



AGENDA
TAVARES CITY COUNCIL
July 17, 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 Pastor Michael Watkins, Friendship C.M.E. Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 November 5, 2024, Election Proclamation (Mayor)

Tab 3 Lake Cares Food Pantry Presentation

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 4 Approval of the June 5, 2024, City Council Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 5 Resolution 2024-11 – The request to vacate a portion of the unimproved Wood Avenue Right-of-Way located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. (Community Development)

Tab 6 Resolution 2024-12 – The request to vacate an unnamed

unimproved 16-foot-wide alleyway located at 490 East Clifford Street of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. (Community Development)

Tab 7 Resolution 2024-13 – Dedication of certain City owned property as public Right-of-Way known as East Clifford Street. (Community Development)

Tab 8 Resolution 2024-14 – Avalon Park Group, LLC request to Vacate Right-of-Way located at the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 subdivision. (Community Development)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 9 Tavares Public Library Patron Guidelines and Standards of Conduct (Community Services)

Tab 10 Tavares Recreation Department Facilities and Sports Parks Visitor Guidelines and Standards of Conduct (Community Services)

Tab 11 Award Invitation to Bid Number 2024-0003 for Lake Hermosa Booster Pump Project to the Lowest Responsive Bidder (Finance)

XI. BUDGET WORKSHOP AND SETTING OF TENTATIVE MAXIMUM MILLAGE RATE

Tab 12 Budget Workshop - General Fund Presentation (City Administrator)

Tab 13 Budget Workshop – Setting of Maximum Tentative Millage Rate (City Administrator)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

Tab 14 City Administrator Report

Tab 15 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
7/17/2024**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Michael Watkins, Friendship C.M.E. Church

OBJECTIVE:

Pastor Michael Watkins, Friendship C.M.E. Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Michael Watkins, Friendship C.M.E. Church, will provide the invocation and lead those present in the Pledge of Allegiance.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 2

SUBJECT TITLE: November 5, 2024, Election Proclamation (Mayor)

OBJECTIVE:

The Mayor will read a Proclamation for the November 5, 2024, Notice of Election.

SUMMARY:

The 2023 Tavares Municipal Election will be held on November 5, 2024, for Seat 1, Seat 3, and Seat 5, to serve at large for the two-year term 2024-2026.

Nominations shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares, and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition, along with all other required election documents, must be filed with the City of Tavares City Clerk within the qualifying period beginning August 1, 2024, at 12:00 noon and ending August 15, 2024, at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m., Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 2024 Election Proclamation

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



***PROCLAMATION
BY ORDER OF THE MAYOR OF THE CITY OF TAVARES***

NOTICE OF ELECTION

The 2024 City of Tavares Municipal Election will be held on Tuesday, November 5, 2024, at the Tavares Civic Center (Precinct 360), First United Methodist Church (Precinct 345), Lake County Agriculture Center (Precinct 365), Lake Frances Estates Clubhouse (Precinct 350), Imperial Terrace (Precinct 340), and Royal Harbor Social Hall (Precinct 370), for the purpose of electing three non-partisan Council members to Seat 1, Seat 3, and Seat 5 to serve at large for the term 2024-2026.

Voters must be registered with the Lake County Supervisor of Elections on or prior to October 7, 2024, at 5:00 p.m.

Nominations to Seat 1, Seat 3, and Seat 5 shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares, and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition and all other required election documents must be filed with the City of Tavares City Clerk beginning August 1, 2024, at 12:00 noon and ending August 15, 2024, at 12:00 noon. If August 15th should fall on a weekend day or holiday, the deadline will be extended to the next business day at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m., Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

Dated this 17th day of July 2024.

**_____
Bob Grenier, Mayor**

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 3

SUBJECT TITLE: Lake Cares Food Pantry Presentation

OBJECTIVE:

To receive a presentation from Lake Cares Executive Director Kelsey Gonzalez and Director of Development Ruthie Haffner on services provided in Tavares and future plans.

SUMMARY:

Executive Director Kelsey Gonzales and Director of Development Ruther Haffner, Lake Cares Pantry, requested to make a brief overview presentation on the services Lake Cares Pantry provides City of Tavares residents and future plans for the organization.

OPTIONS:

1. Receive the Lake Cares Pantry presentation.
2. Do not receive the Lake Cares Pantry presentation.

STAFF RECOMMENDATION:

Option 1, to receive the Lake Cares Pantry presentation.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 23 Annual Report

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the June 5, 2024, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the June 5, 2024, City Council meeting minutes.

SUMMARY:

Attached are the June 5, 2024, City Council meeting minutes as submitted by the Deputy 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 Council's consideration.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 06-05-2024 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
June 5, 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
Jillian Roberts, Deputy City Clerk
Antonio Fabre, Interim Community Development Director
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
James Dillon, Public Works Director
Mark O'Keefe, Public Communications Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

Vice Mayor Gamble 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

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

III. APPROVAL OF AGENDA

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

MOTION

Tory Singer moved to approve the Agenda, seconded by Walter Price. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

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. Roberts read the following ordinances by title only:

RESOLUTION 2024-10

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A JUSTICE ASSISTANCE GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE TO PURCHASE BODY CAMERA EQUIPMENT.

ORDINANCE 2024-06

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS CHAPTER 8 ZONING REGULATIONS, TABLE 8-2 PERMITTED AND SPECIAL USES; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2024-08

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY CODE OF ORDINANCES CHAPTER 11 MISCELLANEOUS OFFENSES SECTION 11-4 NOISES FROM BLOWER, OUTDOOR BLOWER VACUUM, ETC. AND AMENDING THE LAND DEVELOPMENT REGULATIONS CHAPTER 12 PERFORMANCE STANDARDS SECTION 12-2 PROHIBITION OF A PUBLIC NUISANCE NOISE AND SECTION 12-3 PRESUMPTIVE PUBLIC NUISANCE NOISE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Vice Mayor Gamble asked if anyone wished to pull an item from the Consent Agenda for discussion. There were no requests.

MOTION

Walter Price moved to approve the Consent Agenda [Tab 2. Approval of the May 15, 2024, City Council Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 4-0.

Tab 2. Approval of the May 15, 2024, City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 3. Resolution 2024-10 - Acceptance of United States Department of Justice Edward Byrne Memorial Justice Assistance Grant

Ms. Houghton made the following presentation:

The City of Tavares Police Department was awarded a United States Department of Justice (US DOJ) Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase six (6) new body cameras and related equipment.

Details of the grant include the following:

- *Agreement Number: R7089.*
- *Pass-through Entity: Florida Department of Law Enforcement.*
- *Subrecipient: City of Tavares.*
- *Grant Award: \$4,331.*
- *No grant match required.*
- *Award Period: 10/1/2023 – 9/30/2024.*
- *The grant is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200).*

Instead of purchasing body cameras, the Police Department would instead like to purchase two lidars with batteries for a total cost of \$5,323. The city has submitted a request to change the scope of the project from body cameras to lidar equipment, and FDLE has tentatively approved the request; however, the original grant agreement must be signed first before the scope change request may be finalized. All other aspects of the grant agreement would remain the same (including the grant award amount of \$4,331). The lidars exceed the grant award by \$992. The additional cost will be paid from the Police Department operating budget.

Staff recommended Option 1, for the Council to approve Resolution 2024-10 authorizing the Chief of Police and Mayor to execute the body camera JAG grant.

MOTION

Lori Pfister moved to approve Option 1 [Approve Resolution 2024-10 authorizing the Chief of Police and Mayor to execute the body camera JAG grant], seconded by Troy Singer.

Vice Mayor Gamble stated he is in favor of the grant.

The motion carried unanimously 4-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 4. Ordinance 2024-06 – An ordinance amending the Land Development Regulations, Table 8-2 Permitted and Special Uses, to allow Backyard Chickens as an accessory use in single-family zoning and to allow for a single-family residence in an existing “lot-of-record” on “RMF-3” zoning district

No Discussion at First Reading.

Tab 5. Ordinance 2024-08 – Amending the City of Tavares Code of Ordinances Chapter 11 and the Land Development Regulations Chapter 12 to include criteria for noise levels in new residential dwelling units in a Commercial or Industrial zoned district (Live Local Projects) and to adjust the hours of nuisance noise equipment operations

No Discussion at First Reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 6. Use of the Capital Improvement Notes 2020 A & B to Improve Soccer Field Turf at the Golden Triangle Regional Park - East Campus (Community Services)

Mr. Aldrich gave the following presentation:

At the July 15, 2020 regular City Council meeting, Council approved Resolution 2020-15 which authorized the Capital Improvement Revenue Notes 2020 A & B. The Notes provided funding for a number of projects to be completed in the City. One of those projects slated was the construction of a pickleball court at an estimated cost of \$30,000. Since that time, the City has partnered with Lake County to purchase the YMCA and build the Golden Triangle Regional Park - East Campus. Over the past year, the City has made a number of improvements to that park that have been fully funded by Lake County, including the construction of three pickleball courts, which frees up the City's \$30,000 allotment.

In addition to the City's \$30,000 funding that was previously allotted for a pickleball court, there remains another \$9,175 in project contingency money from the Capital Improvement Notes 2020 A & B that is also available. Staff is seeking approval from Council to redirect this \$30,000 budget allotment and \$9,175 in project contingencies to go towards professionally grading and new sod installation of the youth soccer field and three junior fields at the Golden Triangle Regional Park - East Campus. The current

fields in place are in need of significant repair. Improving these field conditions will give a tremendous boost to our newly formed Tavares Youth Soccer League, which has already seen over 150 youth participants in just its first season. This new program gained instant popularity and the community is anxiously awaiting our next season.

Staff Recommends (Option 1) that the City Council moves to approve the redirecting of funds in the amount of \$30,000 from the already constructed pickleball court project from the Capital Improvement Revenue Notes A & B to improve the youth soccer fields at the Golden Triangle Regional Park - East Campus.

Council Member Singer asked how the \$30,000 could be utilized. Ms. Houghton stated those funds may be used for any Capital Item for or insularly costs related the implementation of a capital item.

Council Member Price asked if any additional pickleball courts had been installed or planned in other parks, eliminating the need for YMCA membership to play. Mr. Aldrich stated there was one court at Asops Park from a converted existing tennis court.

Vice Mayor Gamble confirmed a membership was not required to play pickleball at the YMCA.

Council Member Pfister said the pickleball courts were enjoyable, and she would like to see improvements to the tennis courts. Council Member Pfister suggested relocating the tennis courts and repurposing the area for another recreational use. She expressed satisfaction that efforts were underway to enhance the facility.

Vice Mayor Gamble inquired about the type of grass planned for planting. Mr. Aldrich replied Bermuda grass is being considered for the fields, not the common areas. Vice-Mayor Gamble expressed a desire for a clear cost estimate for the project, noting that he understood Lake County would provide full funding.

Mr. Drury said ongoing maintenance and upkeep of the grass would be a significant responsibility for the City.

Vice Mayor Gamble said he would have like to see a formal bid and did not believe \$39,000 would cover the costs for grass. He emphasized the need for manpower to maintain the fields and the necessary chemicals, and noted that properly maintaining a Bermuda grass field requires mowing three times a week.

Mr. Aldrich said he obtained an estimate and stated if the \$39,000 is approved, along with an additional \$10,000 from the county, the total cost for the field renovations would be \$49,000. He assured that his team is committed to maintaining the fields to the best of their ability.

Mr. Drury stated the county oversees Capital program for new projects, while the city maintains existing infrastructure. He noted that the current project fell somewhat in between, as it could be argued as both a new capital item and essential for ongoing maintenance and operation of the ballfields used by children. Ensuring the fields are free of divots and other hazards is crucial for maintaining a quality program.

Mr. Aldrich said the county contributed \$300,000.00 under a beautification agreement which funded the construction of the pickleball courts, parking lot, new fencing, and related improvements. While substantial funds were spent on sand upgrades, including leveling and

irrigation replacements, no work was done on the actual sod at that time. Now, a year later, after running programs on the fields, the sod itself needed to be replaced.

Vice Mayor Gamble asked about the irrigation work done around the soccer fields. Mr. Aldrich confirmed it covered the entire area around the YMCA building and was contracted out. Vice-Mayor Gamble noted his concerns about previous issues with sprinkler heads not being correctly placed. Mr. Aldrich clarified that while they repaired parts of the old system, they did not fully replace it and used the same landscaping firm as for the Woodlea project.

MOTION

Lori Pfister moved to approve Option 1.

Council member Singer noted Option 1 did not list \$9,175.00.

Seconded by Troy Singer.

Vice-Mayor Gamble asked Attorney Boggus if the motion needs to be amended to include the \$9,000.00.

Attorney Boggus stated the motions are necessary to designate funds specifically for capital improvements, whereas leftover funds could be reallocated within the general fund with a motion.

Ms. Houghton explained that the Council's initial project list allocated \$30,000 for pickleball courts and set aside a contingency amount in case of budget fluctuations. The current allocation from the contingency fund corrects an oversight by staff, covering the full \$30,000 for pickleball and an additional \$9,000 from the contingency fund for this project.

Attorney Boggus clarified that the sod or field wasn't originally part of the allocation, so the amendment seeks to include these expenses using the designated funding.

Ms. Houghton added that the \$9,000 from the contingency fund was not initially designated for any specific project.

Mr. Drury said the county constructed the pickleball courts, and there was no need to build new ones. He recommends reallocating funds to enhance the soccer fields. The approach would ensure both improved pickleball courts and enhanced soccer fields.

Council Member Pfister provided an overview of past pickleball discussions and said since the county has already built the pickleball courts that Tavares intended to build, the \$30,000 allocated for pickleball could be redirected to improve a needed soccer field for the Tavares Youth Soccer League.

Council Member Singer noted the 150 youth participants and the condition of the fields and stated his support on improving the fields for the youth.

Council Member Price said 150 youth participants for the first year was great and asked if there is a need to amend the motion to include the \$9,175.

Council Member Pfister explained that there is still \$9,175 remaining in contingency funds. Therefore, in addition to the \$30,000 originally allocated for the constructed pickleball court project. She suggested amending the total to include the \$9,175 from contingency.

Council Member Singer asked Attorney Boggus' opinion.

Attorney Boggus noted the need adhere to the rules of procedure to ensure that the Council proceed correctly and advised to vote against the current motion and propose a revised motion.

Troy Singer rescinded his Second.

MOTION

Lori Pfister moved to approve Option 1 to include \$9,175.00 funding for the project, seconded by Troy Singer.

Vice Mayor Gable noted his support.

The motion carried unanimously 4-0.

Tab 7. Authorize Purchase Agreement with AXON Enterprises, Inc. for Body Worn Cameras, Tasers, and Electronic Media Storage for the Tavares Police Department. (Finance)

Ms. Houghton gave the following presentation:

The Police Department needs Body Worn Cameras and storage of generated media from the cameras, as well as electronic storage of various media.

The Police Chief, Information Technology Department Director, and the Finance Purchasing Department researched various options for the best option for product and price. The team contacted various law enforcement agencies in Florida as well as agencies nationwide to determine available options and products that could meet the specific needs of the Tavares Police Department.

After much research, it was determined that Axon provided the best option for the Tavares Police Department initiatives. Axon is the sole source provider for the equipment. Staff negotiated with Axon to reach the best price option. Although Axon is the sole source provider, the company is also a Sourcewell Co-op provider for piggy-back purchasing of their equipment. Through negotiation, staff was able to negotiate more favorable pricing (sole source) than pricing provided under the Soucewell Co-op agreement.

The proposed Agreement with Axon Enterprises, Inc. provides a total cost of \$574,700.18 over 5 years. The agreement provides for a base five-year cost summary with two additional cost summaries to provide for true-up changes through-out the five-year contract term.

As this is a new all-inclusive body camera capital program for the Police Department, the first year costs will be funded from Police Impact Fees, and subsequent annual costs will be funded from Impact Fees if available.

Staff recommended Option 1: Move to authorize the City Administrator to execute a Purchase Agreement with AXON Enterprises, Inc. for Police Body Cameras, Evidence & Media Storage, Officer Safety Plan, and related true-up option with a total cost of \$574,700.18 with payments scheduled over a five-year period and authorize appropriations from Police Impact Fees for the purchase for Fiscal Year 2024 in the amount of \$128,009.35.

Chief Coursey said the officer-safety plan bundle was a state-of-the-art system that provided enhanced value through its advanced technology and seamless integration with tasers and Evidence.com. With this system, in-house storage was required. She said the state attorney's office and several neighboring agencies including Eustis, Lady Lake, Groveland, Howey-in-the-Hills, Umatilla, Astatula, and the Lake County Sheriff's Office used this system. This not only enhances safety for officers and citizens alike but also streamlines the process for uploading video evidence in case of a crime, significantly improving the efficiency of our detectives. Furthermore, the system ensured cloud protection, allowing state attorneys to access and retrieve data as needed. She stated another significant safety feature was the automatic activation of the officers' body cameras when they were in proximity to a Lake County Deputy, Eustis, or Mount Dora officer where tasers were drawn or body cameras activated, providing a comprehensive 360-degree view of incidents.

Vice-Mayor Gamble asked for comments from Council.

Council Member Singer inquired about the current status of the existing body cameras. Chief Coursey responded that the current body cameras lacked the advanced technology present in the new models. They were basic video cameras that officers must manually activate. The battery life was inadequate, and the technology did not meet the standards required for a department of the City's caliber. Currently, all evidence captured by body cameras needed to be uploaded manually to the City servers, which were nearing capacity. This necessitated ongoing purchases of servers including maintenance. Additionally, the CSI technician spent considerable time sorting through this evidence and fulfilling requests from the state attorney's office, resulting in increased workload.

Council Member Singer noted was about \$30,000.00 worth of equipment, the remainder is for servers and training. Chief Coursey stated it was similar to a phone, you're paying initially for the product, the remainder is for service and storage, which was needed for records retention.

Mr. O'Keefe stated the video files from the Police Department were housed on on-site city-servers. With this product, it would take it off of the city servers into a larger cloud, which has been demonstrated by other law enforcement agencies as the best practice across the nation.

Council Member Singer noted his support.

Council Member Pfister asked what would happen at the end of the five years and noted her support. Chief Coursey stated a contract would need to be re-negotiated.

MOTION

Lori Pfister moved to approve Option 1, Seconded by Troy Singer.

Council Member Price confirmed the portion of the contract that was not covered by Impact Fees would be covered by the budget. Mr. Drury confirmed.

Ms. Houghton stated Impact fees would cover this year's cost and depending on the collection of sufficient Impact Fees for the following five years.

Vice Mayor Gamble asked for the average annual amount of collected Impact Fees and noted his support. Ms. Houghton stated the approximate total is between \$75,000.00 to \$125,000.00 annually and noted an Impact Fee Study was being conducted for Police, Fire and Parks.

The motion carried unanimously 4-0.

XI. NEW BUSINESS

Council Member Price asked the Council about bringing back civic signs such as a Kiwanis Club, Rotary Club and Chamber of Commerce road signs. He asked comments from the Council.

Council Member Pfister noted her support to hold onto the sense of community and for each club to fund their own sign.

Vice Mayor Gamble recommended a sign ordinance.

Mr. Drury suggested bringing the request to the Council for authorization for clubs to be identified in the public right of way or Council could come up with a list of clubs the staff could approve.

Council Member Pfister noted a list of clubs would need to be identified such as benevolent or fraternal organizations.

Mr. Drury said staff would bring back options for the Council's consideration.

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Vance Jochim, 12619 Milwaukee Avenue, Lake County, noted a log had fallen down in Tavares Nature Park.

Pastor Watkins, 805 Summerall Avenue, Tavares, noted his church would be completing Vacation Bible School and requested a proclamation for Juneteenth to be read at their Juneteenth event.

Council Member Singer noted a proclamation would need to be assembled prior to the next meeting and noted his support.

Council Member Pfister noted it is a Federal Holiday and she was not in support.

Council Member Price suggested a proclamation be drafted for the following meeting to be voted on by the Council.

Doug Keown, 1955 Magnolia Circle, Tavares, applauded Council for their past discussion regarding Live Local. He suggested talking to other cities about issues with Live Local legislation.

XIV. REPORTS

Tab 7. City Administrator Report

Chief Coursey thanked Council for their support and noted Captain Blessing and Lieutenant Schmidbauer received recent promotions.

Mr. Aldrich noted the Summer Reading Program at the Library and Babe Ruth Baseball and Softball were currently finishing their all-star seasons. He thanked and recognized Wendell Hunt from the Utilities Department for clearing the brush behind the old soccer fields behind the YMCA.

Attorney Boggus noted that on a First Reading Ordinance there was a scrivener's error omitting the word "lines" from "property lines" which would be corrected before the second reading.

Tab 8. City Council Member Reports

Council Member Price congratulated the recently promoted Police officers.

Council Member Singer congratulated the Eustis High School softball victory of winning State Championship and noted the Tavares Youth Football League won the 12U spring football championship. He said the America In Bloom judges visiting next week.

Vice Mayor Gamble said he supports Community Services pertaining to maintaining the sports fields.

XV. ADJOURNMENT

There was no further business and Vice Mayor Gamble adjourned the meeting at 5:10 p.m.

Respectfully,

Jillian Roberts
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2024-11 – The request to vacate a portion of the unimproved Wood Avenue Right-of-Way located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. (Community Development)

OBJECTIVE:

To consider the vacation request for a portion of unimproved right-of-way located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.

SUMMARY:

This is a request to vacate a platted right-of-way easement located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. This is a condition stipulated in the City's Fred Stover Sports Complex Purchase and Sale Agreement with the School Board of Lake County. The agreement stipulated that the City would make a good faith effort to vacate certain rights-of-way(s) and to dedicate certain right-of-way(s) in order to clear title on the subject property.

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 2024-11 in order to vacate a portion of the unimproved Wood Avenue right-of-way located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.
2. That the City Council moves to deny Resolution 2024-11.

STAFF RECOMMENDATION:

On June 20, 2024, Planning & Zoning met and voted unanimously (6-0) to recommend approval of Resolution 2024-11 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-11 vacating a portion of the unimproved Wood Avenue Right-of-Way located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.

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 2024-11 (Wood Ave) Vacation
2. Wood_Avenue_Map
3. Wood_Avenue_AERIAL
4. Newspaper Ad - Res 2024-11

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

RESOLUTION 2024-11

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF A 50.00-FOOT WIDE RIGHT-OF-WAY (WOOD AVENUE) LOCATED AT 490 EAST CLIFFORD STREET TAVARES, FLORIDA 32778, LYING EAST OF LOTS 8 THROUGH 12, BLOCK B AND WEST OF LOTS 1 THROUGH 7 BLOCK C OF P.W. HARRINGTON'S ADDITION AS RECORDED IN PLAT BOOK 1, PAGE 1, 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 490 East Clifford Street has petitioned for a vacation of said right-of-way; and,

WHEREAS, the portion of the 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

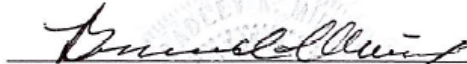
ATTEST

Susie Novack, City Clerk

Approved as to form and legality:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

	B K MINNIX Professional Land Surveyor LLC 17901 SE 260th Avenue Road Umatilla, FL 32784 LB #8446 • LS #4559 • Phone 352-408-2129	
SKETCH OF DESCRIPTION		
DESCRIPTION		
THAT PORTION OF WOOD AVENUE AS SHOWN ON THE MAP OF P. W. HARRINGTON'S ADDITION TO TAVARES, AS RECORDED IN PLAT BOOK 1, PAGE 1, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. SAID LANDS LIE IN THE CITY OF TAVARES AND THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:		
COMMENCE AT THE NORTHWEST CORNER OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28; THENCE RUN ON A BEARING OF S 89° 28' 32" E, ALONG THE NORTH LINE OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, A DISTANCE OF 35.00 FEET TO THE OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE; THENCE DEPARTING SAID NORTH LINE OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, RUN S 01° 30' 06" W ALONG SAID OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE, A DISTANCE OF 706.64 FEET TO THE POINT OF INTERSECTION OF THE OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE AND THE NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, LOCATED IN THE CITY LIMITS OF TAVARES, FLORIDA; THENCE RUN S 88° 20' 54" E ALONG SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, A DISTANCE OF 195.00 FEET, TO THE POINT OF INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF SAID GIVENS STREET AND THE WESTERLY RIGHT OF WAY LINE OF AFORESAID WOOD AVENUE, SAID POINT BEING THE POINT OF BEGINNING; THENCE DEPARTING SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, RUN N 01° 29' 58" E ALONG SAID WESTERLY RIGHT OF WAY LINE OF WOOD AVENUE, A DISTANCE OF 350.00 FEET, TO THE SOUTHERLY LINE OF THAT PORTION OF VACATED WOOD AVENUE, AS RECORDED IN OFFICIAL RECORDS BOOK 332, PAGE 257, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN S 88° 20' 54" E ALONG SAID SOUTHERLY LINE, A DISTANCE OF 50.00 FEET, TO THE EASTERLY RIGHT OF WAY LINE OF SAID WOOD AVENUE; THENCE RUN S 01° 29' 58" W ALONG SAID EASTERLY RIGHT OF WAY LINE OF WOOD AVENUE, A DISTANCE OF 350.00 FEET, TO THE AFORESAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET; THENCE RUN N 88° 20' 54" W ALONG SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, A DISTANCE OF 50.00 FEET, TO THE POINT OF BEGINNING.		
CONTAINING 17,500.00 SQUARE FEET OR 0.40 ACRES MORE OR LESS		
SUBJECT TO EASEMENTS, RIGHT OF WAYS AND MATTERS OF RECORD.		
Notes		
1. Reproductions of this sketch are not valid unless the bear the signature and original raised seal of a Florida licensed Surveyor and Mapper. 2. This sketch meets all applicable requirements of the Florida Standards of Practice as contained in Chapter 5J-17.051 FAC. 3. The description show heron was prepared by this surveyor with instruction provided by client. 4. This sketch is for graphical purposes only and doe not represent a field survey. 5. Horizontal datum shown hereon in in U.S. Survey Feet.		
 BRADLEY K. MINNIX, Professional Land Surveyor FLORIDA REGISTRATION NO. 4559		DATE: 4/1/24
SKETCH OF DESCRIPTION		SHEET 1 OF 2
Section 28, Township 19 South, Range 26 East, Lake County, FL. Client: City of Tavares • Date: 3/30/2024 • Scale: 1"=100'		



B K MINNIX Professional Land Surveyor LLC
17901 SE 260th Avenue Road Umatilla, FL 32784
LB #8446 • LS #4559 • Phone 352-408-2129

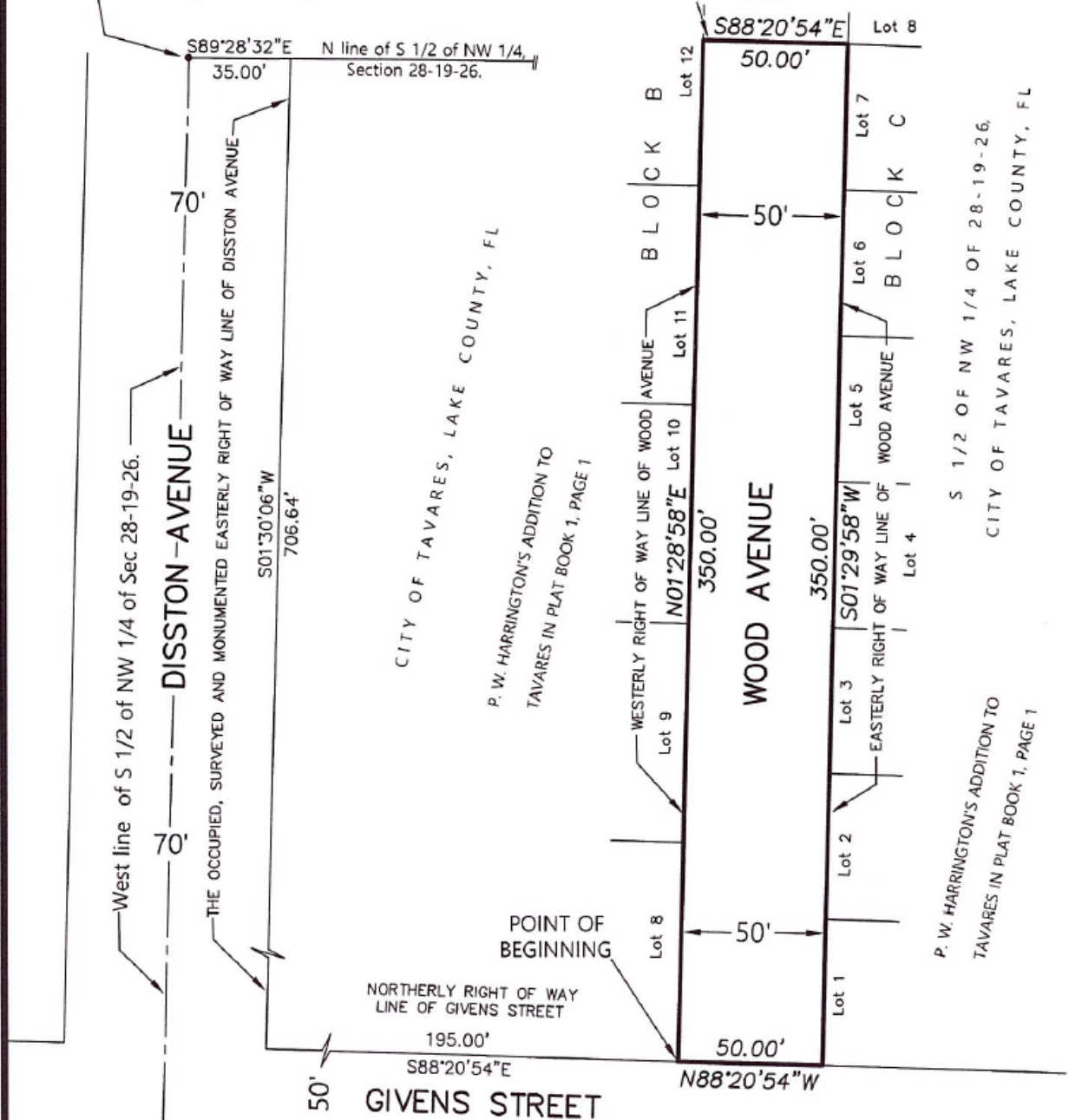


SKETCH OF DESCRIPTION

POINT OF COMMENCEMENT

NW corner of S 1/2 of NW 1/4 of Sec 28-19-26.

SOUTHERLY LINE OF THAT PORTION OF VACATED
WOOD AVENUE, AS RECORDED IN OFFICIAL RECORDS
BOOK 332, PAGE 257

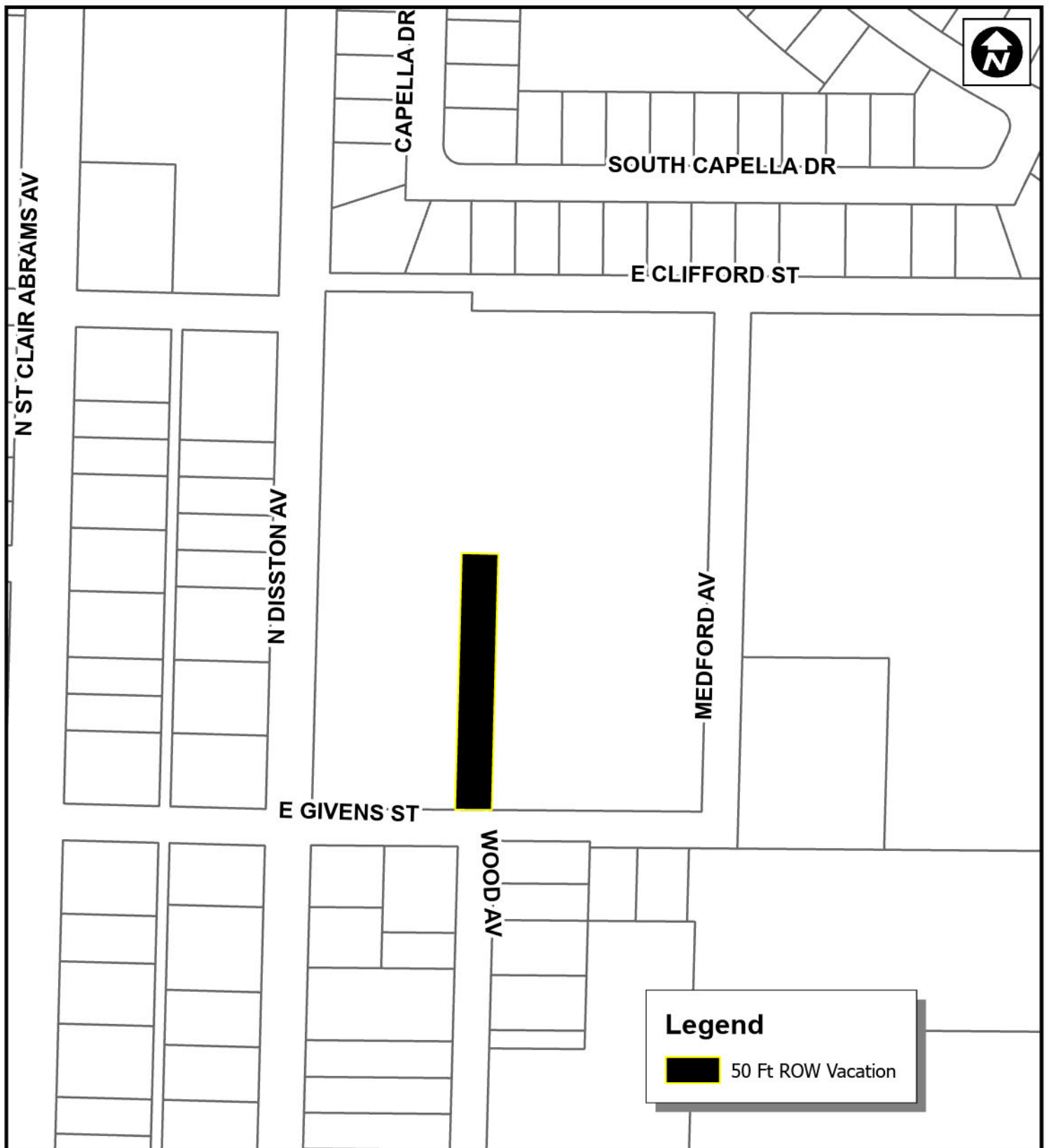


SKETCH OF DESCRIPTION

Section 28, Township 19 South, Range 26 East, Lake County, FL.
Client: City of Tavares • Date: 4/01/2024 • Scale: 1"=50'

SHEET 2 OF 2

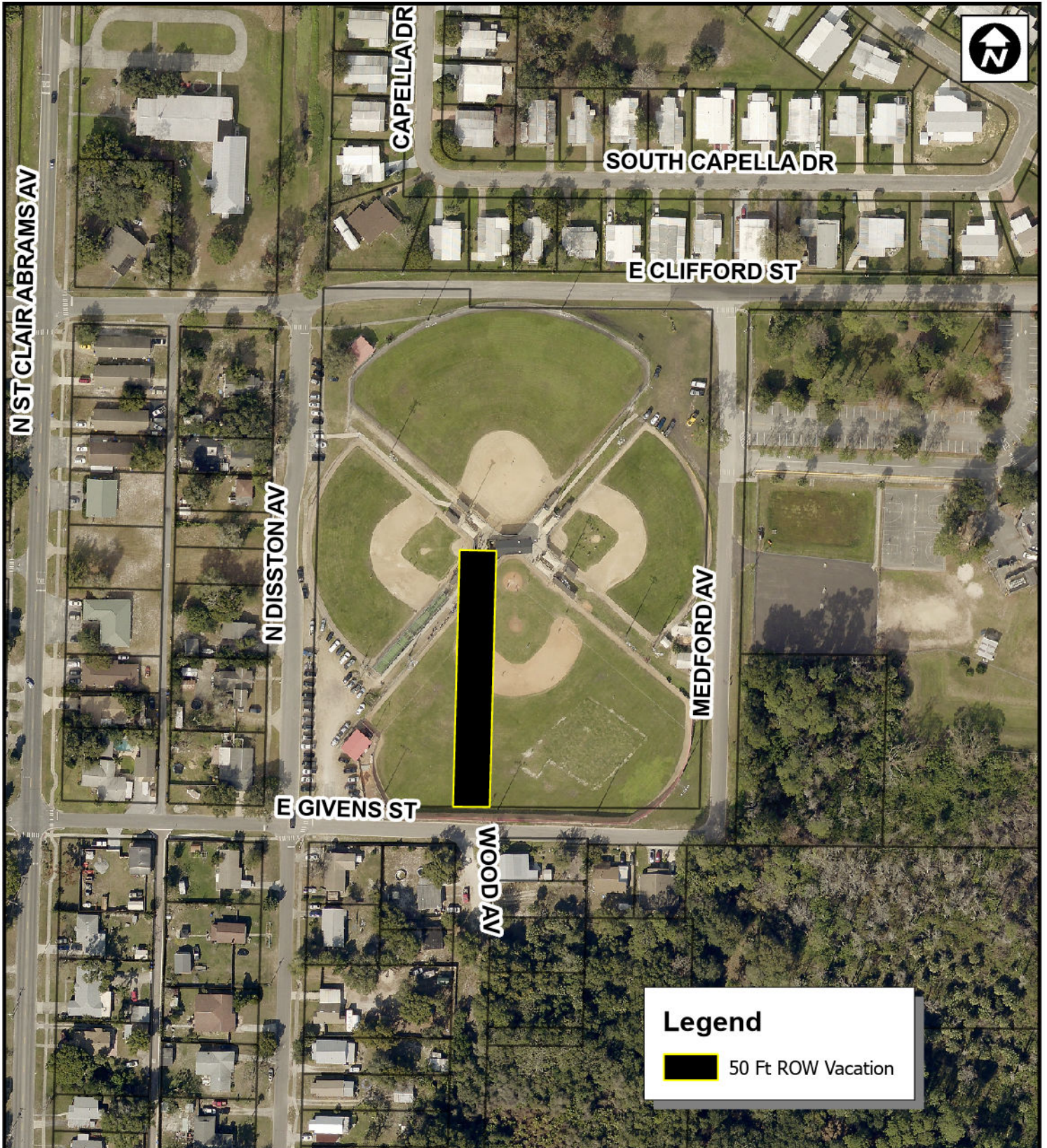
CITY OF TAVARES



City of Tavares
Stover Field ROW Vacation
Alternate Key 1687071



CITY OF TAVARES



City of Tavares
Stover Field ROW Vacation
Alternate Key 1687071



THE CITY OF TAVARES

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Resolution 2024-11 titled as follows:

RESOLUTION 2024-11

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF A 50.00-FOOT WIDE RIGHT-OF-WAY (WOOD AVENUE) LOCATED AT 490 EAST CLIFFORD STREET TAVARES, FLORIDA 32778, LYING EAST OF LOTS 8 THROUGH 12, BLOCK B AND WEST OF LOTS 1 THROUGH 7 BLOCK C OF P.W. HARRINGTON'S ADDITION AS RECORDED IN PLAT BOOK 1, PAGE 1, 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.

Proposed Resolution 2024-11 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board (LPA) meeting on June 20, 2024, at 3 p.m. and
2. **Tavares City Council meeting on July 17, 2024, at 4 p.m.**

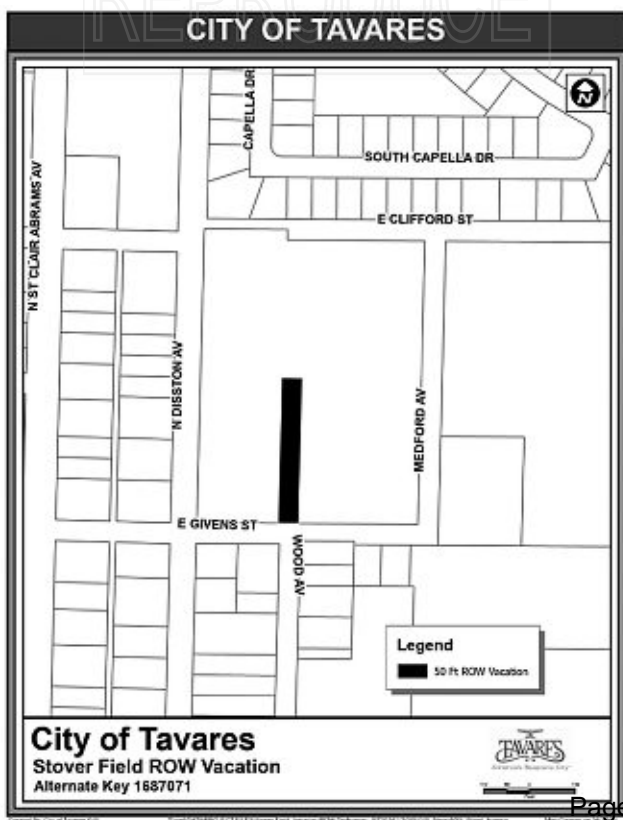
All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Resolution 2024-11 can be obtained from the office of the city clerk, and may be inspected by the public between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinance. It is City Council policy to limit discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Antonio Fabre, Community Development Director, at (352) 742-6416.



**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 6

SUBJECT TITLE: Resolution 2024-12 – The request to vacate an unnamed unimproved 16-foot-wide alleyway located at 490 East Clifford Street of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. (Community Development)

OBJECTIVE:

To consider the vacation request for an unnamed unimproved 16-foot-wide alleyway located at 490 East Clifford Street of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.

SUMMARY:

This is a request to vacate a platted right-of-way easement located at 490 East Clifford of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida. This is a condition stipulated in the City's Fred Stover Sports Complex Purchase and Sale Agreement with the School Board of Lake County. The agreement stipulates that the City would make a good faith effort to vacate certain rights-of-way(s) and to dedicate certain right-of-way(s) in order to clear title on the property.

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 2024-12 in order to vacate an unnamed unimproved 16-foot-wide alleyway located at 490 East Clifford Street of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.
2. That the City Council moves to deny Resolution 2024-12.

STAFF RECOMMENDATION:

On June 20, 2024, Planning & Zoning met and voted unanimously (6-0) to recommend approval of Resolution 2024-11 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-12 in order to vacate an unnamed unimproved 16-foot-wide alleyway located at 490 East Clifford Street of the P.W. Harrington's Addition as recorded in Plat Book 1, Page 1 of the Public Records of Lake County, Florida.

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 2024-12 (Alley Way) Vacation
2. Location Map Stover_Alleyway
3. Aerial Map Stover_Alleyway
4. Newspaper Ad - Res 2024-12

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

RESOLUTION 2024-12

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A 16.00-FOOT WIDE ALLEY RIGHT-OF-WAY LOCATED AT 490 EAST CLIFFORD STREET TAVARES, FLORIDA 32778, LYING EAST OF LOTS 1 THROUGH 7, BLOCK C AND WEST OF LOTS 1 THROUGH 7 BLOCK D OF P.W. HARRINGTON'S ADDITION AS RECORDED IN PLAT BOOK 1, PAGE 1, 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 490 East Clifford Street 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"



B K MINNIX Professional Land Surveyor LLC
17901 SE 260th Avenue Road Umatilla, FL 32784
LB #8446 • LS #4559 • Phone 352-408-2129



SKETCH OF DESCRIPTION

DESCRIPTION

THAT PORTION OF THE 16.00-FOOT-WIDE ALLEY LYING BETWEEN BLOCKS "C" AND "D" AS SHOWN ON THE MAP OF P. W. HARRINGTON'S ADDITION TO TAVARES, AS RECORDED IN PLAT BOOK 1, PAGE 1, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. SAID LANDS LIE IN THE CITY OF TAVARES AND THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28; THENCE RUN ON A BEARING OF S 89° 28' 32" E, ALONG THE NORTH LINE OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, A DISTANCE OF 35.00 FEET TO THE OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE; THENCE DEPARTING SAID NORTH LINE OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, RUN S 01° 30' 06" W ALONG SAID OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE, A DISTANCE OF 706.64 FEET TO THE POINT OF INTERSECTION OF THE OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE AND THE NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, LOCATED IN THE CITY LIMITS OF TAVARES, FLORIDA; THENCE RUN S 88° 20' 54" E ALONG SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, A DISTANCE OF 375.12 FEET, TO THE POINT OF INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF SAID GIVENS STREET AND THE WESTERLY RIGHT OF WAY LINE OF AFORESAID 16.00-FOOT-WIDE ALLEY, SAID POINT BEING THE POINT OF BEGINNING; THENCE DEPARTING SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, RUN N 01° 29' 46" E ALONG SAID WESTERLY RIGHT OF WAY LINE OF THE 16.00-FOOT-WIDE ALLEY, A DISTANCE OF 350.00 FEET, TO THE SOUTHERLY LINE OF THAT PORTION OF VACATED SAID 16.00-FOOT-WIDE ALLEY, AS RECORDED IN OFFICIAL RECORDS BOOK 332, PAGE 257, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN S 88° 20' 54" E ALONG SAID SOUTHERLY LINE, A DISTANCE OF 16.00 FEET, TO THE EASTERLY RIGHT OF WAY LINE OF SAID 16.00-FOOT-WIDE ALLEY; THENCE RUN S 01° 29' 46" W ALONG SAID EASTERLY RIGHT OF WAY LINE OF THE 16.00-FOOT-WIDE ALLEY, A DISTANCE OF 350.00 FEET, TO THE AFORESAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET; THENCE RUN N 88° 20' 54" W ALONG SAID NORTHERLY RIGHT OF WAY LINE OF GIVENS STREET, A DISTANCE OF 16.00 FEET, TO THE POINT OF BEGINNING.

CONTAINING 5,600.00 SQUARE FEET OR .013 ACRES MORE OR LESS

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

Notes

1. Reproductions of this sketch are not valid unless they bear the signature and original raised seal of a Florida licensed Surveyor and Mapper.
2. This sketch meets all applicable requirements of the Florida Standards of Practice as contained in Chapter 5J-17.051 FAC.
3. The description shown hereon was prepared by this surveyor with instruction provided by client.
4. This sketch is for graphical purposes only and does not represent a field survey.
5. Horizontal datum shown hereon is in U.S. Survey Feet.

DATE: 4/1/24

BRADLEY K. MINNIX, Professional Land Surveyor
FLORIDA REGISTRATION NO. 4559

SKETCH OF DESCRIPTION

Section 28, Township 19 South, Range 26 East, Lake County, FL
Client: City of Tavares • Date: 3/30/2024 • Scale: 1"=100'

SHEET 1 OF 2



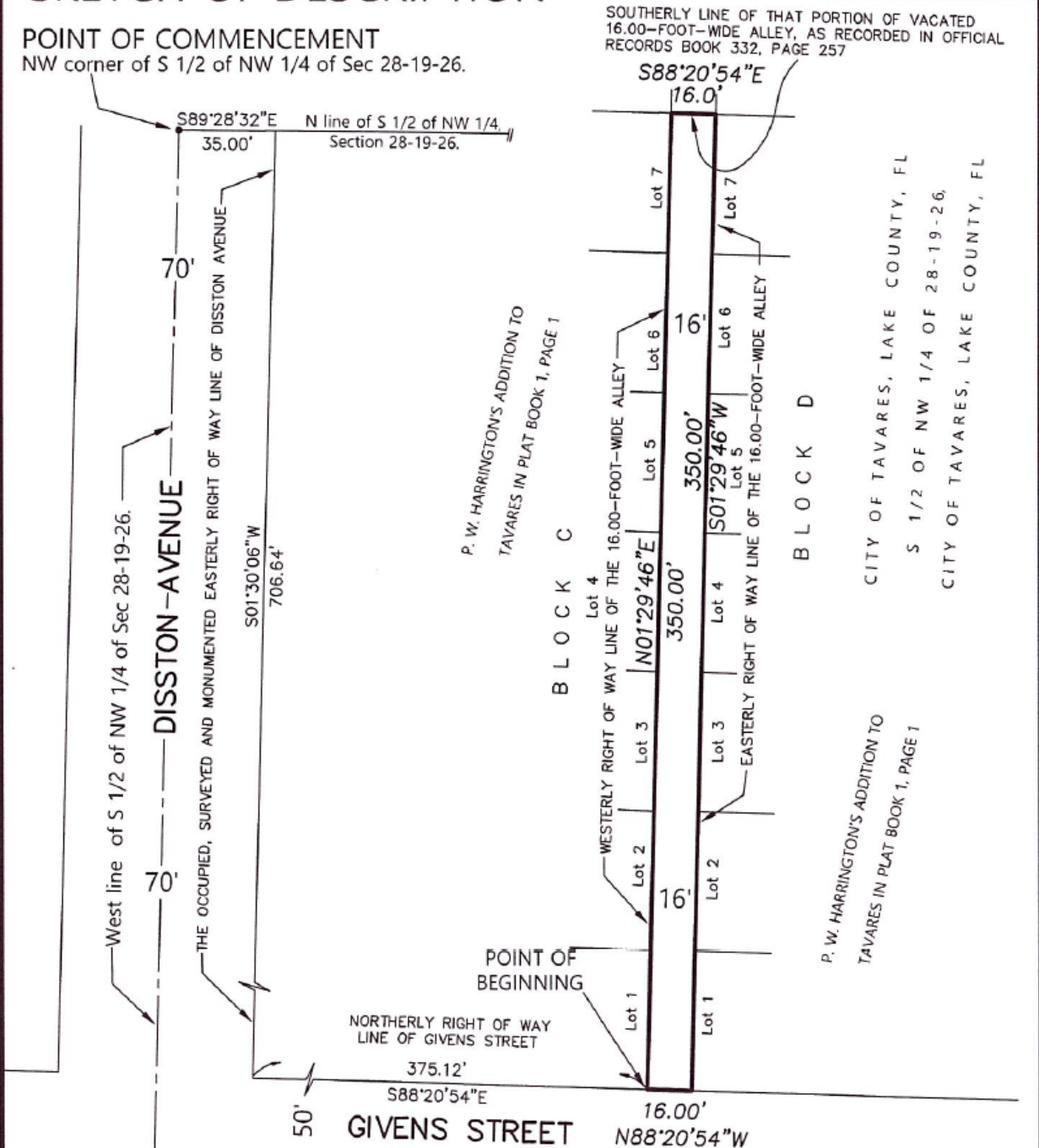
B K MINNIX Professional Land Surveyor LLC
17901 SE 260th Avenue Road Umatilla, FL 32784
LB #8446 • LS #4559 • Phone 352-408-2129



SKETCH OF DESCRIPTION

POINT OF COMMENCEMENT

NW corner of S 1/2 of NW 1/4 of Sec 28-19-26.

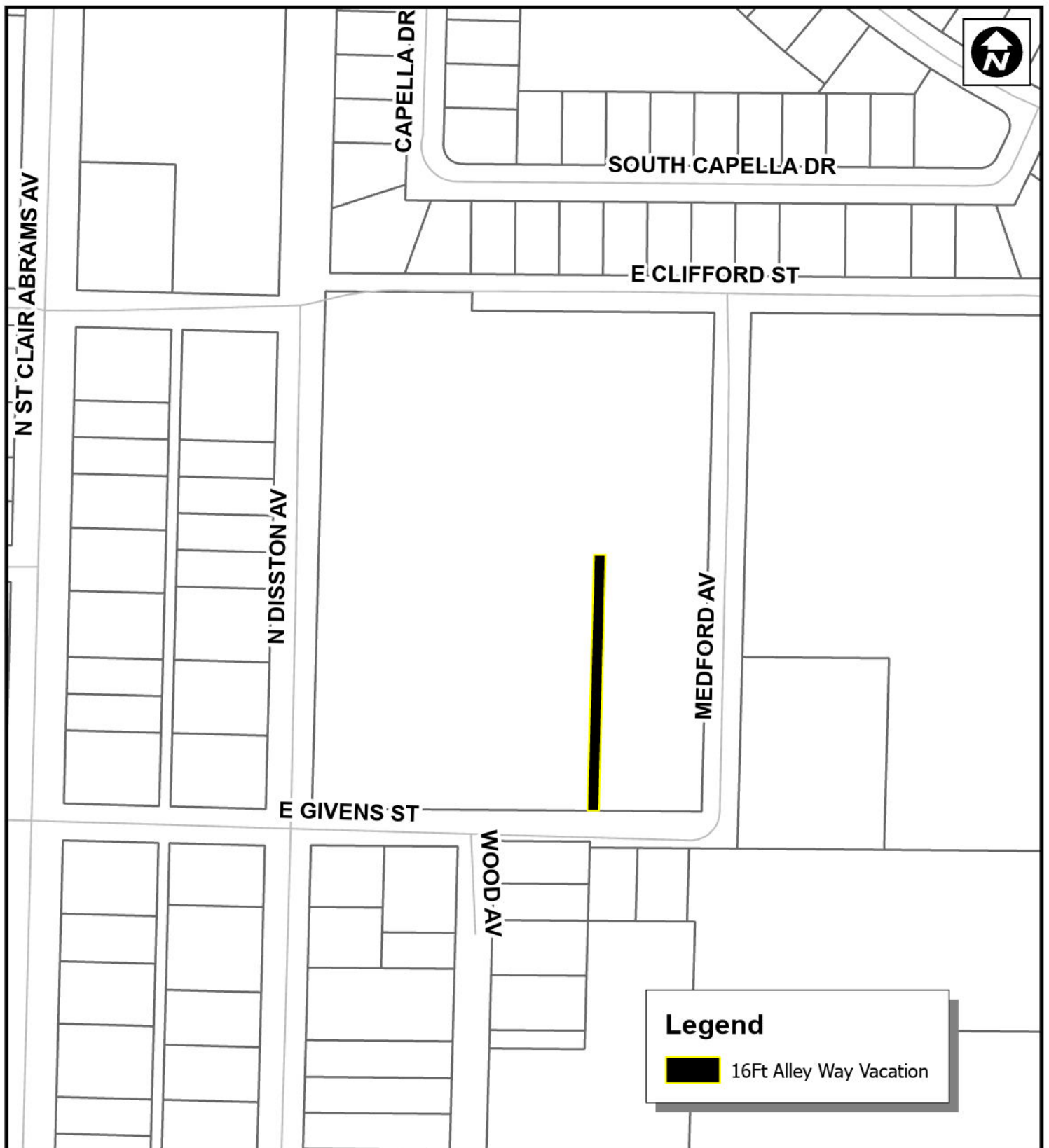


SKETCH OF DESCRIPTION

Section 28, Township 19 South, Range 26 East, Lake County, FL.
Client: City of Tavares • Date: 4/01/2024 • Scale: 1"=50'

SHEET 2 OF 2

CITY OF TAVARES



City of Tavares
Stover Field ROW Vacation
Alternate Key 1687071



CITY OF TAVARES



City of Tavares
Stover Field ROW Vacation
Alternate Key 1687071



THE CITY OF TAVARES

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Resolution 2024-12 titled as follows:

RESOLUTION 2024-12

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A 16.00-FOOT WIDE ALLEY RIGHT-OF-WAY LOCATED AT 490 EAST CLIFFORD STREET TAVARES, FLORIDA 32778, LYING EAST OF LOTS 1 THROUGH 7, BLOCK C AND WEST OF LOTS 1 THROUGH 7 BLOCK D OF P.W. HARRINGTON'S ADDITION AS RECORDED IN PLAT BOOK 1, PAGE 1, 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.

Proposed Resolution 2024-12 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board (LPA) meeting on June 20, 2024, at 3 p.m. and
2. **Tavares City Council meeting on July 17, 2024, at 4 p.m.**

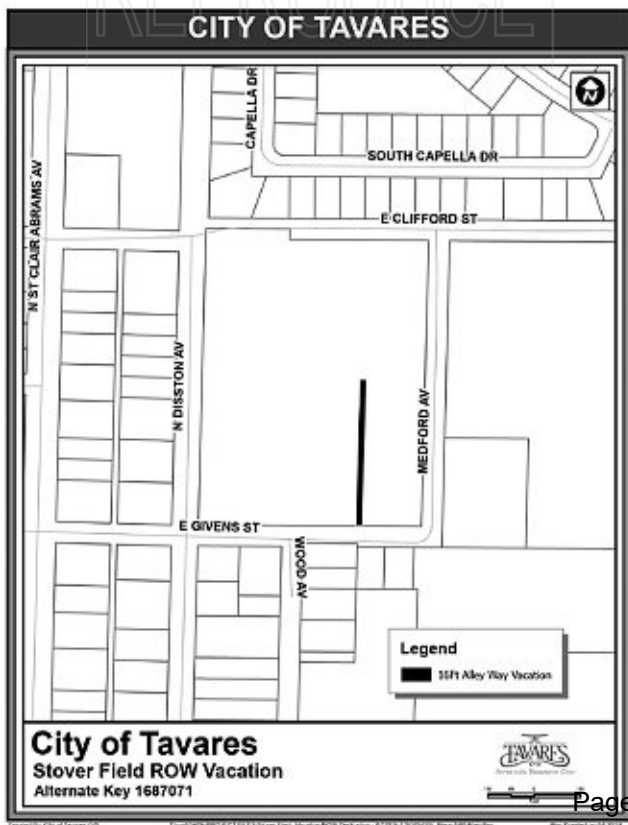
All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Resolution 2024-12 can be obtained from the office of the city clerk, and may be inspected by the public between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinance. It is City Council policy to limit discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Antonio Fabre, Community Development Director, at (352) 742-6416.



**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 7

SUBJECT TITLE: Resolution 2024-13 – Dedication of certain City owned property as public Right-of-Way known as East Clifford Street. (Community Development)

OBJECTIVE:

To consider dedication of certain city owned property as public Right-of-Way known as East Clifford Street located on the southeast corner of North Disston Avenue and East Clifford Street.

SUMMARY:

This is to dedicate certain city-owned property as public Right-of-Way known as East Clifford Street, located on the southeast corner of North Disston Avenue and East Clifford Street. This is a condition stipulated in the City's Fred Stover Sports Complex Purchase and Sale Agreement with the School Board of Lake County. The agreement stipulates that the city would make a good faith effort to vacate certain rights-of-way(s) and to dedicate certain right-of-way(s) in order to clear title of the subject property.

City staff has determined that the city can maintain and regulate the proposed right-of-way. The proposed right-of-way will ensure the city's standard width of right-of-way is maintained. Moreover, the dedication of said property is consistent with the transportation and mobility goals, objectives, and policies of the City's Comprehensive Plan.

OPTIONS:

1. That the City Council moves to approve Resolution 2024-13 dedication of certain city owned property as public Right-of-Way known as East Clifford Street.
2. That the City Council moves to deny Resolution 2024-13.

STAFF RECOMMENDATION:

On June 20, 2024, Planning & Zoning met and voted unanimously (6-0) to recommend approval of Resolution 2024-11 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-13 dedication of certain city-owned property as public Right-of-Way known as East Clifford Street.

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 2024-13 ROW Ded
2. ROW_Ded_Location Map
3. ROW_AERIAL_Map
4. Newspaper Ad - Res 2024-13

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

RESOLUTION 2024-13

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, DEDICATING CERTAIN CITY OWNED PROPERTY AS PUBLIC RIGHT-OF-WAY KNOWN AS EAST CLIFFORD STREET, LOCATED ON THE SOUTHEAST CORNER OF NORTH DISSTON AVENUE AND EAST CLIFFORD STREET; SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tavares owns fee simple title to the land described in Exhibit “A”
and

WHEREAS, the City of Tavares desires to dedicate the property described in Exhibit “A”
to the perpetual use of the public; and

WHEREAS, the dedicated property shall be Public Right-of-Way known as East Clifford
Street; and

WHEREAS, the City of Tavares, Florida is capable of maintaining and regulating the
proposed right-of-way; and

WHEREAS, the dedication of said property is consistent with the transportation and
mobility goals, objectives, and policies of the City’s Comprehensive Plan; and

WHEREAS, the City Council of the City of Tavares, Florida, deems it in the best interest
of the City to dedicate said property as Public Right-of-Way; and

WHEREAS, under F.S. 95.361, the Mayor and Clerk of the City of Tavares may certify a
map showing the lands where this road is located and then said map may be filed in the office of
the Clerk of the Circuit Court of Lake County, Florida; and

WHEREAS, a State licensed land surveyor has prepared a map and legal description of
the subject East Clifford Street Rights-of-Way dedication;

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

1. That certain property as described and mapped in "Exhibit A" attached to this resolution, is hereby dedicated as a Public Right of Way by the City of Tavares.
2. That this resolution and attached exhibit shall be recorded with the Clerk of the Circuit Court of Lake County.

This Resolution will become effective upon approval by the Tavares City Council.

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

Bob Grenier, Mayor
Tavares City Council

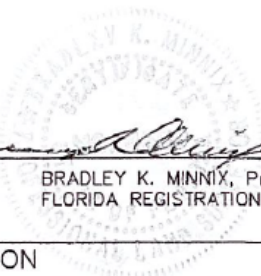
ATTEST

Susie Novack, City Clerk

Approved as to form and legality:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

	B K MINNIX Professional Land Surveyor LLC 17901 SE 260th Avenue Road Umatilla, FL 32784 LB #8446 • LS #4559 • Phone 352-408-2129	
SKETCH OF DESCRIPTION		
DESCRIPTION THAT PORTION OF LOT 16, BLOCK "B" OF THE MAP OF P. W. HARRINGTON'S ADDITION TO TAVARES, AS RECORDED IN PLAT BOOK 1, PAGE 1, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. SAID LANDS LIE IN THE CITY OF TAVARES AND THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHWEST CORNER OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28; THENCE RUN ON A BEARING OF S 89° 28' 32" E, ALONG THE NORTH LINE OF SAID SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, A DISTANCE OF 35.00 FEET TO THE OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE AND THE POINT OF BEGINNING; THENCE CONTINUE S 89° 28' 32" E, ALONG SAID NORTH LINE OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 28, ALSO BEING THE NORTH LINE OF SAID LOT 16, BLOCK "B" OF THE MAP OF P. W. HARRINGTON'S ADDITION TO TAVARES, A DISTANCE OF 195.00 FEET TO THE EASTERLY LINE OF SAID LOT 16, BLOCK "B"; THENCE DEPARTING SAID NORTH LINES RUN S 01° 29' 58" W, ALONG SAID EASTERLY LINE A DISTANCE OF 25.00 FEET; THENCE DEPARTING SAID EASTERLY LINE RUN N 89° 28' 32" W, A DISTANCE OF 195.00 FEET TO THE AFORESAID OCCUPIED, SURVEYED AND MONUMENTED EASTERLY RIGHT OF WAY LINE OF DISSTON AVENUE; THENCE RUN N 01° 30' 06" E ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 25.00 FEET TO THE POINT OF BEGINNING. CONTAINING 4,875.00 SQUARE FEET OR 0.11 ACRES MORE OR LESS SUBJECT TO EASEMENTS, RIGHT OF WAYS AND MATTERS OF RECORD. Notes 1. Reproductions of this sketch are not valid unless they bear the signature and original raised seal of a Florida licensed Surveyor and Mapper. 2. This sketch meets all applicable requirements of the Florida Standards of Practice as contained in Chapter 5J-17.051 FAC. 3. The description shown hereon was prepared by this surveyor with instruction provided by client. 4. This sketch is for graphical purposes only and does not represent a field survey. 5. Horizontal datum shown hereon is in U.S. Survey Feet.  DATE: 4/1/24  BRADLEY K. MINNIX, Professional Land Surveyor FLORIDA REGISTRATION NO. 4559		
SKETCH OF DESCRIPTION Section 28, Township 19 South, Range 26 East, Lake County, FL. Client: City of Tavares • Date: 3/30/2024 • Scale: 1"=100'		SHEET 1 OF 2

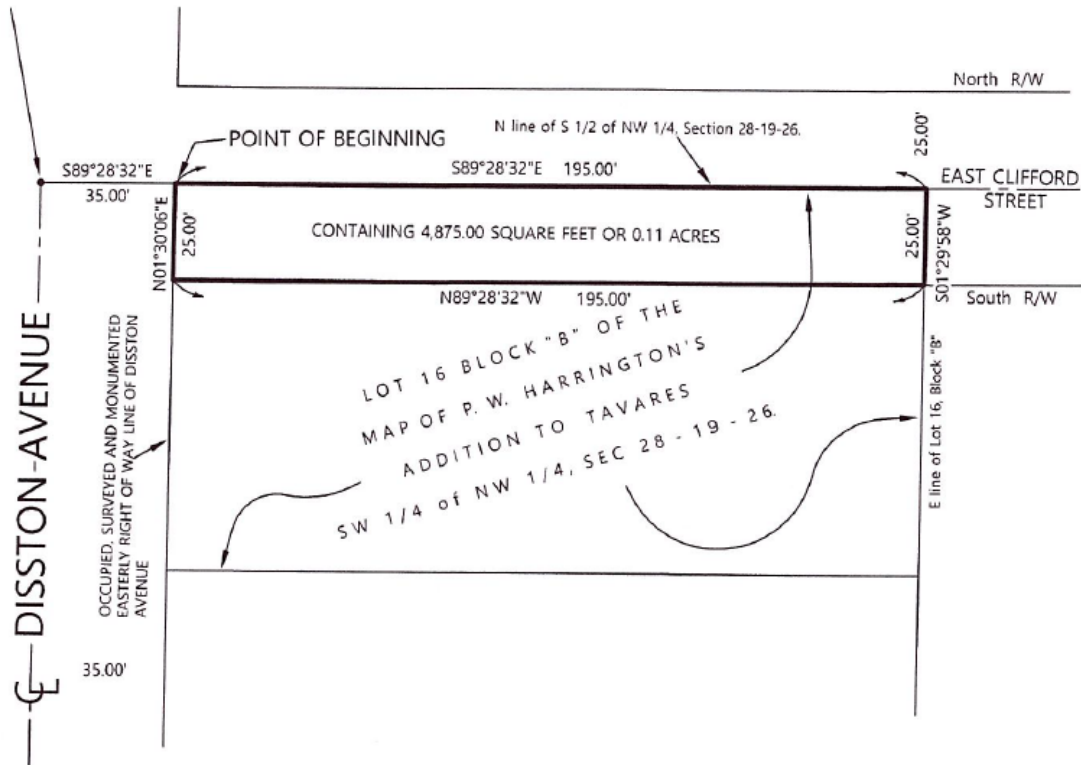


B K MINNIX Professional Land Surveyor LLC
17901 SE 260th Avenue Road Umatilla, FL 32784
LB #8446 • LS #4559 • Phone 352-408-2129



SKETCH OF DESCRIPTION

POINT OF COMMENCEMENT
of the NW corner of S 1/2
of NW 1/4 of Sec 28-19-26.



SKETCH OF DESCRIPTION

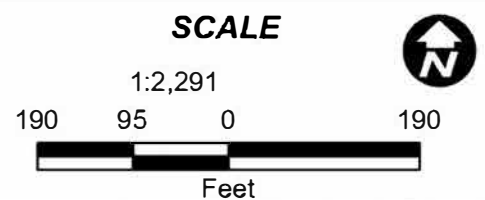
Section 28, Township 19 South, Range 26 East, Lake County, FL.
Client: City of Tavares • Date: 3/30/2024 • Scale: 1"=40'

SHEET 2 OF 2

CITY OF TAVARES



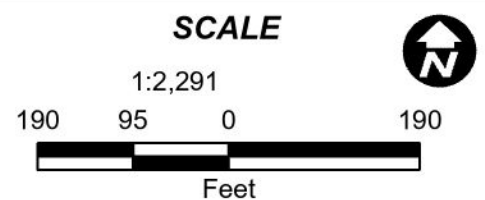
PROPERTY LOCATION MAP STOVER SOUTHEAST CORNER ROW



CITY OF TAVARES



PROPERTY LOCATION MAP STOVER NORTHWEST ROW



THE CITY OF TAVARES

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Resolution 2024-13 titled as follows:

RESOLUTION 2024-13

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, DEDICATING CERTAIN CITY OWNED PROPERTY AS PUBLIC RIGHT-OF-WAY KNOWN AS EAST CLIFFORD STREET, LOCATED ON THE SOUTHEAST CORNER OF NORTH DISSTON AVENUE AND EAST CLIFFORD STREET; SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

Proposed Resolution 2024-13 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board (LPA) meeting on June 20, 2024, at 3 p.m. and
2. **Tavares City Council meeting on July 17, 2024, at 4 p.m.**

All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Resolution 2024-13 can be obtained from the office of the city clerk, and may be inspected by the public between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinance. It is City Council policy to limit discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Antonio Fabre, Community Development Director, at (352) 742-6416.



**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 8

SUBJECT TITLE: Resolution 2024-14 – Avalon Park Group, LLC request to Vacate Right-of-Way located at the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 subdivision. (Community Development)

OBJECTIVE:

To consider the vacation request of a right-of-way located at the end of the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 subdivision, as recorded in Plat Book 75, Page 48-53, of the Public Records of Lake County, Florida.

SUMMARY:

This is a request to vacate a platted right-of-way easement approximately 1,234 square feet in size and located at the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 Subdivision, as recorded in Plat Book 75, Page 48-53, of the Public Records of Lake County, Florida. The Applicant is petitioning to vacate the subject right-of-way property since it was included in the design of Avalon Park Tavares Phase 2 townhomes. During the title and platting review process for Phase 2, a redesign of the r-o-w easement was incorporated, and the section petitioned for vacate is no longer needed as right-of-way.

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 vacation will remove the city's public interest in this land.

OPTIONS:

1. That the City Council moves to approve Resolution 2024-14 vacation of right-of-way easement located at the end of the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 Subdivision, as recorded in Plat Book 75, Page 48-53, of the Public Records of Lake County, Florida.
2. That the City Council moves to deny Resolution 2024-14.

STAFF RECOMMENDATION:

On June 20, 2024, Planning & Zoning met and voted unanimously (6-0) to recommend approval of Resolution 2024-11 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-14 vacation of a right-of-way located at the end of the northeasterly end of Avalon Park Boulevard of the Avalon Park Tavares Phase 1 Subdivision, as recorded in Plat Book 75, Page 48-53, of the Public Records of Lake County, Florida.

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 2024-14 - Avalon Park ROW Vacate
2. Location Map - Avalon ROW
3. Aerial Map - Avalon ROW
4. Newspaper Ad - Res 2024-14

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

RESOLUTION 2024-14

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF AVALON PARK BOULEVARD RIGHT-OF-WAY LOCATED AT 2493 HUFFSTETLER DRIVE TAVARES, FL 32778, LYING WEST OF TRACT G AND NORTH OF TRACT F IN AVALON PARK TAVARES PHASE 1 SUBDIVISION AS RECORDED IN PLAT BOOK 75, PAGES 48-53, 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 2493 Huffstetler Drive has petitioned for a vacation of said right-of-way; and

WHEREAS, the portion of the right-of-way described in Exhibit "A" is no longer practical as a result of nonuse as a practical 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 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 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"

DESCRIPTION

A PORTION OF RIGHT OF WAY FOR AVALON PARK BOULEVARD, AS SHOWN ON THE PLAT OF AVALON PARK TAVARES PHASE 1, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 75, PAGES 48 THROUGH 53, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, IN SECTION 15, TOWNSHIP 19 SOUTH, RANGE 26 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE MOST WESTERLY CORNER OF TRACT G, AVALON PARK TAVARES PHASE 1, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 75, PAGES 48 THROUGH 53, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, THENCE RUN SOUTH 49°54'25" EAST ALONG THE SOUTHWESTERLY LINE OF SAID TRACT G FOR A DISTANCE OF 44.00 FEET; THENCE DEPARTING SAID SOUTHWESTERLY LINE, RUN SOUTH 40°05'35" WEST FOR A DISTANCE OF 25.00 FEET TO THE SOUTHEASTERLY EXTENSION OF THE NORTHEASTERLY RIGHT OF WAY LINE OF THICKET STREET, AS SHOWN ON AFORESAID PLAT; THENCE RUN NORTH 49°54'25" WEST ALONG SAID SOUTHEASTERLY EXTENSION FOR A DISTANCE OF 69.00 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY LYING ON THE NORTHEASTERLY RIGHT OF WAY LINE OF THICKET STREET AS SHOWN ON SAID PLAT, ALSO BEING THE POINT OF CUSP, HAVING A RADIUS OF 25.00 FEET, A CHORD BEARING OF NORTH 85°05'35" EAST AND A CHORD DISTANCE OF 35.36 FEET, RUN ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00" FOR A DISTANCE OF 39.27 FEET TO THE POINT OF BEGINNING.

CONTAINING 1,234 SQUARE FEET, MORE OR LESS.

NOTES:

1. REPRODUCTIONS OF THIS SKETCH ARE NOT VALID WITHOUT THE SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
2. BEARINGS ARE BASED ON THE SOUTHWESTERLY LINE OF TRACT G, AVALON PARK TAVARES PHASE 1, PLAT BOOK 75, PAGES 48-53, AS BEING S49°54'25"E.
3. THIS DESCRIPTION WAS PREPARED BY THIS FIRM AT THE CLIENT'S REQUEST AND IS BASED UPON INSTRUCTIONS PROVIDED BY CLIENT. THE INTENT OF THE DESCRIPTION IS TO BE USED FOR RIGHT OF WAY VACATION FOR PROPOSED SUBDIVISION.
4. THIS SKETCH HAS BEEN PREPARED UNDER THE DIRECTION AND SUPERVISION OF THE UNDERSIGNED BELOW IN ACCORDANCE WITH THE ADOPTED "STANDARDS OF PRACTICE" FOR LAND SURVEYING AS REQUIRED BY CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027, FLORIDA STATE STATUTES.
5. THIS SKETCH WAS PREPARED FOR DESCRIPTION PURPOSES ONLY AND DOES NOT REPRESENT A BOUNDARY SURVEY. ALL IMPROVEMENTS SHOWN HEREON ARE FOR INFORMATIONAL PURPOSES ONLY.
6. HORIZONTAL DATUM SHOWN HEREON IS IN U.S. FEET.

CERTIFIED TO:

AVALON PARK GROUP



DATE: 05/05/2022

SUZANNE M. OSBORNE, PROFESSIONAL SURVEYOR & MAPPER
FLORIDA REGISTRATION NO. 6120 FOR THE LICENSED FIRM OF HALFF
ASSOCIATES, INC. LICENSED BUSINESS NO. 8348

SHEET 1 OF 2

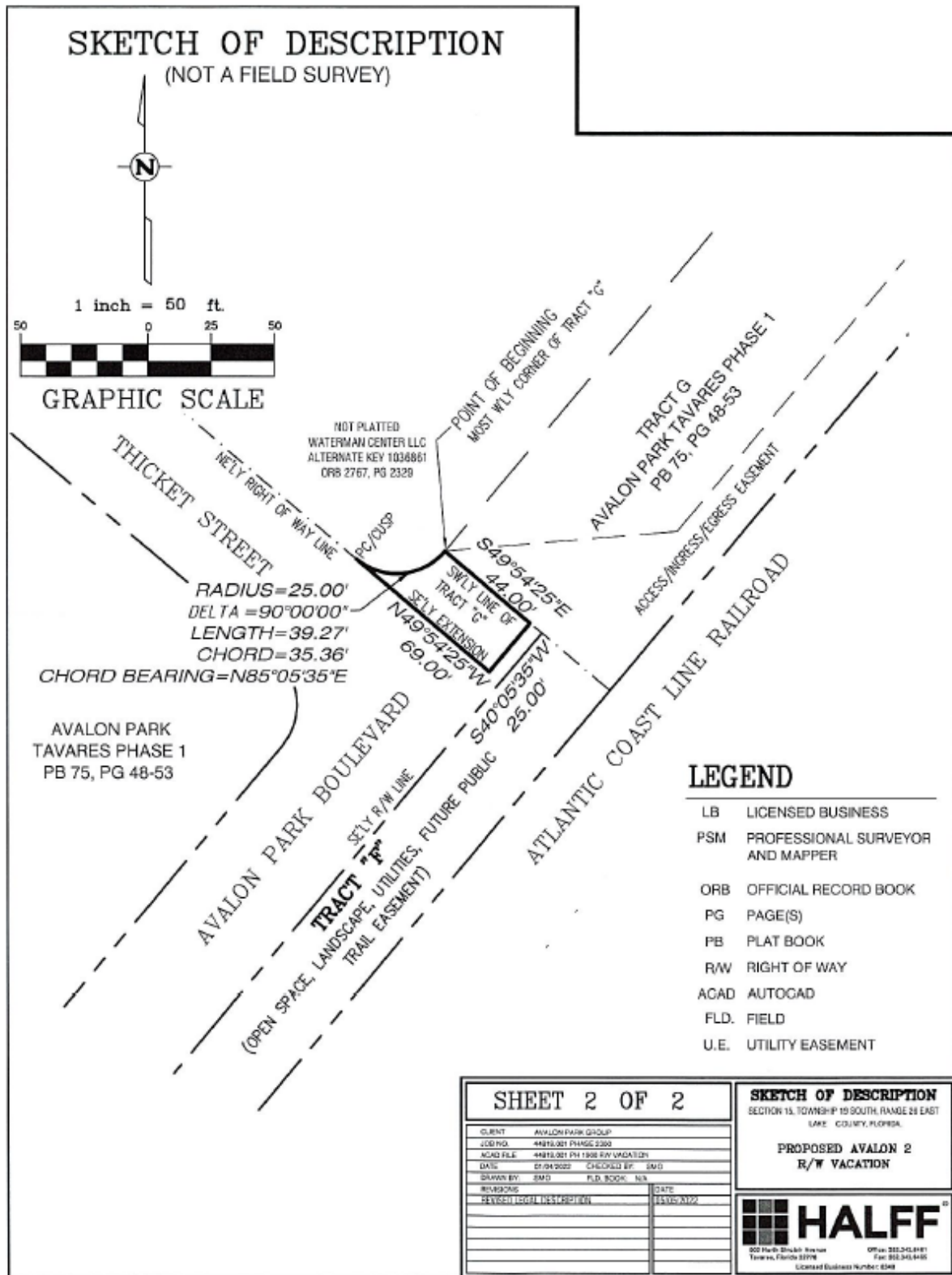
CLIENT	AVALON PARK GROUP
JOB NO.	44616.00 PHASE 2/00
ACAD FILE	44616.00 PH 1900 R/W VACATION REVISED
DATE	01/04/2022 CHECKED BY: SMO
DRAWN BY	SMO
REVISIONS	FILE BOOK: N/A
REVISION LEGAL DESCRIPTION	DATE: 05/05/2022

SKETCH OF DESCRIPTION
SECTION 15, TOWNSHIP 19 SOUTH, RANGE 26 EAST
LAKE COUNTY, FLORIDA

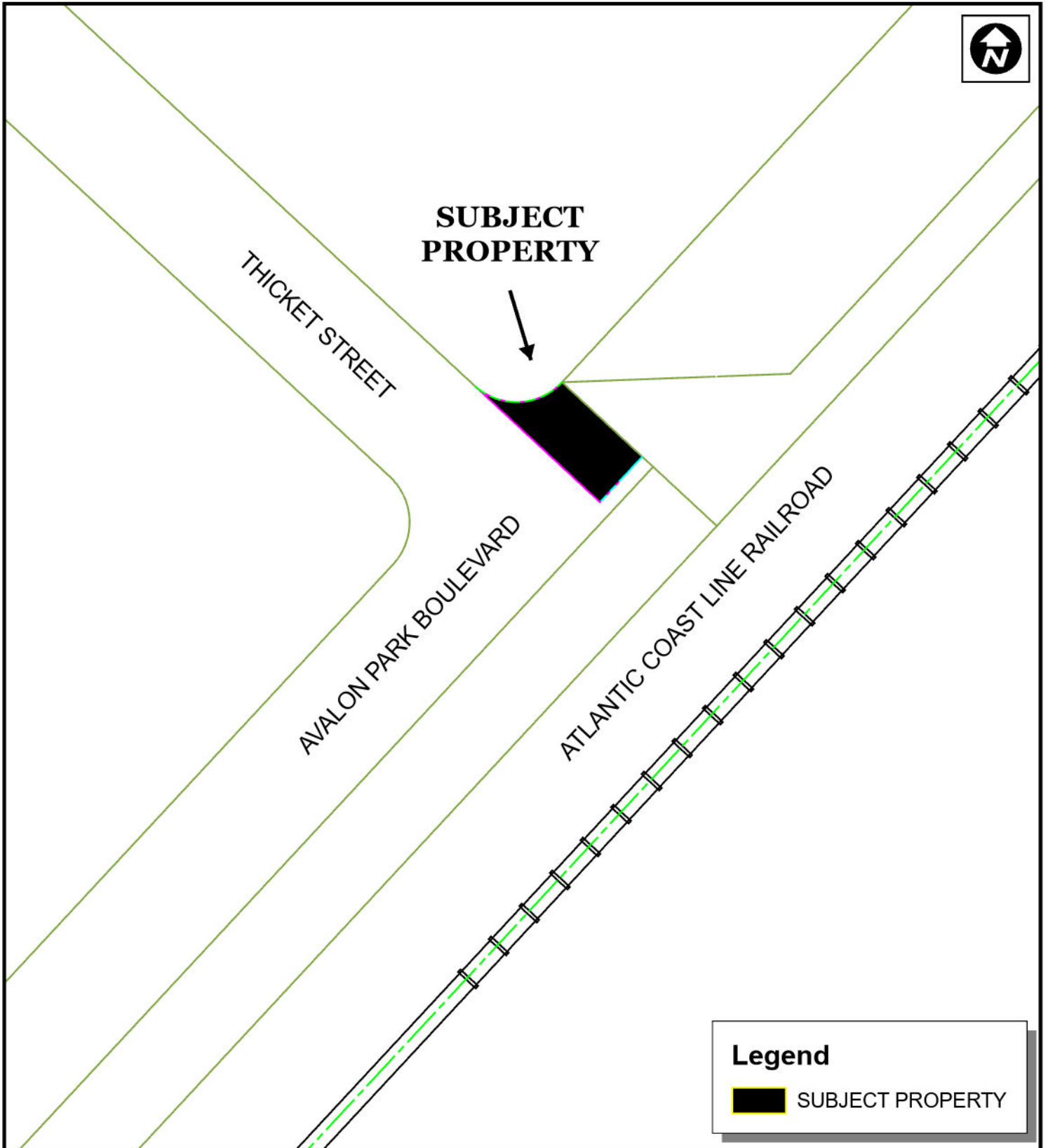
**PROPOSED AVALON 2
R/W VACATION**



Exhibit "A" continued



CITY OF TAVARES

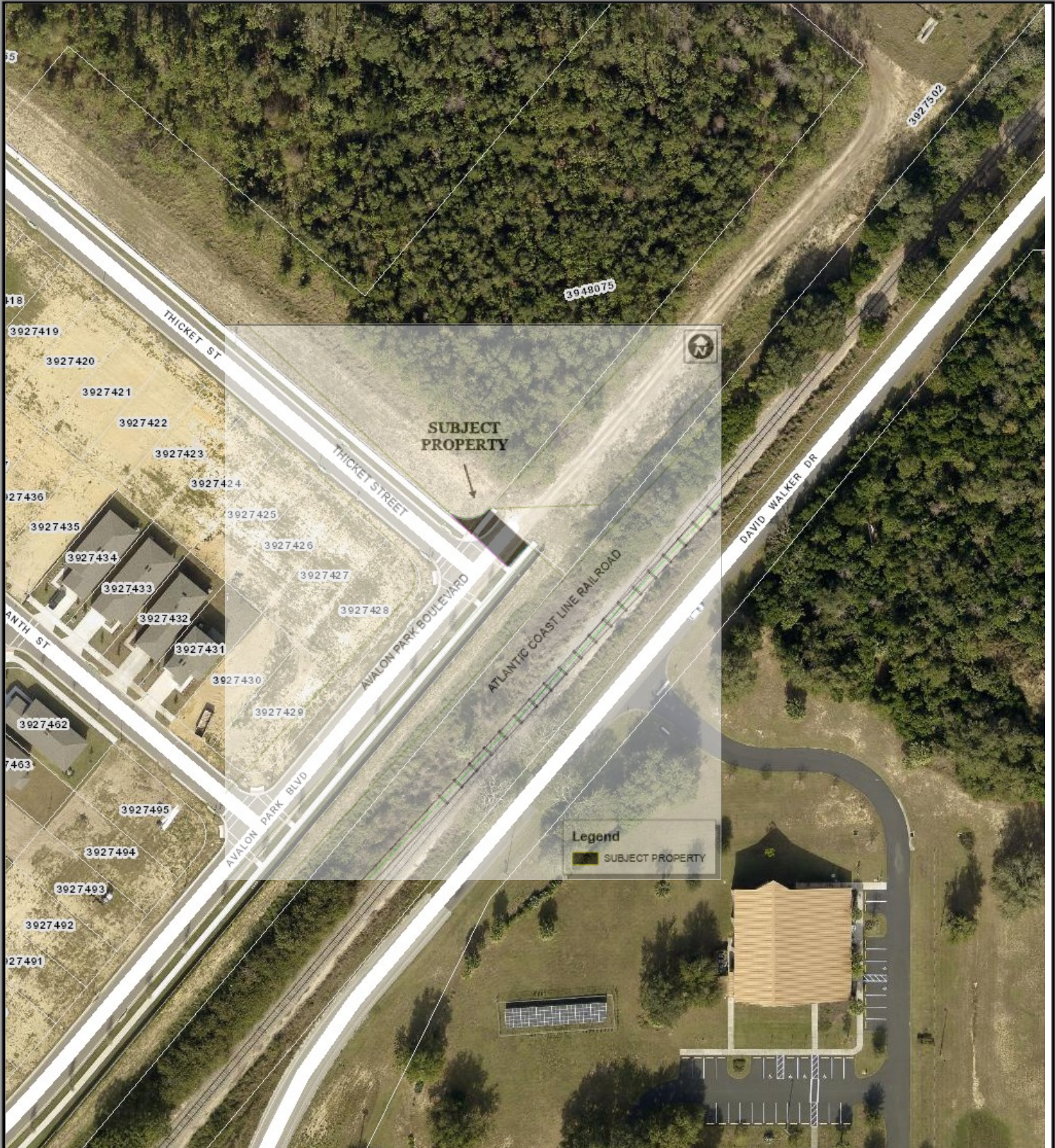


City of Tavares

Avalon Park ROW Vacate



CITY OF TAVARES



City of Tavares

Avalon Park ROW Vacate



THE CITY OF TAVARES

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Resolution 2024-14 titled as follows:

RESOLUTION 2024-14

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF AVALON PARK BOULEVARD RIGHT-OF-WAY LOCATED AT 2493 HUFFSTETLER DRIVE TAVARES, FL 32778, LYING WEST OF TRACT G AND NORTH OF TRACT F IN AVALON PARK TAVARES PHASE 1 SUBDIVISION AS RECORDED IN PLAT BOOK 75, PAGES 48-53, 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.

Proposed Resolution 2024-14 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board (LPA) meeting on June 20, 2024, at 3 p.m. and
2. **Tavares City Council meeting on July 17, 2024, at 4 p.m.**

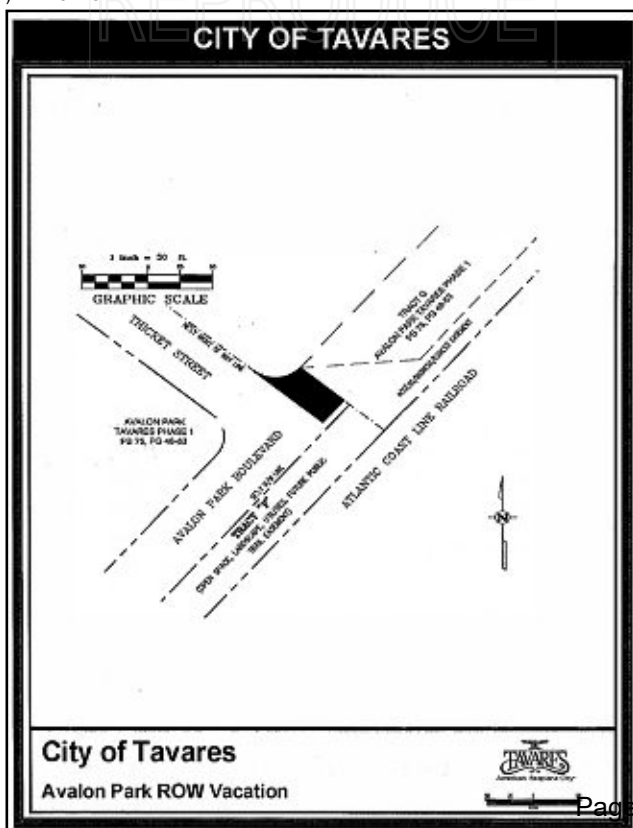
All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Resolution 2024-14 can be obtained from the office of the city clerk, and may be inspected by the public between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinance. It is City Council policy to limit discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Antonio Fabre, Community Development Director, at (352) 742-6416.



**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 9

**SUBJECT TITLE: Tavares Public Library Patron Guidelines and Standards of Conduct
(Community Services)**

OBJECTIVE:

To establish guidelines and conduct standards to be followed within the Tavares Public Library.

SUMMARY:

In order to ensure the rights and safety of both the library patrons and staff, specific conduct guidelines and standards are needed to govern the behavior within the Tavares Public Library. These guidelines and standards of conduct will provide specific procedures for staff and serve to maintain an atmosphere conducive to library objectives.

Upon City Council direction, staff will post these adopted guidelines and standards of conduct in the library and on the City's website for the public's view.

OPTIONS:

1. Approve the Patron Guidelines and Standards of Conduct governing the use of the City of Tavares Public Library and authorize staff to update as needed.
2. Do not approve.

STAFF RECOMMENDATION:

Option 1: Approve the Patron Guidelines and Standards of Conduct governing the use of the City of Tavares Public Library and authorize staff to update as needed.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Guidelines - Library

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 10

SUBJECT TITLE: Tavares Recreation Department Facilities and Sports Parks Visitor Guidelines and Standards of Conduct (Community Services)

OBJECTIVE:

To establish guidelines and conduct standards to be followed for the City of Tavares Recreation Facilities and Sports Parks.

SUMMARY:

In order to ensure the rights and safety of both visitors and staff, specific conduct guidelines and standards are needed to govern the behavior at the recreation facilities and sports parks. These guidelines and standards of conduct will provide specific procedures for staff and serve to maintain an atmosphere conducive to the Recreation Department's objectives.

Upon City Council direction, staff will post these adopted guidelines and standards of conduct at the facilities and on the City's website for the public's view.

OPTIONS:

1. Approve the Visitor Guidelines and Standards of Conduct governing the use of the City of Tavares Recreation Facilities and Sports Parks, and authorize staff to update as needed.
2. Do not approve.

STAFF RECOMMENDATION:

Option 1: Approve the Visitor Guidelines and Standards of Conduct governing the use of the City of Tavares Recreation Facilities and Sports Parks, and authorize staff to update as needed.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Guidelines - Recreation

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 11

SUBJECT TITLE:

Award Invitation to Bid Number 2024-0003 for Lake Hermosa Booster Pump Project to the Lowest Responsive Bidder (Finance)

OBJECTIVE:

To approve and award the recommended lowest responsive bidder for the Lake Hermosa Booster Pump Project, ITB No. 2024-0003, and authorize staff to negotiate a contract contingent upon additional FDEP State Revolving Loan Funding for the Project.

SUMMARY:

On February 4, 2024, the City of Tavares advertised an Invitation to Bid for the Lake Hermosa Booster Pump – Invitation to Bid (ITB) No. 2024-0003. Four (4) companies responded with L7 Construction of Longwood, Florida being the lowest bidder at \$10,357,000.00. The City's engineering firm for the project, Arcadis US, Inc., has reviewed the lowest bidder's proposal and has recommended approval. A recommendation letter from Arcadis US, Inc. is attached.

The four responses received to Invitation to Bid 2024-0003 for the project are as follows:

L7 Construction 275 Hunt Park Drive Longwood, FL 32750	\$10,357,000.00
Prime Construction Inc 1000 Jetstream Drive Orlando, FL 32086	\$10,374,740.00
Sawcross Inc 10940 New Berlin Rd Jacksonville, FL 32226	\$10,900,000.00
US Water Services Corporation 2564 Connection Point Oviedo, FL 32824	\$12,248,877.00

On October 4, 2023, the City Council authorized State Revolving Loan Fund (SRF) Loan 350981 in the amount of \$ \$7,235,190 to fund the project (\$5,788,151 designated for loan repayment, and \$1,447,038 designated for loan principal forgiveness).

As this project is funded through FDEP State Revolving Loan Funds, Florida Department of Environmental Protection (FDEP) approval of the recommended bid from the lowest responsive bidder was required. The Utility Director received award approval from FDEP on June 18, 2024 (attached) to award the bid to L7 Construction.

A Loan increase from FDEP State Revolving Loan Funds to cover the additional costs will go before the August SRF Meeting in Tallahassee. A loan amendment will be provided to the City after the August SRF Meeting.

Final submission of the scope of service by this company has been reviewed by staff and by the engineer and has met compliance in all areas.

Staff recommends award of Invitation to Bid (ITB) 2024-0003 to L7 Construction in the amount of \$10,357,000 contingent on receiving additional SRF financing for the project (loan funding amendment).

OPTIONS:

1. **Motion to Award** Invitation To Bid 2024-0003 for the Lake Hermosa Booster Pump Project to the recommended low bidder, L7 Construction, contingent on receiving additional SRF Funding and authorize staff to negotiate and execute a contract.
2. Do not approve.

STAFF RECOMMENDATION:

1. **Motion to Award** Invitation To Bid 2024-0003 for the Lake Hermosa Booster Pump Project to the recommended low bidder, L7 Construction, contingent on receiving additional SRF Funding, and authorize staff to negotiate and execute a contract.

FISCAL IMPACT:

SRF Loan Funding: \$7,235,190 (\$1,447,038 of this amount is designated loan forgiveness.)
SRF Loan Amendment in progress: \$3,121,810 (estimated)

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. OrlandoSentinel_Publication_ITB 2024-0003OSC_7577697_Affidavit
2. ITB2024-0003 Arcadis Letter of Recommendation
3. FDEP SRF Letter Authorizing Award to L7 Construction Inc 06182024
4. L7 Bid Summary for Agenda
5. Prime Bid Summary for Agenda
6. Sawcross Bid Summary for Agenda
7. U.S.Water Services Bid Summary for Agenda

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 12

SUBJECT TITLE: Budget Workshop - General Fund Presentation (City Administrator)

OBJECTIVE:

To deliver, present, and discuss the General Fund Budget for the Fiscal Year 2025 (October 1, 2024, through September 30, 2025).

SUMMARY:

The City of Tavares operates and oversees several enterprises including:

1. **General Government:** Police, Fire, Emergency Management, Recreational Parks, Multiple Nature Parks, A County Regional Park Complex located off Woodlea Road (West Campus) and off David Walker Road (East Campus), City-Wide Beautification America-In-Bloom Program, Public Library, Street Paving & Sidewalk Program, Street Lighting, Traffic Intersection Signalizations, Golf Cart street friendly Program, Street Addressing and City Gateway & Directional Signage Program, Street Corridor Landscaping Program, City Vehicle Fleet Maintenance Program, Public Works, City Administration, City Finance, City Budgeting Department, Procurement Department, Information Technology Department, Building Permitting, Building Inspections, Code Enforcement, City Planning Services, Public Records Retention, Public Meeting Minutes Notation and Recording, Human Resources Department, Employee benefits and Recruitment Program, Public Communications, City Council Meetings, City Meeting Live Streaming Productions, Website and Social Media Program, Historical Museum, Economic Development, City Marina, Seaplane Base, Grant Programs, Public Infrastructure Insurance and Risk Management, Workers Compensation, Auto and General Property Liability Program, Pavilion on The Lake Special Events and Wedding Facility, Two Community Civic Centers, Senior Service Programming, adult and Youth Recreation Programs, Splash Park, Play Grounds and exercise stations, Volleyball courts, boat ramps, Community Parades, Fireworks and Special Events, Planning and Zoning and Wooton Wonderland.
2. **Utilities:** Sewer Plant, Water Plant, Reclaimed Water Plant, water distribution system, sewer collection system, a reclaimed water distribution system and a utility bill collections department, and a fully certified wastewater, water and public health Laboratory.
3. **Stormwater:** A stormwater retention, detention, collection, maintenance system, right of way mowing and tree trimming maintenance department. Street Sweeping program.
4. **Garbage & Recycling collection system:** A residential garbage collection program, recycling program, and commercial garbage collection program.
5. **Capital Program:** A five (5) year capital program utilizing grants and other sources of funds to replace and build public infrastructure.

At this first budget workshop, the Finance Department will present the General Fund Proposed Budget (#1 above), and at the following budget workshops, the remaining enterprises #2-#5 will be presented.

The City Council previously developed broad budget priorities for the City Administrator to use as guiding

principles in developing next year's FY 25 proposed budget (see attached).

The City Administrator, Finance Director and Budget Department have worked with each Department Director to develop departmental budgets which have been incorporated into this General Fund budget. To achieve a balanced budget, some proposed items were cut and are reflected in the attached comprehensive "FY 2025 Cut List" and where many of the Council's goals have been met, not all of them have been met. As in previous years, the cut list is organized into several categories:

1. **"Reduction"** means the item is still in the proposed FY 25 budget and the City Administrator has reduced the amount that was requested by the Department Director.
2. **"Cut"** means the City Administrator has removed the entire item from the budget.
3. **"Similar"** means the item was provided for in the prior year.
4. **"Enhanced"** means the item is a higher level of service than provided for in the prior year.
5. **"Personal Services"** means a new position
6. **"Operating Expenses"** means general operating and maintenance expenses
7. **"Capital Equipment"** means operating and maintenance equipment over \$5,000 in value and more than a three-year lifespan.
8. **"Capital Projects"**: Over \$5,000 in value and generally requires designing, engineering, bidding, construction or fabrication and project oversight during the procurement, construction and installation process.
9. **"Debt Service"** The annual cost of the repayment toward a loan for a capital item.

It is recommended that the City Council review the Cut List closely. While the items on the cut list were initially identified by the City's professional Department Directors as necessary for efficiency and productivity, they were ultimately removed by the City Administrator to maintain a balanced budget and align with the Council's goals. The cut list includes some items that were reflected in the City Council's goals that were cut to maintain a balanced budget.

Proposed Budget Highlights:

1. A Similar Level of Service is achieved and presented as directed by Council. (Note: New and enhanced levels of service were not included – **See Exhibit B cut "Enhanced" items**)
2. The FY 25 budget is increased by 6.92% over the current year's FY 24 Adopted Budget to maintain a similar level of service while keeping up with increases in cost, including health insurance (estimated at 4% increase), property insurance (estimated at 25% increase), and workers' compensation (estimated at 10% increase) and inflation.
3. The Debt Service millage property tax rate is decreased from .1817 down to .1601.
4. The General Fund millage property tax rate is increased from 6.5950 to 6.9500 mills. This equates to an increase of \$50 per year or \$4.17 per month on a homesteaded house valued at \$200,000 next year over this year for this proposed budget (Debt Service rate reduction included). The increase equals \$582,927 for the General fund, which is approximately the amount needed to cover the six (6) proposed new additional Police and Fire Department positions.
5. The Government Finance Officers Association (GFOA) recommendation of two (2) months General Fund reserves is exceeded by 1.38 months to 3.38 months, totaling \$7,765,913 in General Fund Reserves. The additional 1.38 months equates to \$3,173,251 and has been recommended and put in place to cover higher than normal fluctuating inflation rates and higher than normal predicted storm events.
6. The Fire Assessment is level funded (no rate increase).

7. Employee raises are established at 8.0%.
8. The increased healthcare costs are shared by employees and employer.
9. Six new Public Safety positions are proposed for Police (2) and Fire (4).
10. Six new General Funded positions are proposed as follows: 2 for Public Works, 1 for Parks, 1 for Recreation, 1 for Library and 1 for Special Events.
11. Citywide Street paving is proposed at \$400,000.

Proposed Property Tax Millage Rate with a Balanced Budget:

This proposed budget is balanced and reflects a slight property tax millage rate increase of 5.5% from 6.5950 to 6.9500.

This was necessary to fund the six (6) new Police and Fire Department positions along with others. It should be noted that the Council has lowered the tax rate consistently for the past five (5) straight years in a row and this short-term one time 5.38% bump-up was necessary to keep pace with Public Safety staffing needs, inflation as well as much needed and put-off positions in Public Works, Parks, Recreation, Library and Special Events departments. The city has grown from 10,000 people to over 21,000 people over the past decade and a half, adding a hospital and many new businesses. The County's Governmental Campus uses many City Services but pays no taxes for those City Services. The time has come to staff up slightly to service the residents, business community, and County Governmental campus with proper policing and firefighting protection. It is hopeful that in the ensuing years the city will be in a position to resume lowering the rate again as it has done so for the past five (5) years. It should also be noted that the Fire Chief continues to apply for Firefighter grants which, if awarded, will lower the amount of dollars needed from the General Fund to cover the proposed firefighter positions.

The debt service tax rate decreased again for the 7th year in a row from .1817 mills down to .1601 mills (a 12% decrease). At the proposed property tax rate, homeowners with a house valued at \$150,000 and standard homestead exemption would pay \$711 per year or \$59 per month in City Ad Valorem Property Taxes for the budget that is before Council for FY 2025.

This first budget workshop on July 17, 2024, is to deliver, present and discuss the General Fund budget. The second budget workshop on August 7th, 2024, is to deliver, present, and discuss the enterprise funds (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, Pavilion on the Lake) and discuss this General Fund Budget. A high-level overview of Special Revenue Fund budgets will also be presented.

The maximum tentative millage rate will be set at the first budget workshop on July 17, 2024, after the budget presentation is delivered. A third Council budget workshop is scheduled for August 21, 2024, to discuss all budgets and the Five (5) Year Capital Improvement Plan, followed by two Public Hearings on the budget on September 4, 2024, and September 18, 2024.

Current estimates are expected to change over the next couple of weeks for State Shared revenues, general liability insurance, workers' compensation insurance, and firefighter grants. As new estimates become available, and grants are awarded, staff will update the budget, and provide a listing of updated estimates and the effect on the proposed budget to the City Council.

It is recommended the Finance Director present details of the General Fund budget to the Council, department by department.

OPTIONS:

1. Receive the General Fund Budget
2. Do not receive the General Fund Budget

STAFF RECOMMENDATION:

It is recommended the Finance Director present the General Fund budget (expenses and revenues) department by department during which and/or after which, the Council can ask pertinent questions or make pertinent comments related to the budget or the current budget cuts or reductions.

FISCAL IMPACT:

The Fiscal Year 2025 Proposed Budget is balanced as presented.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 13

SUBJECT TITLE: Budget Workshop – Setting of Maximum Tentative Millage Rate (City Administrator)

OBJECTIVE:

To discuss the Fiscal Year 2025 General Fund Budget and set the maximum tentative millage rates for the General, and Voter Debt Service Funds.

SUMMARY:

The General Fund budget was presented earlier at this City Council meeting. The maximum tentative millage rate will be set at this meeting. The Utility and Special Revenue Fund budgets will be presented at the next City Council meeting on August 7, 2024. The Five-Year Capital Plan will be delivered, presented and discussed at the August 21, 2024, budget workshop.

Two Public Hearings on the budget are scheduled for September 4, 2024, and September 18, 2024.

Once the City Council sets the Maximum Tentative Millage Rate, it may be decreased as the budget process continues; however, **it may not be increased.**

- The proposed General Fund millage rate of 6.9500 mills represents an increase from the prior year of 0.355 mills (6.9500 - 6.5950), a 5.38% increase over the prior year, and 15.52% above the estimated rollback rate of 6.0162 mills.
- The proposed Voted Debt Service millage rate of .1601 mills represents a decrease from the prior year of .0216 mills (.1817 - .1601), a 11.89% decrease over the prior year.
- The total increase is .3334 mills which is a 4.92% total increase over the prior year adopted millage rates.
- This increase equates to an increase of \$50 per year or \$4.17 per month on a homesteaded house valued at \$200,000 next year over this year. The increase generates \$582,927 which is approximately the amount needed to cover the six (6) proposed new additional Police and Fire Department positions.

OPTIONS:

Option 1: Set the Maximum Tentative Millage Rate at 6.9500 mills, and the Maximum Tentative Voted Debt Millage Rate at 0.1601 mills.

Option 2: Council discussion about setting the Maximum Tentative Millage Rates at different rates.

STAFF RECOMMENDATION:

Option 1: Move to set the Maximum Tentative Millage Rate at 6.9500 mills, and the Maximum Tentative Voted Debt Millage Rate at 0.1601 mills.

FISCAL IMPACT:

The proposed millage rates for the General Fund (6.9500) and the Voted Debt Service Fund (.1601) represent an increase over prior year adopted rates of 4.92%.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 14

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting and Budget Workshop	August 7, 2024, 4:00 p.m., Tavares City Council Chambers (Enterprise Funds and Special Funds Presentation) August 21, 2024, 4:00 p.m., Tavares City Council Chambers (CIP Presentation)
Planning and Zoning Board Meeting	August 15, 2024, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	October 9, 2024, 4:00 p.m., Tavares Civic Center
Code Enforcement Special Magistrate Hearing	August 27, 2024, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	August 9, 2024, 12:00 noon, Mount Dora Golf Course, 1100 South Highland Street, Mount Dora
Lake Sumter MPO Governing Board Meeting	October 23, 2024, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	July 24, 2024, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2024 City Event calendar is attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares_EventCalendar_2024

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
7/17/2024**

AGENDA TAB NO.: 15

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.