



AGENDA
TAVARES CITY COUNCIL
June 7, 2023
4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 E MAIN STREET, TAVARES

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak form available from the City Clerk or at the Council Meeting prior to the meeting being called to order. In addition, the Mayor will ask for comment under the agenda item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or snovack@tavares.org)

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Pastor Chase Allen, First Baptist Church of Umatilla

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Proclamation to Recognize the Tavares Youth Football League
(Mayor)

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 3 Approval of the May 17, 2023, City Council Meeting Minutes (City Clerk)

Tab 4 Public Works Operations Center Budget Update (Finance)

VIII. RESOLUTIONS

Tab 5 Resolution 2023-07 Authorizing Safe Deposit Box Access for City Documents (Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 6 Board Appointments - Planning & Zoning Board (Mayor)
- Tab 7 Council's Annual Goals for City Administrator (City Administrator)
- Tab 8 Tavares - Mount Dora Trail Update (City Administrator)
- Tab 9 Wooton Wonderland Storyboard Narrative (PW-Parks)
- Tab 10 Cemetery Gate Archway Signage (PW-Parks)
- Tab 11 Interlocal Agreement Between Tavares and Lake County for the
Improvements to the Golden Triangle Regional Park – East Campus
(Community Services)

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 12 City Administrator Report
- Tab 13 City Council Member Reports

XV. ADJOURNMENT

F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352) 742-6209.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Chase Allen, First Baptist Church of Umatilla

OBJECTIVE:

Pastor Chase Allen, First Baptist Church of Umatilla, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Chase Allen, First Baptist Church of Umatilla, will provide the invocation and lead those present in the Pledge of Allegiance.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 2

SUBJECT TITLE: Proclamation to Recognize the Tavares Youth Football League (Mayor)

OBJECTIVE:

For the Mayor to read a proclamation recognizing the championship season for the Tavares Youth Football League.

SUMMARY:

This past spring, the Tavares Youth Football League (TYFL) 10-under and 14-under teams won the King of Spring Tournament held by the Central Florida Youth Football League, an Orlando-based youth football organization with teams from all over Central Florida. Both of these TYFL teams went undefeated during the regular season and won two playoff games to become champions.

It is with great admiration that we present this proclamation to honor their exceptional season and recognize the achievement of our talented young athletes. Their achievements serve as an inspiration to all members of our community, illustrating the value of hard work, passion, and teamwork in attaining success. Furthermore, we extend our gratitude to the coaches, league administrators, volunteers, and all the parents who helped shape these young athletes into formidable competitors and responsible individuals. Your support has been instrumental in the achievements of the Tavares Youth Football League.

OPTIONS:

1. Request the Mayor read a proclamation to recognize the Tavares Youth Football League with adoption by the Tavares City Council.
2. Do not adopt the proclamation.

STAFF RECOMMENDATION:

Option 1: Request the Mayor read a proclamation to recognize the Tavares Youth Football League with adoption by the Tavares City Council.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. TYFL Proclamation (1)

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 3

SUBJECT TITLE: Approval of the May 17, 2023, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the May 17, 2023, City Council meeting minutes.

SUMMARY:

Attached are the May 17, 2023, City Council meeting minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council meeting minutes under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For Council's approval.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 05-17-2023 CC Minutes

Attachments not provided are available to the public upon request to the City Clerk.



**TAVARES CITY COUNCIL
MEETING MINUTES
MAY 17, 2023 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Walter Price, Mayor
Sandy Gamble, Vice Mayor
Bob Grenier, Council Member
Lori Pfister, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
James Dillon, Public Works Director
Mark O'Keefe, Public Communications Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

Mayor Price called the meeting to order at 4:00 p.m. He asked those who wished to speak on an agenda item to complete and submit a Request to Speak form.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Phil Clark, Utilities Director

Phil Clark, Utilities Director, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Price asked for changes to the Agenda. Mr. Drury said the staff would like to move Tab 12 to be heard first under Proclamations and Presentations. He noted Commissioner Smith, in the audience, wished to comment before leaving due to a scheduling conflict.

MOTION

Lori Pfister moved to approve the Agenda with changes, seconded by Bob Grenier. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

Mayor Price invited Lake County Commissioner Kirby Smith to the podium. Commissioner Smith said Lake County, the YMCA, and the City of Tavares had a great public/private partnership. He thanked the Council for their support and continued efforts to move the Golden Triangle Regional Park forward. He stated his support for the East Campus Facility Management and Operation Agreement.

Tab 12. Golden Triangle Regional Park – East Campus Facility Management and Operation Agreement

Mr. Aldrich made the following presentation:

On March 29, 2022, the City Council approved and entered into a Memorandum of Understanding (MOU) - (attached) with Lake County and the Central Florida YMCA to explore a public/private partnership opportunity for the development of a central regional park for Lake County to be located on the current Golden Triangle YMCA property in Tavares. At the December 7, 2022 meeting, City Council voted unanimously to accept a grant of \$4.8 million from Lake County to purchase the YMCA property, execute a purchase and sales agreement, and negotiate an "Operational Agreement" with the Central Florida YMCA for management of the property.

Before Council is the negotiated Operations Agreement (Facility Management and Operation Agreement) between the City of Tavares and the Central Florida YMCA for management of the new Golden Triangle Regional Park – East Campus. Some highlights of the agreement include:

- *The City shall own all land, improvements, and buildings (existing and constructed in the future) and there will be three distinct designated areas as follows:*
 - *City Designated Areas (CDA)*
 - *YMCA Designated Areas (YDA)*
 - *Joint Use Designated Areas (JDA)*
- *The YMCA will continue to operate just as the YMCA has been operating for 35 years with health and wellness activities, programming for all ages, and aquatics.*
- *The YMCA will be responsible for paying their own operating costs, utilities, insurance, and all maintenance costs not exceeding \$5,000 within the YDA. Maintenance items above \$5,000 will be reviewed and evaluated by the City for repair options. Any maintenance items above \$5,000 will be reviewed and evaluated by the City for the repair options.*
- *The Aquatic Center (pools, equipment, heater pumps, filtration systems, decking, etc.) will be the sole responsibility of the YMCA to include maintenance, repair, operating costs, etc. (Regardless of cost). The City will have no responsibility for the Aquatic Center.*
- *The agreement is for a 3-year term with renewable options.*

Lake County will be responsible for the long term large capital construction program of the Regional Park. The City's smaller capital and operating costs associated with managing the Golden Triangle Regional Park – East Campus will be included in the FY '24 City budget. It is anticipated that the Community Services current budget will be sufficient to cover the management costs for the remainder of this fiscal year.

Staff recommends Council approve Option 1 and authorize the execution of the Facility Management and Operation Agreement.

Mr. Aldrich said closing on the property was scheduled for May 19, 2023, and there would be four (4) months that costs such as operating, maintenance, and landscaping would be absorbed into the current budget.

Mayor Price asked for comments from the Council.

Vice Mayor Gamble asked if the YMCA would incur any costs over \$5,000 for the aquatics center. Attorney Holt said the aquatics center is the sole responsibility of the YMCA.

Vice Mayor Gamble inquired about liability for the YMCA. Attorney Holt said there was mutual indemnification and hold harmless provisions in the agreement.

MOTION

Lori Pfister moved to approve Option 1 to authorize the execution of the Facility Management and Operation Agreement, seconded by Bob Grenier.

Mayor Price asked if any audience members wished to comment. There was none.

Mayor Price asked if a building inspection was completed. Mr. Drury said an environment review had been completed. He said the building was the YMCA's responsibility. Mr. Aldrich said the City's Building Official provided a report on the property.

The motion carried unanimously 5-0.

Tab 2. Proclamation – National Boating Safety Week

Mayor Price made the following presentation:

Joy Taylor, United States Coast Guard Auxiliary, Lake County Flotilla 43, requested the Council declare a Proclamation in support of National Safe Boating Week from May 20, 2023, through May 26, 2023; and, designate Friday, May 19, 2023, as "Wear Your Life Jacket to Work Day" to promote boating safety; and, support the Flotilla's selfie contest called "Wear It Well."

- *To participate in the "Wear it Well" contest, share your selfies on Twitter or Facebook before the end of National Safe Boating Week using the hashtags #WearItWell and #Flotilla43.*
- *To schedule a vessel examination for Saturday, May 20, 2023, at Wooton Park email APinkerton@outlook.com.*

Boating Statistics:

- *Lake County has 200 miles of water and over a thousand bodies of water.*
- *Florida has 1 million registered boats, more than any other state, and is the boating capital of the world.*
- *Florida leads the United States in boating accidents, boating deaths, and boating property damage.*
- *Of all the drownings from boating accidents in Florida, not one person was wearing a life jacket.*
- *Boating accidents usually occur in calm water with good visibility.*
- *The biggest factor in boating accidents is operator inattention.*
- *Of all boating accidents in the United States, only 2% had taken a Boating Safety Course through the United States Coast Guard Auxiliary.*

Mayor Price read the Proclamation in its entirety.

MOTION

Troy Singer moved to approve [the Proclamation], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Mayor Price presented the Proclamation to the Flotilla members in attendance. Council Member Grenier thanked the members for their service. Vice Mayor Gamble encouraged all teens to go through the United States Coast Guard axillary boating training and noted the number one reason for drownings is failure to wear a life vest.

Tab 3. Tavares Chamber of Commerce Update

Mr. Drury stated he received an email from the Chamber President/CEO who indicated they had a scheduling conflict and were unable to attend the meeting.

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE COMMUNICATIONS

Attorney Holt said there were four (4) quasi-judicial matters before the Council: Tabs 8 through 11. [Tab 8. Ordinance 2023-19; Tab 9. Ordinance 2023-10; Tab 10. Ordinance 2023-01; and Tab 11. Ordinance 2023-02] She swore in those who wished to provide testimony.

Attorney Holt asked the Council to disclose any exparte communications.

Attorney Holt noted a letter dated May 17, 2023, addressed to the Tavares City Council from Scotts Roofing and signed by Thomas Scott, in favor of the approval of tab Tabs 10 and 11 was provided for Council's review in their dais folders.

The following exparte communications were disclosed:

Vice Mayor Gamble

- Spoke with the applicant, Thomas Scott, and met with City Staff on Tabs 10 and 11.

Council Member Singer

- Phone conversation with a local community HOA President on Tab 8 regarding their concerns.
- Spoke with residents and business owners in favor of Tab 10.
- Spoke with City staff on Tab 10.

Council Member Pfister

- Spoke with residents on Tabs 10 and 11.

Council Member Grenier

- Spoke with a business owner on Tabs 10 and 11.
- Received Scotts Roofing letter.

Mayor Price

- Received Scotts Roofing's letter and spoke with Thomas Scott on the phone.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Ordinances at 2nd reading by title only:

ORDINANCE 2023-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 01.05 ACRES OF PROPERTY LOCATED SOUTH OF MADISON STREET, WEST OF ORANGE AVENUE, FROM RESIDENTIAL SINGLE FAMILY (RSF-1) TO HIGHWAY COMMERCIAL (C-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2023-02

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2040, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 01.05 ACRES OF PROPERTY FROM LOW DENSITY (LOW) TO COMMERCIAL (COM) FOR PROPERTY LOCATED SOUTH OF MADISON STREET, WEST OF ORANGE AVENUE; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2023-09

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 0.44 ACRES OF LAND LOCATED AT 15226 OLD US HWY 441 AND 15236 OLD US HWY 441, REZONING SAID PROPERTY FROM LAKE COUNTY LIGHT INDUSTRIAL DISTRICT (LM) TO CITY OF TAVARES HIGHWAY COMMERCIAL (C-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2023-10

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2040, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 0.44 ACRES OF PROPERTY FROM LAKE COUNTY URBAN HIGH DENSITY TO CITY COMMERCIAL (COM) FOR PROPERTY LOCATED AT 15226 OLD US HWY 441 AND

15236 OLD US HWY 441; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion. There were none.

MOTION

Troy Singer moved to approve the Consent Agenda [Tab 4. Approval of the May 3, 2023, City Council Meeting Minutes; Tab 5. Estates at Lake Saunders – Minor Plat; Tab 6. Abby's Water Sports LLC, Commercial Marina Lease Agreement; and Tab 7. Adventure Boating Club LLC First Amendment to Commercial Lease Agreement], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 4. Approval of the May 3, 2023, City Council Meeting Minutes

Approved on the Consent Agenda.

Tab 5. Estates at Lake Saunders – Minor Plat

Approved on the Consent Agenda.

Tab 6. Abby's Water Sports LLC, Commercial Marina Lease Agreement

Approved on the Consent Agenda.

Tab 7. Adventure Boating Club LLC, First Amendment to Commercial Marina Lease Agreement

Approved on the Consent Agenda.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 8. Ordinance 2023-09 – S&S Holdings of Florida LLC/SHREE SAI 9 Inc. – Annexation and Rezoning of Approximately .44 Acres Located at 15226 and 15236 Old US HWY 441

Mr. Fitzgerald made the following presentation:

The subject property is approximately 0.44 acres located at 15226 & 15236 Old US Hwy 441, south of Old US Hwy 441, east of David Walker Drive. Both parcels of property are presently zoned as Lake County Light Industrial District (LM). The applicant is proposing that the property be annexed and rezoned to City Highway Commercial (C-2).

The proposed zoning of Highway Commercial (C-2) is compatible with the surrounding zoning and accommodates pre-existing use of the property. The property is adjacent to parcels designated as industrial and is in close proximity to residential zoning. Both parcels are developed, and each parcel contains an existing commercial building that has operated as an auto repair shop and a convenience store.

The annexation of this property has been reviewed per the City's Annexation Policy. It has been determined by City staff that the property may be properly serviced by the City without undue hardship or significant negative fiscal impact on the City. City water and sewer service is available to the property, and the property owner has applied to connect to City utilities.

The City is concurrently processing a future land use map amendment to re-designate the property from Lake County Urban High Density to City of Tavares Commercial (COM) on the Future Land Use Map 2040.

At their April 20th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2023-09.

Staff recommends that City Council moves to approve Option 1, Ordinance 2023-09 annexation and rezoning to Highway Commercial (C-2) approximately 0.44 acres of property located at 15226 & 15236 Old US Hwy 441.

Mayor Price asked for comments from the Council.

Council Member Singer stated he spoke with an area HOA President who expressed concern about a new business and rezoning at the subject property, which may result in more traffic. Council Member Singer advised the location was an existing business, and the applicant applied for the annexation to receive City utilities. He said the annexation and rezoning would not create more traffic concerns, and the applicant would be held to a higher standard of code enforcement in the City.

Vice Mayor Gamble noted the property would go from Lake County Light Industrial to City Highway Commercial, and the building structure could be changed with industrial zoning if it remains in the county. Mr. Fitzgerald said the request could be categorized as a downzoning with less intense uses allowed.

Mayor Price said he would like to ensure no game room or simulated gambling establishment would be allowed at the site. Attorney Holt noted the City is at the

maximum permitted for game room establishments. Council Member Singer said the property owner would be more able to allow those establishments in the County rather than the City. Attorney Holt said game room establishments would have to be compliant if annexing into the City.

MOTION

Troy Singer moved to approve, seconded by Lori Pfister. The motion carried unanimously 5-0.

Tab 9. Ordinance 2023-10– S&S Holdings of Florida LLC/SHREE SAI 9 Inc. – SSFLUM Amendment of Approximately .44 Acres Located at 15226 and 15236 Old US HWY 441

Mr. Fitzgerald made the following presentation:

The subject property is located at 15226 & 15236 Old US Hwy 441, south of Old 441, east of David Walker Dr., and is approximately 0.44 acres in size. Each parcel of property has one (1) building and has a land use designation of Lake County Urban High Density. The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Lake County Urban High Density to City Commercial (COM).

Ordinance 2023-10 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Lake County Urban High Density to City Commercial (COM).

The subject property is adjacent to a mixture of industrial, commercial, and residential uses. An application to annex and rezone this property to a Highway Commercial (C-2) designation is concurrently under consideration.

The city is required to place a future land use designation on annexed property. The subject property is currently designated Lake County Urban High Density. A Commercial (COM) designation is compatible with surrounding property and County Future Land Use.

The land surrounding this property is residential, commercial, and industrial in nature.

The property currently contains one (1) building on each parcel.

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of

service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

- 1. A Commercial (COM) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*
- 2. Impacts of any proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

At their April 20th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2023-10.

Staff recommends that City Council moves to approve Option 1, Ordinance 2023-10, a Future Land Use Map amendment from Lake County Urban High Density to City Commercial (COM) for 0.44 acres of property located at 15226 & 15236 Old US Hwy 441.

Mayor Price asked for comments from the Council. There were none.

Mayor Price asked for comments from the audience. There were none.

MOTION

Troy Singer moved to approve [Option 1], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 10. Ordinance 2023-01 – TPO-FL, LLC – Rezoning of Approximately 1.05 Acres Located South of Madison Street, West of Orange Avenue

Mr. Fitzgerald made the following presentation:

The subject property consists of approximately 01.05 acres of property located south of Madison Street, west of Orange Avenue. The property is currently zoned as Residential Single Family (RSF-1), and the applicant is proposing that the property be rezoned to Highway Commercial (C-2).

The proposed zoning of Highway Commercial (C-2) is compatible with the commercial zoning that currently abuts the subject property and US Hwy 441. The applicant at this time envisions the demolition of existing structures, and the construction of a new convenience store with fuel pumps. The proposed use is allowable under the Highway Commercial (C-2) zoning. The site will be designed

with access points on US Hwy 441 and Orange Avenue. Effective access to the site will include the addition of a right turn lane on US-441, modifications to existing turn lanes on US-441 and Orange Avenue, traffic signal timing adjustments, and new signage. In an effort to preserve the character of the residential neighborhood that currently abuts Highway Commercial (C-2) zoning, no direct access onto Madison Street will be permitted. Where the site abuts Madison Street and the residential use, a landscape buffer including a six foot (6') decorative wall will be installed per the City's Land Development Regulations. The total site construction area is 01.99 acres, which includes property abutting US Hwy 441 already zoned as Highway Commercial (C-2) and the 01.05 acres of property under consideration for rezoning. The proposal is consistent with the City's Economic Development Strategy and Comprehensive Plan which supports Highway Commercial development along the US-441 corridor.

The environmental assessment submitted by ECS Florida, LLC indicates no adverse conditions or environmental concerns with the property. Prior to any development, the property owner must comply with all Florida Fish and Wildlife Conservation Commission provisions as they pertain to threatened species.

The traffic analysis submitted by Stonefield Engineering & Design, LLC does not indicate an adverse impact on the level of service for surrounding roadways. The report states that the site-generated trips of the proposed development would consist largely of "pass-by" trips as opposed to new vehicles on the roadway. The report includes a recommendation for certain roadway improvements, including modifications to the turn lanes on US Hwy 441 and Orange Avenue, signal timing adjustments, and signage.

Development of the property will be in accordance with the City's Land Development Regulations. Prior to the issuance of any Building Permits for this property, compliance with all applicable regulations will be required.

The City is concurrently processing a future land use map amendment to re-designate the property from Residential Low Density (LOW) to Commercial (COM) on the Future Land Use Map 2040.

At their April 20th meeting, the Planning & Zoning Board voted unanimously to recommend denial of Ordinance 2023-01.

Staff recommends that City Council moves to approve Option 1, Ordinance 2023-01 rezoning approximately 01.05 acres of property located south of Madison Street, west of Orange Avenue from Residential Single Family (RSF-1) to Highway Commercial (C-2).

Patrick O'Leary, Blue Peninsula, LLC, Developer, provided a PowerPoint Presentation on the proposed Wawa development with the following highlights:

- Current Conditions
- Heavy Truck Storage & Travel for 30 Years
- Potential Uses Due to Property Size Constraints
- Quality Retailers & Quality Development
- Site Plan
- Market Void
- The history of Wawa
- Customer Connection
- Services
- Employee Benefits and Shared Ownership
- Focus Areas and Local Support
- Economic Impact

The following audience members spoke in support of the project:

- Jim Jordan, 901 Lake Shore Boulevard, Tavares, Fish Camp on Lake Eustis Restaurant
- Sandra Stevenson, 268 Reserve Drive, Tavares
- Leslie Mathews, 801 Madison Avenue, Tavares
- Dianne Freeze, 503 N. St Clair Abrams, Tavares
- Belynda Rinck, 216 Fern Avenue, Tavares

The following audience members spoke in concern or against the project:

- Jamie Reid, 720 Madison Street, Tavares
- Samuel Armentrout, 920 Orange Avenue, Tavares
- Christian Landou, 701 Madison Street, Tavares
- Patrice Graves, 714 Madison Street, Tavares

Mayor Price asked for a follow-up on expressed concerns from the audience.

Mr. Corak said Wawa captures traffic on the existing roadway network. He said Wawa is in the business of selling convenience rather than a destination to go out of your way, especially during peak busy periods. Automobiles on the roadway may divert their path of travel to enter and exit the site and otherwise do not contribute to traffic growth on the surrounding roadway network. He said the left turn lane along US441 will be extended to accommodate traffic diversion. Orange Avenue would be reconfigured to provide additional left turn storage and a second left turn lane to access US441. He said a dedicated right turn lane into the site at the primary drive along US441 also captures right-in and right-out traffic. The roadway improvements help facilitate turning movements, eliminate traffic impacts on surrounding roadway networks, and the proposed development aligns with the transportation mobility element of the Comprehensive Plan.

Mayor Price asked the Council for comments.

Vice Mayor Gamble asked Mr. Fitzgerald asked for the height of the surrounding fence. Mr. Fitzgerald said six (6) feet.

Vice Mayor Gamble said he was advised by the Developer that any shrubbery would be replaced if needed and well maintained.

Vice Mayor Gamble asked Chief Coursey for more police visibility in the area. Chief Coursey confirmed extra patrols would be implemented and noted one citizen call regarding speeding and one traffic stop in the area within the past year.

Vice Mayor Gamble asked if a no-parking Ordinance should be created on Madison Street for truck traffic. Mr. Drury said there is an existing sign stating no truck traffic on one side of the street, and an additional sign could be added. Vice Mayor Gamble noted Mr. Smallwood would drive through Wawa to maneuver his crane truck, eliminating his need to operate on Madison Street.

Council Member Singer asked if a sign barring delivery trucks could be placed on Orange Avenue. He said speed bumps can create more issues than it solves. Mr. Drury said the City provides enforcement before speed bumps. He said the Chief would add additional law enforcement for speeding cars. Council Member Singer noted safety is a concern for the Council and asked those present to report violations if seen. He said Wawa is a great family-friendly community partner and asked if the lighting would affect residents in the area. Mr. Fitzgerald said the site plan demonstrated that the lighting effect on neighboring properties would be minimal per the City's Land Development Regulations.

Michael Pannel, Stonefield Engineer and Project Engineer said Wawa's security and the safety of staff and customers were essential. He said there would be a lot of lighting focused at the site utilizing fixtures with shielding, a wall, and landscaping to create no measurable lighting illuminating at the residential lines to the west or at the curb line on Madison Street. Mr. Fitzgerald stated the fence would be a decorative concrete wall.

Council Member Singer said he felt it was the best location for the type of business. He said Wawa is not a typical gas station but a restaurant with a long history of community values and a family-friendly environment. Council Member Singer said decisions are difficult for the Council and Planning and Zoning Board, with all opinions and concerns considered to make the best decision for the entire community. He noted his support for approval.

Council Member Pfister said she considered Wawa a Cadillac of gas stations. As an Economic Development Horizon Team member, she supported bringing reputable businesses to Tavares. Council Member Pfister noted the residential tax base was reduced from 90% to 60% since she began her service on the Council. She said Wawa would help make a fair and equitable distribution of taxes between business and residential.

Council Member Pfister noted citizen concerns regarding traffic and speeding drivers and felt she could not vote against the project because of bad drivers. She discussed the commercial corridor and said she hoped to see it filled with businesses to reduce the tax structure for residents. Council Member Pfister noted another business could be placed at the location that would not have to go before the Council for consideration. She stated her support for the project.

Council Member Grenier said Wawa was a high-quality organization and a good partnership for Tavares. He said Wawa and the City had addressed safety, traffic, and beautification issues.

Mayor Price said he considered Wawa a quality project for Tavares and echoed Council Member Pfister's sentiments regarding lowering the residential tax base. He said the City had been working hard for commercial growth, and the location on US441 is the only place to put a Wawa in the commercial corridor. The site was on a major road and signalized corner, and no traffic would come in or out of Madison Street. He said significant improvements would be made at Orange Avenue and US 441. He noted his support for the project and said Wawa would be a great addition to the City of Tavares and looks forward to a relationship with the Wawa company.

Vice Mayor Gamble said there were concerns regarding pedestrians at the location at all hours, radio noise, and selling illegal substances. He asked how Wawa would take care of that type of situation.

Angela Reynolds, Area Manager of Store Operations in the North Central Market, said Wawa had excellent communication protocol within the stores where a partnership with law enforcement included quick communication. She said signs might be utilized for loitering in communities with a problem and noted Wawa takes swift action. Vice Mayor Gamble asked if Wawa had ever issued a no-trespass, and Ms. Reynolds confirmed and said it was not a common issue. She said Wawa was a good community partner.

MOTION

Lori Pfister moved to approve Option 1, seconded by Troy Singer. The motion carried unanimously 5-0.

Council Member Singer welcomed Wawa to Tavares.

Tab 11. Ordinance 2023-02 – TPO-FL, LLC – SSFLUM of Approximately 1.05 Acres Located South of Madison Street, West of Orange Avenue

Mr. Fitzgerald made the following presentation:

The subject property is located south of Madison Street, west of Orange Avenue, and is approximately 01.05 acres in size. The land presently has one (1) building

and has a land use designation of Low Density (LOW). The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Low Density (LOW) to Commercial (COM).

Ordinance 2023-02 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Low Density (LOW) to Commercial (COM).

The subject property is adjacent to a mixture of residential and commercial uses. An application to rezone this property to a Highway Commercial (C-2) designation is concurrently under consideration.

The city is required to place a future land use designation on annexed property. The subject property is currently designated Low Density (LOW). A Commercial (COM) designation is compatible with surrounding property and County future land use.

The land surrounding this property is residential and commercial in nature.

The property currently contains one (1) building.

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

- 1. A Commercial (COM) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*
- 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

At their April 20th meeting, the Planning & Zoning Board voted unanimously to recommend denial of Ordinance 2023-02.

Staff recommends that City Council moves to approve Option 1, Ordinance 2023-02, a Future Land Use Map amendment from Low Density (LOW) to Commercial (COM) for 01.05 acres located south of Madison Street, west of Orange Avenue.

Mayor Price asked for comments from the Council. There were none.

MOTION

Lori Pfister moved to approve [Option 1], seconded by Bob Grenier. The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 13. Park Square Homes Developer's Agreement for Capital Sewer Line Improvements

Mr. Fitzgerald made the following presentation:

Park Square Homes is proposing the construction of a residential development together with recreational amenities on vacant property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19. The proposed Park Square Homes development includes 197 single family homes and 168 townhomes that, upon construction, will connect to City water and sewer service via existing infrastructure and new infrastructure installed by the developer. Per request of the City's Utility Department, Park Square Homes has agreed to incur the costs to upsize the required 6" sewer forcemain to a 10" forcemain to serve existing and future development in the area. Park Square Homes agrees to design, permit, construct, and inspect the installation of the new 10" sewer forcemain. Pursuant to the City's capital line extension policy, the developer shall be entitled to receive a credit against the transmission element of its utility capital charges for the actual cost of upsizing the capital utility line extensions. A Developer's Agreement regarding such infrastructure improvements has been presented for City Council consideration.

The developer shall be entitled to sewer connection fee transmission element credit of \$995.00 for each Equivalent Residential Unit (ERU) as building permits are issued. The total amount of transmission element credit shall be equal to the difference in actual cost of construction of the 6" forcemain vs. 10" forcemain that is certified by the developer's project engineer and verified by the City of Tavares Utility Department Director. The initial estimate of difference in actual cost of construction is \$103,398.00. Credit may apply as building permits are issued until the credit is exhausted.

Staff recommends that City Council Option 1, to approve the Park Square Homes Developer's Agreement for the construction of capital sewer line improvements upsizing a sewer force main from 6" to 10" north of Slim Haywood Ave.

Mayor Price asked for comments from the Council. There were none.

MOTION

Troy Singer moved to approve [Option 1], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 14. School Resource Officer Agreement with Lake County School Board

Chief Coursey made the following presentation:

The Lake County School Board (LCSB) provides funding for a police officer to be at Tavares Elementary for security and safety during the school year. This will be the sixth year in which the LCSB and City have entered into this agreement. During the times when there is no school, SRO will be available for duties within the department.

The LCSB will pay the City of Tavares \$71,514.00 for a police officer during the school year. This amount has been budgeted in the proposed FY23-24 budget. The cost of the currently assigned officer to the City is \$85,816.00, including benefits. The funding provided by the LCSB covers 10 months for the SRO. If any overtime is incurred as a result of being an SRO, the LCSB will reimburse for the overtime.

Staff recommends Option 1, for the Council to approve the agreement between the City of Tavares and LCSB to provide a police officer at Tavares Elementary School.

Mayor Price said the pay amount allocated for the position appears higher than usual. Chief Coursey said the amount includes benefits.

MOTION

Lori Pfister moved to approve Option 1, seconded by Bob Grenier.

Council Member Singer said the agreement was a great community partnership the City has held for six (6) years and benefited the school and City. Council Member Pfister said the agreement was important. Vice Mayor Gamble said it was a great partnership.

The motion carried unanimously 5-0

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Dr. Ramesh Shah, 270 David Walker Drive, Tavares, said he resides in the Shantiniketan II retirement community. He noted a concern for traffic at the intersection

of Old US 441 and David Walker Drive and asked the Council to consider installing a traffic signal, stop signs, or reducing the speed to 35 miles per hour.

Mr. Drury stated the road was a County road under Lake County's jurisdiction. He suggested Mr. Shah contact the Lake County Board of County Commission regarding road improvements. Mr. Drury noted the City of Tavares had the same concerns and asked Lake County to review the road in the past. He said Lake County indicated traffic data did not show a need for a traffic light. He thanked Mr. Shah for bringing his concern to the City Council and said the City would reach out to Lake County in a year or two to review the road again.

XIV. REPORTS

Tab 11. City Administrator Report

City Administrator

Mr. Drury provided high-level updates on City projects and improvements, including Wootton Wonderland, Public Works Operation Center, City Hall, Fire Station 29, West Main Street, Civic Center, and the Tavares Splash Park.

Mr. Tweedie provided updates on the Seaplane Base Trail Reroute, Expanded marina parking, Tavares Square, and Alfred Street Station projects.

Mr. Clark provided an update on Woodlea Road and Lake Francis Estates projects and two stormwater grants.

Chief Coursey noted a community event would be held at Tavares Elementary School on Monday, May 22, 2023.

Mr. Fitzgerald noted O'Reillys Auto Parts opened Saturday, May 13, 2023.

Mr. Drury asked the Council to email their top five (5) goals for FY 2024 to review and vote at the June 7, 2023, City Council meeting. He noted the Community Services Awards would be held following the meeting in Leesburg.

Tab 12. City Council Member Reports

Council Member Pfister

Council Member Pfister noted her appreciation for the efforts of the Planning and Zoning Board. She thanked Chairman Santoro and the Board members.

Council Member Grenier

Council Member Grenier inquired about the Civic Center air conditioning project. Mr. Drury said the project would be complete by June 30, 2023.

Council Member Grenier commended the Tavares Youth Football 14 and under and 10 and under teams for winning their Central Florida Youth Football Championships. He said the 12 and under team made it to the Championship game. He noted the 14 and under team won 13-0 and were undefeated and not scored upon their entire season.

Council Member Grenier noted he recently assisted a cruise line with historical narration on the Dora Canal. He said the Dora Canal is beautiful and looks forward to traveling the canal again in the future.

Council Member Grenier said he had a scheduling conflict that did not allow him to attend a recent America in Bloom reception. He noted the judges visited him at the Historical Research Center and asked how the judging went in the City. Mr. Drury said the judges toured the City for two days and attended a reception at the Train Station.

Council Member Grenier said the Tavares Library summer reading program would begin June 1, 2023, with special events, programs, and entertainment. He said he would provide Library updates throughout the summer reading program.

Council Member Singer

Council Member Singer said he attended a recent America in Bloom farewell reception. He said it was nice to see the Mayor attend as well. He said the judges had nothing but great things to say about the City of Tavares.

Council Member Singer said he attended the Phantom Airborne Brigade Parachute Jump on May 6, 2023, with 140 veteran paratroopers jumping into Lake Dora. He spoke with the event coordinator, who commented positively on the City of Tavares, City staff, Lake County, and Lake County Sheriff's Department.

Vice Mayor Gamble

Vice Mayor Gamble said he received a plaque from the Phantom Airborne Brigade on behalf of the City.

Vice Mayor Gamble asked if the City could contact Lake County regarding a traffic light at David Walker sooner than a year out.

Vice Mayor Gamble said he could not attend a recent America in Bloom reception as he attended his grandchild's Tavares High School graduation at the University of Central Florida.

Vice Mayor Gamble inquired about water pressure in the new developments across from Royal Harbor. Mr. Clark said there would be no pressure issues.

Mayor Price

Mayor Price said he participated in the Back the Blue walk in Tavares on May 6, 2023. He challenged all City Council members to attend the following year.

Mayor Price stated he spoke with America in Bloom judges, who provided feedback on the positive changes made during the past five (5) years in the City of Tavares.

Mayor Price welcomed Wawa to the City of Tavares.

XV. ADJOURNMENT

There was no further business and Mayor Price adjourned the meeting at 5:53 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 4

SUBJECT TITLE: Public Works Operations Center Budget Update (Finance)

OBJECTIVE:

To update the Public Works Operation Center budget for Change Order #1.

SUMMARY:

On March 15, 2023, Council awarded the construction contract for the New Public Operations Center to DE Scorpio Corporation. At that time, the budget for the construction, contingency, and furniture, fixtures, and equipment (FF&E) was **\$20,769,152.77**:

- Construction and Contingency - \$19,300,000
- FF&E - \$1,469,152.77
- Total - **\$20,769,152.77**

City staff would like to move the contingency portion of the project to the FF&E category, as follows, with no change to the total:

- Construction - \$19,470,446.
- FF&E and Contingency - \$1,298,706.77
- Total - **\$20,769,152.77**

The net impact of this change is \$0.00. This reallocation will better categorize the budget for project management.

OPTIONS:

Option 1: Re-categorize the Public Works Operations Center budget with no net impact as proposed.

Option 2: Do not re-categorize the Public Works Operations Center budget with no net impact as proposed.

STAFF RECOMMENDATION:

Option 1: Re-categorize the Public Works Operations Center budget with no net impact as proposed.

FISCAL IMPACT:

No fiscal impact.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2023-07 Authorizing Safe Deposit Box Access for City Documents (Finance)

OBJECTIVE:

To adopt Resolution No. 2023-07 which authorizes the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator to access and maintain the City of Tavares Safe Deposit Box.

SUMMARY:

The City of Tavares has maintained a safe deposit box with Truist Bank, formerly known as the SunTrust Bank located at 15375 US Highway 441, Eustis, FL 32726. The original date of inception is unknown.

Formerly, access was granted to the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator on a name basis, and when a change in staff occurred, making changes could be difficult and was often delayed. The City Code and the City Charter do not provide authorization or directions for the City Safe Deposit Box.

Resolution 2023-07 provides clear directions for safety deposit box access, and maintenance by staff title, and not by staff name, thus allowing for the continuation of proper access when changes in City staff may occur.

Resolution 2023-07 provides access and maintenance to the City Safe Deposit Box to the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator.

OPTIONS:

1. **Move to Adopt Resolution No. 2023-07, authorizing the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator to maintain and access the City Safe Deposit Box at Truist Bank, 15375 US Highway 441, Eustis, FL 32726.**
2. Do not approve Resolution No. 2023-07.

STAFF RECOMMENDATION:

1. **Move to Adopt Resolution No. 2023-07, authorizing the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator to maintain and access the City Safe Deposit Box at Truist Bank, 15375 US Highway 441,**

Eustis, FL 32726.

FISCAL IMPACT:

No Fiscal Impact.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Res 2023-07_City of Tavares - Resolution Safety Deposit Box Authorized Signers_V3

Attachments not provided are available to the public upon request to the City Clerk.

RESOLUTION 2023 – 07

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, DESIGNATING THE FINANCE DIRECTOR, THE CITY CLERK, THE DEPUTY CITY CLERK, THE FINANCE MANAGER, AND THE FINANCE ADMINISTRATIVE COORDINATOR AS AUTHORIZED STAFF TO ACCESS TO THE CITY OF TAVARES BANK SAFETY DEPOSIT BOX.

WHEREAS, The City of Tavares maintains a Safe Deposit Box with Truist Bank, formerly known as the SunTrust Bank located at 15375 US Highway 441, Eustis, FL 32726.

WHEREAS, the City of Tavares utilizes the safe box for documents requiring safe keeping such as Letters of Credit, Maintenance Bonds received from Developers, Deeds, etc.

WHEREAS, the City Code nor the City Charter does not designate who is authorized to maintain or access a City Safe Deposit Box.

WHEREAS, the City of Tavares City Council of the City of Tavares wishes to designate the City Clerk, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator as authorized staff to access, and maintain the City Safe-Deposit Box for the safe keeping of specific documents.

NOW THEREFORE BE IT RESOLVED:

- Section I.** The City maintains a safe deposit box for documents requiring safe keeping.
- Section II.** Access to the safe keeping box does not require two signers/staff members for access.
- Section III.** The City Clerk, the Finance Director, the Deputy City Clerk, the Finance Director, the Finance Manager, and the Finance Administrative Coordinator are hereby authorized to maintain and access the City Safe Deposit Box.

This Resolution shall be effective upon its adoption.

PASSED and Resolved this 14th day of June, 2023 by the City of Tavares City Council.

Walter B. Price, Sr., Mayor

Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:

Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 6

SUBJECT TITLE: Board Appointments - Planning & Zoning Board (Mayor)

OBJECTIVE:

The Mayor will make appointments to the Planning & Zoning Board, with approval from the City Council.

SUMMARY:

There are three (3) expiring seats on the Tavares Planning and Zoning Board. The City received the following three requests for reappointment and no new applications for the term June 2023 through June 2026 (3-year terms):

- Deborah Murphy - Request for Reappointment
- Gary Santoro - Request for Reappointment
- Dian Joy - Request for Reappointment

The City advertised the open positions in the Daily Commercial and on the City website. Applications and requests for reappointment are attached.

OPTIONS:

1. For the Mayor to make appointments to the Planning and Zoning Board, and Council to approve the appointments.
2. Do not make appointments and continue to advertise.

STAFF RECOMMENDATION:

For the Mayor's consideration and approval by the Council.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. PZ Board - Deborah Murphy - Reappointment
2. PZ Board - Gary Santoro - Reappointment
3. PZ Board - Dian Joy - Reappointment

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 7

SUBJECT TITLE: Council's Annual Goals for City Administrator (City Administrator)

OBJECTIVE:

Establish Council's Annual Goals For City Administrator

SUMMARY:

Annually, as part of the City Administrator's annual performance review, each City Council member establishes their annual goals for the City Administrator to work towards achieving over the ensuing year. Those goals are then provided to the City Council for review and approval. Attached are the prior year goals. Below are the goals submitted for the ensuing year for review and approval.

Mayor Walter Price:

1. Continue to support hometown rule efforts.
2. West Main Street Gateway Project
3. Accelerate city debt repayment
4. Attract Commercial Development to city
5. Continue pursuing grants at all levels of government

Vice-Mayor Sandy Gamble:

1. Keep same level of service without raising taxes.
2. Contract on Stover Complex
3. West end of main St. Project
4. Completion of Arpa Projects
5. Extra EMT Firefighter for station 29 to give a fourth person at station

Council Member Bobby Grenier

- 1) The Highways 19/561/448 corridors: smart growth, plan patiently and well, no sprawl.
- 2) Continue the City's Vision of building on a historic foundation: Obtain the Major Alexander St. Clair-Abrams house.
- 3) Market and develop the old ACL railroad depot (old fire station) in the spirit of building on a historic foundation, as well as build a parking garage on the old public works site.
- 4) The Tavares Nature Park is a beautiful attraction with well-maintained walking paths and a pavilion - and is still very active with visitors. Except that the boardwalk to the lake is unusable and unsafe. Nature Parks are great for the community. We should actively explore the best possible financial avenues in restoring the boardwalk ourselves or work with either the Lake County Water Authority or the State to take over the operation and maintenance of the park.
- 5) Tavares Public Safety gets appropriately staffed to meet the City's needs, and also that our Sports

and Recreation Department, which includes the Tavares Library and Tavares History Museum, continue to get all the best resources they need to provide a high quality attraction to our citizens and visitors.

Council member Lori Pfister:

- 1) Golf Cart Access To Hospital
- 2) Continue economic development interest with support
- 3) East Transition for fairgrounds infrastructure
- 4) YMCA Regional Park rebuild
- 5) Pontoon Promenade improvements & Signage
- 6) East parking garage funding
- 7) Find funding to pay for above items

Council Memeber Troy Singer:

- 1) Continue using growth to keep our millage rate low while providing the quality of life our residents, business owners and visitors expect and deserve.
- 2) As growth is inevitable, we continue to maintain our small town "community" feel.
- 3) Stay involved and engaged with the public.
- 4) Take care of city employees as they are the ones who help make Tavares a great place to live, work and visit.
- 5) Continue investing in our all important infrastructure.
- 6) Keep Tavares moving forward by continuing to provide a business-friendly environment.

OPTIONS:

- 1) Review and approve all goals
- 2) Review, alter and then approve all altered goals

STAFF RECOMMENDATION:

Review, discuss and approve all goals

FISCAL IMPACT:

The annual budget will reflect funding necessary to implemt goals.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Goals For City Administrator to work on in FY 2023

Attachments not provided are available to the public upon request to the City Clerk.

Goals For City Administrator to work on in FY 2023

Lori Pfister goals:

1. Continue to recommend incremental millage rate reductions
2. Evaluate and present Tavares Square for highest and best use
3. Pursue the Rails to Trails for the Tavares to Mount Dora Trail
4. Pursue the YMCA Regional Park Project
5. Implement the Council's Smart Growth initiatives

Walter Price goals:

1. Set Millage at Roll-Back-Rate
2. West Main Street Gateway
3. Continue road paving
4. Reduce City debt
5. Attract commercial development

Amanda Boggus goals

1. Transparency budgeting
2. Community engagement
3. Grant seeking continued
4. Debt Timeline - Paying off (General Fund)
5. Project timeline updates
6. Benchmarking

Sandy Gamble goals

1. Incremental mileage rate reductions
2. Rails to Trails Grant
3. Regional Park
4. Take care of City Employees
5. Pay down City debt
6. Improve maintenance of ball fields

Troy Singer Goals

1. Continue the steady as you go approach when it comes to lowering our millage
2. Continue to provide the high quality of life our residents and business owners deserve.
3. Continue to fairly compensate the City employees who make Tavares a desirable place to live, work and play.
4. Continue investing in the City's future by maintaining and improving our important infrastructure.
5. Do not burden current taxpayers with future projects.
6. Be fiscally responsible with taxpayers' money.
7. Continue to peruse grants which help offset city costs.
8. Keep reserves at healthy levels.
9. Continue a business-friendly environment that draws more diverse businesses to our community, thus lowering the tax burden on everyone.

10. Continue supporting our first responders by making sure they have needed funding to do their jobs.
11. Pursue policies that make our city visually appealing to our residents, business owners, and visitors.
12. Use knowledge gained from the Smart Growth Horizon project to guide the City's direction of growth moving forward.
13. Be sure all departments are adequately staffed to deliver the needed services our residents, business owners, and visitors want and deserve

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 8

SUBJECT TITLE: Tavares - Mount Dora Trail Update (City Administrator)

OBJECTIVE:

To Update the Council on the Tavares to Mount Dora Trail

SUMMARY:

Horizon team members Troy Singer, James Dillion and John Drury to provide an update on Lake County's trail planning and alternatives effort, which include exploring the existing Old 441 Road ROW as well as Lake Shore Drive.

OPTIONS:

- 1) Receive the update
- 2) Do not receive the update

STAFF RECOMMENDATION:

receive the update

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 9

SUBJECT TITLE: Wooton Wonderland Storyboard Narrative (PW-Parks)

OBJECTIVE:

City Council to approve staff-recommended narrative for the Wooton Wonderland Storyboard.

SUMMARY:

The Wooton Wonderland Project will be completed by the end of June 2023, and City staff are seeking Council's approval or direction regarding the narrative that will be depicted on the Wooton Wonderland Storyboard.

Proposed Storyboard Narrative:

"The City of Tavares, America's Seaplane City®, is shaped by those with vision, innovation, and a sense of adventure. Major Alexander St. Clair-Abrams, an attorney, newspaper editor, and railroad entrepreneur from New Orleans, founded Tavares in 1880, and quickly built the city into a center for commerce. Throughout the 1880s, mills, factories, stores, railroads, a courthouse, an exquisite hotel, and eight cottages emerged. Tavares was designated as the seat of Lake County in 1887. The dawn of the twentieth century found Tony Janus, the world's first licensed commercial airline pilot, recording the first seaplane landing in Tavares on February 23, 1914, when he landed off the shore of Lake Eustis in his Benoist XIV biplane flying boat. A mere 30 days later, the second recorded seaplane flight on Lake Eustis was in a Thomas flying boat piloted by Walter Johnson. Johnson was accompanied by a 30-year-old passenger, Clara Adams, on her inaugural airplane voyage. Clara later became known as "The Maiden of Maiden Voyages", accumulating more than 150,000 miles of maiden voyages.

Today, Tavares boasts waterfront parks on both Lake Eustis and Lake Dora, the latter being the home of Wooton Park. Wooton Park originated as a gift from Jeanette and Floyd Wooton, who donated the land to the city in 1948 to be used as a public park, which now harbors the Splash Park and Wooton Wonderland. Through the years, the city has acquired additional waterfront property adjoining Wooton Park, with the meandering stroll along picturesque Lake Dora referred to as the "Pontoon Promenade". Wooton Park has gone through many improvements in its history, including two major projects undertaken by the Tavares Junior Women's Club. The club spearheaded the building of new boat docks, gazebos, restrooms, lamp posts, outdoor furnishings, landscaping, and playground equipment in 1975. They inspired the community into action in 1991, as they collaborated with various organizations to form an all-volunteer group called Playground Partners to help raise funds and build a playground. Initially, called All-Children's Park, a new name was selected when Ali Richardson, a fifth-grade student from Tavares Elementary School, won a contest to name the park for her imaginative entry- Wooton Wonderland.

Wooton Park is the heartbeat of the City, beckoning the adventurous at heart to land and see. In 2009, as a city and community, Tavares adopted a new vision statement and implemented a plan, embracing that sense of adventure and transforming Tavares into America's Seaplane City®. Drawing upon those first seaplane flights in 1914, nearly 100 years later, Tavares embraced its heritage. In 2010, the city brand was born, and supporting it a seaplane base and marina were constructed. A 3000-foot FAA-approved virtual runway on Lake Dora was permitted and began to entice and accommodate those adventurous spirits to

visit America's Seaplane City®.

During this Renaissance, Wooton Wonderland was frequented and enjoyed by children and families from near and far. The original Wooton Wonderland, constructed with love by a community so fond of it, became worn and obsolete. Typically, playgrounds have an approximate useful lifespan of 20 years. Those years of fun and exploration of the park began to show. In 2018, a decision was made to begin developing a plan to replace Wooton Wonderland. The new playground would meet current ADA standards, foster an inclusive play environment and appeal to a multi-generational audience. A playground such as this would allow adults of varying ages and abilities to actively engage with the children in their care, developing a space for community enjoyment, socialization, healthy bodies, and imaginative fun. A substantial budget was developed and the award of a Community Development Block Grant from the Lake County Board of County Commissioners in the amount of \$500,000.00 to support ADA compliance provided the city with what was necessary to develop and build the second iteration of Wooton Wonderland. On July 5, 2022, after more than 30 years of play, and 10 years beyond its anticipated lifespan, the original Wooton Wonderland was played upon for the last time.

Nearly one year to the day, the new Wooton Wonderland was completed. This playground embraces the spirit of adventure in people of all abilities. Great care was taken while customizing each piece to ensure creative and imaginative play, beginning with the musical elements on the edge of the playground to the sky-high air traffic control tower. Problem-solving begins in the toddler area with panels designed to engage the inquisitive mind. A twist on the monkey bars of old is the Humpty Climber, enabling everyone to get involved. The Global Motion Spinner, where caregivers of any age can take a spin, beckons memories of merry-go-rounds from the past. Swings seem to soar into the treetops. Commanding the most attention is the signature Air Traffic Control Tower, Tavares' nod to the seaplane base, FA1. In this unique space, visitors can climb through multiple decks of aeronautically themed gadgets and puzzles, slip down a firefighter pole, zip away on a zip line, dare to swoosh down a sky-high slide, where daylight cannot be seen when peering into its tunnel, pilot the rope plane to the destination of your dreams, and imagine marshaling in seaplanes arriving on Lake Dora from central command in the Air Traffic Control Tower. Play! Pretend! Imagine! Embark on your adventure in the new Wooton Wonderland!"

OPTIONS:

Option (1) Move to approve the Wooton Wonderland Storyboard Narrative and Design.

Option (2) Make changes to the Storyboard Narrative and then approve.

STAFF RECOMMENDATION:

Option (1) Move to approve the Wooton Wonderland Storyboard Narrative and Design.

FISCAL IMPACT:

Park Impact Fees - \$11,461.00

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. STORYBOARD DESIGN.
2. STORYBOARD PROPOSAL

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 10

SUBJECT TITLE: Cemetery Gate Archway Signage (PW-Parks)

OBJECTIVE:

Council to approve adding Arboretum to the Cemetery gate archway.

SUMMARY:

The Department of Public Works recently received acknowledgment that a long-term Parks Management Division goal had been achieved! The Tavares Cemetery was recently recognized as the first, Level 1 Accredited Arboretum in the State of Florida, one of 85 cemeteries in the world operating as arboretums. Establishing the cemetery as an arboretum was identified as a primary goal in 2019.

The decision to enhance the cemetery aesthetically and provide a higher level of service for cemetery patrons and the community at large was determined based on an internal evaluation of the cemetery, which revealed concerns about the entryway that columns supporting the gate were in serious decline and several were immediately removed due to failed foundations. A new entryway was designed to better support the needs of the community, cemetery patrons, and staff. The assessment also depicts the relocation of the granite sign emblazoned with 'Tavares Cemetery' to a perpendicular placement, readily viewed from the road. The new entry design has provided for a recessed gate from the existing location, originally setback 5' from the sidewalk to a 30' setback, which will create a safer path for pedestrians and motorists.

The current gate, nearly rusted through, will be replaced by an ornamental gate and with a complimenting archway that safely provides a stately entry with visual appeal and embraces the duality of the cemetery and arboretum. Through the City's partnership with Lake Technical College, welding students will exercise their skills in the fabrication and installation of the new gate. Don Bell Signs, known for the creation of our brand-immersed kiosks, gateway, and way-finding signage, has agreed to assist Tavares and Lake Tech with the fabrication and installation of the kingposts and archway in preparation for the gate. The design of the archway includes our iconic seaplane, synonymous with Tavares, anchored in the center of the arch with the words Cemetery & Arboretum placed within the span. Tavares, being the first in the state to achieve this distinctive designation, would savor the opportunity to showcase it at the new entryway. City staff is seeking Council's approval or direction on adding Arboretum to the gate archway.

OPTIONS:

1. Move to approve the Cemetery and Arboretum Archway Signage.
2. Make changes to the Signage and then approve.

STAFF RECOMMENDATION:

Option (1) - Move to approve the Cemetery and Arboretum Archway Signage.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Cemetery Sign Design

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 11

SUBJECT TITLE: Interlocal Agreement Between Tavares and Lake County for the Improvements to the Golden Triangle Regional Park – East Campus (Community Services)

OBJECTIVE:

To enter into an interlocal agreement with Lake County, Florida for the acceptance of funds in the amount of \$300,000 to make improvements to the Golden Triangle Regional Park – East Campus property.

SUMMARY:

On March 29, 2022, the City Council approved and entered into a Memorandum of Understanding (MOU) with Lake County and the Central Florida YMCA to explore a public/private partnership opportunity for the development of a central regional park for Lake County to be located on the current Golden Triangle YMCA property in Tavares. At the December 7, 2022 meeting, City Council voted unanimously to accept a grant of \$4.8 million from Lake County to purchase the YMCA property, execute a purchase and sales agreement, and negotiate an operational agreement with the Central Florida YMCA for management of the property.

The City executed the operational agreement with the Central Florida YMCA on May 17, 2023 and closed on the purchase of the property on May 19, 2023. As an initial redevelopment project, City and County staff have worked together to develop a beautification plan to include the restriping of the parking lot and the resurfacing of the existing basketball courts on the property.

Before Council is an interlocal agreement for funding in the amount of \$300,000 from Lake County to contribute towards this initial project. City staff is seeking Council's approval to authorize the City Administrator to enter into this agreement and accept the funding.

OPTIONS:

1. Move to approve and authorize the City Administrator to enter into the interlocal agreement to accept funds in the amount of \$300,000 for the improvements.
2. Do not approve the interlocal agreement.

STAFF RECOMMENDATION:

Staff recommends Council moves to approve and authorize the City Administrator to enter into the interlocal agreement to accept funds in the amount of \$300,000 for the improvements.

FISCAL IMPACT:

100% grant of \$300,000 with no match required

LEGAL SUFFICIENCY:

Under Review

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Interlocal Funding Agreement - Beautification Project

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 12

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

The City Administrator will inform the Council on city-related items.

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meetings	June 21, 2023, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	June 15, 2023, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	September 13, 2023, 4:00 p.m., Tavares Library Expansion
Code Enforcement Special Magistrate Hearing	June 27, 2023, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	June 9, 2023, 12:00 noon, Mount Dora Golf Course
Lake Sumter MPO Governing Board Meeting	June 21, 2023, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	June 28, 2023, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2023 City Event calendar is attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares_2023_EventCalendar_4.19.2023

Attachments not provided are available to the public upon request to the City Clerk.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
6/7/2023**

AGENDA TAB NO.: 13

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform the Council on city-related items.

SUMMARY:

The Council will be offered an opportunity to provide a report at the meeting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

Attachments not provided are available to the public upon request to the City Clerk.