



**TAVARES CITY COUNCIL
MEETING MINUTES
MAY 3, 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
Jillian Roberts, Deputy 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. Pastor Brooks Braswell, Umatilla Baptist Church

Pastor Brooks Braswell, Umatilla Baptist Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Price asked for any changes to the Agenda. Mr. Drury said staff had no changes.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – National Public Works Week

Mayor Price made the following presentation:

The dedicated efforts of public works professionals, who are responsible for the efficient operation of public works systems and programs such as streets and highways, public buildings, solid waste collection, parks and canal maintenance, water, and sewers, are of vital importance to the public health, high quality of life and well-being of the people of the City of Tavares.

Mayor Price read the proclamation in its entirety.

Mr. Dillon thanked and introduced the Public Works team.

MOTION

Troy Singer moved to approve the Proclamation, seconded by Sandy Gamble.

Council Member Singer stated the City of Tavares is fortunate to have the Public Works team and thanked them for their hard work and dedication.

Mayor Price thanked the Public Works team for their hard work and dedication.

The motion carried unanimously 5-0.

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

Attorney Holt stated there were no quasi-judicial matters before the Council for consideration.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Roberts read the following Ordinances 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.

ORDINANCE 2023-08

A NON-EMERGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA PROVIDING FOR THE DISSOLUTION OF THE LEELA RESERVE COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO SECTION 190.046(10), FLORIDA STATUTES; PROVIDING FOR THE TERMINATION OF ALL THE COMMUNITY DEVELOPMENT SERVICES OF THE LEELA RESERVE COMMUNITY DEVELOPMENT DISTRICT IN ACCORD WITH A PLAN OF TERMINATION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion.

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 3. Approval of the April 19, 2023, City Council Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 3. Approval of the April 19, 2023, City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 4. Approve Resolution 2023-06 Authorizing Continued Participation in the Lake County Community Development Block Grant Program

Ms. Houghton made the following presentation:

On August 2017, the City Council authorized participation in the Lake County Community Development Block Grant Program for Fiscal Years 2018, 2019, and 2020, and the City of Tavares entered into an Urban County Cooperation Agreement with Lake County.

On May 6, 2020, the City Council authorized continued participation in the Lake County Community Development Block Program for Fiscal Years 2021, 2022, and 2023, and the City of Tavares executed an Urban County Cooperation Agreement with Lake County.

This Agreement automatically renews each fiscal year unless the City Council wishes to terminate the agreement. An amendment to the agreement may be

required to meet cooperation agreement requirements as required by HUD upon continuation in the program. Upon approval, the renewed agreement will be valid through Fiscal Year 2026, and will renew automatically.

The City has a long history of participation in the program, and in the prior three-year period, the City received funding for: street paving, alleyway construction, sidewalk construction, park restroom construction, and Wooton Park Wooten Wonderland Improvement Project. All projects funded with Community Development Block Grants are intended to benefit low to moderate income areas, and eliminate blight conditions within the community. Under the Cooperation Agreement, the City is a subrecipient for CDBG funds.

The Lake County Community Planning & Development Division has requested confirmation from the City of Tavares for continued participation for Fiscal Years 24, 25, and 26 in the Lake County Community Development Block Grant Program.

MOTION

Lori Pfister moved to approve Resolution 2023-06, seconded by Bob Grenier. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 5. Ordinance 2023-09 – S&S Holdings of Florida LLC / SHREE SAI 9 Inc. – Annexation & Rezoning of Approximately 0.44 Acres Located at 15226 & 15236 Old US Hwy 441

No discussion at First Reading.

Tab 6. Ordinance 2023-10 – S&S Holdings of Florida LLC / SHREE SAI 9 Inc. – SSFLUM Amendment of Approximately 0.44 Acres Located at 15226 & 15236 Old US Hwy 441

No discussion at First Reading.

Tab 7. Ordinance 2023-01 – TPO-FL, LL Rezoning of Approximately 01.05 Acres Located South of Madison Street, West of Orange Avenue

No discussion at First Reading.

Tab 8. Ordinance 2023-02 – TPO-FL, LLC – SSFLUM Amendment of Approximately 01.05 Acres Located South of Madison Street, West of Orange Avenue

No discussion at First Reading.

Second Reading

Tab 9. Ordinance 2023-08 – Dissolution of the Leela Reserve Community Development District

Mr. Fitzgerald made the following presentation:

On September 21, 2022, City Council approved Ordinance 2022-13 establishing a Community Development District (CDD) for the purpose of financing and constructing community-wide infrastructure for the Leela Reserve subdivision. At this time, the CDD has no outstanding financial obligations and no operating or maintenance responsibilities, and the developer of Leela Reserve has requested that the Community Development District be dissolved in accordance with Florida Statutes Section 190.046(10). Ordinance 2023-08 proposes the dissolution of the Leela Reserve Community Development District.

Staff recommends that City Council moves to approve Ordinance 2023-08 dissolution of the Community Development District for the Leela Reserve Subdivision located west of SR-19, south of Slim Haywood Ave., north of Camp Rd.

Council Member Singer asked why the developer was requesting a dissolution. Mr. Fitzgerald said it was his understanding is the developer is not in favor of the current market conditions.

Attorney Holt stated that there should be nothing that prevents the project from moving forward, the provision under which they have petitioned was discretionary.

Council Member Singer noted there were no financial obligations due. Attorney Holt confirmed and noted the specifics of Section 10 would be provided that the developer has no outstanding financial obligations.

Kristen Trucco, Esq., Latham, Luna, Eden & Beaudine, Attorneys at Law, 201 S Orange Ave Suite 1400, Orlando, Park Square Homes Representative, noted Park Square Homes is moving to dissolve the Community Development District (CDD) under Section 190.046, which the Legislature has given City Council the power to dissolve the CDD upon a finding that there is no financial obligations, maintenance or operation obligations. The Developer has decided to obtain private financing from Fifth Third Bank, instead of utilizing the CDD to save on bond administration costs. It is transferring operation and maintenance to the HOA. She noted the recorded plat has the infrastructure being maintained by the HOA so there will be no change to the development plans.

MOTION

Troy Singer moved to approve Ordinance 2023-08, seconded by Sandy Gamble. The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 10. Renewal of Automatic Aid Agreement for Fire Protection and Other Emergency Services Between the City of Tavares and the City of Leesburg

Chief Keith made the following presentation:

Tavares Fire Department has an automatic aid agreement currently with Leesburg Fire Department. The latest agreement was authorized and has been in place since August 2016. The agreement is due on a normal cycle, to be renewed. Tavares city staff (the Fire Chief) is now presenting a draft agreement for renewal.

The agreement presented for current consideration is basically the same as the 2016 agreement. However, the draft renewal now presented has two changes. Those two changes are:

Change 1 - The current agreement from 2016 includes a 5-year renewal cycle. The proposed renewal agreement has been amended to an automatic annual renewal, with a caveat that allows for either party to revise or terminate the agreement through a described process.

Change 2 - The current agreement from 2016 included language that allowed automatic aid for any emergency response. The proposed renewal agreement has been amended to allow for automatic aid for emergency responses that are in the dispatch levels of "Delta" and "Echo". Delta and Echo responses are those emergency responses and requests for service of a high acuity, or more serious type of emergency response. Delta and Echo calls include structure fires and cardiac arrests. History and experience have shown that responses to the high acuity calls is sufficient, appropriate, and preferred, for our agreement with Leesburg.

There currently exists, and will continue to exist, between Leesburg and Tavares Fire Departments, a robust, state-mandated, mutual-aid agreement. Fire and emergency medical services between Leesburg and Tavares always have the ability to request each other's assistance, without a requirement for reimbursement, through that mutual aid agreement, for every level of emergency response, even if the automatic-aid agreement is not applicable.

Staff recommends that City Council move and approve the renewal of the Automatic Aid Agreement for Fire Protection and Other Emergency Services Between the City of Tavares and the City of Leesburg, as presented herein, authorizing the City Clerk, City Attorney, and the Mayor to affix signatures to the agreement renewal.

Vice-Mayor Gamble asked if there is a similar agreement with Mount Dora and Eustis. Chief Keith Confirmed.

MOTION

Sandy Gamble moved to approve, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 11. Wooton Wonderland Playground Dedication Plaque

Mr. Dillon made the following presentation:

The Wooton Wonderland Project will be completed by the end of June, 2023, and City staff is seeking Council's direction regarding which wording option is depicted on the Wooton Wonderland Playground Dedication Plaque. The proposed options and layout are depicted below:

WOOTON WONDERLAND Rebuild Accomplished July 2023

Option 1 - "When the magic of a playground becomes reality, all boundaries go by the wayside and a child's imagination takes flight. Those acknowledged here dared to soar while envisioning a safe and vibrant playground for all to enjoy, regardless of age and ability. This inclusive space is intended to foster the creativity of adults and children to take flight. The journey of the imagination knows no boundaries for those who visit Wooton Wonderland."

Or

Option 2 "When the magic of a playground becomes reality, all boundaries go by the wayside and a child's imagination takes flight. Those acknowledged here dared to soar while envisioning a safe and vibrant playground for all to enjoy, regardless of age and ability. This inclusive space is intended to foster the creativity of adults and children to take flight. The journey of the imagination is limitless when visiting Wooton Wonderland."

TAVARES CITY COUNCIL

*Sandy Gamble
Bob Grenier
Lori Pfister
Walter B Price, Sr.
Troy Singer*

LAKE COUNTY BOARD OF COUNTY COMMISSIONERS

Douglas B. Shields

Josh Blake
Kirby Smith
Leslie Campione
Sean M. Parks

CITY OF TAVARES ADMINISTRATION
City Administrator, John Drury
Director of Public Works, James D. Dillon
Parks Operations Manager, Traci Anderson

ARCHITECT OF RECORD
C. Elisabeth Manley, PLA

CONTRACTOR
Marbek Construction Company

Staff Recommends: Option 1 - Council Approves Option (1) "When the magic of a playground becomes reality, all boundaries go by the wayside and a child's imagination takes flight. Those acknowledged here dared to soar while envisioning a safe and vibrant playground for all to enjoy, regardless of age and ability. This inclusive space is intended to foster the creativity of adults and children to take flight. The journey of the imagination knows no boundaries for those who visit Wooton Wonderland."

Discussion was held and Mayor Price, Council Member Singer, and Council Member Grenier noted their preference for Option 1.

Council Member Pfister noted her preference for Option 2 and Vice Mayor Gamble stated he was pleased with both options

MOTION

Lori Pfister moved to approve Option 2, seconded by Bob Grenier.

Further discussion was held and Mr. Drury stated there will be a history written about the park which will come before Council at the next meeting. Mr. Dillon confirmed.

Mayor Price amended the motion to include "Dedicated July 2023", using Option 2 and adding Council Member Singers' middle initial".

The motion carried unanimously 5-0.

Tab 12. Update of Tavares-Mount Dora Trail

Mr. Drury made the following presentation:

There exists a Horizon Team made up of Council Member Troy Singer, City Administrator John Drury, and Public Works Director James Dillon regarding the Trail from Tavares to Mount Dora who present this update for the Council's benefit. Lake County is exploring a shift of the trail location from the Rail Right of Way to the Road Right of Way along Old 441 due to CSX Railroad's change of position from wanting to sell the line to Lake County to no longer wanting to sell the line to Lake County. Once the County completes its exploration, the Horizon team will provide a further update on this project.

Mayor Price asked how this affects the rights of way, driveways, parking lots, and sidewalks. Mr. Drury stated Lake County already had the right of way, so no eminent domain was needed. He noted there would be crossings similar to where the railroads are located. Lake County will conduct a PD&E study which will come back for City Council review.

Council Member Singer stated it had been a privilege to serve on the Horizon team. He thanked the support of Senator Rubio, Senator Scott, Congressman Webster, Senator Baxley, Representative Truenow, and County Commissioner Kirby Smith.

Council Member Grenier noted the beautification of some gateways to the city that would improve with this project.

Vice Mayor Gamble noted his concern regarding area between the railroad tracks and Dora Avenue where there are wetlands on both sides. He stated some of the things that were brought to our attention back in that time were that under the roadway were telephone poles to support the road because it was a marsh.

Mr. Drury noted they have not settled on the route and will possibly be located on Lakeshore Drive and come up Disston Avenue to avoid that area.

Tab 13. Lake County Joint Planning Work Group with Cities

Mr. Fitzgerald made the following presentation:

Lake County is hosting a series of "How Shall We Grow"? meetings with cities and the public. The purpose of the joint planning work group meetings is for the Lake County Board of County Commissioners and all 14 municipalities to work together on a vision for future development in Lake County. The work group is working to develop a strategy for promoting growth in targeted urban areas while focusing on maintaining the unique qualities of rural Lake County. This collaborative effort would provide a cohesive plan for future development in all unincorporated and incorporated areas of the county. City Council members, City Administrator and City Planning staff are attending these meetings which occur every several months at different locations around the County. Recently, the Mayor and Community Development Director attended in Clermont where the discussion centered around conservation areas in Lake County that are

delineated in the Florida Natural Areas Inventory (FNAI). An opportunity is provided to discuss this initiative and provide any input going forward to future meetings from the City Council's perspective.

Mr. Drury noted the meetings look at the FNAI Needs Assessment Layers which is a close look to ensure that growth is compatible with our ecological surroundings. He noted that he, Mr. Fitzgerald and Mayor Price attend the meetings and asked Council to choose a Council Member to attend.

Vice-Mayor Gamble asked when the meetings were. Mr. Drury stated they are held quarterly at different times and locations.

Council Member Singer stated his preference for Mayor Price to continue attending the meetings.

Mayor Price stated he is interested in attending the meetings.

MOTION

Troy Singer moved to nominate Walter Price be the representative to the Lake County Joint Planning Group, seconded by Lori Pfister. The motion carried unanimously 5-0.

Vice-Mayor Gamble asked if the County was trying to put something together to stop some growth in Lake County. Mr. Fitzgerald noted he is not aware of anything but rather looking to manage it better in cooperation with all 14 municipalities.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 14. City Administrator Report

City Administrator

Department Directors

Mr. Dillon stated America in Bloom judges will be in Tavares judging on May 15th and May 16th.

Tab 12. City Council Member Reports

Council Member Grenier said the City was excited to host America in Bloom. He mentioned that May was National Historic Preservation Month and wished a Happy Mother's Day to all the mothers.

Council Member Singer said it was a privilege to attend the Friends of the Library open house celebrating National Library Week and thanked Friends of the Library for their dedication. He noted he attended the First Annual Water Day hosted by the Utilities Department and commended them for a job well done. He said he was looking forward to hosting the America in Bloom judges.

Vice-Mayor Gamble noted the alligator at the corner of Main Street and Lake Ave. on Sunday. He also wished those present a Happy Mother's Day.

Mayor Price wished those present a Happy Mother's Day and noted he attended the Water Day event and found the exhibits informative. He stated it was an honor to have Congressman Webster and Senator Scott hold Constituent Services at our library.

XV. ADJOURNMENT

There was no further business and Mayor Price adjourned the meeting at 4:50 p.m.

Respectfully,

Jillian Roberts, Deputy City Clerk