Tour groups are limited to a maximum of twenty persons (20) per group; however, tours will be provided twice daily (10 am and 2 pm) on Monday, Wednesday, Thursday and Friday, October 19-24 and once at 2 pm on Tuesday, October 20. Interested citizens can reserve a spot by either emailing PDReception@cityofbrooksville.us or telephoning Madeleine Austin at (352) 754-4960 during her duty hours on Monday through Friday, 8 am to 5 pm.

Citizens will be provided a command briefing, an overview of patrol operations to include opportunity to observe a patrol vehicle, an overview of canine operations to include K-9 Titan or Scout, an overview of traffic camera enforcement operations and a brief question and answer period.

Secure your tour spot today by emailing or telephoning as indicated above. The Brooksville Police Department is an accredited law enforcement agency through the Commission for Florida Law Enforcement Accreditation.

Resolution No. 2015-20

A RESOLUTION TO TIMOTHY MOSSGROVE, ON THE OCCASION OF HIS RETIREMENT AND IN GRATEFUL APPRECIATION OF HIS OUTSTANDING SERVICE TO THE CITY OF BROOKSVILLE, FLORIDA.

WHEREAS, those who have dedicated their careers to public service are worthy of praise and commendation; and,

WHEREAS, TIMOTHY MOSSGROVE was employed by the City of Brooksville on October 27, 1986, with the Brooksville Fire Department; and,

WHEREAS, TIMOTHY MOSSGROVE, having been initially hired as a Reserve Firefighter/Emergency Medical Technician, he became a full-time firefighter on October 1, 1987, where he served that capacity until he became a Lieutenant in 1993, a Captain in 1999 and Acting Fire Chief on June 1, 2006; and,

WHEREAS, TIMOTHY MOSSGROVE was appointed as the City of Brooksville's Fire Chief on July 27, 2006, with the additional responsibility as Emergency Management Director on March 26, 2007; and,

WHEREAS, TIMOTHY MOSSGROVE has demonstrated leadership and his dedication for emergency services in numerous ways, including being certified as a fire inspector, serving as an important member of both the Brooksville Emergency Response Team (B.E.R.T.) and the Hazmat team and was recognized as a Chief Fire Officer through the U.S. Fire Administration's National Fire Academy; and,

WHEREAS, during his career with the Fire Department, **TIMOTHY MOSSGROVE** received only positive comments from his superiors, fellow employees and the public, citing his loyalty, dedication, ability to inspire others, and unequivocally placing his life on the line to protect the life and property of the citizens of our community; and,

WHEREAS, TIMOTHY MOSSGROVE, decided to retire on September 29, 2015 after more than 29 years of service.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, AS FOLLOWS:

SECTION 1. That this Resolution is hereby adopted in recognition of more than twenty-nine (29) years of faithful performance of duty by **TIMOTHY MOSSGROVE**.

SECTION 2. That this Resolution is adopted to memorialize the great affection and high esteem held by the City of Brooksville, its Council Members, employees, and citizens, and to express their appreciation to **TIMOTHY MOSSGROVE**.

ADOPTED in regular session this 19th day of October, 2015, A.D.

City of Brooksville

Frankie Burnett, Mayor

Natalie Kahler, Vice Mayor

Robert B. Battista, Council Member

Betty Erhard, Council Member

William Kemerer, Council Member

Attest: _____
Jennifer J. Battista, Acting Deputy City Clerk

T. Jennene Norman-Vacha

City Council
AGENDA ITEM: G3
October 19, 2015

From: Louise Holmes
Sent: Tuesday, September 29, 2015 1:35 PM
To: T. Jennene Norman-Vacha
Cc: Tannette Gayle; Jim Delach; Louise Holmes
Subject: City of Brooksville - 2015 VAB petitions filed.
Attachments: COB Petitions filed.xlsx

Good afternoon – I have attached a spreadsheet that Mr. Emerson thought you may want to be kept updated on. It shows the VAB petitions that have been filed on parcels within the City of Brooksville. The smaller parcels may not have much of an impact on your budget, but there are a number of bigger parcels that you may be interested in, such as Southern Hills Plantation, Brooksville Country Club, Walgreens, Wal-Mart, Brooksville Commercial Properties (Hernando Plaza), Winn-Dixie and The Grande. The spreadsheet shows the 2015 Assessed Value as it is currently. I can update you with the adjusted value, if they win at VAB, once we receive the Special Magistrates decisions, which is usually in January.

If you have any questions please do not hesitate to call me.

Louise

Louise Holmes CFE
Administrative Support Specialist
Hernando County Property Appraiser's Office
20 N Main Street, Room 463
Brooksville, FL 34601-2893
Office: 352.754.4190 Ext:25035
Fax: 352.754.4194
www.hernandocounty.us/pa

CITY OF BROOKSVILLE - PETITIONS FILED FOR 2015

Petition Number	Property Type	Key Number	Petitioner	Before VAB Assessed Value	After VAB Assessed Value
15-018	IC	380402	SOUTHERN HILLS PLANTATION GOLF CLUB	3,791,635	
15-019	IC	1558148	SOUTHERN HILLS PLANTATION GOLF CLUB	498,490	
15-020	IC	1558004	SOUTHERN HILLS PLANTATION GOLF CLUB	159,441	
15-024	IC	149565	GRINDY ENTERPRISES, INC	522,701	
15-030	IC	1057304	H & S REALTY & PROPERTY, INC	469,907	
15-031	IC	144141	ROBERT BUCKNER	701,800	
15-034	IC	365125	BROOKSVILLE COUNTRY CLUB, LLC	1,881,000	
15-040	TPP	1677830	PUBLIX SUPER MARKETS, INC	856,671	
15-048	IC	1498864	WALGREENS	1,554,055	
15-052	IC	420379	ABC SUPPLY CO INC	845,956	
15-061	TPP	1484922	WAL-MART STORES EAST LP	1,768,724	
15-064	IC	353682	ELMWOOD RRH LTD	365,701	
15-065	IC	354547	NORBOURNE ESTATES	973,174	
15-070	IC	146292	BROOKSVILLE COMMERCIAL PROPERTIES	2,127,109	
15-073	LC	1681148	LAND HOLDINGS LLC	542,106	
15-074	LC	1681157	LAND HOLDINGS LLC	316,870	
15-075	LC	1681166	LAND HOLDINGS LLC	271,603	
15-077	IC	146336	PRESS PROPERTIES, LLC	237,044	
15-078	IC	992643	BUCKNER BROTHERS, INC	253,997	
15-079	TPP	929794	WINN-DIXIE/SWEETBAY/BI-LO	1,119,334	
15-099	IC	143927	NIC 4 THE GRANDE OWNER LLC	4,998,351	
15-100	IC	1692387	NIC 4 THE GRANDE OWNER LLC	4,065,588	
15-108	TPP	1238878	BUDDY'S HOME FURNISHINGS	600,958	
				\$28,922,215	

Tangible	TPP
Improved Commercial	IC
Land Commercial	LC



City Council
AGENDA ITEM: G4
October 19, 2015

October 2015

City of Brooksville Council
201 Howell Avenue
Brooksville FL 34601-2041

Dear T. Jennene Norman-Vacha,

We would like to thank you for your support on the Firecracker Smash'm Up event. The consensus of the public was how grateful that the community worked together for a fun family event.

We would like to invite you to Candy Cane Acres. The City can help either with sponsorship, put up a tree to advertise the city and /or providing volunteers. The Fair Board would like to work with the city to help promote activities that may be happening around the holidays.

Hernando County Fair is April 15-23, 2016. We are open to working with the Blueberry Festival to bring people to our city and/or county. This should help people stay longer and enjoy the Festivals and Fair to make it a larger event for our area. This would also provide more things for people to do during that time.

Since July 4th, 2016 falls on Monday this year, we are asking for help with this event. It can be done as a sponsorship or an in kind service.

Sincerely,

Shari Klimas, President of Hernando County Fair Board
Richard Klimas, Grounds Manager.



AGENDA ITEM MEMORANDUM

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

VIA: T. JENNENE NORMAN-VACHA, CITY MANAGER 

FROM: BILL GEIGER, COMMUNITY DEVELOPMENT DIRECTOR &
BRIAN KVAM, CARDNO - PROGRAMATIC MANAGER 

SUBJECT: EPA BROWNFIELDS ASSESSMENT GRANT PROGRAM SUMMARY

DATE: OCTOBER 19, 2015

GENERAL SUMMARY/BACKGROUND: The City of Brooksville was awarded two Community-Wide Brownfield Assessment Grants from the Environmental Protection Agency (EPA) in 2012 to assess brownfield properties across the City. Allowable expenses that grant funds could be used for included community outreach activities, site assessment activities and planning redevelopment/reuse activities. These funds may not be used for clean-up activities. Brownfields properties, according to the EPA definition, are “real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.” In layman’s terms, ‘brownfields’ are often the run-down, abandoned or underutilized properties in the community that people wonder, as they pass by them, why they haven’t been cleaned up and/or redeveloped into new businesses or public areas.

The City’s \$400,000 EPA assessment grant is split with \$200,000 allocated to assess properties that may be affected by hazardous substances (such as former industrial properties, machine shops, or dry cleaners) and \$200,000 to assess properties that may be affected by petroleum-only substances (such as former gas stations or bulk storage plants).

On March 14, 2014, the City Council approved 19 sites selected by the Community Task Force for potential Phase I assessment, and authorized the project team to move forward with the program, which included obtaining site eligibility determinations from FDEP and EPA, negotiating site access agreements with the property owner(s) and performing Phase I site assessments. The City Council stipulated that they wanted to have properties that qualify for Phase II ESAs brought back to the Council for approval consideration. The project team proceeded accordingly and completed nine (9) Phase I ESAs.

On October 20, 2014, the technical lead consultants from Creative Environmental Solutions (CES) and Cardno informed the City Council of the results of the Phase I ESAs, and were subsequently approved by the City Council to move forward with Phase II ESAs for up to 8 of the properties where Phase I assessments indicated the need for further investigation, subject to the sites being deemed eligible by the EPA based on the Terms & Conditions of the grant funds. Eligibility was approved by the EPA for 3 properties and site-specific Quality Assurance Project Plans (QAPPs) were completed for 2 properties. The QAPPs that were approved were for the two Brooksville Housing Authority sites on Dr. M.L. King, Jr. Boulevard and Continental Drive/Union Street. Two asbestos surveys were completed for the Housing Authority sites and Site Investigation Reports were initiated. A third QAPP was initiated for the old Juice Plant site

on the northeast corner on the intersection of Main Street and Dr. M.L. King Jr. Boulevard. However, ownership changed on the property and the new owner did not authorize the additional assessment work to be completed.

The funding that was anticipated to be used for the Phase II assessment of the Juice Plant property was subsequently utilized for a redevelopment planning effort in the South Brooksville area. Draft concept plans for streetscape improvements were completed for sections of East Jefferson Street and Dr. M.L. King Jr. Boulevard. Additionally, a redevelopment/reuse plan was developed for the properties on the north side of Smith Street between South Brooksville Avenue and E. Jefferson Street. These drafts were reviewed by the Community Task Force who provided input and recommendations on development and design features associated with the concept plans.

The EPA grant for this Program expired on September 30, 2015. City staff and its' consultant are currently working on preparing and providing all of the grant close-out documentation to EPA as required by the grant's cooperative agreement. An overview of the Brownfield Program and redevelopment planning information will be presented to the City Council for informational purposes on October 19, 2015.

BUDGET IMPACT: Funding for grant services is provided through the EPA grant on a reimbursement basis. The Brownfields Assessment Grant project was included in the City's 2014/15 Budget as reflected in the Grant Revenue Account #144-000-331-43500 (Federal Grants Economic Environment), with Expenditures going through Account #'s 144-015-515-53400 (Other Contractual Services); 144-015-515-55210 (Operating Supplies); and 144-015-515-5400 (Travel & Per Diem). The Grant does not require matching funds, however, City staff time associated with the administration and oversight of this grant program was absorbed by the City.

LEGAL NOTE: The City Council has Home Rule Authority (Art. VIII, 2(b), Fla. Const./Section 166.011, F.S.) to consider and take action on matters of municipal and fiscal benefit.

STAFF RECOMMENDATION: This is a Program summary presentation and no action is required.

ATTACHMENT(S):

1. None (A PowerPoint presentation providing an overview of the accomplishments of the program will be given the night of the meeting.)

CORRESPONDENCE TO NOTE

REGULAR COUNCIL MEETING – October 19, 2015

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

1. TYPE: Letter
DATED: September 28, 2015
RECEIVED FROM: Florida Department of Health in Hernando County
ADDRESSED TO: City Manager T. Jennene Norman-Vacha
SUBJECT: State Surgeon General's visit at City Hall

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

John H. Armstrong, MD, FACS
State Surgeon General & Secretary

Vision: To be the Healthiest State in the Nation

10-05-15 P04:19 RCV

September 28, 2015

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

Dear Ms. Norman-Vacha:

On behalf of the Department of Health in Hernando County, thank you for your support of the recent State Surgeon General's visit at City Hall in Brooksville. Your partnership contributed to, in Dr. Armstrong's words, one of the best stops on his "Health In All Places" tour stops thus far. Your commitment to the health of our community is very much appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Robin Napier".

Robin Napier, MS
Health Officer

OTM
10.19.15
J. Norman-Vacha

Florida Department of Health

in Hernando County
7551 Forest Oaks Blvd. • Spring Hill, FL 34606-2437
PHONE: 352/540-6800 • FAX 352/688-5097

www.FloridaHealth.gov
TWITTER: HealthyFLA
FACEBOOK: FLDepartmentofHealth
YOUTUBE: fldoh
FLICKR: HealthyFla
PINTEREST: HealthyFla