



**AGENDA
TAVARES CITY COUNCIL
March 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 Mike Briggs, Tavares First United Methodist Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Introduction of Lake County Manager Alan Rosen (Mayor)

Tab 3 Tavares Chamber of Commerce Update (Executive Director)

Tab 4 Proclamation-Florida Bicycle Month (Mayor)

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 5 Approval of the February 3, 2021 and February 17, 2021 City Council Regular Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 6 Resolution 2021-03 - Lake Hermosa Region Booster Pump Station State Revolving Loan Fund (SRF) Application. (Finance Department)

IX. ORDINANCES - PUBLIC HEARING

First Reading

- Tab 7 Ordinance 2021-01 - Land Development Regulation Amendment - Chapter 21 Temporary Signs and Miscellaneous Sign Content (Community Development)**

Second Reading

X. GENERAL GOVERNMENT

- Tab 8 Board Appointment for the Lake Community Action Agency (City Administrator)**
- Tab 9 September 11, 2001 Twenty (20) Year Anniversary Memorial Observance in Tavares (Fire Department)**
- Tab 10 First Responder Park (City Administrator)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 11 City Administrator Report**
- Tab 12 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
3/3/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Mike Briggs, Tavares First United Methodist Church

OBJECTIVE:

Pastor Mike Briggs, Tavares First United Methodist Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Mike Briggs, Tavares First United Methodist 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
3/3/2021**

AGENDA TAB NO.: 2

SUBJECT TITLE: Introduction of Lake County Manager Alan Rosen (Mayor)

OBJECTIVE:

Introduction of Lake County Manager Alan Rosen

SUMMARY:

Former Tavares City Council Member and current Lake County Commissioner Vice Chairman Kirby Smith would like to introduce Lake County Manager Alan Rosen to the Council.

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
3/3/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: Tavares Chamber of Commerce Update (Executive Director)

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:

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
3/3/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Proclamation-Florida Bicycle Month (Mayor)

OBJECTIVE:

For the Mayor to read the City of Tavares Bicycle Proclamation and proclaim March 2021 as Florida Bicycle Month.

SUMMARY:

Bicycles provide the means to travel to work, school, and parks and play an important role in the lives of millions of Florida's residents and visitors, as a popular form of recreation and exercise and motivating ecotourism. The Florida Department of Transportation (FDOT) has prioritized the safety, accessibility, and mobility of pedestrians and bicyclists on Florida's roadways. Florida Bicycle Month is an opportunity to encourage the use of bicycles as a way of transportation, recreation, and exercise, which supports the Florida Department of Transportation (FDOT) as well as the City of Tavares vision for implementing a connected statewide system of greenways and trails for recreation, conservation, alternative transportation, healthy lifestyles, a vibrant economy, and high quality of life.

OPTIONS:

1. The Mayor will read the City of Tavares Proclamation and proclaim March 2021 as Florida Bicycle Month.
2. The Mayor will not read the City of Tavares Florida Bicycle Month Proclamation

STAFF RECOMMENDATION:

Option 1. The Mayor will read the City of Tavares Proclamation and proclaim March 2021 as Florida Bicycle Month.

FISCAL IMPACT:

No Fiscal Impact

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Florida Bicycle Month PROCLAMATION

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



PROCLAMATION

WHEREAS, the health and safety of Florida's youth and families is paramount; and,

WHEREAS, bicycles provide the means to travel to work, school, and parks and play an important role in the lives of millions of Florida's residents and visitors, as a popular form of recreation and exercise and motivating ecotourism; and,

WHEREAS, the Florida Department of Transportation (FDOT) has prioritized the safety, accessibility, and mobility of pedestrians and bicyclists on Florida's roadways; and,

WHEREAS, the Florida Greenways and Trail System Plan establishes the vision for implementing a connected statewide system of greenways and trails for recreation, conservation, alternative transportation, healthy lifestyles, a vibrant economy, and a high quality of life; and,

WHEREAS, Florida Bicycle Month is an opportunity to encourage the use of bicycles as a way of transportation, recreation and exercise.

NOW, THEREFORE, the City of Tavares does hereby proclaim March 2021 as

FLORIDA BICYCLE MONTH

PASSED AND DULY ADOPTED, by the Tavares City Council on this 3rd day of March, 2021

Amanda Boggus, Mayor

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

AGENDA TAB NO.: 5

SUBJECT TITLE: Approval of the February 3, 2021 and February 17, 2021 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the February 3, 2021 and February 17, 2021 City Council Regular Meeting minutes.

SUMMARY:

Attached are the February 3, 2021 and February 17, 2021 City Council Regular 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:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 02-03-2021 CC Minutes
2. 02-17-2021 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
FEBRUARY 3, 2021 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member
Walter Price, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Bob Williams, City Attorney
Jillian Roberts, Deputy 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
Scott Aldrich, Community Services 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 Brooks Braswell, Umatilla Baptist Church

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

III. APPROVAL OF AGENDA

Ms. Houghton said staff had no changes.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Tavares Chamber of Commerce Update

Mr. Berry gave an update on the Chamber and noted their brand change. Vice Mayor Buigas said the Council received letters from other chambers regarding the brand change.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Roberts read Resolution 2021—01 into the record by title only:

RESOLUTION 2021-01

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2021 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE FIRST AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Vice Mayor Buigas said she would like to pull Tab 4 for discussion.

MOTION

Troy Singer moved to approve the Consent Agenda minus Tab 4 [Tab 3 – Approval of the December 16, 2020 City Council Regular Meeting Minutes], seconded by Lou Buigas.

Mayor Boggus pulled Tab 5 and Tab 6 for discussion.

Troy Singer amended his motion as follows:

Troy Singer moved to approved the Consent Agenda minus Tab 4, Tab 5 and Tab 6 [Tab 3 – Approval of the December 16, 2020 City Council Regular Meeting Minutes], seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 3. Approval of the December 16, 2020 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

Tab 4. Resolution No. 2021-01 – First Budget Amendment for FY 2021

Ms. Houghton gave an overview of budget amendment as follows:

- Ministerial in nature that is required.
- Accounting requirement
- Closing fiscal 2020.
- Projects in FY 2020 that were not completed that are large in scale and now reopen in 2021

Council Member Price said he wanted the public to know why there was a \$17 million dollar increase and noted the incomplete projects from the prior fiscal year to be completed.

MOTION

Troy Singer moved to approve the First Budget Amendment for FY 2021 [Resolution 2021-01], seconded by Walter Price. The motion carried unanimously 5-0.

Tab 5. Lake Side Subdivision – Preliminary Plat with School Board Proportionate Share Mitigation Agreement

Don Kehr, 16833 Deer Island Road, Lake County, noted his concern regarding the posting of the property and posting of the agenda. He asked when it was posted and size of lots. Mr. Fitzgerald stated there was no notice required because it is not a quasi-judicial matter but rather ministerial. He provided clarification regarding notices for the final plat that will come before Council and be noticed by way of the agenda being posted.

Vance Jochum, 12619 Milwaukie, Lake County, noted his concern regarding amount of information given in the agenda online.

Mayor Boggus Closed Public Comment.

Council Member Price asked for confirmation that the development has already been approved for zoning and number of lots. Mr. Fitzgerald confirmed.

MOTION

Walter Price moved to approve Lake Side Subdivision – Preliminary Plat with School Board Proportionate Share Mitigation Agreement, seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 6. Hamlets of Tavares - Final Plat

Don Kehr, 16833 Deer Island Road, Lake County, noted his concern regarding notice and transparency and asked for clarification surrounding the development.

Mr. Fitzgerald provide a history of the development. LGI Homes purchased the property in 2018 and chose to complete the project as originally designed. The infrastructure has been completed and plan to move forward with the property and final plat.

Council Member Buigas confirmed that the property is currently being cleaned up and developed after it was left abandoned. Mr. Fitzgerald stated it is known as a “zombie subdivision” that has been sitting idle since 2006. LGI Homes bought the property in 2018 and has been brought it up to City standards.

Ms. Houghton requested that Attorney Williams explain the process for achieving the final plat. Attorney Williams stated that once the property is zoned, City code requires the lots be platted and recorded. Once it is rerecorded, a developer can sell the lots. The lots are required to meet the required size. The developer must obtain final plat approval. He stated this is ministerial because requirements were previously satisfied.

Council Member Singer confirmed that all of the requirements have been met. Attorney Williams confirmed.

MOTION

Troy Singer moved to approve Hamlets of Tavares – Final Plat, seconded by Lou Buigas. The motion carries unanimously 5-0.

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 Boggus gave the following presentation:

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.

MOTION

Walter Price moved to approve Ileanne Buigas as Alternate City Representative to the Lake County Arts and Cultural Alliance, seconded by Troy Singer. The motion carries 4-0 with Lou Buigas abstaining.

Tab 8. Award Bid to Lowest Bid and execute a contract to Brooks Company, Inc for Drainage Improvements on Lakeview Drive

Mr. Clark gave the following presentation:

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.

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

Mayor Boggus asked for comments from Council.

Council Member Price inquired about the issue on Lakeview Drive. Mr. Clark stated that flooding has been the issue in that particular area for an extended period of time.

Vice Mayor Buigas asked if Mr. Clark can anticipate any deviation from the price. Mr. Clark stated he does not anticipate any issues.

Council Member Singer asked for the time frame from start to finish. Mr. Clark stated 120 days.

Ms. Houghton noted that there is \$18,000 in the budget for change orders. Council Member Buigas noted that if the monies are not needed for change orders if they would go into reserves. Ms. Houghton confirmed.

MOTION

Lou Buigas moved to approve to Award Bid and execute a contract with Brooks Company, Inc for Drainage Improvements on Lakeview Drive, seconded by Troy Singer. The motion carries unanimously 5-0.

Tab 9. Request for Lease, Lake Adventure LLC

Mr. Tweedie gave the following presentation:

The city has received an unsolicited request to complement 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 Wooton 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 Wooton 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.

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

Mayor Boggus asked for comments from Council.

Vice Mayor Buigas asked if the city has any other leases 10 years. Mr. Tweedie stated that with different companies, different terms exist. A lease will be developed with the assistance of Attorney Williams, which will and come back at a later date for Council's consideration.

Council Member Singer asked what the rentals would consist of. Mr. Tweedie stated power boats and pontoon boats.

Mayor Boggus asked what would occur to the docks if Lake Adventure LLC closes. She also asked for confirmation that Lake Adventure LLC would be fully insured. Mr. Tweedie stated there would be reversionary clauses in the lease where the docks would be removed at their own expense or would revert to the City's ownership and confirmed insurance would be provided.

Attorney Williams noted that when you put a commercial lease over the waters of the state you have to get a submerged lease from FDEP. In 1925 or 1928, by legislative action, Tavares owns 1 mile out from the shores. He noted the City of Tavares owns the lake bottom which allows the City to enter into submerged land lease.

MOTION

Lou Buigas moved to approve the Request for Lease with Lake Adventure, LLC, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 10. Request Council Approval for the FY 2021-2022 Budget Workshop and TRIM Calendar

Ms. Houghton gave the following presentation:

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)*

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

Mayor Boggus asked for comments from Council.

Council Member Singer confirmed the September 22nd meeting would be held at 5:05 PM. Ms. Houghton confirmed.

MOTION

Lou Buigas moved the approve the Request Council Approval for the FY 2021 - 2022 Budget Workshop and TRIM Calendar. Seconded by Walter Price. The motion carries unanimously 5-0.

Tab 11. 2021 City Council Regular Meeting Dates

Ms. Houghton the following presentation:

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

Mayor Boggus noted Lake Legislative Days will be held virtually for those attending.

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

MOTION

Troy Singer Moved to approve the 2021 City Council Regular Meeting Dates. Seconded by Lou Buigas. The motion carries unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Sandy Singer, 1936 Maple Circle, Tavares, noted her fondness for Tavares and that it has changed for the better. She noted it is Council Member Singer's Birthday.

Vance Jochum, 12619 Milwaukie Ave, Lake County, noted his concern regarding the budget and the budget process.

Michael Watkins, 805 Summerall Ave, Tavares, commended Tavares Library for hosting a Black History Series.

Mayor Boggus closed public comment.

XIV. REPORTS

Tab 10. City Administrator Report

Ms. Houghton noted Tab 12 identifies upcoming meetings. She said the agenda is online and staff is working diligently for ADA compliancy with regards to documents.

Those present wished Council Member Singer a Happy Birthday.

Tab 11. City Council Member Reports

Council Member Pfister

- Council Member Pfister wished Council Member Singer a Happy Birthday.

Council Member Price

- Wished Council Member Singer a Happy Birthday.
- Thanked the Department Heads for the tours of their departments and said he is looking forward to touring the other department tours.
- Noted the Governor of Florida released \$92 Million in Grants.

Council Member Singer

- Commended Ms. Houghton for filling in the City Administrator position in Mr. Drury's absence.
- Commended Mr. O'Keefe on the first live streamed meeting.
- Thanked Mr. Conner for investing in Tavares.

Vice Mayor Buigas

- Said she was impressed with loyalty among the City of Tavares employees and for their years of service.
- Thanked Mr. Conner for investing in Tavares.
- Provided a quote of the day: "In order to carry a positive action you must develop here a positive vision" ~Dalai Lama

Mayor Boggus

- Wished Council Member Singer a Happy Birthday.
- Noted her excitement about Mr. Conner's business.

XV. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 4:56 p.m.

Respectfully,

Jillian Roberts
Deputy City Clerk



**TAVARES CITY COUNCIL
MEETING MINUTES
FEBRUARY 17, 2021 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member
Walter Price, 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 Bublitz, Human Resources Director
Mark O'Keefe, Public Communications Director
Scott Aldrich, Community Services 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 Lillie Brown, St. Johns Free Methodist Church

Pastor Lillie Brown, St. Johns Free Methodist Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – March 2021 Problem Gambling Awareness Month

Mayor Boggus read a proclamation in its entirety declaring March 2021 as Problem Gambling Awareness Month.

MOTION

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

Tab 3. Recognize and Proclaim March 15-19, 2021 as Government Finance Professionals Week in the City of Tavares

Ms. Houghton made the following presentation:

Government Finance Professionals Week is an inaugural event sponsored by the Florida Government Financial Officers Association (FGFOA) to recognize the vital services of all government finance professionals that they provide to our state and our communities.

The FGFOA was established in 1937 and serves over 3300 members. The FGFOA provides professional resources to government finance professionals. Resources include:

- A code of ethics and standards*
- Continuing education*
- Networking*
- Leadership*
- Information resources*

Mayor Boggus read a proclamation in its entirety designating March 15 through March 19, 2021 as Government Finance Professionals Week in the City of Tavares.

MOTION

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

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following resolution by title only:

RESOLUTION 2021-02

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING STAFF TO SUBMIT IN PARTNERSHIP WITH LAKE COUNTY AND THE CITY OF MOUNT DORA A 2021 BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) GRANT APPLICATION FOR THE WEKIVA TRAIL EXTENSION PROJECT-SEGMENT 1 AND SEGMENT 5 TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION.

VII. CONSENT AGENDA

Mayor Boggus asked if any Council members would like to pull an item from the Consent Agenda.

MOTION

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

Tab 4. Approval of the January 20, 2021 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 5. Resolution 2021-02 – Joint Agency 2021 BUILD Grant Application \$25 Million

Mr. Dillon made the following presentation:

Tavares City Council authorized the pursuit of a \$25 million BUILD grant for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5 (Downtown Tavares to Downtown Mount Dora and out to Sorrento).

In order to apply for the BUILD grant, a resolution is required authorizing staff in partnership with Lake County Florida and City of Mount Dora to submit to the U.S. Department of Transportation (DOT) a \$25 million 2021 Better Utilizing Investments to Leverage Development (BUILD) Grant Application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

The Consolidated Appropriations Act, 2021 (Pub. L. 116-260, December 27, 2020) ("FY 2021 Appropriations Act") appropriated \$1 billion to be awarded by the Department of Transportation (DOT) for National Infrastructure Investments on a competitive basis for projects that will have a significant impact on the nation, a metropolitan area or a region.

Staff recommends Option 1, for the Council to read and approve Resolution No. 2021-02, to apply and accept, in partnership with Lake County and the City of Mount Dora a \$25 million 2021 Better Utilizing Investments to Leverage Development (BUILD) Grant Application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5 and to share the cost of the operation and maintenance of the trail project once completed.

Mr. Drury said he is proud of Mr. Dillon and his Team who have worked diligently to assist with the grant application. The City put together a grant application the previous year which received an eligible status that went before the United States President and Secretary of Transportation for funding consideration. He said it is difficult to achieve that level and noted Tavares received the high ranking in its first application. The two Florida grants were awarded to Hillsborough and Pinellas County. Mr. Drury noted the competitive nature of the grants and said he is confident this year's application will build upon the success of last year. If passed, the resolution will be placed in the application. Mr. Drury said Vice Mayor Buigas is on the Horizon Team and will be working with the legislative Team in Washington, D.C. to help shepherd the grant. The Tavares Team would also be reaching out to Senator Rubio, Senator Scott, Congressman Webster, as well as other representatives for Mount Dora and the area.

Mr. Drury said he is excited about the project which will bring a trail from downtown Tavares to downtown Mount Dora in the railroad bed. It will be an economic driver for families, citizens, and visitors to come to downtown Tavares and rent or bring bicycles and go between the two downtown communities. The trail also goes to Sorrento and connects to the Wekiva coast-to-coast trail system. He said the trail will be a game changer for the area and is clean economic development that will be good for restaurants, the downtown, and hotels.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, commended Mr. Dillon. He asked if trail maintenance would be split between the cities and Lake County and asked

for the estimated cost. He said the resolution indicates the build grant may be used for up to 80% of the costs of the projects which implies there is a 20% match that could equate to each three partners coming up with a \$1.6 million dollar match. He asked for clarification for the downstream maintenance costs and the possible grant match.

Mr. Drury said 80% grant funding refers to applications for an urban designated grant. Tavares would designate its application, as in the previous year, as a rural designated grant which is 100% funded. He noted the rural designation grant is also included in the resolution. Mr. Drury said Lake County will be applying for the grant and allocation. If a match is required there would be three projects used as matches including the Mount Dora communications infrastructure upgrade project as a match from Mount Dora. The golden triangle area roundabout would be Lake County's match, and Tavares is looking at Utilities, water and sewer. He said Tavares has projects in the works that would also be a grant match if necessary. However, he anticipates the grant will be designated as rural with a 100% grant.

Mr. Drury noted the other question posed by Mr. Jochim was in regards to maintenance cost sharing. Before the project is complete, Tavares and Mount Dora look forward to negotiating with Lake County for proportionate fair shares of the maintenance. The trail has not been designed, engineered or built and it is impossible to tell identify maintenance costs at this time. The goal is to obtain a grant, acquire the right-of-way, design, engineer, construct, and then discuss proportionate fair shares of maintenance costs.

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

MOTION

Lou Buigas moved to approve Resolution 2021-02, seconded by Troy Singer. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 6. Award Bid and Execute Contract for the Construction of the Tavares Library Expansion Project

Mr. Aldrich made the following presentation:

On December 22, 2020, the City of Tavares advertised an Invitation to Bid for the Tavares Public Library Expansion Project - BID NO. 2021-0001. Eight (8) companies responded with Morton Construction Company of Sanford, Florida

being the lowest bidder at \$685,864.00. Our engineering firm for the project, the DLR Group, has reviewed the lowest bidder's proposal and recommends approval.

This project is fully funded through Lake County Library Impact Fees at an amount of \$1,000,000.00 and currently has a construction budget of \$755,000.00. By awarding the contract to Morton Construction Company as the lowest bidder, it would allow the project to remain on budget with a 10% construction contingency.

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

Staff recommends Option 1, for the Council to make a motion to approve the recommended low bidder, Morton Construction Co., for the Library Expansion Project and authorize staff to negotiate a contract for construction.

Mr. Aldrich said staff hopes to enter into an agreement and begin construction within 30 to 45 days. The goal is to have the project completed by Fall 2021.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said he called up a contractor that was not selected to discuss the city's procurement process. The contractor he spoke with said it was a straight and fair process. Mr. Jochim commended the City's procurement process and said he supports the library. He asked what the remainder of the grant, less contingency and construction costs, would fund, or if the remaining balance would be sent back to Lake County.

Mayor Boggus said the remaining funds would be used for design and engineering. Mr. Aldrich confirmed, and said \$200,000 is allocated for design costs, furniture, permitting fees, and stormwater fees.

Mayor Boggus asked for comments from the Council.

Council Member Singer asked if the funding comes from Lake County Impact Fees for the library and not from the City of Tavares General Fund. Mr. Aldrich confirmed.

Mr. Drury thanked Council Member Pfister, Council liaison on the projects Horizon Team. He said she has worked on the project for many years, and said a 100% grant for the Tavares library is a good fiscal job well done. He thanked Mr. Aldrich and Council Member Pfister for securing the grant and working with the design team to move the project into implementation.

Vice Mayor Buigas said the selected contractor, Morton Construction Company, is a Certified Building Contractor (CBC). She said the third best price, Evergreen, is a General Contractor (GC). Council Member Buigas said there is a difference in certification between a CBC and GC, and asked if the bid request accepts a CBC qualification. Mr. Drury said staff will verify in the bid specifications if a qualified

contractor, qualified general contractor, or qualified certified building contractor is accepted. Vice Mayor Buigas said she likes that the library building is one story, and noted a CBC can build up to a 30 story commercial. She said Morton Construction Company is more experienced, including in retail and fast food type buildings. The third candidate, Evergreen, has experience in institutional type building.

Vice Mayor Buigas said she is also concerned a 10% contingency would not be sufficient. She said metal, windows, and delays can pose issues, and noted her concern that the lowest bidder may not have identified possible issues. Mr. Aldrich said staff and City engineers vetted the bids. He noted the engineers asked several questions to clarify and ensure the respondent knew and understood the bid specs. Mr. Drury said the city received a letter from the engineer recommending the selected bidder. He said the engineer designed, reviewed, wrote bid specs, and reviewed the bid, and has advised the City that the contractor met all of the criteria they were looking for. Mr. Drury said he agrees a 10% contingency is tight and staff would be working closely with the contractor to stay within budget. He said this is a tough project as the building is old with air conditioning, electrical, and fire alarm issues. Each time the City negotiates with the contractor on patching it into the fire alarm or air conditioning, the contractor has worked well with the City and remained within budget of the existing project.

MOTION

Walter Price moved to approve Morton Construction for the Library Expansion Project, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 7. Update on Lake County Partnership Opportunities for the Central Lake Regional Park

Mr. Aldrich made the following presentation:

The Lake County Parks Master Plan that was developed in 2005 and revised in 2018 calls for the county to build five (5) regional parks throughout the county to meet the needs of the residents.

- *A North Lake Regional Park*
- *A South Lake Regional Park*
- *An East Lake Regional Park*
- *A West Lake Regional Park*
- *A **Central Lake Regional Park** (To serve East Leesburg, Tavares, Howey, Eustis and Mount Dora)*

All the Lake County regional parks have received significant movement including funding and construction except for the Central Lake Regional Park. Several years ago, the City of Tavares advocated for the Woodlea Sports Complex to be the location of the county's Central Lake Regional Park. Agreements were drafted to create a partnership between the County and City in order to build more

baseball/softball fields, picnic pavilions, multipurpose fields, and walking trails. Those agreements were supported by the Lake County Parks and Trails Advisory Board, but due to changes in county leadership, the agreements were never executed by the County and the concept fell dormant. Tavares created a Woodlea Sport Park Horizon Team made up of Mayor Amanda Boggus, John Drury and Scott Aldrich to continue to move forward with the Woodlea Sports Park expansion program.

In a separate initiative, the City recently developed a City/YMCA partnership exploration Horizon team made up of Council member Lori Pfister, John Drury and Scott Aldrich to engage in discussions and conversations with the YMCA on exploring a joint partnership to expand City Community Center offerings including Senior Services and Youth programs. The YMCA sits on about 25 acres, much of which is not developed, including land along Lake Elsie and wooded areas for active and passive trails. Additionally, the YMCA location is slated as a site for a trailhead for the Tavares - Mount Dora - Sorrento Wekiva trail connection. These discussions and conversations with the YMCA have led to identifying other organizations that may want to partner including Lake County.

A concept is being explored where Lake County's goal of establishing a Central Lake Regional Park could be fulfilled at the Woodlea Sports Complex and YMCA under a partnership agreement along the following lines:

- Establish a West Central Lake Regional Park Campus (Woodlea Sports Complex)
- Establish a East Central Lake Regional Park Campus (YMCA)

The concept of fulfilling Lake County's need to establish a Central Lake Regional Park utilizing partnership and existing facilities to be most cost effective was discussed at the Lake County Parks and Trails Advisory Board at their February 8th meeting. That board voted unanimously to support further exploration of this concept of a multi-site (East/West Campus) Central Lake Regional Park in Tavares.

No specifics on how the partnership agreements would be structured has been developed. If the City wants to continue to explore these partnerships, a City Horizon Team would need to continue to meet with the potential partnerships, discuss structure and bring back to Council its findings for further consideration. Therefore, it is recommended that the two (2) existing Horizon Teams be merged into one called the "Central Lake Regional Park Partnership Horizon Team" made up of one City Council Member, The City Administrator and Community Services Director. This team would explore the partnerships and report back to Council on a regular basis to receive direction from the City Council on terms and conditions of any partnerships that may form. No formal partnerships would be developed without a vote of the City Council. The Horizon team, like all the other Tavares

Horizon teams, are exploratory in nature and responsible to report back to the full Council as mile stones are reached.

Staff recommends Option 1, for the Council to Discuss the update and have one Council member join the new merged Central Lake Regional Park Partnership Horizon Team.

Mayor Boggus noted either she or Council Member Pfister would need to step down from one of their Horizon Teams in order to merge the two Teams. Mr. Drury confirmed. Discussion was held and Council Member Pfister said she would like to continue with the project and serve on the Central Lake Regional Horizon Team.

Mr. Drury advised Council Member Pfister that there was a Horizon Team meeting scheduled the following day.

Tab 8. Approve the Fire Union Collective Bargaining Management Negotiations Team

Mr. Drury made the following presentation:

Previously Council Member Roy Stevenson served on the Collective Bargaining Management Negotiation Team which negotiates the Fire Department Collective Bargaining Agreement. The Collective Bargaining Management Negotiation Team is preparing to begin the 2021 negotiations with the Fire Union [IAFF #3245], and Council representation is needed on the Management Team.

Staff recommends the Council discuss and approve a Board representative for the Collective Bargaining Management Negotiations Team.

Mayor Boggus asked the Council for their interest in being a part of the Management Bargaining Team. Council Member Singer asked if Council Member Price had an interest in serving on the Team. Council Member Price said he would be happy to serve on the Collective Bargaining Management Team.

XII. NEW BUSINESS

XIII. OLD BUSINESS

XV. AUDIENCE TO BE HEARD

XVI. REPORTS

Tab 9. City Administrator Report

Mr. Drury said the City recently hosted Lake County's budget and vision workshop at the Pavilion on the Lake with new County Manager Alan Rosen and all five County Commissioners. He noted members of the audience also attended including Pastor

Mike Watkins and Vance Jochim. Most of the fourteen Lake County City Managers also attended. Mr. Drury said the workshop reminded him of the visioning Tavares conducted fifteen years prior where the City Council and community worked for a year through workshops to create a vision for Tavares. From the visioning workshop a plan was developed that the City has been implementing since. At the start of the visioning the downtown was vacant and boarded up with the exception of government operations. A government campus was created, and Tavares brought in hotels, restaurants, and private investment. He said it was interesting to watch Lake County begin a process and journey of visioning its future and creating its identity.

Mr. Aldrich noted each Council member received an invitation to the Babe Ruth opening ceremonies at Woodlea Sports Complex, scheduled March 6, 2021 at 9:00 a.m.

Tab 10. City Council Member Reports

Council Member Pfister noted former Council Member Kirby Smith was elected to the Lake County Commission. She said it has been a pleasure to work with Commissioner Smith and Lake County. She said Commissioner Smith has a real interest in Tavares and she enjoys having a great working relationship. Mr. Drury noted Commissioner Smith was elected as Vice Chairman of the Board.

Council Member Price thanked Chief Lubins and Lori Houghton for tours of the Police and Finance Departments.

Vice Mayor Buigas said it is National Day of Kindness. She provided the following quote: "Kindness is the language which the Deaf can hear and the Blind can see."
~Mark Twain

XVII. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 4:40 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

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

AGENDA TAB NO.: 6

SUBJECT TITLE: Resolution 2021-03 - Lake Hermosa Region Booster Pump Station State Revolving Loan Fund (SRF) Application. (Finance Department)

OBJECTIVE:

Request Council approval and adoption for Resolution 2021-03 for State Revolving Loan Fund (SRF) Loan Application to fund the cost to design a booster pump station for the Avalon/Lake Hermosa Region.

SUMMARY:

Avalon/Lake Hermosa Region is located in the northern portion of the City of Tavares that includes Advent Health (Waterman) Hospital, the existing Etowah development, the Atwater Multi-family developments, the Pinecrest Charter School, and the Avalon Park Village. The Avalon Park Village is a planned 155 acre development that will include approximately 1,100 residential units, and a mixed-use community on the shores of Lake Hermosa. Water pressure has been and continues to be a problem in this employment and residential area. As a stop gap measure the City Council agreed to put in place a temporary booster pump to "get by" as the Utility Department completed a more longer term plan and funding program for a permanent solution.

The long term plan was developed, completed and approved by the City Council on October 21, 2020 by Resolution 2020-23. The plan calls for a permanent booster pump station to serve the entire area, ground storage tanks, and a transmission line to boost pressures to the required and desired service levels within the Avalon/Lake Hermosa Region under all flow conditions.

An SRF Design Loan for the long term booster project solution has been identified to perform the pre-construction activities (design work) necessary to qualify for eligibility for a construction activity low interest loan with SRF in the near future. Staff seeks authorization for the Mayor to execute the loan application and if awarded the loan agreement. This design work will kick off the project. This project was included in the City Council approved rate study and City Council approved capital improvement program and City Council approved Facilities Plan for this project.

The amount of this low interest (1.04%) SRF Design loan is **\$249,751** including capitalized interest (excluding loan service fees). The SRF Loan will be pledged from Water, Wastewater, Reclaim, and Stormwater Utility Fees for repayment of this loan. All current covenants in existing SRF Loans will apply. The term of the Loan is ten (10) years. The loan interest rate is estimated at 1.04%, and annual debt service payments are estimated at \$26,426.84.

OPTIONS:

1. **Move to Approve** Resolution 2021-03 authorizing the Mayor to execute documents for application

and acceptance for SRF Design loan for Avalon/Lake Hermosa Booster Pumps.
2. Do not Approve Resolution 2021-03.

STAFF RECOMMENDATION:

1. **Move to Approve** Resolution 2021-03 authorizing the Mayor to execute documents for application and acceptance for SRF Design loan for Avalon/Lake Hermosa Booster Pumps.

FISCAL IMPACT:

Fiscal impact is estimated at \$26,426.84 which will be budgeted annually in the Utility fund.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Res 2021-03 - Lake Hermosa Design Loan Resolution_lh

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

RESOLUTION 2021-03

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION FOR PRECONSTRUCTION ACTIVITIES FOR THE LAKE HERMOSA REGION BOOSTER PUMP STATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCE; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of water pollution control facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project Number DW35098 for the Lake Hermosa Region Booster Pump Station project preconstruction activities as eligible for available funding; and

WHEREAS, the City of Tavares, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing with an estimated loan amount with capitalized interest and loan fees of \$249,751.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA AS FOLLOWS:

SECTION 1. The foregoing finding are incorporated herein by reference and made a part hereof.

SECTION 2. The City of Tavares, Florida is authorized to apply for a loan to finance the Lake Hermosa Region Booster Pump Station project preconstruction activities.

SECTION 3. The revenues pledged for the repayment of the loan are water, sewer, reclaimed, and stormwater utility system revenues.

SECTION 4. The Mayor is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate City staff to carryout technical, financial, and administrative activities associated with the loan agreement.

SECTION 6. The legal authority for borrowing moneys to construct this Project is by, Florida Statutes.

SECTION 7. Conflicts. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other Section or part of this Resolution.

SECTION 9. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED AND RESOLVED this 3rd day of March, 2021, by the City Council of the City of Tavares, Florida.

Amanda Boggus, Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Robert Q. Williams
City Attorney

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

AGENDA TAB NO.: 7

**SUBJECT TITLE: Ordinance 2021-01 - Land Development Regulation Amendment - Chapter 21
Temporary Signs and Miscellaneous Sign Content (Community Development)**

OBJECTIVE:

To amend the City's Land Development Regulations Chapter 21 amending Temporary Sign Regulations and Miscellaneous Sign content in conformity with Supreme Court decisions.

SUMMARY:

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-ways 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.

At the December 16, 2020 meeting City Council directed staff to propose an amendment to the Land Development Regulations regarding allowances for temporary signs.

Ordinance 2021-01 proposes changes to temporary sign regulations that temporary signs shall be displayed for a period of 120 days in a calendar year, may be displayed on vacant and developed land, and shall be limited to two (2) signs per parcel of property. Ordinance 2021-01 also proposes to remove a provision pertaining to flag content in conformity with Supreme Court decisions.

OPTIONS:

1. That City Council moves to approve Ordinance 2021-01 amending Temporary Sign Regulations and Miscellaneous Sign content in conformity with Supreme Court decisions.

2. That City Council moves to deny Ordinance 2021-01.

STAFF RECOMMENDATION:

At their February 18th meeting the Planning & Zoning Board voted unanimously (7-0) to recommend denial of Ordinance 2021-01.

Staff recommends that City Council moves to approve Ordinance 2021-01 amending Temporary Sign Regulations and Miscellaneous Sign content in conformity with Supreme Court decisions.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2021-01
2. Newspaper Ad 2-7-21

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

ORDINANCE 2021-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 21, SECTION 21-15 SINGLE OR TWO FAMILY RESIDENTIAL USES, REMOVING THE PROVISION FOR TEMPORARY CONSTRUCTION SIGNS; SECTION 21-16 TEMPORARY SIGNS, REQUIRING THAT TEMPORARY SIGNS BE DISPLAYED FOR A MAXIMUM OF 120 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.

WHEREAS, on September 7, 2005, the City of Tavares adopted the Land Development Regulations, specifying therein standards and regulations governing development within the city; and

WHEREAS, the United States Supreme Court held in the case of *Reed v. Town of Gilbert*, 135 S. Ct. 2218 (2015), that a government may regulate signs, but such regulations must not depend on the communicative content of the signs; and

WHEREAS, the Tavares City Council desires to amend the City's Land Development Regulations, Chapter 21 entitled "Sign Regulations", to be consistent with the Supreme Court's ruling by deleting or amending regulations and definitions that are dependent on the communicative content of a sign; and

WHEREAS, the Tavares City Council desires to amend the City's Land Development Regulations, Chapter 21 entitled "Sign Regulations", to modify the requirements for temporary signs.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Tavares, Florida, that:

Section 1. Text Amendments.

That the City of Tavares Land Development Regulations be hereby amended as follows:

Section 21-15 - Single or Two Family Residential Uses

(C) Temporary Signs.

- (1) No more than two (2) Temporary Signs shall be placed on a parcel and each sign shall be set back a minimum of five (5) feet from any road right-of-way and ten (10) feet from all side property lines.
- ~~(2) Subdivisions or other similar developments undergoing construction. One (1) Temporary Sign may be permitted for each parcel undergoing construction. The Temporary Sign shall not exceed five (5) square feet and shall not be located closer than ten (10) feet to all property line or twenty-five (25) feet from any right-of-way.~~

Section 21-16 Temporary Signs

- (A) Temporary Signs may only be displayed for a maximum of ~~ninety (90)~~ one hundred twenty (120) days during a calendar year. Temporary Signs are exempt from the permitting requirements under Section 21-4.

A Temporary Sign shall:

- (1) Not exceed six (6) feet in height;
- (2) Not exceed thirty-two (32) square feet in ~~Sign Copy Area size~~;
- (3) Not be an Electric Sign or Portable Sign;
- (4) Not obstruct the visibility of a permanent sign;
- (5) Not be illuminated; and
- ~~(6) Not be erected on vacant property, unless associated with a temporary vendor's permit.~~
- (6) Shall be limited to two (2) signs per parcel of property.

Section 21-17 Miscellaneous Signs

- (A) ~~Flags. Flags shall be permitted to display insignias of governmental, charitable, religious, fraternal, corporate or other organizations. subject to the following regulations:~~
- (1) Number of Flags Permitted. Three (3) flags shall be permitted per parcel; however the display of flags within any multi-occupancy development shall be designed for the use of the entire development, rather than for use by any individual tenant for his/her tenant space.
 - (2) Maximum Size. Fifty (50) square feet.
 - (3) Maximum Height. The maximum height of any flagpole shall be thirty-five (35) feet. In the absence of a flag pole the maximum height of a flag affixed to a structure shall be thirty-five (35) feet.
 - ~~(4) Flags or insignias containing any phrase identifying property for real estate purposes must adhere to the following regulations:~~
 - ~~(a) The maximum height of such flags is eight (8) feet and the maximum area is fifteen (15) square feet.~~
 - ~~(b) The main entrance to a residential subdivision, planned residential development, multi-family development, sub-phase of planned residential development or individual single family, duplex, or villa model is allowed two (2) flags.~~

Section 2. Severability and Conflicts

The provisions of this ordinance are severable and it is the intention of the City Council of Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of competent jurisdiction

shall hold any of the provisions of this ordinance unconstitutional, the decision of such court shall not impair any remaining provisions of this ordinance.

Section 3. Effective Date

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

PASSED AND ADOPTED this _____ day of _____, 2021 by the City Council of the City of Tavares, Florida.

Amanda Boggus, Mayor
Tavares City Council

First Reading:

Passed Second Reading:

ATTEST:

Susie Novak, City Clerk

Approved as to form:

Robert Q. Williams, City Attorney

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

AGENDA TAB NO.: 8

SUBJECT TITLE: Board Appointment for the Lake Community Action Agency (City Administrator)

OBJECTIVE:

For the Council to discuss a City Representative to the Lake Community Action Agency.

SUMMARY:

Council Member Roy Stevenson previously served as the City representative to the Lake Community Action Agency Board. During the December 2, 2020 City Council Meeting, the Council directed staff to advertise for a citizen representative to serve as a City representative. The position was advertised in the Daily Commercial and on the City website. No application has been received to date. Staff is providing an opportunity for Council to discuss the position and determine if the City should continue to advertise the position, or if Council wishes to select a member from the City Council Board to be the representative.

By way of background, Lake Community Action Agency was originally chartered as a 501(c)(3) nonprofit organization in February 1966 as the Lake County Economic Opportunity, Inc. It was one of the early community action agencies designated to carry out the mission of the "Great Society" programs. The mandate of these programs was to:

- Eradicate Poverty
- Develop Economic Opportunities
- Help disadvantaged people obtain skills and knowledge to become self-sufficient.

Lake Community Action Agency is one of Lake County's leading organizations in the delivery of human services. For more than 44 years Lake Community Action Agency has advocated for the poor, elderly and disadvantaged, and administers anti-poverty programs throughout Lake County utilizing U.S Department of Health and Human Services and Community Services Block Grant funds allocated by the Florida Department of Community Affairs.

OPTIONS:

1. Continue to advertise for a citizen representative.
2. Select a City Council member to be the representative.

STAFF RECOMMENDATION:

For Council discussion.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Legal Ad - Board Appointments

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

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

AGENDA TAB NO.: 9

SUBJECT TITLE: September 11, 2001 Twenty (20) Year Anniversary Memorial Observance in Tavares (Fire Department)

OBJECTIVE:

To obtain approval from the City Council to plan out a 20-year anniversary memorial observance in Tavares this coming September 11, 2021 and bring back those plans for Council approval.

SUMMARY:

On September 11, 2001, 2,997 innocent lives were lost in the terrorist attacks against the United States of America, and over 6,000 people were injured (September 11 is now officially recognized in the United States as "Patriot's Day").

While the time to mourn this terrible loss of life has come and gone, there was a promise to "Never Forget". In observance of Patriot's Day, and in remembrance of the terrible loss of life that took place on September 11, 2001, staff seeks approval to enter into discussions with neighboring cities and Lake County to host a regional 9-11 Patriot's Day memorial event in Tavares. Last year a similar event was hosted by Eustis.

If approved, staff would bring back plans, costs and funding back to City Council for final approval before making any commitments. Tavares Fire Chief would be assigned as the primary lead on these discussions and the Tavares Economic Development Special Events Coordinator would assist.

OPTIONS:

1. Approve authorizing staff to enter into discussions with neighboring cities and Lake County to host a regional 9-11 Patriot's Day memorial event in Tavares and bring back any plans and costs back to Council for final approval.
2. Do not approve authorizing staff to enter into discussions with neighboring cities and Lake County to host a regional 9-11 Patriot's Day memorial event in Tavares.

STAFF RECOMMENDATION:

Approve authorizing staff to enter into discussions with neighboring cities and Lake County to host a regional 9-11 Patriot's Day memorial event in Tavares and bring back any plans and costs back to Council for final approval.

FISCAL IMPACT:

None at this time.

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
3/3/2021**

AGENDA TAB NO.: 10

SUBJECT TITLE: First Responder Park (City Administrator)

OBJECTIVE:

To approve the exploration of creating First Responder Park and assign a Council Member to the correlating Horizon Team

SUMMARY:

Previously the City Council created the Freedom Flag traffic circle with Lake County to honor our veterans and partnered with the community to obtain donations towards that effort. This was a highly successful project not only resulting in the Freedom Flag and but also a monument with engraved name plates recognizing those that donated to the project.

An opportunity is presented to the Council to develop a similar project at the gateway to Tavares across the street from the new Public Safety Complex which currently houses our first responders of Police and Fire. This location also abuts Lake County's Emergency Operations Center and 911 Communications Center (see attached map). The Tavlee Trail runs along this area too.

The City Administrator has developed a Horizon Team made up of the Fire Chief, Police Chief, Emergency Management Director and City Administrator to explore this gateway project to partner with the County and community to honor our First Responders.

OPTIONS:

- 1) Approve the exploration of creating First Responder Park and assign a City Council member to the correlating Horizon Team.
- 2) Do not explore the creation of First Responder Park at this time.

STAFF RECOMMENDATION:

Approve the exploration of creating First Responder Park and assign a City Council member to the correlating Horizon Team

FISCAL IMPACT:

Non at this time - The Horizon team would bring back options to the City Council for consideration before any action was taken.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. First Responder Park Map

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

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

AGENDA TAB NO.: 11

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	March 17, 2021, 4:00 p.m., City Council Chambers
Planning & Zoning Board Meeting	March 18, 2021, 3:00 p.m., City Council Chambers
Code Enforcement Special Magistrate Hearing	March 23, 2021, 5:00 p.m., City Council Chambers
Library Board	April 21, 2021, 2:30 p.m., Library Conference Room

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	March 12, 2021, 11:30 a.m., Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	April 28, 2021, 2:00 p.m., 1300 Citizens Blvd, Leesburg
Tavares Chamber of Commerce Business Luncheon	March 24, 2021, 11:30 a.m., Tavares Civic Center

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
3/3/2021**

AGENDA TAB NO.: 12

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.