



**TAVARES CITY COUNCIL
MEETING MINUTES
OCTOBER 21, 2020 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

Amanda Boggus, Mayor
Lori Pfister, Vice Mayor
Lou Buigas, Council Member
Troy Singer, Council Member
Roy Stevenson, Council Member

STAFF PRESENT

John Drury, City Administrator
Bob Williams, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
James Dillon, Public Works Director
Phil Clark, Utilities Director
Crissy Bublitz, Human Resources Director
Mark O'Keefe, Public Communications Director

I. CALL TO ORDER

Mayor Boggus called the meeting to order at 4:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Morgan Flagler, First Baptist Church of Tavares

Pastor Morgan Flagler, First Baptist Church of Tavares, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mr. Drury said he will be adding an update on Cares Act Funding Program under Old Business.

MOTION

Troy Singer moved to approve the Agenda with changes, seconded by Lou Buigas. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

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

Attorney Williams said there was one quasi-judicial matter before Council, Tab 6 [Ordinance 2020-07 LSFLUM – Green Property, 119.57 Acres Located at 27521 SR 19.] He gave the oath to those who wished to provide testimony.

Attorney Williams asked the Council if they had any exparte communications to disclose. The following disclosures were made.

Council Member Buigas, Council Member Singer, and Mayor Boggus said they had a conversation with a resident, and received email correspondence.

Attorney Williams asked the audience if they had any questions for the Council Members regarding their exparte communications. There were none.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Ordinances and Resolutions by title only:

RESOLUTION 2020-22

A RESOLUTION OF THE TAVARES CITY COUNCIL, LAKE COUNTY, FLORIDA SUPPORTING THE DESIGNATION OF A PORTION OF STATE ROAD 19 (S.R.19) IN MEMORY OF FORMER TAVARES RESIDENT SERGEANT FIRST CLASS MICHAEL C. ATEN, U.S. ARMY RETIRED; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2020-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) STATE REVOLVING FUND (SRF), ADOPTION OF THE WATER FACILITY PLAN FOR THE

**IMPLEMENTATION OF WATER DISTRIBUTION SYSTEM
IMPROVEMENTS, EFFECTIVE THIS DATE.**

RESOLUTION NO. 2020 – 24

A RESOLUTION OF CITY OF TAVARES, FLORIDA; AUTHORIZING THE ACCEPTANCE OF THE DONATION OF REAL PROPERTY FROM LAKE COUNTY, FLORIDA; AND PROPERTY IS LOCATED AT 870 MANSFIELD ROAD IN TAVARES, FLORIDA; AND PROPERTY IS IDENTIFIED IN THE LAKE COUNTY PROPERTY TAX ROLL RECORDS AS ATERNATE KEY 1686733; PROVIDING FOR CONFLICTS, SEVERABILITY, and EFFECTIVE DATE.

ORDINANCE 2020-07

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020; PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 119.57 ACRES OF LAND LOCATED AT 27521 STATE ROAD 19 FROM COUNTY RURAL TRANSITION TO CITY LOW DENSITY (LOW) AND WETLAND AND CONSERVATION (CONS); PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2020-11

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS; BY AMENDING CHAPTER 8, SECTION 8-12 (A)(5) DESIGN AND MAINTENANCE; REQUIRING THAT ALL FENCES BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS, SECTION 8-12 (A)(6), FENCES IN RESIDENTIAL DISTRICTS; SECTION 8-12 (A)(7), FENCES IN NON-RESIDENTIAL DISTRICTS; CHAPTER 11 LANDSCAPE AND BUFFER REGULATIONS TABLE 11-A BUFFER TYPES; INCREASING THE MAXIMUM HEIGHT OF FENCES TO EIGHT FEET WHERE RESIDENTIAL DISTRICT PROPERTY ABUTS INDUSTRIAL (I) ZONING OR PUBLIC FACILITIES DISTRICT (PFD) ZONING, SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

VII. CONSENT AGENDA

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 2, approval of the September 2, September 3, September 16, October 7, and October 15, 2020 City

Council Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 2. Approval of City Council Meeting Minutes

Approved under the Consent Agenda.

VIII. RESOLUTIONS

Tab 3. Resolution 2020-22 – Road Designation Support for SFC Michael C. Aten

Mr. Drury made the following presentation:

Tavares resident Diane Aten has requested that the City issue a resolution in support of her request to the State of Florida to get a portion of State Road 19 after her late husband Sgt. First Class Michael Aten. The road portion named would be Hwy 19 from Lane Park Cutoff road going towards Howey in the hills to the intersection at Mission Inn.

Mr. Drury said Resolution 2020-22 is a designation request, and not a road name change. He said it is a state-owned road and the Florida Legislature requests resolutions from city's and county's reflecting support. Once Ms. Aten receives all of the resolutions needed she will begin to petition the state for a road designation.

Diana Aten, 714 N. St. Clair Abrams, Tavares, provided Michael Aten's background information including his extensive service in the U.S. Army from 1986 to 2012. She said Mr. Aten was a servant to his country as well as his community. She thanked the Council for the opportunity to speak as well as their assistance in her pursuit of a road designation by the Florida Legislature.

Velma Dawson, 15802 Oak Glen Way, Mother of SFC Michael C. Aten, Tavares, thanked the Council and staff for their assistance and said she was honored to come before Council to express her desire for a road designation in honor of Mr. Aten. Ms. Dawson provided examples of Mr. Aten's positive interactions and impacts on the people he met throughout his life.

Kathryn Wilgurt, 2880 Southland Road, Mt. Dora, said she is a combat nurse veteran and met Mr. Aten after their service. She said he lived his life in service for others and he is a reminder to be a better neighbor to all. She said the Council will not regret honoring his service.

Paul Imordino, 2880 Southland Road, Mt. Dora, said Mr. Aten is a true American Hero. He asked those present to recognize his years of service to the country.

Mayor Boggus asked for comments from the Council.

MOTION

Lori Pfister moved to approve [Resolution 2020-22], seconded by Roy Stevenson.

Council Member Singer thanked those who shared Mr. Aten's story. He noted his appreciation for Mr. Aten's service to the country and community and thanked those present who served in the military.

The motion carried unanimously 5-0.

Tab 4. Resolution 2020-23 – Lake Hermosa Booster Pump Facilities Plan

Mr. Clark made the following presentation:

Lake Hermosa Region is the northern portion of the City that includes Advent Health Waterman, the existing developments of Etowah and Atwater, Pinecrest School, and Avalon Park Village (a planned 155-acre development that will include approximately 1,100 residential units, and a mixed-use community on the shores of Lake Hermosa). The City has a history of lower water pressure in the area surrounding the hospital due to higher elevations. Hydraulic water modeling was used to consider options for increasing water pressure to the region and providing for future development on the City's water system. Three alternatives were considered in the Facility Plan:

- 1. Construction of a booster pump station, ground storage tanks, and transmission line to fill the tanks.*
- 2. Construction of a 20" water main segment in the region.*
- 3. No improvements.*

Results of the modeling showed that alternative one is needed to boost pressures to the required and desired levels in the Lake Hermosa Region under all flow conditions. The fiscal impact is approximately \$4.42 million dollars. Staff recommends approval.

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

Mayor Boggus asked for comments from the Council.

Council Member Stevenson asked for the funding source for the project. Mr. Drury said two years ago the city updated the Utility rate schedule. The plan brought before Council provided a five-year rate schedule that included a capital program of all projects. One project included in the plan was Avalon Park with \$5 million dollars to address water pressure issues in the area. At that time the engineering was not complete, and after the plan was approved by the Council Avalon Park then began to invest and move forward with their project with the knowledge that the water pressure project would be completed within three to five years. The modeling has been completed and includes the estimated cost presented. The city will apply to the State

Revolving Loan Fund (SRF) program for the project. Funding will come back in the form of grants and twenty-year loans. The debt service is included in the Utility Rate Study and the Utility rates are set to handle the capital improvement. The SRF loan will come before Council within the next year and the design will then be completed. Construction will begin the following year. The loan will also be paid through impact fees for those who connect to the water pressure line. Mr. Drury said the people who use the water and sewer for the next twenty years will contribute their fair share to the cost.

Council Member Stevenson asked if the project will allow the expansion of controlled growth in the area. Mr. Clark confirmed.

Council Member Buigas asked if Avalon Park would be able to build if not approved. Mr. Clark said the city could not support the growth of over two hundred outside of Atwater. Council Member Buigas asked if the economy dips and growth does not happen would the City not have to spend \$4 million dollars. Ms. Houghton said the facility plan and schedule reflects a loan for the design portion which will come back before Council for approval. If the design is complete there will be an inclusion process with SRF on the list as a funding source for the construction portion which would also come back to Council for approval. Each segment will come back before Council and if there is something dramatic or drastic in the economy the Council will have wiggle room. Mr. Drury confirmed the design portion will come before Council in 2021. Ms. Houghton noted the portion before Council for approval is the facilities plan that will go to SRF in Tallahassee where a public hearing will be held, and Tavares will be on the inclusion list for design loans to be applied for in January 2021.

Vice Mayor Pfister asked if the project will work. Mr. Clark confirmed.

Council Member Singer asked if the Booster Pump Station will also assist with the Atwater project. Mr. Clark confirmed. Council Member Singer asked if Atwater is one of the largest tax contributors to the City. Mr. Drury said Atwater is the largest tax contributor to the city.

Mayor Boggus asked why the city prefers the booster pump station rather than the 20" main. Mr. Clark said the 20" main would supply enough for existing homes and businesses and is not sufficient.

MOTION

Lori Pfister moved to approve the Lake Hermosa Region Booster Pump Station Facility Plan, seconded by Roy Stevenson. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 5. Ordinance 2020-11 – Amendment to Land Development Regulations Chapter 8 & 11 – Increasing Maximum Fence Height to 8'

Mr. Fitzgerald made the following presentation:

City of Tavares Land Development Regulations currently limit the maximum height of fencing in all zoning districts to six feet. City staff received a request from a Tavares citizen for consideration of increasing the maximum height of fences from six feet to eight feet where residential property abuts Industrial (I) or Public Facilities District (PFD) zoning. The City of Tavares has pre-existing conditions where residential development abuts Industrial and/or Public Facilities District property without being physically separated by buffering that would be required with new development.

The intensity of uses permitted on Industrial and Public Facilities District property is inherently incompatible with residential areas particularly regarding aesthetic impact on residential areas. City of Tavares zoning regulations promote the functional compatibility of property uses and zoning-based separation. Ordinance 2020-11 proposes increasing the maximum height allowance of fences to eight feet for the zoning conditions described, would serve to enhance zoning separation, and offers residents an option for preserving residential character and the aesthetic quality of their residential property. Ordinance 2020-11 also includes a provision that all fences shall be installed according to manufacturer's instructions.

At their September 17th meeting the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2020-11.

Staff recommends that City Council moves to approve Ordinance 2020-11 amending the City's Land Development Regulations Chapter 8, Section 8-12, and Chapter 11 Table 11-A, increasing the maximum height of fences to eight feet where residential district property abuts Industrial (I) or Public Facilities District (PFD) zoning.

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

Mayor Boggus asked for comments from the Council.

Council Member Buigas said she is concerned with 8' tall fences. She said she was concerned that there are no building codes for fences and recognized that including the manufacturer installation protocol helps address the issue. Council Member Buigas said she hopes the city is diligent in following that protocol and said if an 8' fence is

installed the same as a 6' fence it may become a projectile in a wind storm. She stated for the record that this is her concern and would like to ensure the change is followed by the guideline.

Attorney Williams said the Planning and Zoning Board Chairman had the same concerns, and the consensus was that the addition of the manufacturer's instructions is a good safeguard. Mr. Fitzgerald asked if a property owner chooses to not follow the manufacturers specifications would it be a civil matter for that individual. Attorney Williams asked if fences are inspected. Mr. Fitzgerald said fences are not inspected for zoning. Council Member Buigas said the installation or post footer is not inspected which is her concern. Attorney Williams said not following the manufacturer's instructions would be a violation of building code or ordinance, and would be enforceable by Code Enforcement. He limitations of enforcement unless a fence falls or improper installation is witnessed by the Code Enforcement Officer. Council Member Buigas said it should fall under the Building Official as it would be in regards to the installation of a fence. Attorney Williams said it could be either and noted the Code Enforcement Officer can enforce violations of ordinances.

Council Member Singer asked how the issue came about and if installing an 8' fence is required or optional. Mr. Fitzgerald said an 8' fence is optional and would not be a retroactive requirement. He said the request was made by a Tavares resident who has property that abuts both industrial and public facilities and felt an 8' fence would help preserve their residential character.

MOTION

Troy Singer moved to approve Ordinance 2020-11, seconded by Roy Stevenson. The motion carried unanimously 5-0.

Tab 6. Ordinance 2020-07 LSFLUM – Green Property, 119.57 Acres Located at 27521 SR 19

Mr. Fitzgerald made the following presentation:

Ordinance 2020-07 proposes a large-scale amendment to the Future Land Use Map 2020 of the Comprehensive Plan.

The subject property (Parcel Alternate Key Numbers 1208106 & 2847336) is 119.57 acres in size, located at 27521 State Road 19. This ordinance would amend the current Future Land Use Designation from County Rural Transition to City Low Density (LOW) and Wetland and Conservation (CONS).

The city is required to place a future land use designation on annexed property. The subject property is currently designated County Rural Transition. A City Low Density Residential designation (5.6 DU/Acre) is compatible with surrounding property. All

wetlands determined to be greater than one (1) acre in size shall be designated as Wetland and Conservation (CONS).

Lands surrounding this property are residential in nature.

The property contains one single-family home. Prior to any development, an approved site plan will be required. All applicable surveying, environmental assessments, and permitting must be in place before the site plan is approved. Any proposed development project will be required to connect to city water and wastewater utilities.

The subject property is located in the City's Utility Service Area. The City of Tavares has municipal water and sewer services available to the subject parcels and any new development on this property must connect to city utilities. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

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

- 1. A Low Density Residential, and Wetland and Conservation Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.6.*
- 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) has reviewed the proposed amendment and identified no comments related to the proposed amendment.

At their July 16th meeting the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2020-07.

Staff recommends that City Council moves to approve the adoption of Ordinance 2020-07 Future Land Use Map amendment from County Rural Transition to City Low Density Residential (LOW) and Wetland and Conservation (CONS) for 119.57 acres of property located at 27521 State Road 19.

Mr. Drury said 55% of the property will be in conservation forever. Mr. Fitzgerald confirmed and said any changes to the development and site plan would be vetted by staff.

Ed Holder, 11312 Dead River Road, Tavares, asked why staff is recommending a change in the Comprehensive Plan when the Updated plan is under review at the state level. He asked why Tavares would like more residential growth, and said for every dollar collected in residential taxes it costs \$1.21 to provide services. Mr. Holder asked why the city does not require the builder to invest their monies in projects like the Lake Hermosa Booster Pump rather than the city and felt further growth would not cause taxes to go down. He recommended putting in a service road between the existing developments and this new development to Royal Harbor with one red light.

Mr. Fitzgerald said the city currently operates under an active Comprehensive Plan and is in the process of creating a new Comprehensive Plan. The City can still act on the current plan and is required to designate a Future Land Use designation on annexed property. He said Ordinance 2020-07 changes the Future Land Use designation for the subject property that has been annexed from the County from rural transition to low density residential. The comprehensive plan map will be changed, and not the comprehensive plan itself as it is overlaying a future land use on an annexed piece of property. He said Tavares is a desirable place to live and noted there are approximately 1000 people moving to the Florida per day. The city has the services to handle the capacity. The development is slated to be 133 single family homes. Mr. Fitzgerald said the first question he asked was in regards to the Royal Harbor intersection. He said the property owner who owns the service road that aligns with Royal Harbor was not interested in discussion and staff worked diligently in an attempt to achieve the access road.

Mr. Drury said the development is the lowest density and is compatible with the surrounding properties that are low density city designations. He said there is also a large park owned by the Lake County Water Authority that he does anticipate being developed and is compiled of soccer fields and open space.

Mayor Boggus asked for comments from the Council.

Vice Mayor Pfister said she met with Mr. Holder about the project. She asked if Council was advised when Atwater was approved that we would spend \$5 million dollars on a water pump. Mr. Drury confirmed. She said she has now met with people she represents who do not want the project. She said Tavares does not need anymore residential and instead needs more business, and is not sure Tavares can get more business without more people. You need a population and road traffic to bring people in. She said the City could focus on more manufacturing and noted she is conflicted on the proposed development.

Council Member Buigas said Tavares has an issue with workforce housing. She noted Amazon has a facility in the area and the Sunday Cool staff make nice salaries and have to move to other areas to live. She noted her support for a well-planned neighborhood that will have over 50% wetlands and existing utility infrastructure. She said the City has to grow carefully, but if there is no growth the City will perish. Mayor Pfister said she is concerned with the traffic on SR19 and school capacity.

Council Member Buigas asked if the development is a 55 and older community. Mr. Fitzgerald said no.

Mayor Boggus asked when SR 19 is scheduled to be widened. Mr. Drury said ten years. He said SR 19 will be widened to four lanes and another bridge will be added. He said public meetings were held four years ago when it was indicated that it would be ten years before the road widening is completed to four lanes.

MOTION

Troy Singer moved to approve, seconded by Roy Stevenson. The motion carried 4-1 as follows:

Amanda Boggus:	Yes
Lori Pfister:	No
Lou Buigas:	Yes
Troy Singer:	Yes
Roy Stevenson:	Yes

X. GENERAL GOVERNMENT

Tab 7. Tavares Christmas Celebration Event Update

Mr. Aldrich made the following presentation:

Due to the recent Coronavirus pandemic, extra precautions and social distancing recommendations are being developed to create the safest environment possible for our upcoming Tavares Christmas Celebration on Saturday, December 5, 2020. A number of adjustments are currently being planned with the safety of our staff and the public in mind:

- Parade route will double in size, expanding the public viewing areas to include both Main Street and Ruby Street.*
- Signage will be posted throughout the event, promoting social distancing, hand washing, and face coverings.*
- Social distancing markers – “snowflakes” – will be painted along the shoreline of Wooton Park.*
- Extra hand sanitizer stations – “SANTA-tizers” – will be placed at each entrance of the park.*
- City staff – “SANTA-tation Workers” – will clean the park restrooms frequently.*

Additionally, leading up to the event children will be encouraged to write letters to Santa and drop them off at our oversized mailbox in the Tavares Public Library. Letters will then be assembled and given to Santa upon arrival in Tavares.

Santa will anchor our parade as usual the night of our event, but will have a seaplane send-off ceremony to a barrage of fireworks as opposed to a welcome ceremony as typical in previous years. Santa will then be able to speak to children in the park, virtually, through a video projection system as he reads the letters that were prewritten and collected at our library.

Other features such as live entertainment, ice skating, interactive stilt walkers, and more will be peppered throughout Tavares Square, Wooton Park, and other areas of downtown.

Mayor Boggus asked for comments from the audience.

David Serdar, 66 Wintergreen Drive, Fruitland Park, stated his support.

MOTION

Lori Pfister moved to approve the initial plans for the Tavares Christmas Celebration, seconded by Lou Buigas.

Vice Mayor Pfister commended Mr. Aldrich on his efforts.

Council Member Buigas asked for the length of the Santa video. Mr. Aldrich said Santa will interact with the audience for two hours during the event from 7:00 to 9:00.

Council Member Stevenson asked if the lights could be installed prior to November 15, 2020. Discussion was held regarding dates for the Christmas lights and parade. Council Member Stevenson noted his support for enjoying the lights as long as possible due to the difficult year.

Council Member Singer said this year everyone needs a little Christmas spirit and noted his support. He thanked Mr. Aldrich for his efforts.

The motion carried unanimously 5-0.

Tab 8. Tavares History Museum Update

Mr. Aldrich made the following presentation:

At a meeting on February 19, 2020, the Tavares City Council voted to locate the new Tavares History Museum in the Wooton Park Train Station. Since that meeting, the train operators have vacated the space, renovations were made to the interior consisting of replacement flooring, painting, and removal of the half-partition wall. Additionally, the exterior was cleaned and security cameras were installed.

Staff has worked to develop a plan, including a mission statement and vision, toured neighboring museums, and worked with the Tavares Historical Society to create a sustainable operation strategy to open the museum within the next six months.

Today, we are seeking your direction and approval on some of the key points of interest in moving our operational plan forward. Outlined below are four topics for your discussion and direction:

1. Mission Statement – The Tavares History Museum’s mission is to acquire, document, protect, preserve, and exhibit in innovative and interactive ways the unique history which reflects the story of the City of Tavares for the benefit of residents and visitors.

Vision Statement – The Tavares History Museum will be a vibrant social and cultural centerpiece of the downtown displaying relevant artifacts depicting the history of Tavares, and serve as a resource for historians and educators to provide educational and cultural programs for the public.

Staff is seeking the council’s direction to adopt or edit both the mission statement and vision statement for the Tavares History Museum.

2. Staff has a target date to open the Tavares History Museum to the public by April 1, 2021. In order to properly staff the museum at the time of opening to the public, staff will seek to recruit volunteers from the community to serve as museum operators during times we are open to the public. A full-time Museum Curator will be included in the FY’22 budget for your approval.

Staff is seeking the council’s approval on the targeted opening date and the use of volunteers to serve as museum operators.

3. Moving forward, the Tavares Historical Society will act in an advisory role to the History Museum. Staff will work with board members from the Historical Society to transfer artifacts from their possession to the City. At the time of transfer, all artifacts will be inventoried, documented, and labeled by City staff through an agreed upon intake process. The artifacts that were transferred will then become the property of the City, with full care, custody, and control.

Staff is seeking approval from the council to have full authority to accept or reject the artifacts from the Tavares Historical Society into the City’s possession, based on factors such as fiscal considerations, storage or display capabilities in the best interest of the City.

4. The Russ family, long-time residents of Tavares at 1613 Orange Avenue, have expressed interest in donating their hand-made, 130 sq.ft. model train village to the Tavares Historical Society for display and interaction in the City’s new museum. Once donated to the Historical Society, their plan is to transfer the train

village over to the City along with the other artifacts to exhibit in the new museum.

The train set-up is quite the display. The family built it themselves, piece-by-piece over the past 25 years inside their home. It includes multiple trains of various size, interactive model figurines along the train routes, and special effects such as flashing lights, a ferris wheel and railroad crossing signs. It is built on plywood boards with each feature intricately glued down on top of plaster landscaping, creating a massive train set village measuring just over 16' x 8'. An additional section abuts next to the main village area to house all the interactive controls. Staff visited the home of Mrs. Russ to view the set-up and get a true feel of the size of the complete train village.

Despite the impressive train set itself and detailed, interactive features that were hand-built by the Russ family, based on several factors involved with relocating it into our public space, it is staff's recommendation that the City does not accept the train village donation to be located inside the new Tavares History Museum.

a) The 16' x 8' train set will not fit inside museum space as it currently exists. The crafted ticket counter inside would need to be disassembled, moved, then reassembled in a different location in order to have the space needed for the village. Through a project estimate from our Facilities Management Department, costs to relocate this ticket counter would be approximately \$7,300 to include both in-house and contracted services.

b) The massive train village itself has been intricately built over the past 25 years inside the Russ family home. It is built on sheets of plywood, but glued together and topped with model landscape features that would have to be taken apart in sections and carefully transported to the new museum space. The train village would then have to be re-assembled by a knowledgeable, qualified expert who knows how to work on train sets in order to keep the integrity of the complete village. Staff has reached out to several knowledgeable train experts, and we are still awaiting an estimated cost for this relocation and re-assembly. (NOTE: Mrs. Russ does not want the train village altered in any way from its existing state as it currently sits within their home).

c) The Russ family has spent years building the train village in question. It is one of great pride for their family, having created many memories that they will enjoy for years to come. However, it does not appear to be designed to withstand the constant use that would take place in a public museum or commercial space. When staff visited the Russ home to look at the village, none of the trains were operational, many of the interactive features and figurines were not working, and several of the buttons on the interactive display were broken. These would all need to be repaired and maintained on an ongoing, reoccurring basis.

d) Even though it is very impressive, other than having trains, the village does not represent the history of Tavares. It is a beautiful depiction of a fictional Anytown, U.S.A. versus a representation of the City of Tavares or any other sort of historical value from our community.

Staff has discussed with the Tavares Historical Society our concerns for accepting the train village from the Russ family and met to develop some options. Beyond council directing staff to move forward with locating the train set inside the new museum or rejecting the donation, one option would be for the Historical Society to accept and assemble the train village inside their existing museum space next to the Library and shuffleboard courts. This location, previously earmarked as an office and storage site once the new museum is opened, could remain as another museum site and the Historical Society could manage and maintain the train village in that location.

Staff is seeking direction from council on what and how to handle the Russ family train village donation and at what financial level do we commit to relocating the village, either into our new museum space with the City responsible for the new artifact, or into the old museum space with the responsibility staying with the Tavares Historical Society.

Mayor Boggus asked for comments from the audience.

Christy Ferman, 204 N. Rockingham Avenue, Tavares, inquired about other trains that may be offered in the future. Mr. Drury said that would be a Historical Society Board decision, and physically fitting any more trains other than this one would be a challenge.

David Serdar, 66 Wintergreen Drive, Fruitland Park, noted his support for train sets and museums. He said there is a lot of work and detail in the proposed train set and there would be costs associated with taking the train apart as well as ongoing maintenance.

Mission Statement

Mayor Boggus asked if Council would like to suggest changes to the proposed Mission Statement.

Council Member Buigas said she would like clarification for the term 'acquire.' She asked if the City will have a budget to purchase artifacts. Mr. Drury said the word could be changed to 'receive.' He said the Council would set the budget for a certain amount of dollars to spend on acquiring items. He said most items are donated to the City, however there are times when a city may acquire an item that is of historical significance. If you do not wish for the Historical Museum to acquire artifacts the Council would budget zero dollars in the line item. The word could also be changed to 'donated' or 'received.'

Vice Mayor Pfister asked for comments from the Historical Society. Mr. Aldrich said the Historical Society has not seen the Mission and Vision Statement. He said staff met with the Historical Society Board and then developed the items that were before Council.

Brenda Smith, President, Tavares Historical Society, said their mission statement is similar to that presented. She said the Historical Society is no longer involved in the museum and appreciate all Council has done for the Tavares Historical Society and Museum. She said the city helped finance the museum and all items were donated through the years. She said they would collect all items that were donated and the Historical Society has made an agreement for the City to have the artifacts. Ms. Smith said she has full confidence in staff to keep the history and story of Tavares pure. She said the train is not historical specifically to Tavares. The large train village includes Lionel trains and is valued at over \$100,000. She said they had the dream of having the train village serve as a tourist attraction, and noted the owner may no longer be interested in a donation.

Diana Aten, Tavares Historical Society, noted her support in the direction and mission statement. She said the train set does not have Tavares history tied to it other than it is a great centerpiece.

Mayor Boggus said the term 'acquire' is a vague term that would allow the City to purchase and/or receive donations.

There were changes to the Mission or Vision Statements.

Opening Date and Staffing

Mayor Boggus asked comments on the proposed opening date and ability to recruit volunteers to staff the museum.

Council Member Singer asked how Thursday, April 1, 2021 was determined as an opening date. Mr. Aldrich said it is a target date of six months and to pick a definitive date at this time would be premature.

Mr. Drury asked the Council if there is a day of the week that is more appropriate for a Grand Opening. Council Member Singer noted his support for a weekend day. Mr. Drury said the opening of the new museum would have a goal to open on a Saturday, and staff will provide the date once determined. Mayor Pfister said a soft opening could be held on a Thursday.

There were no changes on the use of volunteers.

Transfer of Items from the Historical Society to the Tavares Historical Museum

Mr. Drury said each piece will need to be photographed, inventoried, documented, and then a determination will need to be made whether the item would go into storage or on display based on the museum's theme. Each piece will be transferred to the ownership, care, custody, and control of the City. If there is a piece that is rejected the Historical Society will have the option to discuss with the Council on why it was not accepted.

There were no changes on the transfer of items.

Train Village

Mayor Boggus asked for comments on the Train Village.

Council Member Buigas said she was a member of the Tavares Historical Society when Mr. Russ was a Board Member and active in the Lake County community. She said he was proud of his train set and wanted to leave the museum something in his honor. She said she understands the size of the train set with limited space, and recommended a photograph of the train set be displayed with a plaque recognizing Mr. Russ' contributions.

Mayor Boggus noted she is respectful of Ms. Russ' changing position on the train set and would not be in support of taking action at this time. She said Ms. Russ can discuss the train with the Historical Society if she changes her mind in the future.

MOTION

Lou Buigas moved to approve staff recommendations, seconded by Roy Stevenson. The motion carried unanimously 5-0.

Tab 9. Request Council Approval to Accept Real Property Donation

Ms. Houghton made the following presentation:

On October 6, 2020, Lake County, Florida notified the City of Tavares that the County had acquired property located at 870 Mansfield Road, known as Alternate Key 1686733 through a tax escheatment deed. The City of Tavares currently hold Fire Assessment and Utility Liens totaling \$6,768.33 plus accrued penalties.

The County has asked the City of Tavares to consider accepting the property as a donation from Lake County.

Should the City of Tavares accept the donation of the property from Lake County, the property may provide the following benefits to the City of Tavares:

- *provide land that the City may designate for future stormwater area*
- *provide land for future road improvements in the area*

Resolution 2020-24 includes Exhibit A which provides a map for identifying the exact location of the property to be accepted as a donation from Lake County.

Staff recommends Council move to Adopt Resolution No. 2020-24, authorizing the extinguishment of City of Tavares liens, and the acceptance of real property donation for property located at 870 Mansfield Rd, and identified as Alternate Key #1686733.

Ms. Houghton said the City stopped regular billing on the property in November 2019 and the meter has been pulled. There was a structure on the property that was destroyed in a fire. A demolition permit was issued October 2, 2020 which is in the process of being completed.

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

Mayor Boggus asked for comments from the Council.

Council Member Buigas asked if the City is incurring any charges to demo the property. Ms. Houghton said staff's recommendation is for Council to accept the property subject to the demolition being complete. Mr. Drury said there would be no cost to the City.

MOTION

Lou Buigas moved to approve Resolution 2020-24, seconded by Troy Singer. The motion carried unanimously 5-0.

XI. NEW BUSINESS

None.

XII. OLD BUSINESS

Update on Cares Act Funding

Mr. Drury said the City is working closely with the State of Florida and Lake County to receive Cares Act monies that were approved by the Council. He noted the challenges for staff to maintain city business during the closure of City Hall and said staff used Zoom, laptops, and remote work stations to keep the City's business moving forward during the pandemic. In order to improve the process staff asked the state and county to approve putting a video conferencing system in the Council Chambers to keep the City in business with public participation. He said this is an item the Council has wished for many years and the Cares Act is funding the upgrades 100%. The application appears to be slated for approval and staff would like to move forward with the upgrades. Installation through the Cares Act requires the project be completed by December 31, 2020. Usually a project of this size would take 120 days. The next two meetings will be held at the Civic Center while the contractor constructs the upgrades. Once installation is complete meetings will be live-streamed. He said Mr. O'Keefe is

working with the vendors and county, and staff is looking for Council's approval to have the next two meetings at the Civic Center.

Mr. O'Keefe said there is no cost to the City. He said it has been a wish for the City and residents to implement video/livestream technology. The end product will result in live-stream meetings for the public to watch on the internet following all legal guidelines including closed captioning. He said monitors will be installed for the Council and audience to view presentations. The entire Council Chamber audio system would be replaced including speakers. There would be overflow in the lobby with speakers and monitors for large crowds, and an update the City's website to handle the capacity of having broadcasts as well as mobile friendly features for smart phones. The website will also be refreshed and enhanced. Mr. Drury said the goal is to be displaced for two meetings and possibly three meetings.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, asked what the cost to federal taxpayers. Mr. O'Keefe said the cost is \$211,000 and will touch on many enhancements including closed captioning, software upgrades, website upgrades, cloud storage, video products, camera's wiring, and labor costs. He said it will be efficient for the government and people's business.

Council Member Buigas asked how the project is being bid. Mr. O'Keefe said the project is a sole source project. He said a project was completed at the Public Safety Complex and the multiple sites will be tied together. When meetings are streamed with closed caption, the existing technology will be leveraged that the City has already made an investment. Mr. Drury said the project at the Public Safety Facility was bid and the vendor from that project are being utilized. He confirmed the project is not being rebid as it interfaces with the existing system at the Public Safety Facility. The City is getting that previous low bid with 60 days to complete the project under Cares Act.

MOTION

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

XIII. AUDIENCE TO BE HEARD

David Serdar, 66 Wintergreen Drive, Fruitland Park, said Florida is an important part of the upcoming national election.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, thanked Mr. Drury and staff for using Cares Act funding to provide video meetings. He provided an update on the City of Lady Lake budget and business including their use of a Pace program. He noted there are many Pace lawsuits.

Richard Annese, 3152 Bayou Lane, Tavares, said he is a new resident and the President of the Etowah Homeowners Association. He said he their HOA Board has concerns regarding Avalon Park, and will be active in voicing those concerns going

forward. He said he met with Mr. Fabre and would like to meet with Mr. Drury and Council on their concerns including traffic issues.

Mayor Boggus welcomed Mr. Annese to Tavares.

XIV. REPORTS

Tab 10. City Administrator Report

Mr. Aldrich introduced Pete Sherrand, Recreation Manager.

Mr. Tweedie provided the following upcoming event reminders:

- Tavares High School Homecoming Parade will be held Thursday, October 22, 2020.
- Monster Splash will be held Saturday, October 31, 2020

Mr. Fitzgerald provided the following development updates:

- 7/11 at Slim Haywood Avenue and SR 19 was been completed and received a Certificate of Occupancy.
- Davida Dialysis Center, Medical Village, will receive a Certificate of Occupancy in the near future.
- Habitat for Humanity attainable housing project for seniors in the Mansfield Road area is now called the Cottages of Heritage Grove. A preconstruction meeting was held and the contractor is ready to move forward with construction. The final plat will come back to Council for consideration at a later date.
- Golf Cart Study Update was completed and forwarded to FDOT with a letter from staff recommending approval of a golf cart crossing at Banning Beach Road.

Tab 11. City Council Member Reports

Council Member Buigas

- Said she attended the ribbon cutting celebration for the 10th anniversary of the Seaplane Base and Marina. She said the groundbreaking of the new boat docks was monumental.

Positive Quote of the Day:

“In order to carry a positive action we must develop here a positive vision.” ~Dalai Lama

Council Member Singer

- Congratulated the Tavares High School Women's Volleyball team. He said the team won their District Championship and will be playing Bishop Moore in hopes of going to State.
- He said the Drive-In movie October 30th was sold out and looks forward to hearing about the event. He thanked Mr. Aldrich.

Vice Mayor Pfister

Provided the following quote: "When it's all over, it is not who you were but whether you made a difference."

XV. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 6:04.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk