

# **SEMINOLE COUNTY, FLORIDA**

*COUNTY SERVICES BUILDING  
1101 EAST FIRST STREET  
SANFORD, FLORIDA  
32771-1468*



## **Meeting Minutes**

**Tuesday, October 14, 2025**

**1:30 PM**

**BCC Chambers**

**Board of County Commissioners**

**I. CALL TO ORDER**

- Present:** Chairman Jay Zembower  
Vice Chairman Andria Herr  
Commissioner Lee Constantine  
Commissioner Amy Lockhart
- Absent:** Commissioner Bob Dallari

Additional Attendees: County Attorney Kate Latorre, County Manager Darren Gray, and Deputy Clerk Chariti Guevara.

**II. INVOCATION & PLEDGE OF ALLEGIANCE**

Pastor Troy Peebles, First Baptist Church of Chuluota, gave the invocation, and Commissioner Constantine led the Pledge of Allegiance.

**III. AWARDS, PRESENTATIONS AND PROCLAMATIONS**

1. Resolution - Recognizing the 150th Anniversary of the First Baptist Church of Chuluota in Seminole County, FL. [2025-961](#)  
  
Motion by Chairman Zembower, seconded by Commissioner Constantine, to adopt appropriate Resolution #2025-R-83 recognizing the 150th Anniversary of the First Baptist Church of Chuluota.  
  
Districts 2, 3, 4, and 5 voted AYE
2. Proclamation - Proclaiming October 2025 "Breast Cancer Awareness Month" in Seminole County, FL. [2025-958](#)  
  
Motion by Vice Chairman Herr, seconded by Commissioner Lockhart, to adopt a Proclamation proclaiming October 2025 "Breast Cancer Awareness Month."  
  
Districts 2, 3, 4, and 5 voted AYE.
3. Proclamation - Proclaiming October 2025 "National Adopt a Shelter Dog Month" in Seminole County, FL. [2025-960](#)  
  
Motion by Commissioner Lockhart, seconded by Vice Chairman Herr, to adopt a Proclamation proclaiming October 2025 "National Adopt a Shelter Dog Month."  
  
Districts 2, 3, 4, and 5 voted AYE.
4. Proclamation - Proclaiming October 12, 2025 "National Farmer's Day" in Seminole County, FL. [2025-959](#)  
  
Motion by Commissioner Constantine, seconded by Commissioner Lockhart, to adopt a Proclamation proclaiming October 12, 2025 "National Farmer's Day."  
  
Districts 2, 3, 4, and 5 voted AYE.
5. Presentation - Artist of the Year (Deborah Bauer) [2025-963](#)  
  
Anthony Aramendia and Deborah Bauer, Seminole Cultural Arts Council, addressed the Board and presented the 2025 Artist of the Year award to Alton Williams.

Chairman Zembower recessed the meeting at 2:08 p.m., reconvening at 2:10 p.m.

#### **IV. CONSENT AGENDA – PUBLIC PARTICIPATION**

County Manager Darren Gray announced Items 18 and 19, General Housing Trust Fund and Affordable Housing Development Agreements with Habitat for Humanity, were being pulled to bring back at a later date.

Commissioner Constantine requested Item 25, Reagan Center Final Plat, be pulled for separate discussion.

With regard to public participation, no one spoke and public input was closed.

Motion by Commissioner Constantine, seconded by Vice Chairman Herr, to approve Constitutional Officer's Consent Agenda Item 6, and County Manager's Consent Agenda Items 7 through 34 with the exception of 18, 19, and 25.

Districts 2, 3, 4, and 5 voted AYE.

#### **Constitutional Officers – Consent Agenda (Item No. 6)**

6. Expenditure Approval Lists dated September 3, 10, 17, and 24, 2025; [2025-935](#)  
Payroll Approval List dated September 11, 2025; and BCC Official Minutes dated August 12 and 26, September 9 and 10 (First Budget Public Hearing), 2025. (Jenny Spencer, CPA, MAcc, CGFO, and CFE, Director - Comptroller's Office)

#### **County Manager's Consent Agenda (Items No. 7 - 34)**

##### **Administrative Services**

7. Award RFP-604926-25/LNF - Term Contract for Deferred Compensation Consulting Services to Gallagher Fiduciary Advisors, LLC, Rolling Meadows, IL, in the annual estimated amount of \$25,000.00, and authorize the Purchasing and Contracts Division to execute the agreement. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Administrative Services [2025-911](#)
8. Award RFP-5074-25/LTT Seminole Education, Restoration and Volunteer (SERV) Program Coordinator, to Elizabeth L. Stephens at an annual amount of \$72,033.00 and authorize the Purchasing and Contracts Division to execute the Agreement. Countywide (Stephen Koontz, Deputy Director of Resource Management) Requesting Department - Environmental Services. [2025-831](#)
9. Award IFB-5067-25/LTT Heavy Equipment Operators for Solid Waste Division, to Lets Work USA, Inc., at an estimated annual amount of \$250,000.00, and authorize the Purchasing and Contracts Division to execute the Agreement. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Environmental Services [2025-835](#)

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10. Award RFP-5078-25/LTT - Media Services for Seminole County Tourism to Evok Advertising & Design, Inc. at an estimated annual usage amount of \$350,000.00 and authorize the Purchasing and Contracts Division to execute the agreement. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Economic Development and Tourism [2025-830](#)
11. Approve Amendment #3 to PS-3047-20/RTB - Engineering Services for SR 434 Roundabouts from West Jetta Point to South of Artesia Street with AECOM Technical Services, Inc, to extend the Agreement term by one (1) calendar year to November 24, 2026, and authorize the Purchasing and Contracts Division to execute the Amendment. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Public Works [2025-845](#)
12. Approve Amendment #3 to RFP-602604-16/BJC - Agenda Management Software with Granicus, LLC, St. Paul, MN, and authorize the Purchasing and Contracts Division to execute the amendment. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - County Manager's Office [2025-913](#)
13. Request for Board approval to authorize the County Manager to sign the agreement between Seminole County and Aspire Health Partners to provide services for the Adult Drug Court, with total funding of up to \$281,700 over four years, funded through the Department of Justice Office of Justice Programs Bureau of Justice Assistance FY24 Adult Treatment Court Program Grant. Countywide (Lorie Bailey Brown, CFO/Administrative Services Director) Requesting Department - Administrative Services [2025-924](#)
14. Approve and authorize County Manager to sign an agreement between Seminole County and Aspire Health Partners to provide services for the Problem-Solving Courts Diversion Program for up to \$207,000 over three years. Also approve and authorize the Chairman to execute a Resolution implementing Budget Amendment Request (BAR) 26-002 in the amount of \$370,110 through the Grant Fund to appropriate year two grant funding from the State of Florida Department of Children and Families. Countywide (Lorie Bailey Brown, CFO/Administrative Services Director) Resolution #2025-R-84 [2025-945](#)

### Community Services

15. Approve and authorize the Chairman to execute the FY2025-2026 Florida Department of Health in Seminole County (FDOH-Seminole) Core Contract in the amount of \$807,970. Countywide (Allison Thall, Community Services Director) [2025-893](#)
16. Approve and authorize the Chairman to execute the Department of Health in Seminole County Integrated System of Care Agreement for FY2025-2026 in the amount of \$270,000 to extend services to [2025-930](#)

- impoverished communities in Seminole County. Countywide (Allison Thall, Community Services Director)
17. Approve and authorize the Chairman to execute a Resolution amending the Seminole County Administrative Code Section 12.5 (Burials and Cremations) Countywide (Allison Thall, Community Services Director) Resolution #2025-R-85 [2025-910](#)
18. Approve and authorize the Chairman to execute an agreement in the amount of \$581,125.00 from the General Housing Trust Fund (Ordinance 2021-14) for the infrastructure development of an affordable housing project located in the City of Sanford in partnership with Habitat for Humanity of Seminole County and Greater Apopka Florida Inc. and any amendments or other related documents. District 5 - Herr (Allison Thall, Community Services Director) Pulled from the Agenda. [2025-921](#)
19. Approve and authorize the Chairman to execute an agreement in the amount of \$853,116.00 from the General Housing Trust Fund (Ordinance 2021-14) to assist with the vertical construction of an affordable housing project located in the City of Sanford in partnership with Habitat for Humanity of Seminole County and Greater Apopka Inc. and any amendments or other related documents. District5 - Herr (Allison Thall, Community Services Director) Pulled from the Agenda. [2025-922](#)
20. Approve and authorize the Chairman to execute the Homeless Services Network and Florida Department of Children and Families Emergency Solutions Grant Agreement in the amount of \$125,867 for FY 2025-26 to continue serving homeless families in Seminole County. Countywide (Allison Thall, Community Services Director) [2025-923](#)
21. Approve and authorize the Chairman to execute the First Amendment to the Child Protection Team Services Agreement with Kids House of Seminole, Inc. for the provision of medical examination services by Kids House of Seminole, Inc. for children who have allegedly been abused, abandoned, or neglected with an annual budgeted amount of \$70,000. Countywide (Allison Thall, Community Services Director) [2025-931](#)
22. Approve the recommended funding allocations to the agencies listed for Community Services Agency (CSA) Partnership Grant funds in the amount of \$842,233 for FY25/26 and authorize the Chairman to execute the CSA Grant Agreements and any amendments upon agency execution. Countywide (Allison Thall, Community Services Director) [2025-932](#)
23. Approve and authorize the Chairman to execute the Aspire Health Partners, Inc. Transportation Program Agreement in the amount of \$25,000 for FY2025-2026 to assist with transporting uninsured Seminole County residents for mental health services. Countywide (Allison Thall, [2025-933](#)

Community Services Director)

24. Approve and authorize the Chairman to execute the Aspire Health Partners, Inc. Agreement for Mental Health Services establishing an annual award of \$183,000 every fiscal year for a term of five (5) years for the provision of mental health and substance use disorder crisis stabilization services to Seminole County residents. Countywide (Allison Thall, Community Services Director) [2025-934](#)

### **Development Services**

25. Approve the Final Plat for the Reagan Center Subdivision for six (6) commercial lots on approximately 110.13 acres zoned PD (Planned Development), located on the east side of N Hwy 17-92, north of County Home Road; and authorize the Chairman to execute the termination of easements for water, sewer, utilities and drainage for the subject property; (William Donley, Applicant) District2 - Zembower (Jose Gomez, Development Services Director) [2025-834](#)
- Pulled for separate discussion.
26. Approve the Final Plat for the Wilderness Estates Subdivision containing nine (9) lots on 54.70 acres zoned A-5 (Rural 5), located on the west side of N County Rd 426, approximately 1,100 feet south of W State Rd 46; (Daniel Bourque. CKS Aulin Land Holdings, LLC, Applicant) District2 - Zembower (Jose Gomez, Development Services Director) [2025-898](#)
27. Approve and authorize the Chairman to execute a Special Event Permit for the Wekiva Island Fall Fest for six (6) days on Saturday, October 25, 2025; Saturday, November 1, 2025; and Sunday, November 23, 2025 through Wednesday, November 26, 2025, located at 1000 - 1014 Miami Springs Drive, Longwood; (Mary Sue Weinaug, Applicant) District3 - Constantine (Jose Gomez, Development Services Director) [2025-892](#)

### **Emergency Management**

28. Approve and authorize the Chairman to execute a Resolution implementing the 2025-2030 Seminole County Floodplain Management Plan. Countywide (Alan Harris, Emergency Management Director) [2025-950](#)
- Resolution #2025-R-86

### **Management and Budget**

29. Approve and authorize the Chairman to execute a Resolution implementing the Budget Amendment Request (BAR) #26-001 in various county grant funds to appropriate funding in the amount of \$8,676,518 for new FY26 annual operating grant allocations. Countywide (Timothy Jecks, Management & Budget Director) [2025-906](#)
- Resolution #2025-R-87
30. Approve and authorize the Chairman to execute a Resolution [2025-955](#)

implementing Budget Amendment Request (BAR) #26-003 in the Fire Protection Fund to appropriate funding in the amount of \$311,338 for increased revenue from PEMT allocation. Countywide (Timothy Jecks, Management & Budget Director) Requesting Department - Fire  
Resolution #2025-R-88

### **Office of Economic Development and Tourism**

31. Approve and authorize the Chairman to execute a Memorandum of Understanding between FloridaCommerce, SelectFlorida, and Seminole County, establishing a framework for collaboration in advancing statewide economic development, international trade, and investment initiatives. Countywide (Gui Cunha, Economic Development & Tourism Director) [2025-914](#)
32. Approve and authorize the Chairman to execute an Event Series Tourist Tax Funding Agreement with Perfect Game USA, Inc., in the amount of \$463,337.82 for Fiscal Year 2025-2026. District5 - Herr (Gui Cunha, Economic Development & Tourism Director) [2025-880](#)

### **Public Works**

33. Approve and authorize the Chairman to execute the Seminole County/MetroPlan Orlando (Urban Area Metropolitan Planning Organization) FY 2025-2026 Funding Agreement in the amount of \$189,036.00. Countywide (John Slot, Public Works Director) [2025-849](#)
34. Approve and authorize the Chairman to execute the Interlocal Agreement (ILA) with the City of Oviedo to fund thirty-three percent (33%) of the eligible design costs for the CR 419 - Phase III Widening project (CIP #01785408). District1 - Dallari and District 2 - Zembower (John Slot, Public Works Director) [2025-956](#)

### **CONSENT AGENDA – PULLED FOR DISCUSSION/SEPARATE VOTE**

25. Approve the Final Plat for the Reagan Center Subdivision for six (6) commercial lots on approximately 110.13 acres zoned PD (Planned Development), located on the east side of N Hwy 17-92, north of County Home Road; and authorize the Chairman to execute the termination of easements for water, sewer, utilities and drainage for the subject property; (William Donley, Applicant) District2 - Zembower (Jose Gomez, Development Services Director) [2025-834](#)

Commissioner Constantine stated he is not opposed specifically to this issue. He did, however, vote against the rezoning of this project. To remain consistent, he will vote against the final plat.

Motion by Vice Chairman Herr, seconded by Commissioner Lockhart, to approve the Final Plat for the Reagan Center Subdivision for six (6) commercial lots on approximately 110.13 acres zoned PD (Planned Development), located on the east side of N Hwy 17-92, north of County Home Road; and authorize the Chairman to execute the termination of easements for water, sewer, utilities and drainage for the

subject property; William Donley, Applicant.

Districts 2, 4, and 5 voted AYE.

District 3 voted NAY.

Motion passes 3 to 1.

## **V. REGULAR AGENDA**

35. Kick-off 2050 Mobility Transportation Plan #1 (MTP) - Approve and authorize the Chairman to execute a Resolution implementing Budget Amendment (BAR) #25-062 in the 2014 Infrastructure Sales Tax Fund to transfer \$533,185 from reserves to the 2050 Transportation Master Plan. Countywide (John Slot, Public Works Director and Joe LoFaso, Professional Engineer) [2025-944](#)

Mr. Slot and Mr. LoFaso addressed the Board and presented the item as outlined in the agenda backup. Mr. Gray added they are also going to use this study to prioritize the 4th generation transportation projects. There is already an established list, but staff wants to compare these in case the Commission wants to bump a project or two. Both of these will come back at the beginning of the year to prioritize the projects. Chairman Zembower confirmed with Mr. Gray this is also going to have some input into the mobility fee update.

With regard to public participation, no one spoke and public input was closed.

Motion by Vice Chairman Herr, seconded by Commissioner Constantine, to approve and authorize the Chairman to adopt appropriate Resolution #2025-R-89, implementing Budget Amendment (BAR) #25-062 in the 2014 Infrastructure Sales Tax Fund to transfer \$533,185 from reserves to the 2050 Transportation Master Plan.

Districts 2, 3, 4, and 5 voted AYE.

## **VI. PUBLIC HEARING AGENDA**

### **Accept Proofs of Publication**

Motion by Commissioner Lockhart, seconded by Vice Chairman Herr, to authorize the filing of the proofs of publication for this meeting's scheduled public hearings into the Official Record.

Districts 2, 3, 4, and 5 voted AYE.

### **Ex Parte Disclosure**

Districts 2, 3, 4, and 5 submitted ex parte communication (received and filed).

### **Public Hearings - Quasi - Judicial**

36. Nikolic Home Small Scale Future Land Use Map Amendment- Consider a Small Scale Future Land Use Map Amendment from Public, Quasi-Public to Suburban Estates to construct a single family dwelling on approximately 2.6 acres, located on the west side of Markham Woods [2025-786](#)

Road, south of Markham Road; (12.24SS02) (Lonnie Groot, Applicant)  
District 5 - Herr (Kaitlyn Apgar, Senior Planner)

Ms. Apgar addressed the Board and presented the item as outlined in the agenda backup.

Lonnie Groot, on behalf of the applicant, briefly addressed the Board and advised he was available to answer any questions. Commissioner Constantine commented he believes the County has adopted the minimum state standard where dwellings on an acre or less are required to install an advanced septic tank. Since this property is over an acre, the applicant is not required to do that. However, he is requesting they install the advanced septic tank system as well because it is located in the Wekiva River Protection Area, near wetlands, and near the river. Mr. Groot responded he has already talked to the applicant about that and he will follow up.

With regard to public participation the following spoke: Bill Klatt (video and documents received and filed), John Spolski (document received and filed), and Kristopher Thorpe. Maria Klatt and Ernest Ciappa submitted comment forms but did not speak.

No one else spoke and public input was closed.

Public Comment Forms were received and filed.

Mr. Groot rebutted public comment. He advised the builder will comply with state law, and if there are any graves located on the property, they will stop the work. Commissioner Constantine asked Mr. Groot if he is talking about just where the layout of the home will be or the entire property if there is a disruption of a gravesite. Mr. Groot responded if they locate a grave, they have to stop. If they locate human remains, they cannot move them. State law says they have to stop no matter the development, whether it's the footprint of the house, the driveway, a swimming pool, a patio, etc. They have to call the appropriate authorities to address the situation.

Deputy County Attorney Neysa Borkert addressed the Board and added the process if human remains are found is to immediately contact law enforcement who then will contact the medical examiner who then starts their investigation. They have certain time periods under statute to determine whether or not the medical examiner believes that the person has passed away within the past 75 years. If it was more than 75 years ago, it goes to the state archeological society, then it's transferred to the State, and the State investigates and does a report. If it was within the past 75 years, it stays with the medical examiner and they do their investigation and report. She noted in the Comprehensive Plan if there is an area of concern, the County can say the area has to remain undeveloped. It can remain as an access point, but no development can occur over the area of concern.

Upon Commissioner Lockhart's inquiry regarding if the property owners will have to provide access through their driveway for access to the cemetery behind them, Ms. Borkert responded she does not know if there is an existing easement to access that property. However, there is state law that requires access to cemeteries.

Commissioner Lockhart inquired from the County's point of view, whether or not that

ground penetrating radar (GPR) was sufficient or not, how that legally impacts the Board's decision-making today. Ms. Borkert explained the County has to look at Comp Plan amendments through the criteria that is listed in the Comp Plan, and it's her opinion the County has taken all necessary steps they are required to do under the Comp Plan. It is the Board's job to review the application as the criteria goes, and they have met the criteria for those purposes.

Vice Chairman Herr confirmed with Ms. Borkert the County cannot require the applicant do additional GPR, but they could request it be done as part of the motion. Ms. Borkert added the County can require them to be consistent with the Comp Plan, which says on properties that are in archeological resource areas that do not have floodplain or wetland areas on the property, additional surveys conducted by archeological consultants or other qualified surveyors that verify the presence or absence of archeological resources can be required, which has been done. Vice Chairman Herr confirmed with Ms. Borkert there is not anything else the County can do that they have not already done.

Motion by Vice Chairman Herr, seconded by Commissioner Lockhart, to adopt Ordinance #2025-21 enacting a Small Scale Future Land Use Map Amendment from Public, Quasi-Public to Suburban Estates to construct a single-family dwelling on approximately 2.6 acres, located on the west side of Markham Woods Road, south of Markham Road; Lonnie Groot, Applicant; as described in the proof of publication.

Under discussion, Chairman Zembower commented on concerns he initially had on the project and the research he has done and advised he will be supporting the motion.

Districts 2, 3, 4, and 5 voted AYE.

37. 975 Lake Front Lane - Consider approval of a 1,123 square foot boat dock/house on the north side of Lake Front Lane, approximately 1,106 feet west of Brantley Harbor Drive, more particularly known as 975 Lake Front Lane; (Jonarea Hansen, Applicant) District3 - Constantine (Kathy Hammel, Principal Planner) [2025-826](#)

Ms. Hammel addressed the Board and presented the item as outlined in the agenda backup.

It was determined that the applicant was present but did not wish to speak. Commissioner Constantine confirmed with the applicant this is on the exact footprint of the prior one and they are just rebuilding.

With regard to public participation, no one spoke and public input was closed.

Motion by Commissioner Constantine, seconded by Commissioner Lockhart, to approve a 1,123 square foot boat dock/house on the north side of Lake Front Lane, approximately 1,106 feet west of Brantley Harbor Drive, more particularly known as 975 Lake Front Lane; D.O #25-56000002; Jonarea Hansen, Applicant; as described in the proof of publication.

Districts 2, 3, 4, and 5 voted AYE.

## **VII. COUNTY ATTORNEY'S REPORT**

County Attorney Kate Latorre reported a few weeks ago, the Board contributed to a letter signed by the Chairman that was sent to specific members of the legislature regarding the County's concerns regarding SB180. Since then, two separate lawsuits have been filed against various members of the cabinet. One was filed by 1000 Friends of Florida and a resident of Orange County, and the second one is with multiple municipalities also joined by Manatee and Orange Counties. Both lawsuits are styled as a complaint for declaratory action and injunctive relief, and they are challenging the constitutionality of SB 180 on a variety of grounds. If the Board is interested in discussing that further or if they would like a copy of the complaints, she will provide those. Her office will be following both cases and will update as appropriate. Commissioner Constantine disclosed he is a member of the 1000 Friends of Florida board of directors and advised the complaint was already involved and moving forward prior to the BCC sending their letter

## **VI. COUNTY MANAGER'S REPORT AND STAFF PRESENTATIONS**

Mr. Gray reported the National Weather Service has forecasted that the Saint Johns River at Lake Harney will reach minor flood stage this weekend. They are looking at closing Mullet Lake Park because flooding has reached the parking area. They will be monitoring that. For the public's notice, there are self-serving sandbag sites at the old Geneva fire station and the City of Sanford Public Works facility.

Mr. Gray reminded Scout is officially launching tomorrow.

## **IX. DISTRICT COMMISSIONER REPORTS**

### **District 3 - Commissioner Constantine**

Commissioner Constantine reported on events and meetings.

### **District 4 - Commissioner Lockhart**

Commissioner Lockhart reported she did a media interview on Fox35 about Scout. She spoke at the Barbershop Conversation. The idea was to share information about Scout, but she also talked about things like Rosenwald, millage, and utility and gas taxes. She stated continuing the transparency and being accessible to the citizens is critical when there is confusion.

The Commissioner reported on other events and meetings.

### **District 5 - Commissioner Herr**

Vice Chairman Herr reported on events and meetings. She advised the CFX board did vote to advance the 417 extension to the Orlando Sanford airport with the idea there are partnerships required. At the CFX meeting, they did their landscape management program strategic plan presentation, which has been sent to the Commissioners (not received and filed).

### **District 2 - Chairman Zembower**

Chairman Zembower reported on events and meetings.

**X. CHAIRMAN'S REPORT**

Chairman Zembower displayed documents related to the Clerk of the Courts and Comptroller (received and filed) and advised the State of Florida CFO Blaise Ingoglia visited this past week. Earlier this year, the State requested that the County share documents. In participation with whatever work they did, if they would have reached out for any questions or clarifications, the County would have been collaborative, but none of that ever happened. They have done everything they think is reasonable and prudent on the budget. He does not disagree with the CFO's mission to make sure there is no waste, fraud, or abuse; but they do expect collaboration. There are two budgets the CFO has oversight on, the Tax Collector and Clerk of Courts. The Tax Collector has a state algorithm that must adhere to that budget, but the Clerk's does not. Looking at the growth and the budget based on the CFO's analogy 2019 up to 2025, the Clerk's budget has grown 90% more than any constitutional or department in the county. They ask questions and don't get answers. Of the two items the State CFO has oversight on, this was never mentioned. The previous CFO Jimmy Patronis sent a letter in 2024 which outlined some accounting concerns, but he doesn't know if the new CFO has seen or reviewed it. The Chairman discussed the Clerk's budget compared to other constitutional budgets and calculations he has performed. He reminded that during the 2023 budget session, he questioned the Clerk's trust funds, and they were told one of them would be spent down to \$1 million by 2024; but today there are still two trust funds totaling almost \$10 million, the same as in 2023.

The Chairman advised he is requesting the Board take action to cut the Clerk's budget to a reasonable amount, because he is not okay with this budget. He let it go during the budget session hoping the State CFO would have focused in on it, asked questions, and brought it to everybody's attention, but that has not happened. Whether they have that conversation today and take action or at a later date, he wanted to bring this to the Board so they have all the information he has and he could ask for their input.

Discussion ensued on the Clerk trust funds and budget. Chairman Zembower commented the County's checkbook is on the website, but he can't find anywhere on the internet where the Clerk identifies the trust funds or any other information within his office, salaries, etc. Commissioner Lockhart inquired even if the CFO had done due diligence and the County had provided him all of the information for constitutionals and percentages of funds allocated, would those trust funds have appeared in what they gave the CFO or would that have been something only the Clerk could provide. Mr. Gray responded only the Clerk. They provided what the BCC has jurisdiction over. They fund the Clerk's budget for Board support and finance, which is their obligation under the state statute. Anything on the court side is the State's responsibility.

Discussion ensued regarding the CFO's responsibility to oversee all of the Clerk funds, including the trust funds. Commissioner Lockhart emphasized as they are talking about these very complicated topics, this is not under the Board's purview by state law. She inquired if they were to take action, as the Chairman is suggesting, and further reduce any constitutional officer's budget at this point in the process, what would that look like and could they do that. Mr. Gray responded the Board has jurisdiction for the dollars they allocate that they have 100% control over, which are the BCC funds and the general fund, and they can increase and/or decrease them.

Discussion ensued regarding the Clerk trust funds and the 190 fund. Upon the Chairman's request, Lorie Bailey Brown, Administrative Services Director, addressed the Board and explained both the 190 and Article V trust funds in the Clerk's financial statements are a portion of collected fees. They have specific purposes. One is for court modernization and the other is for court technology and records modernization. Mr. Gray added one is Article V. The County gets \$2.00 and the Clerk gets \$2.00 or \$1.90. The Clerk has Article V funding they get from collection of fees which go in this trust fund. The County uses their \$2.00 to fund the rest of the court system technology. They believe they have met the statutory requirement for funding. Chairman Zembower confirmed with Mr. Gray the County is spending all of their Article 5 funding on courts.

Commissioner Lockhart inquired how much of the Clerk's \$6.1 million budget is being suggested to be cut. Chairman Zembower responded there are two scenarios, either \$1.8 or \$1.2 million. Discussion ensued.

Commissioner Constantine stated he would feel uncomfortable doing anything today. It is important the Clerk is available for specific questions before doing anything. The idea of reducing the budget is not averse to him. They need to be more prudent in their analysis of the constitutional budgets. He would be happy to go through the exercise of looking at any dollars they have control over.

Vice Chairman Herr opined this is not the time to do this. The time to start next year's budget is now, and it applies to all of them. This needs to be shifted into that mode so it's productive and collaborative and not making arbitrary cuts that could harm services to citizens. She doesn't know that they can say the Clerk is not doing additional work because they are not in those operations every day. She does not want to do to others what the CFO did to the County. She does not want to be noncollaborative with the Clerk. They have built a pattern where the conversations are not conversations, and that has to stop. She does not want to do this now or put it on the agenda as a singular item. She wants to continue to work on the budget. The millage increase does not have to stand in perpetuity. The whole thing needs to continue to be worked on, and this is one component. There needs to be more transparency on the constitutional budgets, and they need to have more time on those alone. It doesn't have to happen exclusively in the budgeting cycle. If they were a business, these meetings would be happening right now. If that is what they are asking for, then they need to do that. However, they will also have to acknowledge the work that gets put on the County Manager's Office as a result of the work that has to happen is significant, and they have to allow staff to have the time to do that.

Chairman Zembower stated he is not interested in starting the budget session now, and Vice Chairman Herr clarified budget work, not budget sessions. The Chairman stated they have been through plenty of work sessions, public hearings, and the constitutionals have come in and spoke. He has no problem with any other constitutional budget. This line item is for work that is done for the BCC, not the courts, which is simply recordkeeping for the Board, the minutes, records, documents, and finance. If the will is to let this roll as the budgeted item until next year's budget session, he is not good with that.

Commissioner Lockhart stated somewhere between starting now and waiting is where she

would like to be. They can use the time now to gather more information so they can better refine their questions that they can pose again. The Commissioner read a portion of CFO Patronis' letter to the Clerk's Office dated August 15, 2024, that said, "We recommend the Clerk's Office establish a method for sampling employees' time and effort between court-related and noncourt-related functions to ensure the allocations of expenditures reflect an accurate appropriation of funds. The methodology should include a basis for concluding whether the budgetary calculations are accurate. We also recommend the Clerk's Office ensure that their payroll is allocated accurately according to employees' established percentages." The Clerk's reply letter dated August 22, 2024, stated they would conduct a time-and-effort study for all departments that perform court- and noncourt-related functions to ensure payroll expenditures are accurately allocated. Commissioner Lockhart inquired if they can find out if that has been done and if they can get a copy of that. Discussion ensued.

Chairman Zembower commented the other thing he has pointed out is incentive policy. According to CFO Patronis, best practices indicate that pay should be outlined in an employee handbook or other human resources policy guide. Having the policies documented is vital to maintaining consistency within the Clerk's Office, training new employees, and controlling risks. They have asked that question about incentives, bonuses, whatever the case might be. They were advised by the County Attorney's Office they can't give bonuses to any of their employees. And the AG's opinion is that supposedly they can't do that as well unless it's outlined prior to being hired in the contractual hiring agreement or in county policy.

Vice Chairman Herr thinks a lot of these questions would be answered by the next thorough audit. A follow-up to the original one from Mr. Patronis would be what was the outcome of that and have you actually adopted the new procedures that were recommended. She suggested the action item could be requesting that to happen. Discussion ensued.

Commissioner Constantine stated he thinks there is consensus that they agree this is not the time or place to make a decision. It is time to turn it over to the County Manager to get answers from the Clerk and bring that back to the Board. Chairman Zembower inquired if they should also reach out to the CFO and ask for a follow-up on the items outlined in the original letter. Brief discussion ensued. There was **consensus** to direct staff to draft a letter asking the status of the items in the 2024 letter, to get with the Clerk to get answers on the questions that have been put forth today that can be answered, and bring those back to the Commission.

### **COMMUNICATIONS AND/OR REPORTS**

No submissions.

### **XI. PUBLIC COMMENT (Items not Related to the Agenda)**

Lilliam Sotomayor Santiago, civil rights advocate; and Jessica Saxton, Washington D.C. civil rights advocate and litigator, (documents received and filed) spoke to provide public notice to the County, in accordance with USCS Rules of Civil Procedures as well as Rule 17 and Rule 20 of the U.S. Supreme Court, regarding removing children from living parents without due process of law, and the State law permitting public officials, judges, law enforcement officers, who are paid by the County, to violate the U.S. Constitution's protection of parental rights.

Leslie Grubl spoke in support of Aspire, Items 18 and 19 with Habitat for Humanity that were pulled from the consent agenda, and grant agreements that support Homeless Services Network, Florida Department of Children and Families, and Kids House.

Commissioner Lockhart requested at some point having a presentation about nongovernmental organizations (NGO) because she thinks there is a narrative that an NGO that is receiving county funds is somehow superfluous, and she believes they are actually saving taxpayer money by partnering with private organizations to fulfill the responsibilities that the State has required of the County. They need to talk about what each of these are, how much they save the County, and why it is better than growing government. Mr. Gray responded they can do a work session.

Vice Chairman Herr requested from the County Attorney an official opinion on her ability to weigh in on a conversation with the Clerk that comes back at some point that publicly gets announced that she does not have a conflict of interest.

John Stewart spoke on the budget and how the elected comptroller, who has been elected two times as Comptroller and previously elected as a County Commissioner, is being treated.

Gabrielle Milch, Central Florida Sierra Club volunteer, spoke on the upcoming bear hunt. She would like to propose she volunteer to work on an urban bear aware program that would reduce human-bear conflicts. There is a pilot project at the Little Wekiva Brewery on October 16th. She is also going to try to put in some information for people to do private well testing and learn more about septic systems. She is also looking for community volunteers to do future bear fairs. The FWC and other environmental organizations have curriculum that can go in the schools. She would like to use the County's ordinance in helping other municipalities with guidelines. Vice Chairman Herr advised the County does provide bear aware material for people that move into the bear areas. Her firm does sponsorships at the Seminole County Regional Chamber often, and they are often offered a table in the lobby, but they never use it. She will let Ms. Milch know when they have one and she can use the table.

**XII. ADJOURN BCC MEETING**

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:39 p.m., this same date.

**APPROVED by the BCC:**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Clerk of Court and Comptroller  
AS Clerk to the BCC