



AGENDA
TAVARES CITY COUNCIL
February 7, 2024
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 Jocelyn Williamson, Central Florida Freethought Community

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 2 Approval of the January 17, 2024, City Council Meeting Minutes
(City Clerk)

VIII. RESOLUTIONS

Tab 3 Resolution 2024-01 – St. John Independent Free Methodist Church
– Alley Right-of Way Vacate Located at 120 N. Bloxham Avenue
(Community Development)

Tab 4 Resolution No. 2024-03 – First Budget Amendment for FY2024
(Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

- Tab 5 Ordinance 2024-01 - Idamere Crossings - Rezoning of Approximately 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff (Community Development)
- Tab 6 Ordinance 2024-02 - Idamere Crossings - Small Scale FLUM Amendment of Approximately 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff (Community Development)

Second Reading

X. TRANSMITTAL HEARING

- Tab 7 Ordinance 2024-03 - Comprehensive Plan 2040 (Transmittal) Text Amendment of the Public Facilities Element and Conservation Element pursuant to the City's 10-Year Water Supply Facilities Work Plan and Regional Water Supply Planning Initiatives (Community Development)

XI. GENERAL GOVERNMENT

- Tab 8 Broad Budget Priorities (City Administrator)
- Tab 9 Medical Marijuana Dispensaries Consideration of Current City Ordinance (Community Development)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 10 City Administrator Report
- Tab 11 City Council Member Reports

XVI. 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
2/7/2024**

AGENDA TAB NO.: 1

SUBJECT TITLE: Jocelyn Williamson, Central Florida Freethought Community

OBJECTIVE:

Jocelyn Williamson, Central Florida Freethought Community, will provide the invocation. Mayor Grenier will lead those present in the Pledge of Allegiance.

SUMMARY:

Jocelyn Williamson, Central Florida Freethought Community, will provide the invocation. Mayor Grenier will 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
2/7/2024**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of the January 17, 2024, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval for the January 17, 2024, City Council meeting minutes.

SUMMARY:

Attached are the January 17, 2024 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 changes.

STAFF RECOMMENDATION:

For the Council's consideration.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 01-17-2024 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
JANUARY 17, 2024 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

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

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Antonio Fabre, Interim Community Development Director
Scott Aldrich, Community Services 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 Grenier 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 Jason Keefer, Astatula Baptist Church

Pastor Jason Keefer, Astatula Baptist Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Grenier asked if there were any changes to the Agenda. Mr. Drury said staff had no changes.

MOTION

Troy Singer moved to approve the Agenda, seconded by Walter Price. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – 2024 Arbor Day

Mayor Grenier read a Proclamation declaring January 20, 2024, as the 'City of Tavares Arbor Day' in recognition of the City's Tree City USA program requirements established by the Arbor Day Foundation, U.S. Forest Service, and National Association of State Foresters.

Mr. Dillon said the 6th Annual Arbor Day event would be held on Saturday, January 20, 2024, from 10:00 a.m. to 1:00 p.m. in Wooton Park, with 1500 trees available for attendees at no cost.

MOTION

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

Tab 3. GFOA Distinguished Budget Award

Mayor Grenier made the following presentation:

The "Distinguished Budget Presentation Award" has been awarded to the City of Tavares by the Government Finance Officers Association of the United States for the Fiscal Year 2023 Adopted Budget.

The award reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. To receive the budget award, the budget document had to satisfy nationally recognized guidelines for an effective budget presentation.

Ms. Houghton said the City had received the GFOA Distinguished Budget Award for the past three years. She thanked the City Council, City Administrator, Department

Directors, and Finance staff, with a special commendation to Brett Jones, Budget Analyst.

Mayor Grenier presented the Distinguished Budget Award to Ms. Houghton and the Finance Department Team.

Tab 4. UCF Incubator Program Presentation

Mr. Drury made the following presentation:

The University of Central Florida (UCF) has expanded its business incubator program into Lake County with the establishment of a new business incubator which opened in Eustis in October 2023. Recently, the Economic Development Director toured the facility and met with their team. Site Manager, Wendy Taylor requested to present, the Council with a high-level overview of the incubator program and services available to the businesses and entrepreneurs of our community.

Wendy Taylor, Site Manager, UCF Incubator, provided a PowerPoint presentation on the incubator program.

Mayor Grenier asked for comments from the Council.

Vice Mayor Gamble asked how the incubator's grant funding was obtained and if the funding would be provided to assist entrepreneurs going through the program. Ms. Taylor said the incubator grant funding was acquired through partnerships with the Greater Orlando Area. She said the grant funds encompassed the entire program and multiple sites.

Vice Mayor Gamble said he would like to ensure there was an understanding that the UCF Incubator program helped entrepreneurs obtain the funding necessary to start their programs and missions. Ms. Taylor noted that many entrepreneurs would not be eligible for funding through traditional bank loans; many loans were available through the Small Business Association (SBA), and the incubator program could help entrepreneurs apply for those loans and identify other eligible funding sources.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following resolution by title only:

RESOLUTION 2024-02

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND (SRF) LOAN PROGRAM; AUTHORIZING SRF LOAN FINAL AMENDMENT TO LOAN AGREEMENT DW350961 FOR THE LAKE FRANCES WATER DISTRIBUTION AND PIPING REPLACEMENT PROJECT; APPROVES AMENDMENT NUMBER 3 OF THE LOAN, FINALIZING THE LOAN ; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

VII. CONSENT AGENDA

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

Vice Mayor Gamble asked to Pull Tab 6 for discussion.

MOTION

Sandy Gamble moved to approve the Consent Agenda with the removal of Tab 6 [Tab 5. Approval of the December 6, 2023, City Council Meeting Minutes; Tab 7. Broad Budget Priorities; Tab 8. Board Appointment – Police Pension Board], seconded by Walter Price. The motion carried unanimously 5-0.

Tab 5. Approval of the December 6, 2023, City Council Meeting Minutes

Approved on the Consent Agenda.

Tab 6. 2024 City Council Regular Meeting Dates

Vice Mayor Gamble noted his preference to have two meetings in December due to the length of time between a meeting held on the first Wednesday in December and the second Wednesday in January. Council Member Pfister said the schedule could be adjusted each year for those meeting dates close to Christmas. She asked if any City business was missed due to the time between the December 2023 and January 2024 meetings. Mr. Drury said no.

MOTION

Sandy Gamble moved to approve the 2024 City Council meeting dates with the addition of December 18, 2024, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 7. Broad Budget Priorities

Approved on the Consent Agenda

Tab 8. Board Appointment – Police Pension Board

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 9. Resolution 2024-02 – Final Amendment to Closeout and Finalize SRF Loan 350961 – Lake Frances Water Improvements

Ms. Houghton made the following presentation:

Previously, the City Council Adopted Resolution 2018-28 on December 19, 2018 authorizing the application, acceptance, and execution of loan agreement for State Revolving Loan Project DW350961 for Lake Frances Water Piping Improvement/Replacement Project.

On August 5, 2020, the City Council adopted Resolution 2020-18 approving Amendment One (1) to the Loan which increased the disbursable amount at \$864,532.

On June 15, 2022, the City Council adopted Resolution 2022-11 approving Amendment Two (2) which extended the project completion date, and extended the repayment date for the loan.

This amendment, Amendment Three (3), finalizes the project, and finalizes the loan as indicated below:

- The Total amount awarded is reduced by \$159,598. The revised awarded amount is \$704,934.*
- The Loan Service Fee is \$14,099, which represents two percent of the Loan amount excluding Capitalized Interest.*
- The total amount of the Loan is \$728,277.69 includes \$704,934.00 disbursed, \$9,244.69 capitalized interest, and \$14,099 in service fees.*
- The Semi-annual Loan payment is revised to \$20,065.30, to be received by FDEP on February 15, 2024, and semiannually thereafter on August 15 and February 15 of each year until all amounts due have been fully paid.*

Staff recommended Option 1, for the Council to approve Resolution 2024-02 authorizing the Mayor to execute SRF Loan DW350961 Amendment Three (3) finalizing the loan for the project.

Mayor Grenier asked for comments from the Council.

Council Member Price asked if the cost had decreased by \$159,000 or if the reduction was through the loan. Ms. Houghton said the cost of the water portion was less than anticipated.

MOTION

Lori Pfister moved to approve Option 1 [Approve Resolution 2024-02 authorizing the Mayor to execute SRF Loan DW350961 Amendment Three (3) finalizing the loan for the project], seconded by Sandy Gamble.

Vice Mayor Gamble noted the fiscal impact indicated the semi-annual loan payments decreased from \$24,770 to \$20,065.30 for additional savings.

The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 10. Cresswind at Lake Harris Phase 1 – Final Plat

Mr. Fabre made the following presentation:

Cresswind at Lake Harris - Phase 1 is a proposed residential subdivision located west of the intersection of Woodlea Road and Lane Park Road. The subject property is approximately 75.18 acres in size and the proposed Final Plat subdivides the land into 148 lots for the construction of single-family dwellings as permitted under the existing (Kolter Homes) Cresswind PD (Ordinance 2022-05) zoning and corresponding Approved Construction Plans for Phase 1.

Please note during the title and platting review process, a historic r-o-w easement dedicated to Sumter County was revealed. The “Infant Town of Florida” plat, filed on March 31, 1885, provides for an easement to be granted to Sumter County along the streets identified on the plat. On January 9, 2024, Sumter County has agreed to grant an Assignment of the R-O-W easements to the City of Tavares. This unforeseen circumstance has caused a delay in the applicant’s model homes construction schedule which requires a recorded plat prior to model home(s) construction.

Please note:

- *Construction of the Model Homes will be consistent with the existing PD Ordinance.*
- *No C.O.s will be issued until the subject Plat is recorded.*
- *The subject Plat shall be pursuant to Chapter 177 Florida Statutes.*
- *All required supporting documentation will be provided prior to recording of the Final Plat.*

Staff recommends Option 1, that City Council moves to approve the Final Plat for the Cresswind at Lake Harris Phase 1 Subdivision located west of the intersection of Woodlea Road and Lane Park Road, subject to city staff ensuring that any technical issues are resolved, and that certain easements/R-O-Ws are extinguished/vacated prior to the recording of the Final Plat.

Mr. Fabre stated the applicant was available for questions.

Mayor Grenier asked for comments from the Council.

Council Member Singer asked if the applicant met all obligations other than those identified to the Council. Mr. Fabre said staff would ensure all items were cured before the final plat was signed.

Council Member Singer asked if Attorney Holt weighed in and approved. Attorney Holt said it differed from the typical approval process and was legally sufficient, provided the conditions were met before signature. Council Member Singer asked if approval would allow the developer to proceed with the project with a 60 to 90-day hold on the plans. Mr. Fabre said that was the intent. Council Member Singer said the Council approved the project several months ago, and he was in support of moving the project forward.

MOTION

Lori Pfister moved to approve Option 1 [Approve the Final Plat for the Cresswind at Lake Harris Phase 1 Subdivision located west of the intersection of Woodlea Road and Lane Park Road, subject to city staff ensuring that any technical issues are resolved and that certain easements/R-O-Ws are extinguished/vacated prior to the recording of the Final Plat], seconded by Troy Singer.

Vice Mayor Gamble thanked the developer for adding the road for residents along the rear of the development. He said the residents were appreciative as well.

The motion carried unanimously 5-0.

Tab 11. Mayor's Youth Council Update

Mayor Grenier said he would soon meet with the Tavares High School Principal to restart the Mayor's Youth Council program. He noted Mr. Drury would provide him with a syllabus and fun facts to take to the meeting.

Tab 12. Mayor's Youth Council – Scholarship Discussion

Mayor Grenier made the following presentation:

During the December 6, 2023, City Council meeting, during New Business, Council Member Pfister asked to agendize a discussion on developing a Mayor's

Youth Council \$1,000 scholarship program for each student who participates and successfully completes the program. The scholarship would be applied to higher learning beyond Highschool such as a Vocational Program, Community College or University.

Staff recommended Option 1, for the Council to discuss a Mayor's Youth Council scholarship program and authorize its implementation.

Council Member Pfister said the Mayor's Youth Council was a proven program that benefited the students and noted her support for adding an opportunity for a college scholarship to the program.

Council Member Singer noted his support for the Mayor's Youth Council program. He inquired about a change in the school's interest and the difficulty of restarting the program. He said he would prefer the students participate without providing a scholarship.

Mr. Drury said COVID disrupted the program several years ago. He discussed Tavares High School staffing changes and said the school was trying to find a staff member to take leadership and ownership of the program. He said he was hopeful that the Mayor would be able to share the program's benefits with the Principal and build renewed excitement about the program.

Mayor Grenier said many dedicated and focused students would enjoy the program. He noted his support for the scholarship program.

Discussion was held regarding the scholarship as an incentive.

MOTION

Lori Pfister moved to approve Option 1 [for the Council to discuss a Mayor's Youth Council scholarship program and authorize its implementation.], seconded by Sandy Gamble. The motion carried 4-1 as follows:

Bob Grenier:	Yes
Sandy Gamble:	Yes
Lori Pfister:	Yes
Walter Price:	Yes
Troy Singer:	No

Tab 13. Community Grant Awards

Ms. Novack made the following presentation:

The Council budgeted \$2,000 in the current Fiscal Year 2024 for community grants. The City advertised at the beginning of the fiscal year an invitation to

submit community grant applications for area not-for-profit organizations with a 501c3 designation for up to \$500.00 in funding for community and social service projects.

The City received three grant applications (attached) as follows:

- *Friends of the Tavares Library - \$500 Request (community outreach items such as upgraded and expanded website, e-payment option, mailings et al.)*
- *Lake County Museum of Art - \$500 Request (art exhibits, workshops, classes et al.)*
- *Triangle Community Alliance, Inc. - \$500 Request (additional enrollment and books for Tavares children)*

A ranking committee consisting of the City Clerk, Finance Director, and Community Services Director met on January 11, 2024, and reviewed the applications to determine if they met the criteria for the Community Grant Program. It was determined that each request met the criteria. The ranking committee recommends the Council invite each grant recipient to provide an update on their grant award and program at the end of the fiscal year.

Advertisements were placed in the Daily Commercial and on the City Website.

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

MOTION

Lori Pfister moved to approve Option 1 [For the Council to award Community Grants as requested to the Friends of the Tavares Library, Lake County Museum of Art, and Triangle Community Alliance, Inc.], seconded by Walter Price. The motion carried unanimously 5-0.

Tab 14. Phase Two – City Wide Street Light Assessment

Mr. Dillon made the following presentation:

The City and Duke Energy have completed the second phase of the City Wide Street Light assessment, which involved evaluating the (4) existing street lights at the West Main Street and Sinclair roundabout for improvement. As per the enclosed proposal and site photometry plan, a total of (12) street lights are warranted for the subject area. The four existing street lights will be converted to Dark Sky LED lights, and (8) new Dark Sky LED lights will be added as depicted in the site plan. The current rate for the (4) existing street lights equates to \$1,717.92 per annum. The new proposed rate for (12) street lights equates to \$4,824 per annum. The proposal will not have a fiscal impact as the City recently reduced the rate by \$6,612.12 per annum in phase one street lighting improvements.

Staff recommended Option 1, for Council to approve and authorize the City Administrator to execute Duke Energy's agreement to install (12) Light Emitting Diode (LED) Dark Sky compliant fixtures at the West Main Street and Sinclair Avenue roundabout as depicted in their proposal and site photometry plan.

Vice Mayor Gamble said he had supported lighting since joining the Council. He noted his support for the project and hoped it would eliminate lighting issues in the area.

MOTION

Lori Pfister moved to approve Option 1 [Authorize the City Administrator to execute Duke Energy's agreement to install (12) Light Emitting Diode (LED) Dark Sky compliant fixtures at the West Main Street and Sinclair roundabout as depicted in their proposal and site photometry plan], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 15. St. Clair Abrams House Purchase & Sale Agreement

Mr. Aldrich made the following presentation:

As the founder of Tavares and Lake County, Florida, Alexander St. Clair Abrams built the house located at 305 N. New Hampshire Avenue in 1881 as a Queen Anne style cottage. The home has stood for over 140 years in Tavares and serves as a historic symbol of our founding father's craftsmanship. It stands in the heart of downtown, directly across from the Tavares Library and Historical Research Center, and anchored between the newly renovated Foxtail Coffee house originally built in 1900 and the Through The Years Vintage Market house built in 1925. The original St. Clair Abrams home offers a unique and promising opportunity for our neighboring library to serve a valuable public purpose. If purchased, the home will be operated by the library as an annex facility for programs, meetings, special functions, and other arts/culture initiatives.

At the August 16, 2023 City Council meeting, Council approved a budget for \$250,000 to include the purchase and first part of renovations of the St. Clair Abrams home. If approved for the purchase, the St. Clair Abrams home will be renovated and adapted for a productive purpose, like other City properties that preserve history and provide for a modern use such as The Pavilion On The Lake, the Train Station and the Seaplane Base Terminal Building's "Propshop".

City staff worked with The Spivey Group to complete a property appraisal on the St. Clair Abrams house (see attached). The appraisal came back at a value price of \$242,800. Staff has negotiated with the current homeowners and agreed on a "less than appraised value" price of \$200,000. The current budgeted allotment of \$250,000 will cover this purchase price, along with Phase I of renovations. Phase II of renovations will be included in the normal FY '25

budgeting process.

After the purchase is complete, Phase 1 renovations will include: An assessment of all renovations to be completed for both phase 1 and phase 2 and an estimated cost for both phases to be brought back to City Council for approval before going forward with the renovations.

Staff recommended Option 1, for the Council to authorize execution of the purchase & sales agreement related to the purchase of the St. Clair Abrams house.

Mr. Aldrich said the current homeowners, Maryann Krisovitch and Ron Hart, were available for questions.

Mayor Grenier asked for comments from the Council.

Council Member Singer asked if Phase II renovation costs were unknown. Mr. Aldrich confirmed. Council Member Singer asked if the City wanted to purchase the home for \$200,000 and \$50,000 for renovations. Mr. Aldrich confirmed.

Council Member Price said he was not in support of the purchase as the property would be taken off the tax rolls, renovations would cost more than initially anticipated, and there would be ongoing maintenance costs each year.

Vice Mayor Gamble asked if an inspection had been completed. Mr. Aldrich said no. He said the purchase and sales agreement states the inspections and estimates would be completed. Vice Mayor Gamble said he did not remember the project being in phases and believed there would be a one-time renovation cost of \$100,000.

Council Member Singer said the original purchase price was \$150,000. Mr. Drury said a budget of \$150,000 was estimated as a purchase price as no appraisal had been completed, with an additional \$100,000 for renovations. He said the cost to renovate public spaces was significant, and the St. Clair Abrams house renovations would be more than \$100,000.

Ms. Krisovitch said she and Mr. Hart were the current and third owners of the St. Clair Abrams home. She said it was their dream to own and restore a historic house. The St. Clair Abrams house was purchased from family members and was a beautiful example of a period home.

Ms. Krisovitch said they intended to renovate the home to restore its historical feel and look. She discussed the home's condition, including the need for new wiring and a second bathroom, which she estimated to cost \$100,000 to \$200,000 in renovations on top of their purchase price. She said the stair rail banister was original to the home. Ms. Krisovitch noted that Tavares Post Master Sears had owned the house for decades.

Mr. Hart said it was the most historically significant home in Tavares. He said the house would be listed for sale at more than what was offered to the City and in line with the appraisal if the City did not wish to purchase the house. He said the door or opportunity to preserve the building may be gone forever when that happens.

Mr. Drury said the citizens built a master plan for the downtown, and asked the leaders to build upon a historic foundation. He said Tavares had not only built upon a historical foundation, but the City created modern-day purposes within that historical foundation. Mr. Drury provided examples such as the Woodlea House, which became the smallest airport terminal building in the United States. The Pavilion on the Lake was rebuilt into a first-class event and wedding facility, and the historic train station was relocated downtown in partnership with the Tavares Chamber of Commerce, where the train returned to the City with the Polar Express. He noted the Tavares Chamber of Commerce still utilized the historic train station space. Mr. Drury pointed out that the second landmark train station located on Old Highway 441 was in partnership with a company building a restaurant. He said the St. Clair Abrams home would honor the City's Master Plan building on a historic foundation with a current use and would most likely be the final piece to the City's inventory and serve as an active and historic building with significant meaning to the community now and into the future.

Mayor Grenier said once the house was sold, there would be no guarantees what would happen to the home. He expressed his desire for the City to have the vision, imagination, and creativity to purchase the building, find funding and grants, and save Major St. Clair Abrams's home.

Council Member Pfister discussed her newfound faith in history and said the house needed to be preserved and returned to its luster. She said community fundraisers could help with the cost of renovations. Council Member Pfister said the Tavares Historical Society could also find ways to raise funds. She said the Council needed to move forward in securing the house.

Mayor Grenier said the citizens of Tavares should have the house and noted he had been involved with historic preservation projects for 30 years.

MOTION

Lori Pfister moved to approve Option 1 [For the Council to authorize execution of the purchase & sales agreement related to the purchase of the St. Clair Abrams house].

Vice Mayor Gamble asked if the Mayor planned to open the floor for public comment. Mayor Grenier said he received no requests to speak.

Mayor Grenier passed the gavel to Vice Mayor Gamble.

Bob Grenier seconded the motion.

Vice Mayor Gamble asked for further comments.

Council Member Singer said he appreciated the offer to the City. He said the master plan did call for the City to preserve history and felt the City had done a great job. Council Member Singer said the City completed many projects, including the Woodlea House and train station, of which he was proud. He said the citizens also wished for the Council to be fiscally responsible, and he did not favor moving forward with the project due to renovation costs. He noted annual costs would be incurred yearly in perpetuity.

Mayor Grenier said this was a preservation and use opportunity. He said the City has the creativity to use and make money from the project. Mayor Grenier discussed the significance of the Morse House in Leesburg and the Simpson Farmhouse in Mount Dora. He stated his concern the house would disappear.

The motion failed 3-2 as follows:

Bob Grenier:	Yes
Sandy Gamble:	No
Lori Pfister:	Yes
Walter Price:	No
Troy Singer:	No

Vice Mayor Gamble passed the gavel to Mayor Grenier.

Tab 16. Request Council's Approval for Change Order to the Water/Wastewater Woodlea Road and Peninsula Improvement Project

Ms. Houghton made the following presentation:

In order to provide utility services to the area known as the Peninsula, which includes 16 developed homes and undeveloped vacant land within and abutting the Peninsula area, expansion of water and sewer capital lines on Woodlea Road were needed. The improvements will provide service availability to existing homes in the area, economic development opportunities for the area as well, and provide water and sewer availability for the Gorgeous Groves Development.

On April 7, 2021, the City Council approved debt financing for the project. Debt Service costs for the project will be offset by future Connection Fee payments from connections to the new capital lines.

On November 2, 2022, the City Council awarded Bid 2022-0015 for the project to Prime Construction Group for the, and set the budget for the project. Prime Construction was awarded at \$3,947,497 plus costs for performance bond.

Staff has approved Change Order No. 1 amount of \$10,982.21. However, additional work for the project, Change Order No 2. in the amount of \$172,395.00 will exceed the project budget by \$110,941.21 as shown below.

A Change Order in the amount of \$172,395 (4% of the project) cost) is needed for additional directional Drill for the Water Force Main, 7 additional 8" PVC 45, 22.5, 11.25 degree bends, per each for the Water Force Main, 155 linear feet of additional directional Drill for the Reclaim Force Main, and 21 additional 16-inch 45, 22.5, 11.25 degree bends per each also for the Reclaim Force Main.

It should be noted that during construction, field conditions were found to be problematic in the designed route for laying down the lines due to more than expected substandard soil conditions of clay and sandy material. Removal of these unsuitable materials and replacement with more suitable material would have delayed the project significantly and cost \$250,000. To keep the project on track, contain costs and remedy this unforeseen issue, engineers worked quickly with the contractor and Utilities Director to design and price out a solution by circumventing the unstable area and laying the pipe in a much more stable area. This resulted in no project delays but a higher cost due to the additional piping and connections.

As the Change Order has been recommended by the Project Engineers, Woodard & Curran, and the Utility Director, staff recommends approval utilizing additional reserve appropriations from the Water/Wastewater Utility.

Staff recommends Option 1, for the Council to authorize reserve appropriations in the amount of \$111,000 to fund Change Order 2 in the amount of \$110,941.21.

Council Member Price asked for the cost if the change order was not approved. Mr. Clark said the alternative would be \$250,000 and a delay in the project.

MOTION

Sandy Gamble moved to approve Option 1 [For the Council to authorize reserve appropriations in the amount of \$111,000 to fund Change Order 2 in the amount of \$110,941.21], seconded by Troy Singer.

Council Member Singer said it was an important project that would benefit the Peninsula and Cresswind and noted the residents had waited a long time for the project. He said this type of situation is what reserves were for, and the City could not always forecast the entire cost for some projects. Mr. Clark noted the pipes were completed.

The motion carried unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

Medical Marijuana Dispensary Areas

Council Member Pfister asked if the Council would be interested in readdressing medical marijuana dispensary areas on a future agenda.

There was a consensus from the Council to readdress medical marijuana dispensary areas on a future agenda.

Gaming Room Update

Council Member Price asked for an update on the 4th gaming facility in the City. Mr. Drury said the facility was code-enforced, and the case would have a hearing before the Special Magistrate in February 2024. He said if the Magistrate rules there is a code violation, fines would be assessed on the property owner until the violations were corrected. He said the gaming facility did not receive a permit, and it was observed they were still operating. The gaming facility would have an opportunity to present its case; the City would present its case. The judge would then render a decision.

XIII. AUDIENCE TO BE HEARD

Art McCreary, Lucky's Management, 5747 Alenlon Way, Mount Dora, said he and Melissa Mullin were Lucky's Management's new business owners. He said it was their understanding that a permit for the facility would be renewed when they purchased the business. Mr. McCreary said they were informed that the renewal was not made in October. Their landlord informed them that the cost for a permit renewal would be \$5,000, which they paid. He said that payment was not made to the City. He asked the Council for any type of forgiveness available.

Council Member Pfister said the issue was civil, and the Council did not have jurisdiction over a private business matter. Mr. McCreary acknowledged and said they were asking for the permit.

Mr. Drury said the permit was under a grandfather clause and had lapsed. He said the business could operate as long as a permit was maintained. There was an attempt to return to the City to get the permit reissued, and the City could not circumvent the ordinance and law. Mr. Drury noted three existing gaming facilities were located in the City, the maximum allowed by ordinance.

Melissa Mullin, Lucky's Management, 10924 Wana Drive, Leesburg, discussed the game room and its efforts to help those in need within the community. She said it was a place for the community to come together and socialize.

Gary Santoro, Royal Harbor, Tavares, noted the Council asked that Request to Speak forms be completed for audience members to speak on an agenda item. He said new information was often discovered while the Council and staff discussed items. Mr.

Santoro asked Mayor Grenier to offer audience comments even though no Request to Speak forms were submitted on items like the St. Clair Abrams house discussion.

XIV. REPORTS

Tab 17. City Administrator Report

Mr. Drury noted a list and calendar of upcoming meetings and events was provided to the Council. He said the Tavares Chamber of Commerce Director accepted another position elsewhere, and the Chamber would begin recruiting for her replacement.

Chief Keith noted a food drive benefiting Lake Cares Food Pantry would be held on Saturday, January 27, from 10:00 a.m. to 2:00 p.m. at Fire Station 28. He said the food drive was being held at several Golden Triangle locations to help replenish food depleted over the holidays.

Tab 18. City Council Member Reports

Council Member Price said he looked forward to the upcoming Arbor Day event on Saturday, January 20, 2024, in Wooton Park.

Council Member Singer asked if Lake Cares Food Pantry would accept cash or checks instead of food products. Chief Keith said they prefer monetary donations as food expires.

Council Member Singer said he looked forward to the upcoming Arbor Day and Rhythm on Ruby events.

Vice Mayor Gamble asked for an update on a water consumption use permit. Mr. Clark said the City's geologist and engineer were working with St. John's River Water Management District and noted it was a 1.5-year process.

Vice Mayor Gamble thanked Mr. Drury and Mr. Dillon for installing needed porta lets at the YMCA.

Mayor Grenier wished his sister, Dina, a happy birthday.

XV. ADJOURNMENT

There was no further business, and Mayor Grenier adjourned the meeting at 5:28 p.m.

Respectfully,

Susie Novack, MMC, FCRM, City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 3

SUBJECT TITLE: Resolution 2024-01 – St. John Independent Free Methodist Church – Alley Right-of Way Vacate Located at 120 N. Bloxham Avenue (Community Development)

OBJECTIVE:

To consider the vacation of an unimproved alleyway located at 120 N. Bloxham, lying east of Lots “A”, “B”, and “C” in Block 52 of Tavares Improvement Company’s Subdivision, as recorded in Plat Book 4, Page 39.

SUMMARY:

This is a request to vacate a platted undeveloped alleyway lying between the property located at 120 N. Bloxham, Tavares, Florida 32778. The current adjacent property owner is petitioning to vacate an existing right-of-way since it is undeveloped and not practical as a future alleyway. City staff reviewed the vacate request and determined no conflicts in the vacation regarding drainage, utilities, health, safety, or welfare of the Public. As a result, this official vacation will remove the city's public interest in this land.

OPTIONS:

1. That the City Council moves to approve Resolution 2024-01 vacation of an alley right-of-way located at 120 N. Bloxham, lying east of Lots “A”, “B”, and “C” in Block 52 of Tavares Improvement Company’s Subdivision, as recorded in Plat Book 4, Page 39.
2. That the City Council moves to deny the proposed Resolution 2024-01.

STAFF RECOMMENDATION:

On January 18, 2024, the Planning & Zoning Board voted (6-0) unanimously to recommend approval of Resolution 2024-01 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-01 vacation of an undeveloped alleyway located at 120 N. Bloxham, lying east of Lots “A”, “B”, and “C” in Block 52 of Tavares Improvement Company’s Subdivision, as recorded in Plat Book 4, Page 39.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This resolution has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2024-01 - St John IFMC - ROW Vacate
2. Location Map
3. Aerial Map
4. Ad - Res2024-01
5. 1-18-2024 PZ Min Draft

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

RESOLUTION 2024-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF A 16.00-FOOT WIDE ALLEY RIGHT-OF-WAY LOCATED AT 120 N BLOXHAM AVENUE TAVARES, FL 32778, LYING EAST OF LOTS “A”, “B”, AND “C” IN BLOCK 52 OF TAVARES IMPROVEMENT COMPANY’S SUBDIVISION AS RECORDED IN PLAT BOOK 4, PAGE 39, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property located at 120 N. Bloxham Avenue has petitioned for a vacation of said alley right-of-way; and,

WHEREAS, the portion of the alley right-of-way described in Exhibit “A” is no longer practical as right-of-way; and,

WHEREAS, this proposed vacate will remove the City’s public interest in this property; and,

WHEREAS, the petition to vacate said alley right-of-way has been duly noticed as required by law; and,

WHEREAS, the abutting property owners have been notified per the requirements of the City of Tavares Land Development Regulations; and,

WHEREAS, the City of Tavares has reviewed the vacate request and determined no conflicts in the vacation with regard to drainage, utilities, health, safety, or welfare.

NOW, THEREFORE, be it resolved by the City Council of the City of Tavares, Florida as follows:

The City of Tavares hereby vacates any and all interest in the aforesaid alley right-of-way, as described in Exhibit “A”, attached hereto and made part of this resolution.

PASSED AND RESOLVED this ____ day of _____, 2024 by the Tavares City Council.

Bob Grenier, Mayor
Tavares City Council

ATTEST

Susie Novack, City Clerk

Approved as to form and legality:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

SKETCH OF DESCRIPTION
(NOT A FIELD SURVEY)

DESCRIPTION:

A 16.00-FOOT-WIDE ALLEY BEING SITUATED IN THE NORTHERLY PORTION OF BLOCK 52 AS SHOWN ON THE PLAT OF TAVARES IMPROVEMENT COMPANY'S SUBDIVISION OF BLOCKS 44, 45, 46, 50, W ½ 52, 53, 59, 60, 61, 62, 64, 65, 69, 70, E ½ 71 AND 72 AS RECORDED IN PLAT BOOK 4, PAGE 39, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, THAT IS LOCATED WITHIN THE CITY OF TAVARES, FLORIDA, IN SECTION 29, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:

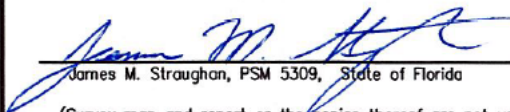
COMMENCE AT THE POINT OF INTERSECTION OF THE EAST RIGHT OF WAY LINE OF NORTH BLOXHAM AVENUE AND THE SOUTH RIGHT OF WAY LINE OF MAUD STREET, ALSO BEING THE NORTHWEST CORNER OF LOT "A" OF SAID PLAT OF BLOCK 52 AND IS MONUMENTED WITH A 4" X 4" CONCRETE MONUMENT WITHOUT IDENTIFICATION; THENCE RUN ON AN ASSUMED BEARING OF S 88°28'46"E ALONG SAID SOUTH RIGHT OF WAY LINE AND THE NORTH LINE OF SAID LOT "A", A DISTANCE OF 130.12 FEET TO THE NORTHEAST CORNER OF SAID LOT "A", ALSO BEING THE NORTHWEST CORNER OF SAID 16.00-FOOT-WIDE ALLEY AND IS MONUMENTED WITH A 4" X 4" CONCRETE MONUMENT WITHOUT IDENTIFICATION, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUE S 88°28'46"E ALONG SAID SOUTH RIGHT OF WAY LINE A DISTANCE OF 16.00 FEET TO A 5/8" IRON ROD WITH CAP MARKED LB #7514 AT THE NORTHEAST CORNER OF SAID 16.00-FOOT-WIDE ALLEY, ALSO BEING THE NORTHWEST CORNER AS SHOWN ON SAID PLAT AND STAKED IN THE FIELD OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1210, PAGE 2049, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE DEPARTING SAID SOUTH RIGHT OF WAY LINE RUN S 01°31'04"W ALONG THE EAST LINE OF SAID 16.00-FOOT-WIDE ALLEY AND THE WEST LINE OF SAID LANDS AS STAKED IN THE FIELD, A DISTANCE OF 50.00 FEET TO THE SOUTHWEST CORNER OF SAID LANDS AS STAKED IN THE FIELD, ALSO BEING THE NORTHWEST CORNER OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1094, PAGE 728, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE CONTINUE S 01°31'04"W ALONG THE EAST LINE OF SAID 16.00-FOOT-WIDE ALLEY AND THE WEST LINE OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1094, PAGE 728, A DISTANCE OF 99.96 FEET TO THE SOUTHWEST CORNER OF SAID LANDS AND THE SOUTHEAST CORNER OF SAID 16.00-FOOT-WIDE ALLEY, SAID POINT ALSO BEING SITUATED ON THE NORTH LINE OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4102, PAGE 1344, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA AND IS MONUMENTED WITH A 5/8" IRON ROD WITH CAP MARKED LB #7514; THENCE DEPARTING SAID EAST AND WEST LINES RUN N 88°28'52"W ALONG THE SOUTH LINE OF SAID 16.00-FOOT-WIDE ALLEY AND SAID NORTH LINE OF OFFICIAL RECORDS BOOK 4102, PAGE 1344, A DISTANCE OF 11.74 FEET TO THE NORTHWEST CORNER OF SAID LANDS, ALSO BEING THE NORTHEAST CORNER OF THE 16.00-FOOT-WIDE STRIP OF LAND LYING EAST OF LOT "K" AS SHOWN ON THE AFORESAID PLAT OF BLOCK 52; THENCE CONTINUE N 88°28'52"W ALONG THE NORTH LINE OF SAID 16.00-FOOT-WIDE STRIP AND SOUTH LINE OF SAID 16.00-FOOT-WIDE ALLEY, A DISTANCE OF 4.26 FEET TO THE SOUTHEAST CORNER OF LOT "C" AND THE SOUTHWEST CORNER OF SAID 16.00-FOOT-WIDE ALLEY AS SHOWN ON SAID PLAT OF BLOCK 52 AND IS MONUMENTED WITH A 4" X 4" CONCRETE MONUMENT WITHOUT IDENTIFICATION; THENCE DEPARTING SAID NORTH AND SOUTH LINES RUN N 01°31'04"E ALONG THE EAST LINES OF LOTS "C", "B" AND "A" AND THE WEST LINE OF SAID 16.00-FOOT-WIDE ALLEY AS SHOWN ON SAID PLAT OF BLOCK 52, A DISTANCE OF 149.96 FEET TO THE POINT OF BEGINNING.

CONTAINING 2,399.36 SQUARE FEET OR 0.055 ACRES MORE OR LESS.

SUBJECT TO EASEMENTS, RIGHT OF WAYS AND MATTERS OF RECORD.

Certified to: (Certification is limited to persons/parties named below)

Burney Vaughn
St. Johns Independent Free Methodist Church


James M. Straughan, PSM 5309, State of Florida

(Survey map and report or the copies thereof are not valid without the signature and the original seal of a Florida licensed Surveyor and Mapper.)

Sheet 1 of 3

SKETCH OF DESCRIPTION

in Section 29, Township 19 South,
Range 26 East, Lake County, Florida

188380



**MINNIX &
STRAUGHAN LLC**
995 CRESCENT STREET
UMATILLA FL 32784
(352) 287-8025

CLIENT: BURNLEY VAUGHN		REVISIONS	
DATE: 10-3-2023			
Field Book: _____			
SCALE: 1 Inch = 20 Feet			
Sketch Burnley Vaughn Tavares .DWG	Drawn by: BKM	Checked by: JMS	

Exhibit "A" continued

SKETCH OF DESCRIPTION
(NOT A FIELD SURVEY)

NOTES:

1. REPRODUCTIONS OF THIS SKETCH ARE NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
2. THE INTENDED PURPOSE OF THIS SKETCH IS TO BE USED AS AN EXHIBIT FOR THE VACATION OF THE 16 FEET WIDE ALLEY LYING EAST OF LOTS "A", "B" AND "C" IN BLOCK 52 OF TAVARES IMPROVEMENT COMPANY'S SUBDIVISION AS RECORDED IN PLAT BOOK 4, PAGE 39 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. THIS IS NOT A FIELD SURVEY. EXISTING BOUNDARY SURVEY DATED 10/17/2016 BY BESH WAS UTILIZED TO AID IN THE PREPARATION OF THIS SKETCH OF DESCRIPTION.
3. HORIZONTAL DATUM AND BEARINGS SHOWN HEREON ARE ASSUMED AND BASED ON THE SOUTH RIGHT OF WAY LINE OF MAUD STREET AS BEING S 88°28'46" E. ALL DISTANCES SHOWN ARE IN UNITED STATES SURVEY FEET.
4. THIS SURVEY MEETS ALL APPLICABLE REQUIREMENTS OF THE FLORIDA STANDARDS OF PRACTICE AS CONTAINED IN CHAPTER 5J-17.051 FAC.
5. THE LEGAL DESCRIPTIONS WERE PREPARED BY THIS FIRM AT THE CLIENT'S REQUEST AND ARE BASED UPON INFORMATION PROVIDED AND COPIES OF THE ORIGINAL DEEDS WERE OBTAINED FROM THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.
6. SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RIGHTS OF WAY AND OTHER MATTERS OF RECORD.

Sheet 2 of 3

SKETCH OF DESCRIPTION

in Section 29, Township 19 South,
Range 26 East, Lake County, Florida

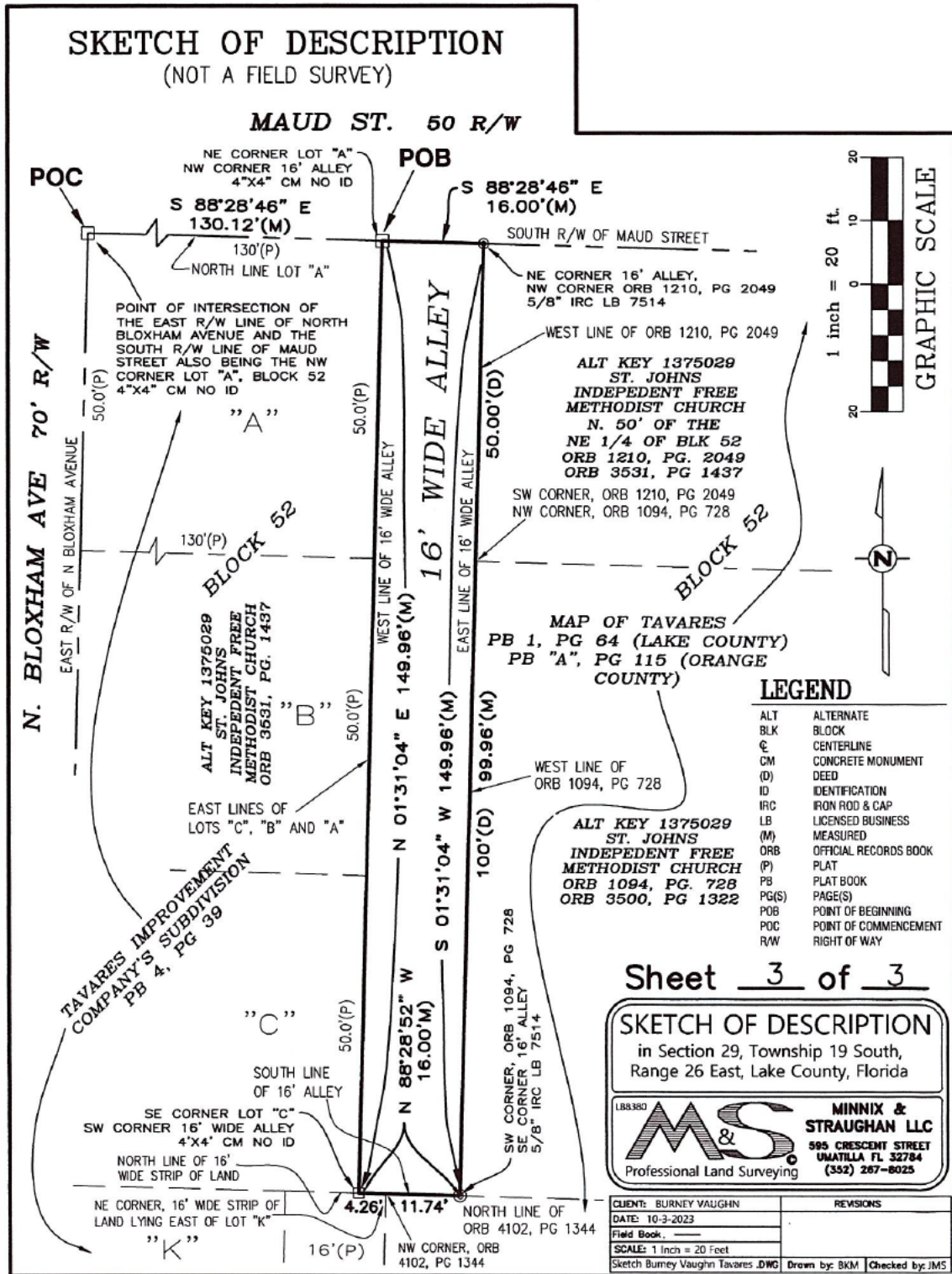
LSB390



**MINNIX &
STRAUGHAN LLC**
995 CRESCENT STREET
UMATILLA FL 32784
(352) 287-8025

CLIENT: BURNIE VAUGHN		REVISIONS	
DATE: 10-3-2023			
Field Book: _____			
SCALE: 1 Inch = 20 Feet			
Sketch Burnie Vaughn Tavares .DMC		Drawn by: BKM	Checked by: JMS

Exhibit "A" continued



**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 4

SUBJECT TITLE: Resolution No. 2024-03 – First Budget Amendment for FY2024 (Finance)

OBJECTIVE:

To approve Resolution 2024-03, amending the Fiscal Year 2023-2024 City of Tavares Annual Operating Budget.

SUMMARY:

The attached resolution represents increases and/or decreases to the Adopted Budget for Fiscal Year 2024. Appropriation increases represent capital projects, ARPA expenditures, and prior year/project encumbrance rollovers. In addition, the Resolution also reflects transfers between individual accounts within adopted budgets for all departments.

This resolution represents the FIRST AMENDMENT to the Adopted Budget for Fiscal Year 2023-2024.

OPTIONS:

Option 1: Approve Resolution 2024-03 amending the FY 2023-2024 City of Tavares Annual Operating Budget.

Option 2: Do not approve Resolution 2024-03.

STAFF RECOMMENDATION:

Move to approve Resolution 2024-03, amending the Fiscal Year 2023-2024 City of Tavares Annual Operating Budget.

FISCAL IMPACT:

Estimated final budget amounts are included with the budget detail for this amendment.

LEGAL SUFFICIENCY:

The resolution has met legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2024-03
2. Exhibit A - Resolution 2024-03

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

RESOLUTION 2024-03

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2024 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE FIRST AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR, AND CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

Fund Name	Fund Number	Estimated Revenues ¹	Reserve Appropriations ³	Unappropriated Revenues ²	Estimated Appropriations/ Expenditures
General Fund	001	25,040,697	\$ 1,402,515	\$ -	\$ 26,443,212
Water/Wastewater Utility	401	12,379,369	1,737,166	-	\$ 14,116,535
Water/Wastewater Impacts	441	657,000	332,001	-	\$ 989,001
W/WW RR&I Fund	443	300,000	544,693	-	\$ 844,693
SRF Construction Fund	444	-	916,748	-	\$ 916,748
W/WW SRF Loan	445	2,413,344	-	-	\$ 2,413,344
Sunset View Fund	447	112,398	16,100	-	\$ 128,498
Solid Waste	402	4,200,000	639,964	-	\$ 4,839,964
Stormwater	403	2,262,983	-	(15,433)	\$ 2,247,550
Seaplane Base Fund	405	1,031,256	25,953	-	\$ 1,057,209
Pavilion Fund ⁵	406	858,057	2,445	-	\$ 860,502
Police Education	102	-	-	-	\$ -
Community Redevelopment	105	585,915	16,540	-	\$ 602,455
Police Impacts	110	66,011	-	(34,534)	\$ 31,477
Fire Impacts	111	123,452	-	(91,975)	\$ 31,477
Forfeiture Fund	112	-	-	-	\$ -
Park Impacts	114	134,857	247,443	-	\$ 382,300
Building Permits	115	238,151	-	(238,151)	\$ -
Citizen Donation Fund	119	1,000	-	-	\$ 1,000
Fire Assessment Fund	122	1,940,407	-	-	\$ 1,940,407
Grant Fund	151	141,544	6,173,515	-	\$ 6,315,059
Infrastructure Sales Tax	152	2,516,137	204,212	-	\$ 2,720,349
ARPA	155	-	3,723,354	-	\$ 3,723,354
Grants - FL DEO Specific	156	-	2,555,043	-	\$ 2,555,043
Debt Service Fund	201	1,188,903	-	(67)	\$ 1,188,836
Capital Project Fund	302	-	4,880	-	\$ 4,880
Capital Project Fund	303	-	31,364	-	\$ 31,364
Capital Project Fund (Public Works Facility)	304	-	2,633,986	-	\$ 2,633,986
Municipal Police Pension ⁴	601	2,248,061	-	(501,210)	\$ 1,746,851
Firefighter's Pension ⁴	602	3,807,778	-	(881,346)	\$ 2,926,432
General Employee Pension ⁴	603	75,090	-	(24,546)	\$ 50,544
Mildred Hunter Trust ⁴	605	20	-	(20)	\$ -
Wooton Park Playground ⁴	606	10	-	(10)	\$ -
		\$62,322,440	\$ 21,207,922	\$ (1,787,292)	\$ 81,743,070

¹ Estimated Revenues = anticipated revenue collections.

² Negative Reserve Appropriations assumes unappropriated revenues.

³ Positive Reserve Appropriations assumes appropriating (spending) an amount of reserves.

⁴ Special Revenue Fund.

Section 1. Whereas the adopted budget for the City of Tavares for Fiscal Year 2024 should be increased from \$61,779,146 to \$81,743,070 in both revenues and expenditures where the increase represents increases or decreases in estimated revenues and expenditures due to prior year project/encumbrance rollovers previously approved by the City Council.

Section 2. Whereas this resolution represents the First amendment to the Adopted Budget for Fiscal Year 2024. (Exhibit A)

Section 3. Whereas any resolution or portion of a resolution in conflict with this resolution or any portion of this resolution is hereby repealed.

Section 4. Whereas if any section, sentence, clause, phrase or word of this resolution is held invalid by a court of competent jurisdiction, the remainder of the resolution shall not be affected and remain in full force and effect.

Section 5. Be it be resolved that this resolution shall be effective upon its adoption.

PASSED and ADOPTED this 7th day of February 2024, by the City Council of the City of Tavares, Florida.

Bob Grenier, Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 5

SUBJECT TITLE: Ordinance 2024-01 - Idamere Crossings - Rezoning of Approximately 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff (Community Development)

OBJECTIVE:

To consider the rezoning of approximately 19.46 acres of property located at the southeast corner of SR-19 & Lane Park Cutoff Road from Commercial (C-2) to Planned Development (PD).

SUMMARY:

The subject property consists of approximately 19.46 acres of vacant property located at the southeast corner of SR-19 & Lane Park Cutoff Road. The property is currently zoned as Highway Commercial (C-2), and the applicant is proposing that the property be rezoned to a mixed use Planned Development (PD).

On November 18, 2021, the Planning & Zoning Board voted unanimously to recommend approval of PD Ordinance 2021-11 which proposed a one hundred sixty-five (165) dwelling units multi-family apartment complex on the subject property. On December 15, 2021, the City Council denied the PD rezoning request as presented. In general, City Council rational of denial was to preserve existing commercial land use along SR-19.

At present, the applicant is proposing to develop the site with 1.7 acres of commercial land along SR-19 and a 110 dwelling unit multi-family apartment complex. The PD will limit the density to 25 dwelling units an acre and will specifically dictate the multi-family portion of the development shall be restricted to 110 multi-family dwelling units. The commercial uses will be subject to certain Highway Commercial (C-2) uses outlined in the proposed PD Ordinance 2024-01.

The proposed residential use is consistent with the Comprehensive Plan by ensuring the availability, quality, and sustainability of a mix of housing types in Tavares. The subject property is approximately 0.30 miles from Tavares Middle School and is walkable for students as there is an existing sidewalk on the south side of Lane Park Cutoff. The Lake County School District has reviewed the proposed 110-unit development and determined that there are adequate school facilities to serve the approximately 29 students anticipated. The property owner is required to apply for and obtain a school capacity reservation prior to development approval.

The environmental assessment submitted by E Sciences, Inc. 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 preliminary traffic analysis submitted by VHB does not indicate an adverse impact on the level of service for surrounding roadways. The report states that the proposed planned development (PD) zoning and land use presents a potential trip reduction from the existing commercial zoning.

Development of the property will be in accordance with the provisions of PD Ordinance 2024-01 and the City's Land Development Regulations. The proposed mixed use Planned Development (PD) zoning is compatible with the surrounding zoning, which is a mixture of residential, commercial, and Public Facilities zoning. 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 Commercial (COM) to Mixed Use (MU) on the Future Land Use Map 2040.

OPTIONS:

1. That the City Council moves to approve Ordinance 2024-01 rezoning of approximately 19.46 acres of property located at the southeast corner of SR-19 & Lane Park Cutoff from Commercial (C-2) to Planned Development (PD).
2. That the City Council moves to deny the proposed Ordinance 2024-01.

STAFF RECOMMENDATION:

On January 18, 2024, the Planning & Zoning Board voted (3-3) which resulted in a recommendation of denial for Resolution 2024-01 as presented.

Staff recommends that the City Council moves to approve Ordinance 2024-01 rezoning of approximately 19.46 acres of property located at the southeast corner of SR-19 & Lane Park Cutoff from Commercial (C-2) to Planned Development (PD).

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2024-01 - Idamere Crossing - PD Rezoning
2. AERIAL MAP
3. ZONE_PT_2024-01
4. Conceptual Plan
5. Traffic Anaysis Lake Idamere CPA and Rezoning 2023-11-17
6. School Impact Analysis Idamere Crossings Letter
7. Ad - Ord2024-01 & 2024-02
8. 1-18-2024 PZ Min Draft

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

ORDINANCE 2024-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA; REZONING APPROXIMATELY 19.46 ACRES OF LAND LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF STATE ROAD 19 AND LANE PARK CUTOFF FROM HIGHWAY COMMERCIAL (C-2) TO PLANNED DEVELOPMENT (PD); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the applicant is requesting to rezone property, legally described in **Exhibit "A"** of this ordinance, from a designation of Highway Commercial (C-2) to Planned Development (PD); and

WHEREAS, the applicant would like to develop the property as a Multi-Family Dwelling Community and Commercial with a Planned Development (PD) zoning; and

WHEREAS, the City of Tavares held duly noticed public hearings before the Planning and Zoning Board, and the City of Tavares City Council, providing opportunity for individuals to hear and to be heard regarding the proposed rezoning; and,

WHEREAS, the City Council has reviewed and considered all relevant evidence and information and testimony presented by witnesses, the public, and City staff; and,

WHEREAS, the City Council of the City of Tavares, Florida, deems it in the best interest of the City to apply a Planned Development (PD) zoning designation to said property; therefore,

BE IT ORDAINED by the City Council of the City of Tavares, Florida, as follows:

Section 1. Definition.

"Owner" or "Applicant" means the title holder of the Property.

Unless otherwise noted, the definitions of all terms shall be the same as the definitions set forth in the City of Tavares Land Development Regulations or the City Comprehensive Plan.

Section 2.1. Rezoning

The purpose of this section is to set forth basic development regulations and to generally describe the Property which is being developed as a Planned Development (PD) as specified in Chapter 8 of the Regulations and shall hereafter be referred to as “the Project”. Development of this Project shall be governed by the contents of this Ordinance and applicable sections of the City’s Land Development Regulations and Code of Ordinances and all other applicable rules, regulations and ordinances of the City in effect at the time of development of the Project. Unless otherwise noted, where in conflict, the terms of this document shall take precedence over the Land Development Regulations and Code of Ordinances and all other applicable rules, regulations and ordinances of the City.

Section 2.2. Land Uses

- A. The Conceptual Master Plan for the project is attached hereto as **Exhibit "B"** and is an integral part of this PUD document. Elements in the Conceptual Master Plan include residential acreage, commercial acreage, recreation space, open space, and jurisdictional wetlands. The general location of each of these land uses has been established as depicted in the Conceptual Master Plan. A breakdown of uses, densities, and acreage is as follows:

Residential Permitted Uses: All uses permitted under the RMF-3 zoning district per the City of Tavares Land Development Regulations Chapter 8.

Commercial Permitted Uses: Community boat dock, Business & Professional uses, Banks & Financial Institutions, Convenience store with or without gas/fuel sales, Retail, General Business or Personal services, Personal Service or Specialty Shop with light retail, Medical/Dental/Optical supplies stores, Restaurants/Food Service/Food Retail, Child Care Center, and Automobile/Truck Parts store.

Prohibited Uses: Medical Marijuana Dispensary, Bar-Beer & Wine, Bar, Auto/Truck/Motorcycle/Boat repair and service, and Car wash.

Total Acreage: 19.46+- acres

Acreage Breakdown:

Upland: 11.06+- acres

Wetland: 3.5+- acres

Lake: 4.9+- acres

Maximum Allowable Residential Density:

The number of residential dwelling units shall be determined at the following maximum densities:

- Upland acres x 25 dwelling units per acre.
- Wetland acres may be used for density calculations of 1 dwelling unit per acre providing a conservation easement is granted.

Open Space:

Minimum Open Space required shall be 30% of the gross acreage = 5.8 ± acres.

- B. In addition to the planned elements shown on the Land Use Plan, easements and rights-of-way shall be established within or adjacent to the Property as may be necessary or desirable for the service, function or convenience of the Project. Such easements and rights-of-way, if required, shall be indicated on all site plans or recorded plats of the Property.
- C. Prior to construction, a site plan shall be submitted proposing comprehensive development of the Property regarding stormwater management, utilities, access, parking, landscaping, future location of structures, amenities and other information as required by the Regulations.

Section 2.3. Development Standards

- A. Setbacks. All setbacks shall be measured from the Property line to the foremost vertical face of the structure. Where any setbacks conflict with required easement widths, the easement widths, if larger, shall prevail. Setbacks are as follows:

Right-of-way of State Road 19	25'
Right-of-way of Lane Park Cutoff	25'
Lake Idamere (from mean high water line)	50'
Wetlands	25'
Accessory Buildings including Dumpster Enclosures	15'
Side Yard	15'
Rear Yard – same as Lake Idamere & Wetland	50' & 25'

- B. Impervious Surface Area. The maximum impervious surface area shall not exceed seventy percent (70%).
- C. Height of Structures. The height of a structure shall be determined by measuring the distance from highest grade elevation to the highest point of the roof and shall not exceed sixty feet (60').
- D. Landscape & Buffer Requirements. Landscaping shall comply with the City of Tavares Development Regulations in effect at the time of development.
1. A landscaping master plan shall be submitted concurrent with site plan submittal.
 2. All landscaped and common areas shall be properly irrigated and maintained by the management company (as described in this Ordinance) (the "Manager").
- E. Signage. All signage shall comply with the requirements of Chapter 21 of the Land Development Regulations.
- F. Site Parking and Traffic Circulation:
1. All parking, internal roads, and access aisles shall comply with Chapter 20 of the Land Development Regulations.
 2. All parking, internal roads, access aisles, and storm water management areas shall remain private and shall be maintained by the Owner and Manager.
- G. Lighting:
1. Exterior lighting shall be designed and installed in a sensitive manner so as to prevent direct glare, light spillage and hazardous interference with automotive and pedestrian traffic on adjacent streets and properties.
 2. Lighting shall be designed in a consistent and coordinated manner for the entire site. The lighting and lighting fixtures shall be integrated and designed so as to enhance the visual impact of the project by accenting key architectural elements and/or emphasizing landscape features. The light poles and fixtures shall be earth tones in color.

3. Electrical wiring to all site lighting shall be provided underground.
 4. No light fixtures shall be placed in a position where existing or future tree canopy will reduce the illumination levels.
 5. Lighting fixtures shall be a maximum of fifteen feet (15') high and shall be downward directed.
- (6) All lighting fixtures within parking areas and walkways shall be decorative light fixtures in accordance with Chapter 9 of the Land Development Code.

Section 2.4. Public Facilities.

- A. Impact Fees. The Developer acknowledges that the City has impact fees for water, wastewater, fire and police, while Lake County has impact fees for transportation. The Project shall be subject to such impact fees or any additional impact fees effective at the time of issuance of any building permit.
- B. Potable water. Potable water shall be provided by the City of Tavares and impact fees shall be paid by the Developer. The Developer shall extend water lines from the existing location to the development. Lines shall be extended in a manner in accordance with the City of Tavares Utility Department and Construction Specifications Manual.
- C. Wastewater. Wastewater treatment service shall be provided by the City and the Developer shall pay the impact fees. The Developer shall extend sanitary sewer lines from the existing location to the development. Lines shall be extended and improvements shall be made in accordance with specifications of the City of Tavares Utility Department and Construction Specifications Manual.
- D. Drainage. Retention pond design shall incorporate a naturalistic approach in accordance with Chapter 9 of the Land Development Regulations. Prior to receiving any development approvals, the Developer shall submit a master site drainage plan for review and approval by the City. All applicable St. John's River Water Management District permits shall be required prior to approval of any development order. The maintenance of the drainage system shall be the responsibility of the Owner and Manager.

- E. Reuse Water. The Developer shall be required to install a water reuse distribution system to serve all irrigation needs within the Property. The lines will be served by potable water until such time as reclaimed water is available for irrigation.
- F. Site Ingress/ Egress and Traffic Circulation. The project will be limited to one driveway as shown on **Exhibit “B”**. The driveway shall conform to Lake County Access Management and Spacing Standards. Subject to Lake County requirements, turn lanes may be required at the driveway intersection. Construction of said turn lanes shall be the responsibility of the developer.
- G. Sidewalks and Pedestrian Access. Sidewalks shall be connected to the internal pedestrian system allowing accessible routes to the entrances of each building on site, per federal requirements of the American with Disabilities Act. An internal pedestrian access plan shall be submitted concurrent with site plan submittal providing for connectivity among the rights-of-way, structures and amenities. The maintenance of internal sidewalks shall be the responsibility of the Owner and Manager.

Section 2.5. Platting

All plats shall be filed in accordance with all applicable rules and regulations of the City. All conditions to platting within this ordinance must be satisfied prior to acceptance of any final plat for public hearing by the City Council. Any required analyses shall be submitted prior to plat acceptance, including but not limited to transportation analysis and environmental assessment.

Section 2.6. Timing

- A. The Developer shall submit for site plan approval within twenty-four (24) months from the effective date of this Ordinance and such plan shall be developed in conformance with the requirements of the Regulations and other applicable local or state regulations in effect at the time of application for any development order. If the City Council finds, on the basis of substantial competent evidence, that there has been failure to comply with the terms of this Ordinance, the Ordinance may be revoked or modified by the City

through action of the City Council after notification to the Developer and the opportunity to be heard.

- B. Concurrency tests shall be required for a development order (site plan) and shall be conducted pursuant to Chapter 10 of the Regulations. Future rights to develop the Property are subject to such concurrency tests and no vested rights have been or will be granted to the Applicant until concurrency tests are complete and a final development order issued for the portion of the Property for which the concurrency tests were required.

Section 2.7. Covenants, Conditions and Restrictions

Submitted and approved with a final plat, Covenants, Conditions and Restrictions shall be adopted and recorded and an established structure shall be designated whereby the Manager of the Project selected by the title holder of the dominant parcel within the Project will oversee and maintain any open space, water retention area, required buffer and any other component of the overall Project.

Section 2.8. Permits

Prior to platting or construction, the Developer shall obtain all necessary permits from the applicable local, regional, state and federal agencies. Copies of all permits shall be furnished to the Community Development Director of the City.

Section 3. Effective Date

This Ordinance shall take effect immediately upon its final adoption by the Tavares City Council.

PASSED AND ORDAINED this ____ day of _____ 2024, by the City Council of the City of Tavares, Florida.

Bob Grenier, Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

THE WEST 1/2 OF THE SW 1/4, SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LESS THE RIGHT OF WAY OF STATE ROAD NO. 19 AND THAT PORTION LYING WITHIN 35 FEET SOUTH OF THE NORTH LINE OF THE SW 1/4 OF THE SE 1/4 OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

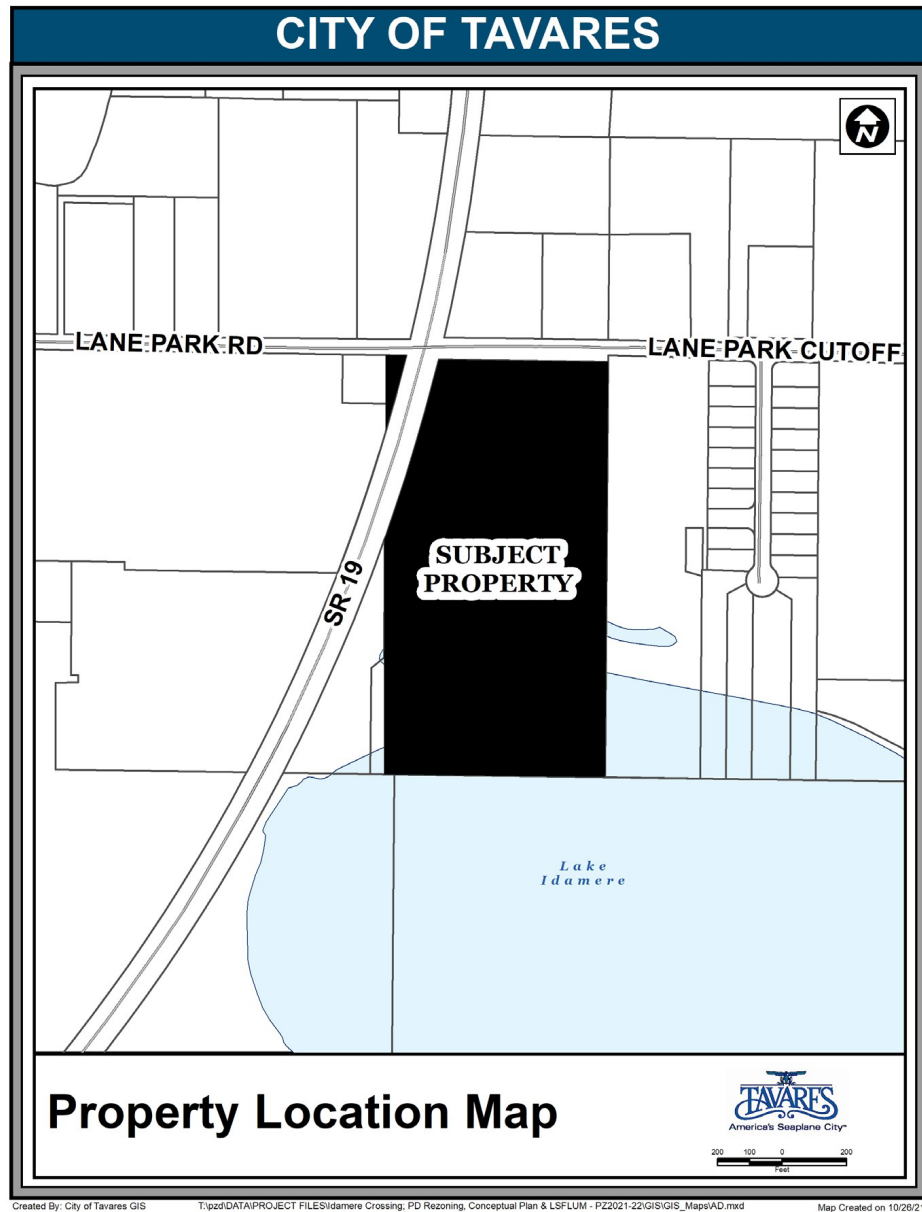


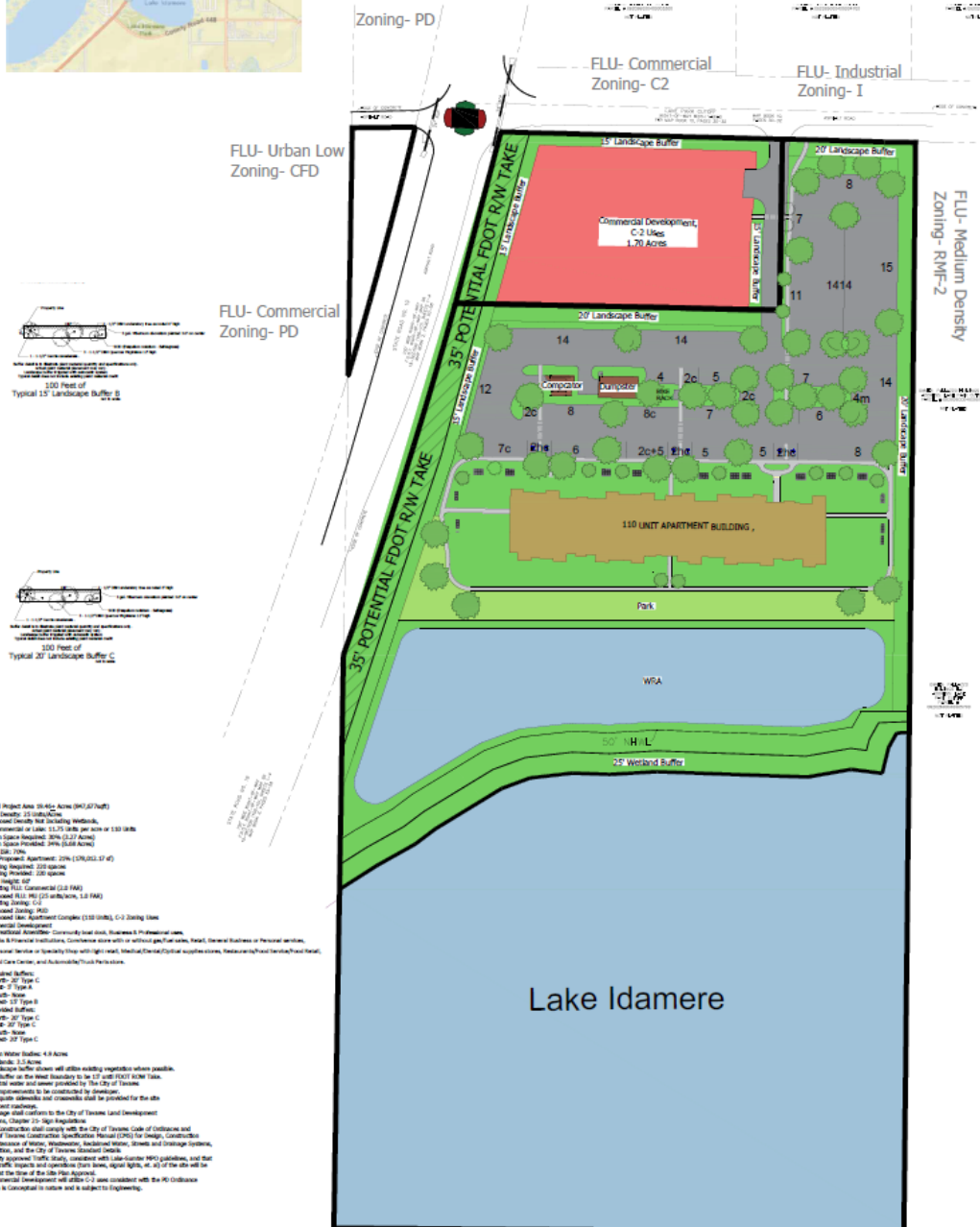
Exhibit "B" Conceptual plan

Location



Agent: LPG Urban & Regional Planners, Inc.
Michael Rankin
1162 Camp Ave.
Mount Dora, FL 32757

Owner: Harvey Hawes, Manager
Idamere Crossings, LLC
3839 CR. 48
Okahumpka, FL 34762



- Notes:
1. Total Project Area: 10.42 Acres (347,677 sq ft)
 2. New Landscaping: 11.00 Acres
 3. Proposed Density: 10 Units/Acre (100 Units)
 4. Commercial or 1.70 Acres (1.70 Acres)
 5. Open Space Provided: 10% (1.04 Acres)
 6. Max Lot Size: 1.00 Acres
 7. Max Proposed Apartment: 110 Units (110 Units)
 8. Max Height: 10' (10' max)
 9. Parking Required: 1.00 spaces
 10. Parking Provided: 1.00 spaces
 11. Max Height: 10' (10' max)
 12. Landscaping: 11.00 Acres (11.00 Acres)
 13. Landscaping: 11.00 Acres (11.00 Acres)
 14. Proposed Density: 10 Units/Acre (100 Units)
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Feb. 9th, 2023 SCALE BAR 1:50

Idamere Crossings, LLC
Conceptual Development Plan

City of Tavares, Florida

LPG
Urban & Regional Planners, LLC
1162 CAMP AVE. - MT. DORA, FL 32757
(352) 283-0961 / FAX (352) 283-0924
Project #: 1905-1
AR City #: 1002861
March 14th, 2023



**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 6

SUBJECT TITLE: Ordinance 2024-02 - Idamere Crossings - Small Scale FLUM Amendment of Approximately 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff (Community Development)

OBJECTIVE:

To consider a Future Land Use Map amendment from Commercial (COM) to Mixed Use (MU) for 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff.

SUMMARY:

The subject property is located at the Southeast Corner of SR-19 & Lane Park Cutoff and is approximately 19.46 acres in size. The land is presently vacant and has a land use designation of Commercial (COM). 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 Commercial (COM) to Mixed Use (MU).

On November 18, 2021, the Planning & Zoning Board voted unanimously to recommend approval of (PD) Ordinance 2021-12 which proposed High Density (HD) Future Land Use (FLU) on the subject property. On December 15, 2021, the City Council denied the FLU request as presented. In general, the City Council rationale of denial was to preserve the existing commercial future land designation along SR-19.

Ordinance 2024-02 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Commercial (COM) to Mixed Use (MU). The subject property is adjacent to a mixture of a mixture of residential, commercial, and public facilities land uses. An application to rezone this property to a Planned Development (PD) designation is concurrently under consideration.

Future Land Use Amendment

The parcel is designated as Commercial (not to exceed 2.0 FAR) on the City's Future Land Use Map. The small-scale Comprehensive Plan Amendment is proposed to designate the site as Mixed Use (not to exceed 25 du/ac, 1.0 FAR). A City Mixed Use (MU) designation is compatible with surrounding property and Future Land Use designations.

Compatibility

Land surrounding this property is residential, commercial, and public facilities in nature.

Site Conditions

The property is currently vacant.

Impact on City Services

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and wastewater 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.

Findings

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

1. A Mixed Use (MU) 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 & LDR's Chapter 10).

OPTIONS:

1. That the City Council moves to approve Ordinance 2024-02, a Future Land Use Map amendment from Commercial (COM) to Mixed Use (MU) for 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff, subject to approval of the PD rezoning Ordinance 2024-01.
2. That the City Council moves to deny the proposed Ordinance 2024-02.

STAFF RECOMMENDATION:

On January 18, 2024, the Planning & Zoning Board voted unanimously (6-0) to recommend approval of Ordinance 2024-02 as presented.

Staff recommends that the City Council moves to approve Ordinance 2024-02, a Future Land Use Map amendment from Commercial (COM) to Mixed Use (MU) for 19.46 Acres Located at the Southeast Corner of SR-19 & Lane Park Cutoff, subject to approval of the PD rezoning Ordinance 2024-01.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This Ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2024-02 - Idamere Crossing - SSFLUM
2. AERIAL MAP
3. FLU_PT_2024-01
4. Applicant's Small Scale Comprehensive Plan Amendment Report
5. Ad - Ord2024-01 & 2024-02
6. 1-18-2024 PZ Min Draft

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

ORDINANCE 2024-02

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 19.46 ACRES OF LAND LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF STATE ROAD 19 AND LANE PARK CUTOFF, FROM COMMERCIAL (COM) TO MIXED USE (MU); PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of the property described in **Exhibit “A”** has voluntarily petitioned to change the future land use designation from Commercial (COM) to Mixed Use (MU); and

WHEREAS, the property consists of less than fifty acres; and

WHEREAS, the City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

WHEREAS, the City has held such public hearings and the records of the City provide that the owners of the land affected have been notified as required by law; and

WHEREAS, the City desires to ensure the availability of attainable housing opportunities and a mix of housing types in the City; and

WHEREAS, a Mixed Use Future Land Use designation is compatible with surrounding designations and such designation is compatible with both City of Tavares and Lake County surrounding future land use designations; and

WHEREAS, the City of Tavares Planning and Zoning Board, Local Planning Agency, and City Council held duly noticed public hearings providing opportunity for individuals to hear and be heard regarding the adoption of the proposed map amendment; and,

WHEREAS, the City Council has reviewed and considered all relevant evidence and information and testimony presented by witnesses, the public, and City staff; and,

WHEREAS, the City Council finds this amendment in compliance with Chapter 163, Florida Statutes, and the City of Tavares Comprehensive Plan; and

WHEREAS, adoption of this amendment is in the best interest of the health, safety, and general welfare of the citizens of Tavares.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Tavares, Florida as follows

Section 1. Future Land Use Amendment

The Comprehensive Plan and Future Land Use Map of the City of Tavares, Florida, is hereby amended to reflect a re-designation from Commercial (COM) to Mixed Use (MU) on certain real property as legally described in Exhibit "A". All provisions of the Comprehensive Plan shall hereby apply to said property.

Section 2. Severability and Conflicts

The provisions of this ordinance are severable and it is the intention of the City Council of Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the decision of such court shall not impair any remaining provisions of this ordinance.

Section 3. Transmittal

The City Administrator is hereby authorized and directed to transmit the adopted Comprehensive Plan amendments to the Florida Department of Commerce, the East Central Florida Regional Planning Council, the St. Johns River Water Management District, the Department of Environmental Protection, the Florida Department of Transportation, and any other governmental agency in the State of Florida that has filed a written request with the City Council for a copy of the Comprehensive Plan within 10 working days of the adoption of this Ordinance as specified in the State Land Planning Agency's procedural rules.

Section 4. Effective Date

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order

determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

PASSED AND ADOPTED this _____ day of _____, 2024 by the City Council of the City of Tavares, Florida.

Bob Grenier, Mayor
Tavares City Council

First Reading: _____

Second Reading: _____

ATTEST:

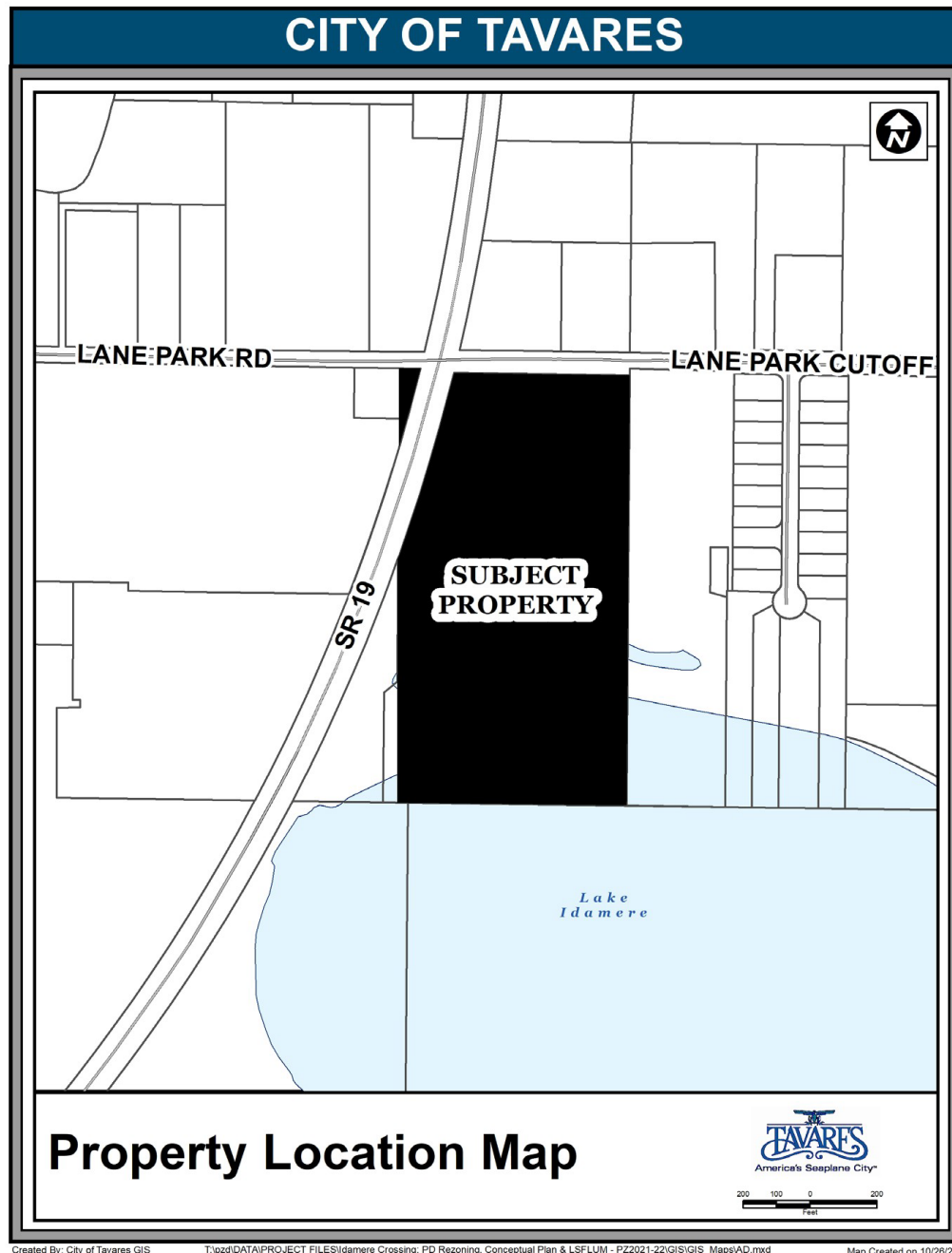
Susie Novack, City Clerk

Approved as to form:

Lindsay C. T. Holt, City Attorney

EXHIBIT "A"

THE WEST 1/2 OF THE SW 1/4, SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LESS THE RIGHT OF WAY OF STATE ROAD NO. 19 AND THAT PORTION LYING WITHIN 35 FEET SOUTH OF THE NORTH LINE OF THE SW 1/4 OF THE SE 1/4 OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.



**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 7

SUBJECT TITLE: Ordinance 2024-03 - Comprehensive Plan 2040 (Transmittal) Text Amendment of the Public Facilities Element and Conservation Element pursuant to the City's 10-Year Water Supply Facilities Work Plan and Regional Water Supply Planning Initiatives (Community Development)

OBJECTIVE:

To consider approval of the transmittal to the State for review of Ordinance 2024-03 - Comprehensive Plan 2040 Text Amendment to the Public Facilities Element and Conservation Element pursuant to the City's 10-Year Water Supply Facilities Work Plan and Regional Water Supply Planning Initiatives.

SUMMARY:

Local governments within a regional water supply planning area are required to develop a Water Supply Facilities Work Plan ("Work Plan") in order to ensure that adequate water supplies will be available to meet future demands for a minimum 10-year planning period, pursuant to F.S. Section 163.3177(6)(c)3. In addition to the Water Supply Facilities Work Plan requirements, local governments are required to revise their Comprehensive Plan for consistency with the Work Plan and regional water supply planning initiatives.

The purpose of this Water Supply Facilities Work Plan is to identify and plan for water supply sources and associated facilities to serve City of Tavares (City) potable water customers for the 2023 through 2032 planning period. The Work Plan has been prepared in accordance with Chapter 163 F.S., which requires local governments to adopt a Work Plan and supporting comprehensive plan policies within 18 months of the approval of a regional water supply plan. The Central Springs/East Coast (CSEC) Regional Water Supply Plan was approved by the St. Johns River Water Management District (SJRWMD) on February 8, 2022.

OPTIONS:

1. That the City Council moves to approve the transmittal to the State for review of Ordinance 2024-03 - Comprehensive Plan 2040 Text Amendment to the Public Facilities Element and Conservation Element pursuant to the City's 10-Year Water Supply Facilities Work Plan and Regional Water Supply Planning Initiatives.
2. That the City Council moves to denial of the transmittal Ordinance 2024-03.

STAFF RECOMMENDATION:

On January 18, 2024, the Planning & Zoning Board voted unanimously (6-0) to recommend approval of Ordinance 2024-03 as presented.

Staff recommends that the City Council moves to approve the transmittal to the State for review of Ordinance 2024-03 - Comprehensive Plan 2040 Text Amendment to the Public Facilities Element and Conservation Element pursuant to the City's 10-Year Water Supply Facilities Work Plan and Regional

Water Supply Planning Initiatives.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This transmittal ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2024-03 - CP 10 YR WSFWP
2. Exhibit A - Tavares_2040-Comp-Plan_GOPs_Work Plan Policies
3. Tavares 10 YR WSFWP
4. Ad - Ord2024-03
5. 1-18-2024 PZ Min Draft

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

ORDINANCE 2024-03

PURSUANT TO CHAPTER 163 OF THE FLORIDA STATUTES, AMENDING THE PUBLIC FACILITIES ELEMENT AND CONSERVATION ELEMENT OF THE TAVARES COMPREHENSIVE PLAN 2040 IN ORDER FOR CONSISTENCY WITH THE CITY'S WORK PLAN AND REGIONAL WATER SUPPLY PLANNING INITIATIVES; BY PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 18, 2020 the City of Tavares adopted a Comprehensive Plan in accordance with Florida Statutes – Chapter 163, and the State of Florida Local Government Comprehensive Planning and Land Development Regulation Act by adoption of Ordinance 2020-10; and,

WHEREAS, the Florida Legislature enacted bills in the 2002, 2004, 2005, and 2011 sessions to address the state's water supply needs. These bills, in particular Senate Bills 360 and 444 (2005 legislative session), significantly changed Chapters 163 and 373, F.S. by strengthening the statutory links between the regional water supply plans prepared by the water management districts and the comprehensive plans prepared by local governments. Section 373.036 F.S. requires that each water management district develop a Regional Water Supply Plan (RWSP) for a 20-year planning period to ensure that existing water sources are adequate to meet projected water demands; and,

WHEREAS, following the approval of a Regional Water Supply Plan (RWSP), local governments within a regional water supply planning area are required to develop a Work Plan to ensure that adequate water supplies will be available to meet future demands for a minimum 10-year planning period, pursuant to F.S. Section 163.3177(6)(c)3; and,

WHEREAS, local governments are required to revise their Comprehensive Plan for consistency with the Work Plan and regional water supply planning initiatives; and,

WHEREAS, the City Council has reviewed and considered all relevant evidence and information and testimony presented by witnesses, the public, and City staff; and,

WHEREAS, the City Council finds this amendment in compliance with Chapter 163 and Chapter 187, Florida Statutes, and the City of Tavares Comprehensive Plan; and,

WHEREAS, adoption of this amendment is in the best interest of the health, safety, and general welfare of the citizens of Tavares.

BE IT ORDAINED by the City Council of the City of Tavares, Florida, as follows:

Section 1. Comprehensive Plan Amendment: Text Amendment

The Comprehensive Plan is hereby amended with revisions for consistency with the Work Plan and regional water supply planning initiatives as attached hereto as **Exhibit “A”**, and incorporated herein by reference.

Section 2 Severability and Conflicts

The provisions of this ordinance are severable and it is the intention of the City Council of Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the decision of such court shall not impair any remaining provisions of this ordinance.

Section 3 Transmittal

The City Administrator is hereby authorized and directed to transmit the adopted Comprehensive Plan amendments to the Florida Department of Commerce, the East Central Florida Regional Planning Council, the St. Johns River Water Management District, the Department of Environmental Protection, the Florida Department of Transportation, and any other governmental agency in the State of Florida that has filed a written request with the City Council for a copy of the Comprehensive Plan within 10 working days of the adoption of this Ordinance as specified in the State Land Planning Agency’s procedural rules.

Section 4. Effective Date

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to

be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

PASSED AND ORDAINED this _____ day of _____, 2024, by the City Council of the City of Tavares, Florida.

Bob Grenier, Mayor
Tavares City Council

Passed First Reading (Transmittal): _____

Passed Second Reading: _____

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C.T. Holt, City Attorney

EXHIBIT “A”

(See Attached)

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 8

SUBJECT TITLE: Broad Budget Priorities (City Administrator)

OBJECTIVE:

For Council to Develop its Broad Budget Priorities for FY 2025.

SUMMARY:

As provided for in the prior City Council meeting, an opportunity is provided at this Council meeting for the City Council to develop its FY 2025 (October 1, 2024 - September 30, 2025) Broad Budget Goals which the City Administrator will use as guiding principles and a starting point to build the annual City Budget over the next several months. The budget will then be presented back to the City Council this summer. Thereafter, the Council will continue to refine it through July and August and finalize it and adopt it in September with public commentary and input along the way. Attached are:

- 1) The prior year's City Council adopted Broad Budget Goals
- 2) List of the current projects and initiatives underway
- 3) List of Draft FY 25 Council goals from some of the City Council members

OPTIONS:

1. Each Council member set forth their Broad Budget Goals and then the Council vote on the slate of goals.
2. Each Council set forth their Broad Budget Goals. The Council alters the submitted goals and then the Council votes on the amended slate of collective goals.

STAFF RECOMMENDATION:

Each Council member set forth their broad budget goals, discuss and vote on them.

FISCAL IMPACT:

Establishes the beginning point of the budget building process with fiscal impacts upon its adoption in September.

LEGAL SUFFICIENCY:

yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. FY 25 Budget Goals
2. Projects Underway 2023-2024
3. Minutes - February 1, 2023, Broad Budget Goals

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

Mayor Bobby Grenier

1. Plan the new Tavares frontier along SR19/561/448 corridor well with no sprawl and be mindful of economics, residential development, land conservation, and a possible convention center.
2. Continue to make sure the Tavares History Museum and Tavares Library have the resources needed to maintain a high level of service to patrons and guests.
3. Purchase the home of Major Alexander St. Clair-Abrams, the founder of Tavares and Lake County.
4. Keep streets/alleyways/stormwater improvements going, and at a high level of service.
5. Provide for the resources the Police and Fire Departments need to ensure they maintain their high level of service.

Vice Mayor Sandy Gamble

1. Deliver a Budget at Roll Back Rate, then allow council to make additions as necessary for a final budget.
2. Maintain level of service
3. Continue and finish Capitol Projects
4. Sidewalk replacement and new where needed
5. Adopt new Impact Fees for residential housing
6. Finalize the deal of Stover Complex to Lake County School Board if not completed at the time of Budget
7. Continue to lower debt and not go further into debt

Council Member Pfister:

1. Continued improvements and renovation of Regional Park East Campus (YMCA).
2. Restructure impact fees for residential housing.
3. Create incentives for economic development.
4. Continue efforts for cart crossing at hospital.
5. Downtown lighting improvements for safety.
6. Improvements and explore possible commercial participation at Pontoon Promenade.
7. Lobby local lawmakers to legislate the closing of game rooms.
8. Increase our family oriented small events / activities
9. Assure that employee pay and benefits are competitive to attract and retain the best

Council Member Price:

1. Try to get to the rollback rate and if not continue to lower mileage rate.
2. Accelerate city debt repayment, although current interest rates might postpone this,
3. Continue to pursue grants.
4. Provide same level of service to residents.

5. Increase reserves.
6. Accomplish the West Main St gateway.
7. Convert existing public works facilities to surface parking.
8. Keep repaving roads

Council Member Singer:

1. Continue lowering the millage rate.
2. Maintain recommended reserve levels.
3. Continue investing in road repaving and infrastructure.
4. Continue to go after grants.
5. Be sure ALL departments are properly staffed, and every employee is fairly compensated.
6. Look for ways to clean the retention pond on corner of Gateway Drive and North Duncan Drive (HYW 19).

Tavares Projects and Initiatives Underway 2023-2024

1) PROJECTS:

Public Works Facility: Designed, Engineered, Permitted, Bid out, awarded and under construction.

Lake County Regional Park: The County, City and YMCA have entered into a private-public partnership to build the County's Golden Triangle Regional Park – East Campus (Current YMCA Location) and West Campus (Woodlea ballfields). Agreements have been executed, funding secured, YMCA property purchased and renovations have commenced at the East Campus.

State Road 19 widening: State road 19 is undergoing the FDOT planning process to be widened from Woodlea Road to the Howey Bridge. The project concept plans are complete and the project is now undergoing design.

West Main Street Gateway: The City Planning Department has a Horizon Team to Master Plan this area and recommend funding of it.

Chris Daniels Memorial/FDOT Triangle Fountain Gateway Sign: The damaged sign is under fabrication and will be reinstalled this spring.

Wooton Wonderland Replacement: Playground reconstructed, completed and reopened.

Public Works Operations Center Urban Pond: The City of Tavares is currently working with Florida Fish and Wildlife Conservation Commission (FWC) to develop an Urban Pond from what is currently an existing Retention Pond on Captain Haynes Road. This will create an excellent fishing and bird watching location while maintaining a healthy environment and ecosystem. A grant is being applied for.

Wooton Splash Pad Refurbishment: Under construction

\$162,500 LCWA Grant for AESOP Park: The project is out to bid. The first phase of improvements to Basin EE within the Community Redevelopment Area (CRA) watershed. The proposed improvements are detailed in the Tavares Community Redevelopment Area - Stormwater Study Phase II, March 2011 by Griffey Engineering. Phase 1. The project will create a wet detention treatment pond to provide pollutant removal from stormwater runoff. The downstream receiving water body is Lake Francis which flows into Lake Eustis. Subsequent phases of the project will be the installation of an Improved stormwater collection system to eliminate chronic localized flooding.

Tavares Projects and Initiatives Underway 2023-2024

Tavares-Mount Dora (YMCA) Recreation Trail along Old 441: The county is working on alternatives as CSX not interested in selling Railroad Rights of Way

Cemetery Gate Partnership Project: City of Tavares has partnered with Lake Technical College and their Welding Technology Program to design and build entry gates to the Tavares Cemetery that reflect the City's branding initiative. The gateway sign has been installed and perimeter fencing is out to bid.

Peninsula Water and Sewer line: Under construction.

Booster Pumps: A permanent booster pump is under design by the Hospital with bids to be received in the spring subject to SRF funding and Council approval.

Wells: Replacement wells for the two downtown are under design. Bids to be received in the future subject to SRF funding and Council approval..

Roadway Intersection Improvements: Updates on the following intersections provided:

- Dead River Road and SR 19 \$650,000 (Done)
- David Walker & New 441 \$1.4 million (County – under design))
- Alfred Street and SR 19 \$600,000 (Lake County – under design)
- Main Street and SR 19 \$200,000 (Lake County – Under design)
- SR 500A and SR441 \$746,060 (FDOT – Done)

2) INITIATIVES:

Benchmarking: The City participates in the Florida Benchmarking Consortium which compares similar Cities in Florida on various aspects of Government like Policing and Fire Protection. Although a very time-consuming program to administer and input data, it provides elected Officials, Management, and the public with an independent credible source of information on aspects of service delivery including fiscal efficiency markers. The City continues to participate in this program although the Consortium is behind in their work and this updated information is not available.

Police Department Accreditation: Done.

Fire Department Paramedic Program: After transitioning from a Basic Life Support (BLS) to an Advance Life Support (ALS) Fire Department, the Department has and continues to grow its Paramedic Program. The new Public Safety Complex has made this initiative better to achieve.

Tavares Projects and Initiatives Underway 2023-2024

Fire Department ISO rating: The Fire Department has successfully maintained a low ISO rating for the city of 3 which contributes greatly to lower insurance premiums for buildings.

Economic Development: updated its Economic Development program which includes 12 specific areas of focus. This initiative nurtures each area with a focus on retention and expansion.

1. **AdventHealth Waterman:** Hospital Campus growth and development of the hospital campus.
2. **Medical Village Area:** known as Lakeview Center development of specialized medical offices.
3. **Downtown Professional Services:** Around the County Government center.
4. **Downtown Entertainment & Business District:** Growth of its variety of dining, music, and entertainment options with supporting events like Rhythm on Ruby.
5. **Commerce Park:** Located at the “Lake Ridge Industrial Park” continues to grow and receive new businesses..
6. **Ecotourism & Sports Tourism:** By fully engaging the Marina facilities, seaplane base and waterfront volleyball courts.
7. **Seaplane Base:** Development, maintenance, and management of all waterfront facilities, the Prop Shop/Seaplane Base terminal building, fueling, and FBO for all aircraft including based commercial seaplane operator.
8. **Special Events:** Hosting of 20 plus annual events at the waterfront.
9. **Arts, Culture & History:** By building and maintaining the City’s history museum in the Train Station, renovating the History Research Center and supporting volunteers to run both.
10. **Highway Commercial/Retail:** Along the City’s “gateway” entrance roadways (SR19, SR441, Old 441, and CR561 & 448).
11. **Quick Service/Fast Casual Dining:** Continuing to grow along the City’s commercial 441 and 19 corridors.
12. **Light Industrial Manufacturing Center:** Located at the City’s Eastern gateway along the old 441 corridors and Lake Ridge Industrial Park..

CRA TIF funded Façade Grant Program: Acting in its management capacity for the Downtown CRA TIF District administering the CRA TIF funded Façade Grant Program providing 50% matching grants for eligible exterior improvement to enhance the exterior of business and residential properties within the downtown business district.

Tavares Projects and Initiatives Underway 2023-2024

Special Events & Community Events Facilitating and managing:

- Arbor Day Celebration
- Central Florida Aquatic Cleanup Day
- African American Heritage Festival
- Rhythm on Ruby
- Sunnyland Antique & Classic Boat Show
- Seaplane-A-Palooza
- Kayakathon
- Rocktoberfest
- Advent Health Waterman Pink Out 5K Run
- Monster Splash Seaplane Fly-In
- Lake Renaissance Faire
- Christmas Parade
- Fourth of July Parade
- BOO! Festival

Pavement Preservation: Public Works deployed a new pavement preservation program in order to protect the roadway base material and minimize pavement distresses (potholes, rutting, etc.). Most importantly, this program allows the City to stretch the taxpayer dollars further by providing a greater return on investment. For example, for every \$1.00 spent on pavement preservation, it is estimated that we will save from \$6.00 to \$10.00 or more in future reconstruction costs. By resurfacing at this time, we can extend the life of the pavement at a much lower cost than reconstructing the roadway at a later date.

ISBA Utility Master Plan: Master planning ultimate buildout of the city water and sewer infrastructure within the Interlocal Service Boundary Agreement Area is underway.

Record Retention: Records retention laws continue to change and the Clerk has implemented a program to keep up with the laws and retains records so that they are accessible to the public. One area of accessibility includes ADA compliance and the Clerk has completed and will continue to maintain compliance with these ADA requirements.

Records Management: The City Clerk under her Records Management Liaison Officer role has launched an initiative to process document conversions from paper to digital format to improve upon records retention and retrieval processes now and into the future.

Agenda Management: The Clerk recently launched a state-of-the-art software

Tavares Projects and Initiatives Underway 2023-2024

system for City Council and Planning and Zoning Board agenda processing including creation, review, and distribution. This new initiative is being expanded to other boards that include but are not limited to the Planning & Zoning Board and Code Enforcement/Special Magistrate.

Emergency Management: The city continues to be in a state of readiness for storms under its Emergency Management program.

Public Communications: The Communications Department is utilizing all media touch points to provide an open, transparent and communicative government. This includes the website, Social Media platforms, city newsletter, and all media outlets. As communication techniques change, the Communications Department adapts to those changes.

Finance/Customer Service/Purchasing/Budget

- The Budget and Finance Staff are in the process of implementing Gravity Budget Book Software. This software is anticipated to make the preparation of the Budget Book document easier, more streamlined with ease of assembly while maintaining GFOA Budget Award Document criteria.
- Delinquent Bills for closed utility accounts. The Finance Team has successfully implemented a delinquent notice for closed utility accounts that have been recently closed and still owing an unpaid balance. This new delinquent notice ability for closed accounts is anticipated to decrease the number of accounts identified for collection and for the lien process.
- Utility Customers may now request last minute notices via text message alerting the customer that their bill is due so that the customer may avoid a late fee, and thus pay their outstanding balance before it becomes delinquent.
- The Finance staff is currently in the process of utilizing additional features on the City's Innovative Voice Response System (IVR) to provide automated calls for customers wishing to request an extension on their utility account. The implementation of this feature will assist staff in accomplishing the utility billing and accounting tasks as the number of new utility account connections increase daily.
- Purchasing and Finance Staff will be implementing Field Purchase Orders within the CentralSquare (H.T.E.) System. These FPO's will allow those items which are not shopped to be identified more easily and provide for electronic approvals through the purchasing system. Items include: training, travel, legal services, debt payments, monthly transfers, etc.

America In Bloom: Tavares continues to be recognized as a participating city in

Tavares Projects and Initiatives Underway 2023-2024

this initiative. This program continues to grow each and every year.

Cemetery Arboretum Program: The Park Operations Management division has established Tavares Cemetery as an accredited Level 1 Arboretum. Criteria requires a minimum of 26 species of trees and woody ornamental shrubs, a master plan, organizational governance and staff/volunteer support. The ArbNet accreditation program is free and recognizes arboreta at various levels of development, capacity, and professionalism, and all are working to advance the planting and conservation of trees.

Pavement Assessment Program: Following the established Pavement Management Program, the Public Works Department has revolutionized the way we collect critical data about the conditions of our roads and revamping the way we develop our Pavement Management Plan. In lieu of collecting data once and using those assessments over a 5-year period, the City will utilize artificial intelligence (AI) on a per annum basis to determine where to objectively allocate our limited resources and maximize the investment in maintaining our infrastructure.

Safe Routes to School: Recommendations for improvement of access to and from schools provided to Community Development and Public Works with project ideas for future funding opportunities.

Sidewalk Management Program: A conditional assessment of City sidewalks was completed by Vanasse Hangen Brustlin, Inc. (VHB) to develop a management plan for ADA compliance, maintenance and repair. A sidewalk grinding program was established with Precision Sidewalk Safety Corp. to conduct annual inspections and complete sidewalk grinding in identified areas of concern.

FDOT Basin 12 Mitigation Opportunities: City of Tavares is working to partner with Florida Fish and Wildlife Conservation Commission (FWC) and the St. Johns River Water Management District (SJRWMD) to conduct wetland mitigation improvements around Tavares Recreation Park (TRP) and Tavares Nature Park (TNP). A projected \$1.2 million non-matching grant is being pursued. District mitigation plans focus on restoration or enhancement and Surface Water Improvement and Management (SWIM) projects where that option represents the best mitigation.

Technology

Text Messaging for Building Permit Inspection Scheduling:
Implementation of building permit inspection scheduling through "Text

Tavares Projects and Initiatives Underway 2023-2024

Messaging” utilizing the Innovative Voice Response System as the relay, and requests and actions will integrate into the CentralSquare Building Permit System.

RecDesk Online Software: Online Recreation software to allow for on-line sign-ups and credit card payments for various recreation activities such as Spring Ball, Father-daughter dance, Fall Ball, etc.

IVR Accounts Receivable: Innovative Voice Response System implementation to allow Accounts Receivable payments for billing not billed through Utility Billing to be paid by over the phone through the IVR system, and online through Click2Gov.

Public Works - Solid Waste Route Optimization Software: Daily Route optimization software platform designed by Verizon to determine cost-effective, optimal routes, and reduce miles on our trips daily. This software will raise the level of service to our residents and result in fuel savings thus saving the rate payer. This software has been integrated in all City of Tavares Solid Waste trucks.

Public Works – Solid Waste On-Board Truck Scales Initiative: Accurate weighing solutions play a key role in ALL waste management, refuse hauling, and recycling industries. Tracking the total weight of refuse collected, monitoring inputs and outputs during materials recovery, and disposing of waste is important for legislative compliance and overall operational efficiency, therefore an accurate, durable waste management scale and weighing solution is necessary. This new innovative system will be installed on all MSW vehicles to ensure the City trucks hauling capacity is maximize as well as reduce the number of trips to the incinerator/landfill, thus reducing O&M cost and improving the Operator’s efficiency. Project is ongoing.

Public Works Asset and Work Oder Management System: Public Works is transitioning from Novo Solutions, a software that provided real-time work order and asset management, to Cartegraph Systems which will provide a more detailed real-time work order system and extensive asset management program as well as provide a Public Portal for public requests. This system will integrate with the new SeeClickFix App to allow the generation of work orders from inquiries when needed.

Base Read System: Parts 7 and 8 underway bringing the system up to 80% Coverage.

Tavares Projects and Initiatives Underway 2023-2024

Electronic Time Keeping Software: The Human Resource Department is exploring automating time sheets to save time, money and provide data tracking at the push of a button.

Community Services Department: The Department continues to manage many recreation programs and the History Museum in addition to pursuing the acquisition of the YMCA under a Regional Park initiative.

Recreation

Senior programs

- Bingo, Donuts & Coffee – a year-round monthly program for seniors that features the fun game of bingo, coffee, donuts and music
- Senior Social – a year-round monthly program for our senior population that has singing, dancing, games and food
- Senior Enrichment Series – a year-round monthly program for seniors that features informative health and nutrition related topics. Chair Yoga, Line Dancing, Arts & Crafts
- Take A Hike Program – a weekly program for seniors where they are led on a walk through downtown.

Youth programs

- Tavares Babe Ruth League – youth Baseball & Softball played for 10-weeks during both the spring and fall
- Start Smart Baseball program – designed for kids ages 3-5 years old as an introduction to the sport of baseball, held during the spring and fall
- Start Smart Soccer program – designed for kids ages 3-5 years old as an introduction to the sport of soccer, held during the spring
- Wacky World of Sports Program – a 12-week youth program that introduces kids to 6 different sports and activities
- Rec Rover Tour Stops – a “pop-up” mobile recreation initiative that brings fun, games, music, and activities to informal settings such as local parks, playgrounds and schools
- Adult Kickball League – teams play the schoolyard game of kickball in a friendly competitive format featuring regular season play and tournaments.
- Father-Daughter Dance – a dance for girls of all ages and their dads held annually at the Tavares Pavilion on the Lake
- Mother-Son Night Out Event – a fun event to help mothers and sons engage in games, activities, and different projects

Tavares Projects and Initiatives Underway 2023-2024

- Homeschool Programs – multiple tours of city sites for educational sessions for homeschool students at places such as the Public Safety Complex, Wastewater Lab Offices, and Marina & Seaplane Base
- NFL Youth Flag Football – youth flag football league for kids ages 5-14 held in the summer
- Tavares Youth Soccer League – youth soccer program for kids ages 3-14 held at the Golden Triangle Regional Park – East Campus in the spring
- Start Smart Sports Development – designed for kids ages 3-5 years old as an introduction to a variety of sports
- Start Smart Flag Football– designed for kids ages 3-5 years old as an introduction to flag football
- Youth Basketball Camp at the Tavares High School

Pavilion on the Lake

- 72 Simply Married ceremonies performed by city staff
- 113 hosted events (paid and non-paid city events)
- 12 Open Houses (Pavilion is open to the public)
- 12 Monday Mingles (Pavilion is open to guests who are under contract)

Arts & Culture

- African American Heritage Festival /Cultural night – community night with concert and dinner
- 5 live music concerts at the Library
- Participation on the Lake County Arts & Cultural Alliance Committee
- Lake County Museum of Art movement and establishment to and in Tavares

Library (Ongoing Recurring Programming):

- Monthly Library Concert Series
- Shine: Once a month, Health informational needs for seniors
- Frayed Knot: Knitting and Crochet: Meets first and third Tuesday of every month
- Page Turners Adult Book Club: Monthly book club centered on a specific book
- Story Time: every Wednesday
- 1000 Books Before Kindergarten, a National Early Literacy initiative
- Book a Librarian
- Story Time for Children's Learning House
- Tax Aide Help, Friday and Saturdays 9:45 a.m – 2:00 p.m. Only site in Lake County to offer Tax Aide Help on Saturdays)

Tavares Projects and Initiatives Underway 2023-2024

- PAWS Reading Therapy Dogs
- Movers and Shakers: Monthly movement and dance class for infants and preschoolers
- Self-Directed programs for Teens, such as Book Boxes and End of Semester Parties
- UF IFAS Gardening and Cooking Classes for teens and adults
- Make and Take Crafts
- Curbside Service continues Monday – Friday 9:30 a.m. – 5:30 p.m.
- New technology: Newline Display available for employees (and eventually the public) to use inside the library by reservation

Special Programming or One Time Programming (currently offered and/or offered in the past)

- Author Talks
- Guest Speakers

Program and Reading Challenges commemorating cultural heritage months, such as:

- Black History Month
- Women's History Month
- Poetry Month
- Hispanic Heritage Month
- Asian Pacific Heritage Month

Programming commemorating National Library and/or Literacy initiatives:

- Thematic reading challenges throughout the year for all ages
- Library Card Sign Up Month

Holiday and Seasonal Themed programming:

- Happy and Healthy Holiday Series
- How the Grinch Stole Christmas Story Time
- Santa Story Time
- Annual Summer Reading Program for all ages
- Fourth of July themed concert
- Tavares Veterans exhibit

Library Outreach:

- Advent Health

Tavares Projects and Initiatives Underway 2023-2024

- Osprey
- Little Free Libraries
- Tavares Summer Camp
- Tavares Elementary School
- Sugars Supportive Services of Leesburg
- Certus Memory Care
- B.E.T.T.E.R. Committee Meetings
- Tavares African American Heritage Organization cultural concert
- Race Amity Day

3) ARPA PROJECTS:

Lake Frances Stormwater Improvements – Done.

Wooton West Stormwater Bee Mat replacement. Should be completed this spring..

Marina Parking Area & Stormwater Improvements – This project provides for construction activities for the Marina Parking Area and capture of stormwater run-off from the Seaplane Base Marina Parking Area, and includes improvements to the current stormwater pond collection system at the site. The project provides for the traditional conveyance and treatment of collected stormwater (gray infrastructure). Out to Bid.

Seaplane Base Tav-Lee Trail Safety Bypass Stormwater Project – This project provides for construction activities in order to provide Stormwater Improvements for the Tav-Lee Trail Safety Bypass project currently under design. The project will collect stormwater run-off from the Seaplane base Tav-Lee trail Safety By-pass project. The project provides for traditional conveyance and treatment of collected stormwater (gray infrastructure). Out to bid.

Volleyball Courts Improvements– This project adds an additional volleyball court, and lights to all courts to improve safety and visibility at night. Done

Citywide Street Light Study – Done

Woodlea Sports Park Three Shade Structures for Fields – This would provide shade at bleachers for one ballfield at the Woodlea Sports Complex. Done.

Woodlea Sports Park Bleacher Concrete Pads (4) –This would provide the concrete pad necessary for the bleachers. Done

Tavares Projects and Initiatives Underway 2023-2024

Resurface Shuffleboard Courts with Embedded Beads – This would provide the necessary surface for the community shuffleboard courts located by the library. Complete.

Paint Exterior of Civic Center/Library/TRA Room – This would update the exterior of these buildings. Done.

Upgrade Ballfield Lighting at Woodlea Sports Park – Upgrade ballfield lighting at Woodlea Sports Park. Done.

Resurface Building Department Parking Lot at City Hall – The Public Parking lot for the City Building Department is well beyond its useful life. Dones.

Garbage Truck – Purchase and replace one older garbage truck with a new garbage truck. Complete.

Tab 4. Broad Budget Priorities

Mr. Drury made the following presentation:

As provided for in the prior City Council meeting, an opportunity is provided at this Council meeting for the City Council to develop its FY 2024 (October 1, 2023 - September 30, 2024) Broad Budget Goals which City staff will use as guiding principles and a starting point to build the annual City Budget over the next several months. The budget will then be presented back to the City Council this summer. Thereafter, the Council will continue to refine it through July and August and finalize it and adopt it in September with public commentary and input along the way. Attached are the prior year's Broad Budget Goals that the former City Council set forth, many of which were incorporated into the budget. Also, re-included from the prior Council meeting are the current projects and initiatives underway.

The Council members provided their Broad Budget Priorities as follows:

Vice Mayor Gamble

- Maintain level of service
- Continue and finish Capitol Projects
- Sidewalk replacement and new where needed
- Installation of exhaust system in station 29 if not completed before
- Adopt new Impact Fees for residential housing
- Finalize the deal of Stover Complex to Lake County School Board if not completed at the time of Budget
- Continue to lower debt and not go further into debt
- Add a person to shifts at Station 29

Council Member Singer

- Continue to lower the millage
- Offer the same level of services
- Road repaving
- Take care of infrastructure
- Continue to pursue grant programs
- Ensure staff is well compensated
- Continue to work on current capital projects and finish

Council Member Singer asked Ms. Houghton if the City met the criteria for Reserves. Ms. Houghton confirmed. Council Member Singer said he would like Reserves to remain at their current level.

Council Member Pfister

- Make sure the YMCA is a priority that is funded to get the project off the ground
- Impact fees for residential housing and possible incentives for commercial building
- Be mindful when developing the Highway 19 frontage
- Safety lighting for downtown

Mr. Drury said lighting was completed along the trail and waterfront, and a plan is being put together for lighting at the traffic circle.

- Continue to look for grants
- Make Pontoon Promenade a tourist destination

Council Member Grenier

- Complete Public Works building
- Continue with the West Main Street Gateway
- Do something for the Old 441 gateway
- Plan the new Tavares frontier along SR19/561/448 corridor well with no sprawl and be mindful of economics, residential development, land conservation, and a possible convention center.
- Continue to make sure the Tavares History Museum and Tavares Library have the resources needed to keep a high level of service to patrons and guests
- Replace the small directional sign at the Tavares Cemetery to the Lane Park Cemetery
- Do something to recognize Major St. Clair Abrams in an appropriate and honorable way for future generations
- Keep streets/alleyways/stormwater going, improving, and at a good level of service
- Keep the needs of the Police and Fire Departments to ensure they keep their high level of service

Mayor Price

- Try to get to the rollback rate, if not continue the trend of lowering the millage rate
- Accelerate and continue to pay down City debt
- Would like to see West Main Street Gateway Project come to fruition
- Continue to pursue grants
- Continue the same level of service
- Increase reserves where we can
- Increase lighting on sidewalks in Wooton Park. Mr. Drury confirmed lighting had been installed
- Finish ARPA projects in progress

- Continue the current hold on the HVAC at the historical fire station until the buildings future has been determined

Mr. Drury thanked the Council and said he and the staff would work to create a budget to bring back for consideration.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 9

**SUBJECT TITLE: Medical Marijuana Dispensaries Consideration of Current City Ordinance
(Community Development)**

OBJECTIVE:

To discuss the current ordinance on the establishment and placement of Medical Marijuana Dispensaries.

SUMMARY:

At the last Council meeting, requested by Council Member Lori Pfister, the City Council voted to discuss the current Medical Marijuana Dispensaries ordinance. On December 20, 2017, the Tavares City Council adopted Ordinance 2017-21 which restricts Medical Marijuana Dispensaries to only being located in the Commercial Downtown (CD), General Commercial (C-1), and Highway Commercial (C-2) zoning districts.

Findings:

On August 20, 2014, the City of Tavares passed Ordinance 2014-12, which added to the City regulations a definition of medical marijuana dispensary, and amended Chapter 8 Table 8-2, Permitted and Special Uses, allowing medical marijuana dispensaries in a C-2 (Highway Commercial District).

On June 23, 2017, the Florida Legislature passed Senate Bill 8A amending F.S. 381-986 requiring that local government agencies either ban medical marijuana dispensaries within their boundaries, or allow dispensaries to operate within the same zoning districts that would allow pharmacies (see attachment for copy of SB 8A, pg. 31). As of this date, City regulations are consistent with State law as they pertain to permitted locations of medical marijuana dispensaries.

OPTIONS:

1. Discuss
2. Do Not Discuss

STAFF RECOMMENDATION:

That City Council advises staff on how to proceed with the current ordinance on the establishment and placement of Medical Marijuana Dispensaries.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. SB 8A - PG 31

2. Ordinance 2017-21 - Allowing Medical Marijuana Dispensaries in Commercial Downtown
3. Ordinance 2014-12 - Medical Marijuana Dispensaries

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meetings	February 21, 2024, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	February 15, 2024, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	February 14, 2024, 4:00 p.m., Tavares Library Expansion
Code Enforcement Special Magistrate Hearing	February 27, 2024, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	February 9, 2024, 12:00 noon, Mount Dora Golf Course, 1100 South Highland Street, Mount Dora
Lake Sumter MPO Governing Board Meeting	February 28, 2024, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	February 28, 2024, 11:30 a.m., Tavares Pavilion on the Lake

CITY EVENTS:

The current 2024 City Event calendars are 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_EventCalendar_2024_1.24.2024

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/7/2024**

AGENDA TAB NO.: 11

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.