



AGENDA
TAVARES CITY COUNCIL
February 3, 2021
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 Brooks Braswell, Umatilla Baptist Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Tavares Chamber of Commerce Update (Chamber)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 3 Approval of December 16, 2020 City Council Regular Meeting Minutes (City Clerk)

Tab 4 Resolution No. 2021-01 - First Budget Amendment for FY 2021 (Finance)

Tab 5 Lakeside Forest Subdivision - Preliminary Plat with School Board Proportionate Share Mitigation Agreement (Community Development)

Tab 6 Hamlets of Tavares - Final Plat (Community Development)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 7 Board Appointment - Alternate City Representative to the Lake County Arts and Cultural Alliance (Mayor)
- Tab 8 Award Bid to Lowest Bid and execute a contract to Brooks Company, Inc for Drainage Improvements on Lakeview Drive (Utilities)
- Tab 9 Request for Lease, Lake Adventures LLC (Economic Development)
- Tab 10 Request Council Approval for the FY 2021 - 2022 Budget Workshop and TRIM Calendar (Finance)
- Tab 11 2021 City Council Regular Meeting Dates (City Administrator)

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

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

XV. ADJOURNMENT

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

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Brooks Braswell, Umatilla Baptist Church

OBJECTIVE:

Pastor Brooks Braswell, Umatilla Baptist Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Brooks Braswell, Umatilla Baptist 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
2/3/2021**

AGENDA TAB NO.: 2

SUBJECT TITLE: Tavares Chamber of Commerce Update (Chamber)

OBJECTIVE:

Receive an update on the Chamber from the Executive Director, J. Scott Berry.

SUMMARY:

Mr. Berry will provide an update on Chamber activities.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares Chamber 2020 in Review

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: Approval of December 16, 2020 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the December 16, 2020 City Council meeting minutes.

SUMMARY:

Attached are the December 16, 2020 City Council meeting minutes as submitted by the City Clerk.

OPTIONS:

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

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 12-16-2020 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
DECEMBER 16, 2020 – 4:00 PM
TAVARES CIVIC CENTER
100 EAST CAROLINE STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member
Walter B. Price, Sr., Council Member
Troy Singer, 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 Bubnitz, 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 Mike Watkins, Friendship CME Church

Pastor Mike Watkins, Friendship CME Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mr. Drury said staff had no changes to the Agenda.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Arbor Day

Mayor Boggus made the following presentation:

Trees are assets to a community when properly planted and maintained. They provide a multitude of benefits from visual appeal and increased property values to health and wellness. In 2018 the City of Tavares achieved Tree City USA recognition by meeting the program's requirements as established by the Arbor Day Foundation, U.S. Forest Service and the National Association of State Foresters.

Mayor Boggus read a proclamation in its entirety proclaiming January 6, 2021 as City of Tavares Arbor Day.

MOTION

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

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Ordinance by title only:

ORDINANCE 2020-12

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 21, SECTION 21-5 SIGNS EXEMPT FROM PERMITTING

REQUIREMENTS, DELETING THE PERMIT EXEMPTION FOR TEMPORARY SIGNS; SECTION 21-16 TEMPORARY SIGNS, REQUIRING THAT TEMPORARY SIGNS BE PERMITTED FOR A MAXIMUM OF 90 DAYS IN A CALENDAR YEAR AND DELETING THE RESTRICTION ON VACANT PROPERTY AND LIMITING TWO (2) TEMPORARY SIGNS PER PARCEL OF PROPERTY; SECTION 21-17 MISCELLANEOUS SIGNS, DELETING THE PROVISIONS FOR FLAG CONTENT; 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, seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 3. Approval of the November 18, 2020 City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 4. Ordinance 2020-12 – Land Development Regulations Amendment – Chapter 21 Temporary Signs on Vacant Property and Miscellaneous Sign Content

Mr. Fitzgerald provided the following staff report:

A U.S. Supreme Court decision in Reed v Town of Gilbert ruled that regulating signs based on the message on the sign would be a restriction to free speech or conversely show favoritism to some category of speech. The court further determined that regulating signs based on the message would be unconstitutional and would invalidate the regulation or governing code.

The court did recognize that governmental type signs such as traffic signs in the street right-of-way fall into a separate category and are necessary for public safety and protection. The court also stated that sign design such as size, height, location, number allowed, etc. could be regulated provided no reference is made to the sign message.

Current City regulations prohibit temporary signs on vacant property, and at their August 5, 2020 meeting City Council directed staff to propose an amendment to the Land Development Regulations to allow temporary signs on vacant property, regardless of content, subject to the issuance of a permit and a time limit of 90 days.

Ordinance 2020-12 proposes changes to temporary sign regulations that temporary signs shall require a no fee permit, be permitted for a period of 90 days in a calendar year, shall be permitted on vacant and developed land, and shall be limited to two (2) signs per parcel of property. Ordinance 2020-12 also proposes to remove a provision pertaining to flag content in conformity with Supreme Court decisions.

At their November 19th meeting the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2020-12 with an amendment to Section 21-16 allowing temporary feather signs up to a maximum height of fourteen feet (14'). Ordinance 2020-12 has been modified per the Planning & Zoning Board's recommendation and staff recommends approval.

Mayor Boggus asked for comments from the audience.

Addie Owens, President, Realtors Association of Lake and Sumter Counties, 30001 S.R. 19 South, Tavares, thanked Council for adopting new policies based on the Supreme Court ruling to not restrict free speech. She read a letter with the following comments:

- Ordinance 2020-12 would place an undue burden on property owners and real estate agents hired to list properties
- There are currently 200 properties listed in MLS in Tavares and the surrounding area with many vacant lands not including in the listings
- The Ordinance also places a burden on city staff with no fee permit
- A 90 day limit is inconsistent with the time it takes to market and sell a property where the average is identified as 277 days, and longer for property not included in the MLS system
- Estimated 600 permits would be required for real estate signs not including property for sale by owner or a non-real estate party not affiliated with an MLS marketing system

She said the Realtors Association of Lake and Sumter Counties opposes the ordinances and requests Council adopt a less restrictive ordinance that does not require permitting for individual property owners or a designated representative to do so.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, provided a handout to the Council with comments regarding Ordinance 2020-12. He said he is not in support of a 90 day sign limit once per year nor a limit on the number of signs during a festival or event. He said the restriction limits the ability to get election information out as social

media and online groups do not allow political conversations. He suggested a ten sign limit for political signs and permitting should be available online. He asked Council to allow public input at the first hearing of ordinances.

Mayor Boggus asked for comments from the Council.

Mayor Boggus asked if the ordinance allows signs for 90-days within the year or if a property owner could apply for additional 90 day re-installments during the year. Mr. Fitzgerald said the ordinance allows a total of 90 days in a calendar year. Mayor Boggus asked if a separate permit would be required per sign. Mr. Fitzgerald said up to two signs can be included in the same application. Mayor Boggus asked if all property, including improved and vacant property, is included in the ordinance. Mr. Fitzgerald confirmed.

Council Member Pfister asked if the 90-day sign period was initially suggested by to provide an opportunity for derogatory signs to be removed and not left up for longer periods of time as any information can now be placed on a sign per the Supreme Court ruling. Mr. Drury said the Supreme Court ruling says cities across America can no longer regulate signs based on content. Signs can be regulated on size, location, and number. He said the City currently allows no signs on vacant property. The Council decided the current ordinance was too restricted and instructed staff to begin allowing signs on vacant property. The first draft was presented to the Planning and Zoning Board and is now before Council for consideration. Mr. Drury noted there have been multiple public meetings with discussion regarding the topic.

Council Member Singer asked what changes would be made to real estate signs if the ordinance is approved. Mr. Drury said real estate signs would also be allowed on vacant property. Council Member Singer asked if permits would be required for both vacant and improved property. Mr. Fitzgerald confirmed. Council Member Singer asked how the current ordinance is policed and how it would be policed in the future. Mr. Drury said the City has one Code Enforcement officer, and is primarily a complaint driven enforcement regarding signs with the exception of sign inspections in the community one day a week. Council Member Singer inquired about real estate sign complaints. Mr. Drury said he is unaware of complaints received regarding real estate signs and confirmed the Code Enforcement officer inspects complaints, with action taken on those signs that have been installed more than 90 days.

Mayor Boggus asked if she could apply for a 90 day permit for one sign, and then apply for a 90 day permit for a second sign during a different period of time for a total of 180 days. Mr. Fitzgerald said the ordinance states a permit will be issued for either one or two temporary sign(s) for a 90 day period within one calendar year.

Council Member Pfister inquired about placing signs in windows. Mr. Fitzgerald said the ordinance is silent on window signs.

Mayor Boggus noted she is not in support and said the ordinance should apply only to vacant properties and not over regulate improved property.

Vice Mayor Buigas said the ordinance places more demand on improved property, is a burden to staff with additional permitting, and creates more rules.

Council Member Singer said he is not in support of permitting as it is an undue burden on the citizens. He said the subject was initially brought to the Council's attention due to unsightly snipe signs. He said he would like to include signs on vacant properties and there should be no distinction between vacant and developed property. Council Member Singer said he does not want to see the Realtors Association have to apply for a permit to place for sale signs, and is not in support of the permitting process. He would be amenable to a 90-120 sign limit, and vacant property should be added to allow signs.

Council Member Price said most vacant land does not sell within 90 days and some lands can take years to sell. He noted he is not in support of a time limit for realtor or homeowner signs for selling property. He noted roofers and yard companies use signage, and said it would be a burden to require a permit for business promotions. He said he is partial to campaigning and provided an example of a property owner who supports a federal, state, and local candidates who cannot place signs in their yard for all candidates due to a two sign limit. He said not in support of permitting every sign. Council Member Price said he would support signs on vacant property with no time limit or permit nor a limit on the number of signs.

Council Member Pfister said her only concern is regarding derogatory signs. She said she agrees that you cannot sell a piece of property in 90 days, and noted her support to allow signs on vacant property.

Attorney Williams said the existing sign ordinance allows temporary signs for 90 days on improved property, and no signs on vacant lands. He said there are vacant lands in the city where people have posted temporary signs that other people do not like. The city received complaints and staff brought the issue to Council for consideration. He said 90 days for temporary signs has always been the time limit for improved property. Council can regulate signs or disallow signs altogether. He said that if the proposed ordinance does not pass, the existing ordinance will prevail. Mr. Drury asked if the Council could pass the ordinance with changes. Attorney Williams said if there are substantive changes the ordinance would have to go back through the process.

Council Member Pfister asked if the existing ordinance could be left as-is and just add vacant property. Attorney Williams confirmed and noted a 90 day restriction would remain.

Council Member Price noted his support to remove the 90 day limit.

Vice Mayor Buigas said her concern is regarding property with a lot of signs. She said the city is clean and she does not want to see a property welcoming visitors and citizens into the city with a multitude of different signs. Attorney Williams said the current ordinance has a 2 sign limit. Attorney Williams discussed the Reed case, legal scrutiny tests, and unconstitutionality of most signs in the country at this time.

Council Member Singer said he would like to allow signs on vacant property with no permit requirement.

Attorney Williams said if Council wishes to allow temporary signs, a determination will need to be made to instruct staff on the requirement of a permit, number of signs allowed, and where signs can be placed such as vacant, improved or commercial property. He said an ordinance can be drafted within those determined requirements.

Permitting

There was consensus from the Council for no permitting requirements.

Time Limit

Vice Mayor Buigas noted her support for signs on both vacant and improved property for at least a maximum of 120 days.

Council Member Singer said he had no problem allowing signs for 120 days but preferred the current ordinance in regards to time limits on temporary signs.

Council Member Price noted his support for no time limit on temporary signs.

Council Member Pfister said she would support 120 days.

Mayor Boggus noted her support for no time limit on improved property, with a vacant property extended time limit of 6 months as they can also be placed on the MLS listing. If a vacant property still has not sold the following year a sign can be put up again.

Number of Signs per Parcel

Attorney Williams asked if Council wished to have 2 temporary signs per parcel. Vice Mayor Buigas, Council Member Singer, and Council Member Pfister were in support of 2 temporary signs. Council Member Price said he prefers no limit, and if a limit had to be placed he would support 10 signs.

Council Member Pfister asked if vacant and approved property can have different requirements. Attorney Williams confirmed.

Mr. Drury said his notes reflect three Council members in support for no permitting, a 120 day sign limit, and a 2 sign limit. He said that appears to be what a majority vote would reflect, and if approved staff will come back with an ordinance for consideration.

Mayor Boggus said she is in support of 5 signs per property that would align more with political and campaign signs.

Type of Property

Vice Mayor Buigas said she would like signs allowed across the board for all types of property

Council Member Singer said he would like signs allowed uniformly for all types of property.

Council Member Price said he is in support of signs on vacant or improved land.

Council Member Pfister said she would like to leave the ordinance as-is and add vacant property.

Mayor Boggus said she is in support of no sign limit on improved property and limits placed on vacant property as they may not be regularly maintained.

Mr. Drury said he heard a majority of no permit, 120 days, limited to 2 signs, and applies to all classes of property. Attorney Williams said staff would work on the ordinance and until a new ordinance is adopted the existing ordinance remains in place.

Council Member Pfister noted Council has requested an expanded sign ordinance that what currently exists. Mr. Drury said Council is taking a restrictive ordinance and adding vacant property, and extending the time limit from 90 days to 120 days. Mayor Boggus asked if a motion is required. Mr. Drury said staff has the information to move forward with an amended ordinance. Discussion was held on feathered flags. Mayor Boggus asked if there are any concerns from Council to add feathered flags.

There was a consensus from Council to not add feathered signs.

X. GENERAL GOVERNMENT

Tab 5. Race Relations Quarterly Meeting Update

Mr. Drury made the following presentation:

The Tavares B.E.T.T.E.R (Brining Everyone Together To Embrace Race relations) group met in the Tavares Civic Center this past Wednesday evening. Panelist included The Tavares Mayor, 5th Circuit Public Defender, 5th Circuit Prosecutor and a 5th Circuit Judge. The topic was a perspective on the Lake County judicial system past, present and future from these panelist. The meeting

was live streamed on zoom. Many attended including the Tavares Police Chief, City Council liaison for this Troy Singer and the Tavares City Administrator. Pastor Mike Watkins moderated the discussion and would like to provide the City Council a summary of the meeting for City Council's benefit.

Mr. Drury said it was a good meeting and he is proud of the group. He noted B.E.T.T.E.R. has held quarterly meetings for the past four years to exchange ideas, views, and thoughts on race relations for all races. This meetings topic was on the judicial system in Lake County in the past, present, and future.

Pastor Mike Watkins said B.E.T.T.E.R began four years ago when one of his bible study members mention race relations in the country was deteriorating. He contacted Mr. Drury the next day, and meetings immediately began with a group including Pastors, City Officials, and Police Officers. He said the group discusses difficult issues to build bridges and break down barriers. He said the past meeting consisted of Public Defender's Michael Graves and Amanda Boggus, and retired Judge Michael Johnson. He said he is proud of race relation progress in Lake County including diversity training as well as identifying issues. He commended Chief Lubins, past and current Mayor's of Tavares, Mr. Tweedie, and Mr. O'Keefe for attending meetings, with special mention to Mr. Drury for his assistance. He said Tavares is progressive in dealing with race relations and noted he would like to live in a world that looks at everyone for who they are as human beings.

Tab 6. Alfred Street Train Station Proposal

Mr. Tweedie made the following presentation:

At the February 19th, 2020 meeting Council directed staff to seek proposals from the private sector for the lease and renovation of the Alfred Street Station for the highest and best commercial use. The building, which was originally constructed in 1925 as a train depot, housed the Tavares Fire Department from the mid-1970s until June of 2019 when they relocated to the newly constructed Public Safety Complex.

Previous plans had called for the building to be re-purposed for use as the City Historical Museum however, Council moved in favor of a more timely and cost-effective option of re-purposing the Wooton Park Train Station which became available with the departure of the tourist train operator from that location.

Upon Council, Direction staff advertised the property and developed the attached Request for Proposals (RFP). Staff have been contacted and met with several interested parties throughout the solicitation period and received the attached proposal from Woosah Craft Brew, an upstart craft beer brewing company proposing to open Tavares's first craft beer brewery. Due to the age, condition, and interior configuration of the building, the conversion to a working brewery will require extensive interior and some exterior work to suit their use and production

needs. They have requested a period of up to 5 months to complete appropriate due diligence/design/engineering and cost determination during which they develop plans and negotiate a lease with staff which would be presented to Council for consideration. Staff recommends accepting this preliminary proposal and granting their request for a due diligence period.

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

Mayor Boggus asked if the train station has a historical designation. Mr. Tweedie confirmed. Mayor Boggus asked if the improvements would benefit a future historical museum. Mr. Drury said no, and noted the permanent history museum would be located at the new train station. He said the new location would provide tremendous outdoor space including a train platform. The location would also allow the city to be creative with the museum. The historical train station was previously designated by Council to support a business such as a brewery and will bookend the entertainment district from the historical train station to the newest boutique hotel.

Mayor Boggus asked if Woosah Craft Brew plans to eliminate the cut through for vehicles. Mr. Tweedie said their preliminary plan is to utilize the cut through for pedestrian traffic only.

Council Member Singer asked if Woosah Craft Brew was the only submittal, and if the submittal had an August deadline. Mr. Tweedie said yes, and the submittal deadline had been moved past the initial August submittal deadline due to no receipt of a proposal.

Council Member Singer asked if all the criteria had been met in the submittal. Mr. Tweedie confirmed, and said the submittal met Council's criteria and conforms with the City's economic development strategy.

Vice Mayor Buigas said she spoke with Ms. Winheim who shared her vision and energy, which was the same positive and excited energy she herself had when opening an Antique Mall in Tavares several years ago. She said the Winheim's are excited to be a part of the City of Tavares.

Council Member Pfister commended Mr. Tweedie, and welcomed the Winheims and Woosah Craft Brew to Tavares.

MOTION

Lori Pfister moved to accept the proposal with a five month due diligence period, seconded by Troy Singer. The motion carried unanimously 5-0.

Council Member Singer said he liked Woosah Craft Brew's logo embracing the seaplane brand.

Tab 7. SeeClickFix Public Launch Announcement

Mr. O'Keefe made the following presentation:

At the last City Council meeting Council received an overview of a new digital platform that will provide the City's 18,000 residents, businesses and visitors an easy way to submit non-emergency requests for issues to be addressed such as broken street lights and potholes.

The Council is provided an opportunity to go live with SeeClickFix.

- Tavares residents can access SeeClickFix by downloading the SeeClickFix app, or via the City of Tavares website. Citizens can also call the City during normal business hours Monday - Friday to submit requests. SeeClickFix expands office hours for submitting requests to 24/7 all year long.*
- The City's goal is to provide citizens an instantaneous method of reporting issues to the appropriate department 24 hours a day, seven days a week and provide people the confidence that their observed issue has been submitted to be addressed.*
- SeeClickFix uses GPS data to pinpoint the location of the request. Once a request has been submitted, the request is then automatically routed to the correct department and then the correct city worker to repair, correct and address the issue.*
- Residents receive updates on the status of their submittal and the issue being addressed.*
- Tavares is proud to be the first City in Lake County to offer this service.*

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

Mayor Boggus asked for comments from the Council. There was none.

MOTION

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

XII. NEW BUSINESS

Council Member Pfister said she had been reading about Safe Boxes for surrendering infants, including one the City of Ocala installed recently. Discussion was held on Safe Boxes. Mr. Drury said staff will research and bring back to Council at the next meeting. Mayor Boggus asked staff to research other cities as well as the hospital protocols for surrendering infants.

XIII. OLD BUSINESS

XV. AUDIENCE TO BE HEARD

David Serdar, 66 Wintergreen Drive, Fruitland Park, noted his support for the fight against drug abuse.

XVI. REPORTS

Tab 8. City Administrator Report

Mr. Drury noted the next City Council meeting was scheduled to be held on January 20, 2021.

Mr. Tweedie provided an update on the Seaplane Base & Marina reconstruction. He said kiosks in the downtown have been updated with locator maps, and a new upscale sports bar and eatery will be opening at the west end of Ruby Street.

Mr. Aldrich noted a City drive-in movie was scheduled the following evening.

Tab 9. City Council Member Reports

Council Member Pfister and Council Member Price wished those present a Merry Christmas.

Council Member Singer said he enjoyed the Christmas parade, and thanked Mr. Aldrich and his staff. He wished those present a Merry Christmas.

Vice Mayor Buigas said she recently attended a City sponsored senior's social event and received positive feedback from attendees. She provided the following quote of the day: "Life's not about expecting, hoping and wishing, it's about doing, being and becoming." ~Mike Dooley

Mayor Boggus said the downtown Christmas lights are impressive, and she enjoyed the fireworks display. She wished those present a Merry Christmas.

XVII. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 5:19 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Resolution No. 2021-01 - First Budget Amendment for FY 2021 (Finance)

OBJECTIVE:

To approve Resolution 2021-01, amending the Fiscal Year 2020-2021 City of Tavares Annual Operating Budget.

SUMMARY:

The attached Resolution 2021-01 represents increases and/or decreases to the Adopted budget for Fiscal Year 2021. Appropriation increases represent capital projects, and prior year/project encumbrance rollovers. In addition, the Resolution also reflects transfers between individual accounts within the adopted budgets for all departments.

This resolution represents the **FIRST AMENDMENT** to the Adopted Budget for Fiscal Year 2020-2021.

OPTIONS:

1. Approve Resolution 2021-01 amending the FY 2020-2021 City of Tavares Annual Operating Budget.
2. Do not approve Resolution 2021-01.

STAFF RECOMMENDATION:

Option 1. Move to approve Resolution 2021-01 amending the Fiscal Year 2020-2021 City of Tavares Annual Operating Budget.

FISCAL IMPACT:

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

LEGAL SUFFICIENCY:

This resolution has met legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2021-01
2. Exhibit A

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 5

SUBJECT TITLE: Lakeside Forest Subdivision - Preliminary Plat with School Board Proportionate Share Mitigation Agreement (Community Development)

OBJECTIVE:

To approve the Preliminary Plat with School Board Proportionate Share Mitigation Agreement for the Lakeside Forest Subdivision located at 27521 State Road 19.

SUMMARY:

Lakeside Forest is a proposed residential subdivision 119.57 acres in size located at 27521 State Road 19. In August 2020 City Council approved the annexation, Residential Single Family (RSF-2) zoning, and Low Density (LOW) future land use of the subject property. A Preliminary Plat for the Lakeside Forest Subdivision has been submitted by the property owner proposing 134 lots for single family dwellings as permitted under the Residential Single Family (RSF-2) zoning. The Plat has been reviewed by City staff and determined to be in conformance with the conceptual plan presented to City Council in August 2020, the requirements of the City of Tavares Land Development Regulations, and the Comprehensive Plan. The property owner has been granted approval by the Lake County School Board to enter into a Proportionate Share Mitigation Agreement to mitigate school overcrowding attributable to the anticipated students generated by the proposed Lakeside Forest Subdivision. Per the agreement the property owner shall pay the student station costs in the amount of \$522,930.00 for the capacity deficit number of high school students (15 students). City Council's consideration of the Preliminary Plat shall include consideration of the Proportionate Share Mitigation Agreement. Per the terms of the agreement the Proportionate Share Mitigation Agreement shall terminate in the event that City Council chooses to deny the Lakeside Forest Preliminary Plat. City staff confirmed with the City Attorney that the Preliminary Plat and School Board Proportionate Share Mitigation Agreement may be considered concurrently by City Council.

The Preliminary Plat is for evaluation purposes, and approval does not constitute the subdivision of land. If approved, the developer may proceed with the engineering for all necessary infrastructure systems. The City shall ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. The developer must prepare a Final Plat of the property for future Council consideration.

OPTIONS:

1. City Council moves to approve the Preliminary Plat with School Board Proportionate Share Mitigation Agreement for the Lakeside Forest Subdivision located at 27521 State Road 19.
2. City Council denies the Preliminary Plat with Proportionate Share Mitigation Agreement .

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Preliminary Plat with School Board Proportionate Share Mitigation Agreement for the Lakeside Forest Subdivision located at 27521 State Road

19.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

The Plat document and School Board Proportionate Share Mitigation Agreement have been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Lakeside Forest Preliminary Plat
2. Aerial Map
3. Proportionate Share Mitigation Agreement - Lake County Schools

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 6

SUBJECT TITLE: Hamlets of Tavares - Final Plat (Community Development)

OBJECTIVE:

To approve the Final Plat for the Hamlets of Tavares Subdivision located east of CR-561, north of Jack Street.

SUMMARY:

Hamlets of Tavares is a proposed multi-family residential subdivision 10.38 acres in size located east of CR-561, north of Jack Street. The Hamlets of Tavares project was granted Preliminary Plat approval by City Council in April 2005, and given construction plan and permit approval by City staff in June 2006. Construction on the project's infrastructure began in 2006 and was halted as a result of the economic recession. The project remained idle until LGI Homes purchased the subject property in 2018 with the intention of finishing the construction of Hamlets of Tavares as originally intended. The proposed Final Plat proposes to subdivide the land into 101 lots for the construction of multi-family attached townhomes as permitted under the existing Residential Multi-Family (RMF-3) zoning. The Final Plat coincides with the approved preliminary plat and subdivision construction plans, and meets the requirements of the City of Tavares Land Development Regulations and Comprehensive Plan.

OPTIONS:

1. City Council approves the Final Plat for the Hamlets of Tavares Subdivision located east of CR-561, north of Jack Street.
2. City Council denies the Final Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Final Plat for the Hamlets of Tavares Subdivision located east of CR-561, north of Jack Street.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This Final Plat document has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Hamlets of Tavares - Final Plat
2. HOA Restrictive Covenants
3. School Capacity Reservation

4. Maintenance Bond
5. Title Opinion
6. Taxes Paid
7. Aerial Map

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 7

SUBJECT TITLE: Board Appointment - Alternate City Representative to the Lake County Arts and Cultural Alliance (Mayor)

OBJECTIVE:

For the Mayor to make an appointment of an Alternate City Representative to the Lake County Arts and Cultural Alliance Board.

SUMMARY:

The City Representative to the Lake County Arts and Cultural Alliance is J. Scott Berry. Mr. Berry asked the City to appoint an Alternate to the position in his absence. The Lake County Arts and Cultural Alliance is for a term that will expire March 2023. The City advertised the position in the Daily Commercial, on the City website, and on social media. One application was received from Ileanne Buigas (attached).

OPTIONS:

1. Appoint Ileanne Buigas as the Alternate City Representative to the Lake County Arts and Cultural Alliance Board.
2. Do not make an appointment at this time.

STAFF RECOMMENDATION:

Option 1 - Appoint Ileanne Buigas as the Alternate City Representative to the Lake County Arts and Cultural Alliance Board.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ileanne Buigas - Board Committee Application
2. Ileanne Buigas Resume
3. Legal Ad - Board Appointments

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 8

SUBJECT TITLE: Award Bid to Lowest Bid and execute a contract to Brooks Company, Inc for Drainage Improvements on Lakeview Drive (Utilities)

OBJECTIVE:

To award the low bid for the Lakeview Drive drainage improvement project and execute a contract with the Brooks Company, Inc. in the amount of \$83,136.

SUMMARY:

Lakeview Drive has had drainage issues for several years. This project has been listed as high priority for the City Stormwater Department. City Council previously approved funds in the 2020/2021 Stormwater Operating and Maintenance budget for this project. Griffey Engineering designed the improvements, eight companies submitted bids with Brooks Company, Inc. being the low bid.

OPTIONS:

1. **Approve** the low bid and execute a contract with Brooks Company, Inc.
2. **Not Approve** the low bid and execute a contract with Brooks Company, Inc.

STAFF RECOMMENDATION:

Approve the low bid and execute a contract with Brooks Company, Inc.

FISCAL IMPACT:

Funds are budgeted in Stormwater O&M Budget, 403-3801-538.46-25, Future Projects.

LEGAL SUFFICIENCY:

Legal Sufficiency met.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Brooks bid

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



**CITY OF TAVARES
MINUTES OF BID OPENING
December 4, 2020
Lakeview Drive Drainage Improvements
BID NO. 2021-0002
TAVARES CITY HALL**

PRESENT

Brianna Stack, Finance Manager
Kay Mayes, Admin Coordinator, Finance

Ms. Stack noted today's date as Thursday, December 4, 2020. This is the opening of submission packages received in response to Bid No. 2021-0002, Lakeview Drive Drainage Improvements. There were eight proposals received:

W.T. Comp, Inc. 853 SR 436 Suite 2091 Casselberry, FL 32708	\$116,140.00
Ali Terrain Tractor Service 949 Shadick Drive Orange City, FL 32763	\$99,997.25
Pacqo, Inc. 101 Weber Drive Leesburg, FL 34748	\$88,500.00
The Brooks Company, Inc. 21044 Wolf Branch Road Mt Dora, FL 32757	\$83,136.00
ECO-2000, Inc. 1611 West CR 48 Bushnell, FL 33513	\$159,350.00
Cathcart Construction Company-Florida LLC 2564 Connection Point Oviedo, FL 32765	\$112,445.00
CW Roberts Contracting, Inc. 4208 CR 124A Wildwood, FL 34785	\$139,501.00
Hartman Civil Construction Company, Inc. 9200 SW Hwy 484 Ocala, FL 34481	\$137,388.00

The proposals will be forwarded to the Engineer of record for review; their recommendation would be made to City Council.

Respectfully submitted,

Kay Mayes
Admin Coordinator, Finance

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 9

SUBJECT TITLE: Request for Lease, Lake Adventures LLC (Economic Development)

OBJECTIVE:

For Council to authorize staff to negotiate a lease with Lake Adventures LLC, which would be brought back to Council for approval in the future.

SUMMARY:

The city has received an unsolicited request to compliment the existing privately offered water front activity by adding power boat rental (see attached). Currently private enterprises on the waterfront offer, seaplane rides & charter service, seaplane flight training, kayak & paddle board rentals and paddlewheel boat excursions. No power boat rentals are offered. An opportunity exists to add this offering to the public at no expense to the City while adding to the attractiveness and positive economic impact of our downtown Wootton Park waterfront. Lake Adventures proposes to construct, at their own expense a six (6) boat slip floating dock to dock their boats on City property at the Wootton Park waterfront utilizing the former marina "A Dock" fixed pier as the access platform. They would in turn pay rent to the City for use of the space.

OPTIONS:

1. Authorize staff to negotiate a lease with the proposer to take back to council in the future for consideration.
2. Do not authorize staff to negotiate a lease with the proposer to take back to council in the future for consideration.

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve option 1.

FISCAL IMPACT:

No fiscal impact associated with this item.

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. LakeAdventuresLLCLetterofIntent

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

January 20th, 2021

City of Tavares
P.O. Box 1068
Tavares, Florida 32778

Re: 181 S. Joanna St., Tavares, Florida 32778 (the "Property")

Letter of Intent

To Whom It May Concern:

When executed by both the undersigned, as Lessee, and The City of Tavares, Florida, as Lessor, this document will constitute a Letter of Intent relative to the leasing by Lessee from Lessor of the Property.

The purpose of this Letter of Intent is to (i) indicate certain of the terms upon which the Lessee is prepared to lease the Property from the Lessor and the Lessor is prepared to lease the Property to the Lessee and (ii) spell out certain rights and obligations of the Lessee and Lessor pending the execution of a land lease (the "Lease") between the parties.

By acceptance of this Letter of Intent, the Lessor gives the Lessee the exclusive right (subject to the execution of a Lease mutually satisfactory to Lessor, Lessee, and their respective counsel) to lease the Property.

The Lease shall contain, among other things, the following terms and conditions:

- 1) The Lease term shall be for a period of ten (10) years, with four (4) options to renew for a period of five (5) years each.
- 2) Lessee shall pay Lessor in an amount equal to \$_____.
- 3) Lessee shall be permitted to build a six (6) slip boat dock, conditioned upon Lessee obtaining all necessary approvals and permits, and for no other purpose without Lessor's prior written consent, which can be granted or withheld at Lessor's sole discretion.
- 4) Lessee and Lessee's engineers, architects, and other agents shall have until the close of business on the 60th calendar day following the date the City of Tavares executes this Letter of Intent (the "Due Diligence Period") within which to undertake such physical inspections and other investigations of, and inquires concerning, the Property as may be necessary for Lessee to evaluate the physical characteristics of the Property, as well as such other matters as may be deemed by Lessee reasonably necessary to generally evaluate the Property and determine the feasibility and advisability of Lessee's lease of the Property for its intended use.

5) Lessee's inspections may include, without limitation, (i) physical inspections, (ii) independent investigations and inquiries concerning all applicable building, zoning, environmental and other codes, ordinances, statutes, rules and regulations affecting the Property and its use, the availability of access and all utility services, and (iii) conducting, through appropriately licensed and insured professionals, such tests and inspections it deems necessary.

6) For purposes of undertaking physical inspections and investigations of the Property, Lessor hereby grants to Lessee and its agents full right of entry upon the Property during the Due Diligence Period, provided that neither Lessee nor any of Lessee's agents unreasonably disturb any of the activities being conducted on the Property. Neither Lessee nor Lessee's agents shall conduct any inspection so as to damage the Property in any way.

7) The Lease shall be mutually drafted by Lessor and Lessee. The final Lease must be approved by the City Commission of the City of Tavares.

I look forward to proceeding with negotiations. Do not hesitate to contact me should you have any questions. I will await your response.

Sincerely,

Lake Adventures, LLC
a Florida limited liability company

By: 

Randall Connor
Manager

Acknowledgment and Confirmation

Lessor hereby acknowledges receipt of the above letter and confirms its intent to proceed in good faith with negotiations concerning the Property as outlined in the above letter, and be bound by the terms of the Confidentiality provisions contained therein.

Dated: _____

Lessor:

The City of Tavares, Florida

By: _____
Print Name: _____
Authorized Representative

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 10

SUBJECT TITLE: Request Council Approval for the FY 2021 - 2022 Budget Workshop and TRIM Calendar (Finance)

OBJECTIVE:

To approve the budget workshop calendar for the City Council for the FY2021/2022 Operating Budget and TRIM (Truth in Millage) Requirements.

SUMMARY:

Attached is the proposed comprehensive calendar for the FY2021-2022 TRIM and Budget process. The calendar includes the presentation of the General Fund Budget at a Regular City Council meeting, the presentation of the Enterprise Funds Budgets at a Regular City Council Meeting, and the presentation of the Capital Improvement Plan and Special Funds Budgets at a Regular City Council meeting.

The Proposed Calendar for the FY2021-2022 Budget Process includes an additional meeting on July 28, 2021 for the Council to set the Maximum Tentative Millage Rate. Finally the calendar includes two Public Hearings for adoption of the budget and millage rate (September). The first and second public hearing dates are proposed for September 8, 2021 (Wednesday) and September 22, 2021 (Wednesday) which are not a Regular City Council Meeting dates. These dates have been proposed to ensure TRIM compliance and to avoid a conflict with Public Hearings for Lake County Board and Lake County School Board budgets.

Truth in Millage statutes require that the first public hearing for the budget and millage rate (Tentative Budget Hearing) be held not less than 65 days after the first day of TRIM, July 1st. TRIM requirements also state that the City of Tavares Budget Hearings are not to be held on the same hearing dates that are scheduled for the County and the School Board budgets. The City anticipates receiving the Certification of Taxable Value from the Property Appraiser for determining the final 2021 (FY 2022) millage rate calculations on June 29, 2021.

Below is a listing of the proposed workshop and public hearing dates:

1. July 7, 2021 - Proposed Budget Presentation to City Council (General Fund)
2. July 21, 2021 - Proposed Budget Presentation to City Council (Enterprise Funds & Special Funds)
3. July 28, 2021 - City Council Workshop to set Maximum Tentative Millage Rate
4. August 4, 2021 - Proposed CIP Budget Presentation and City Council Budget Workshop
5. August 18, 2021 - City Council Budget Workshop
6. September 8, 2021 - First Public Hearing to Adopt Tentative Millage Rate and Tentative Budget

(5:05 PM) THIS IS NOT A REGULAR CITY COUNCIL MEETING DATE.

7. September 22, 2021 - Second Public Hearing to Adopt Final Millage Rate and Final Budget.
(5:05 PM)

OPTIONS:

1. **Move to Approve** the Proposed Fiscal Year 2022 TRIM Calendar as submitted which meets the requirements of TRIM.
2. **Move for Further** discussion of the FY2022 Proposed TRIM Calendar

STAFF RECOMMENDATION:

- **Move to Approve** the Fiscal Year 2022 TRIM Calendar as submitted which meets the requirements of TRIM.

FISCAL IMPACT:

There is no fiscal impact.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. TRIM Calendar FY2022_Proposed__Council 02032021

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

CITY OF TAVARES
UPDATED TRIM COMPLIANCE CALENDAR
SCHEDULE
For Fiscal Year 2022 Proposed Budget

January 20, 2021	Council sets Broad Budget Goals
March 1, 2021	Budget Memo and Handbooks distributed to departments
March 1, 2021	Budget Module opened for department budget entry
March 29, 2021	Budget Module closes for department entry
April 13 – April 29, 2021	City Administrator Department Budget Workshops (including CIP)
May 28, 2020	Receive Property Appraiser “Best Estimate” of taxable values for FY 2022 (2021 Tax Year)
June 29, 2021	Receive Certified DR-420 (Taxable Value from Lake County Property Appraiser
July 1, 2021	Official start of Department of Revenue TRIM Calendar
July 1 -2, 2021	Deliver electronic budget and printed proposed budget binders to City Council
July 7, 2021	Proposed Budget Presentation to City Council (General Fund)
July 8 - 13, 2021	Individual Budget Meetings with Council Members with Proposed Budget Summary
July 21, 2021	Proposed Budget Presentation to City Council (Enterprise Funds & Special Funds) Discuss GENERAL FUND
July 21, 2021	City Council Budget Workshop - 4:00 PM (City Council Meeting)Discuss GENERAL FUND
July 28, 2021	Budget Workshop (Not a Regular City Council Meeting day) City Council Budget Workshop to set <u>Tentative Maximum Millage Rate for DR-420 Submittal</u>. The proposed millage rate may be lowered after submitting the DR-420, but it may not be increased.

FY 2022 TRIM COMPLIANCE CALENDAR – Page 2

August 4, 2021	Proposed CIP Budget Presentation to City Council (City Council Meeting)
August 18, 2021	City Council Budget Workshop – 4:00 PM (City Council Meeting)
September 8, 2021	First public hearing to adopt Tentative Millage Rate and Tentative Budget (5:05 PM) THIS IS NOT A REGULAR CITY COUNCIL MEETING DATE.
September 19, 2021	Advertise the Final Hearing to adopt Millage Rate and Final budget. SUNDAY Advertisement.
September 22, 2021	Hold second public hearing to adopt Millage rate and Final Budget
September 24, 2021	Deliver resolution adopting budget, and resolution adopting millage rate (electronic submission) (3 DAYS OF ADOPTION).
October 1, 2021	Complete E-TRIM Final Certification for DR-422
October 15, 2021	Forward certification to the State of Florida Department of Revenue, Property Tax Administration Program.

Municipal Budget Hearings are prohibited by state statutes from being held on the same dates that County and School Board Hearings will be held.

1. 2021 School Board Hearing Dates: July 26, 2021 & September 13, 2021 (subject to change)
2. 2021 Lake County Budget Hearing Dates: September 14, 2021 & September 28, 2021

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 11

SUBJECT TITLE: 2021 City Council Regular Meeting Dates (City Administrator)

OBJECTIVE:

To provide the scheduled 2021 City Council Regular Meeting dates.

SUMMARY:

The following is a list of the remaining scheduled 2021 City Council Regular Meeting dates:

February 3, 2021
February 17, 2021
March 3, 2021
March 17, 2021
April 7, 2021
April 21, 2021
May 5, 2021
May 19, 2021
June 2, 2021
June 16, 2021
July 7, 2021
July 21, 2021
August 4, 2021
August 18, 2021
September 1, 2021
September 15, 2021
October 6, 2021
October 20, 2021
November 17, 2021
December 1, 2021
December 15, 2021

OPTIONS:

1. Approve the scheduled meeting dates as presented.
2. Approve the scheduled meeting dates with changes.

STAFF RECOMMENDATION:

Option 1. Approve the scheduled meeting dates as presented.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 12

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meetings	February 17, 2021, 4:00 p.m., City Council Chambers
Planning & Zoning Board Meeting	February 18, 2021, 3:00 p.m., City Council Chambers
Code Enforcement Special Magistrate Hearing	February 23, 2021, 5:00 p.m., City Council Chambers

UPCOMING EVENTS:

Kayakathon	March 13, 2021 - Details to be Announced
Hydro Drag Nationals	March 27-28, 2021 - Details to be Announced

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	February 12, 2021, 12:00 noon, Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	February 24, 2021, 2:00 p.m., 1300 Citizens Blvd., Clermont
Tavares Chamber of Commerce Business Luncheon	February 24, 2021, 11:30 a.m., Tavares Civic Center

*Library Board meetings have been cancelled until further notice due to Covid-19.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/3/2021**

AGENDA TAB NO.: 13

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

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.