



AGENDA
TAVARES CITY COUNCIL
April 21, 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 Dr. Tim Burdick, Lake County Baptist Association

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Tavares Chamber of Commerce Update (Executive Director)

Tab 3 Proclamation - Central Florida Region, Mothers Against Drunk Driving
PowerTalk 21 Day (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 4 Approval of the April 7, 2021 City Council Regular Meeting Minutes
(City Clerk)

VIII. RESOLUTIONS

Tab 5 Resolution 2021-04 - Lake County Regional Park Partnership
between Lake County, Golden Triangle YMCA, and City of Tavares
(City Administrator)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

- Tab 6 **Ordinance 2021-02 - Koenke Property - Annexation and Rezoning of Approximately 05.74 Acres Located East of CR-561, South of Lake Industrial Blvd. (Community Development)**
- Tab 7 **Ordinance 2021-03 - Koenke Property - Small Scale FLUM Amendment of Approximately 05.74 Acres Located east of CR-561, South of Lake Industrial Blvd. (Community Development)**

X. GENERAL GOVERNMENT

- Tab 8 **Request Council's Approval to Present Obsolete Vehicles for Public Auction (Finance)**
- Tab 9 **Update User Fee Schedule for Athletic Fields (Community Services)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 10 **City Administrator Report**
- Tab 11 **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
4/21/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Dr. Tim Burdick, Lake County Baptist Association

OBJECTIVE:

Dr. Tim Burdick, Lake County Baptist Association, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Dr. Tim Burdick, Lake County Baptist Association, 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
4/21/2021**

AGENDA TAB NO.: 2

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

OBJECTIVE:

Receive an update on the Tavares Chamber of Commerce 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. 2021 April Chamber Report

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

THE CHAMBER OF COMMERCE IS AN ECONOMIC DEVELOPMENT ENGINE.
OUR MISSION IS TO ADVOCATE ON BEHALF OF THE BUSINESS COMMUNITY IN NORTH LAKE
COUNTY, CREATING GREATER OPPORTUNITY FOR ALL.

Report to City Council April 21, 2021

154 calls or visits recorded in March in our office

Upcoming Events

April 28th, Wednesday
Pavilion on the Lake
Sponsor: Florida Cancer Specialist
RSVP by Monday, April 26th noon

Monthly Business Luncheon
11:30am – 1:00pm
THS Graduating Seniors Speaker

April 29th, Thursday
The Venetian Center

Trails Update
5:30pm – 7:00pm

May 13th, Thursday
Seaside National Bank & Trust

Business After Hours/Grand Opening
5:30pm – 7:00pm

Advocacy Efforts

HB7 & SB72 – Covid 19 Liability Protection SIGNED INTO LAW

Candidate School (FIPL) June 8th, 9th & 10th Virtual

SIGNATURE INVESTORS



PREMIER INVESTORS



DELUXE INVESTORS



**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: Proclamation - Central Florida Region, Mothers Against Drunk Driving PowerTalk 21 Day (Mayor)

OBJECTIVE:

For the Mayor to read a proclamation declaring April 21, 2021 as PowerTalk 21 Day with adoption by the Tavares City Council

SUMMARY:

Mary Dean, Program Manger for the Central Florida Region, Mothers Against Drunk Driving, has requested the Tavares City Council approve a proclamation declaring Wednesday, April 21, 2021 as PowerTalk 21 Day.

According to Mothers Against Drunk Driving, research shows that adolescents who are more connected with their parents are less likely to drink alcohol or use other drugs among other risk factors. PowerTalk21 Day is part of MADD's Power of Parents® program to help equip parents and caring adults by providing valuable tools and resources to have important conversations around the dangers and consequences of underage drinking and marijuana use.

For additional information and downloadable resources visit www.madd.org/powerofparents.org.

OPTIONS:

1. For the Mayor to read a proclamation declaring April 21, 2021 as PowerTalk 21 Day with adoption by the Tavares City Council.
2. Do not adopt the proclamation.

STAFF RECOMMENDATION:

Option 1, for the Mayor to read a proclamation declaring April 21, 2021 as PowerTalk 21 Day with adoption by the Tavares City Council.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. PowerTalk 21 Proclamation

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



PROCLAMATION

WHEREAS, the City of Tavares recognizes the importance of parents talking with their teens about alcohol and other drugs to reduce the risks and dangers posed to teens and communities; and

WHEREAS, the majority of kids say their parents are their primary influence when it comes to decisions about drinking alcohol; and

WHEREAS, PowerTalk21®, started by Mothers Against Drunk Driving® (MADD) in 2011, is established to encourage parents and caregivers to embrace their important role in influencing America's youth and their decisions about drinking alcohol and using other drugs.

NOW, THEREFORE, as Mayor of the City of Tavares, I do hereby proclaim April 21, 2021 as

PowerTalk 21® Day

PASSED AND DULY ADOPTED, by the Tavares City Council on this 21st day of April, 2021.

Amanda Boggus, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the April 7, 2021 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

Approval of the April 7, 2021 City Council Regular Meeting minutes.

SUMMARY:

Attached are the April 7, 2021 City Council Regular Meeting minutes as submitted by the City Clerk.

OPTIONS:

Move to approve the City Council meeting minutes as submitted by the City Clerk under the Consent Agenda.

Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 04-07-2021 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
APRIL 7, 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 Eric Filkin, Bridges Covenant Church

Pastor Eric Filkin, Bridges Covenant 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

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Water Conservation Month

Mayor Boggus made the following presentation:

Susan Davis, Intergovernmental Coordinator for the Governmental Affairs Program, St. Johns River Water Management District, has requested the City issue a proclamation declaring April 2020 as Water Conservation Month.

2021 marks the 23-year anniversary since April was first established as Water Conservation Month. The Florida Section American Water Works Association,(FSAWWA), Florida's Water Management Districts, and City of Tavares are working together to increase awareness about the importance of water conservation and encouraging businesses, industries, schools, and citizens to save water and thus promote a healthy economy and community. April has been designated as Water Conservation Month as it is typically a dry month and water demands are most acute.

Mayor Boggus read the proclamation in its entirety.

MOTION

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

Tab 3. Proclamation – Retirement of Dr. Diane Culpepper, Executive Director of Lake Technical College

Mayor Boggus made the following presentation:

Dr. Diane Culpepper, Executive Director, Lake Technical College, will be retiring in August 2021. She has served the students and community in her capacity as Executive Director since July 2010. During her tenure she has strengthened private/public partnerships through joint initiatives that have significantly improved education opportunities throughout Lake County. Some of those initiatives include the following:

- Securing millions of dollars in funding to Lake Technical School with direct benefits to the residents of Tavares, neighboring communities, and Lake County.*
- Secured over \$4.5 million dollars in funding from local and state funding sources to create the Center for Advanced Manufacturing Program.*
- Developed a medical simulation lab for practical nursing, medical assistance, and nursing assistant students.*

Before the Mayor and Council is a proclamation in honor of the retirement of Dr. Culpepper and her dedication to Lake Technical College students, the City of Tavares and its citizens, and the citizens of Lake County, by declaring April 7, 2021 as Dr. Diane Culpepper Day.

Mayor Boggus read the proclamation in its entirety.

MOTION

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

Mr. Drury said the Mayor will present the proclamation to Dr. Culpepper during an upcoming Lake Technical College's Board meeting. Mayor Boggus said she had a scheduling conflict and could not attend. Vice Mayor Buigas said she would like to attend on the Mayor's behalf.

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 resolutions and ordinances by title only:

RESOLUTION 2021-05

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, SUPPORTING THE FLORIDA LEAGUE OF MAYORS TO PROTECT AND STRENGTHEN THE RIGHTS OF FLORIDA CITIZENS TO GOVERN THEMSELVES UNDER MUNICIPAL HOME RULE POWERS

CONFERRED UPON THEM BY THE FLORIDA CONSTITUTION;
PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE
DATE.

RESOLUTION 2021-06

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, ADOPTING
THE LAKE COUNTY LOCAL MITIGATION STRATEGY: MULTI-
JURISDICTIONAL PLAN 2021-2026 AND PROVIDING AN EFFECTIVE
DATE.

ORDINANCE 2021-02

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE
BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 05.74
ACRES OF LAND LOCATED EAST OF COUNTY ROAD 561, SOUTH OF
LAKE INDUSTRIAL BOULEVARD, REZONING SAID PROPERTY FROM
LAKE COUNTY HEAVY INDUSTRIAL DISTRICT (HM) TO CITY OF
TAVARES INDUSTRIAL (I); SUBJECT TO THE RULES, REGULATIONS
AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL;
PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE
DATE.

ORDINANCE 2021-03

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING
THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP
2040, PROVIDING FOR A CHANGE OF FUTURE LAND USE
DESIGNATION ON APPROXIMATELY 05.74 ACRES OF PROPERTY
FROM COUNTY INDUSTRIAL TO CITY INDUSTRIAL (IND) FOR
PROPERTY GENERALLY LOCATED EAST OF COUNTY ROAD 561,
SOUTH OF LAKE INDUSTRIAL BOULEVARD; PROVIDING FOR
SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN
EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Boggus asked if anyone would like to pull items on the Consent Agenda for discussion.

MOTION

Walter Price moved to approve the Consent Agenda [Tab 4. Approval of the March 17, 2021 City Council Regular Meeting; Tab 5. Resolution 2021-06 – Adoption of 2021-2025 Lake County Local Hazard Mitigation Strategy Plan; Tab 6.

Request Council Approval to Amend Purchasing Policy for Federal Grant Compliance] seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 4. Approval of the March 17, 2021 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

Tab 5. Resolution 2021-06 – Adoption of 2021-2026 Lake County Local Hazard Mitigation Strategy Plan

Approved on the Consent Agenda.

Tab 6. Request Council Approval to Amend Purchasing Policy for Federal Award Compliance

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 7. Resolution 2021-05 – Preemption of Municipal Home Rule Powers

Mayor Boggus made the following presentation:

The Florida League of Mayors adopted a resolution on preemption of Home Rule during their March 4, 2021 Board meeting. Mayor Boggus represents District 6 on the Florida League of Mayors Board of Directors, and requested the City pass the attached companion resolution in support of Home Rule powers and opposition to preemptive legislation of those powers by the Florida Legislature. If approved, the City Administrator will forward the resolution to the Tavares legislative delegation.

Mayor Boggus asked for comments from the audience.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said he is not in support of Home Rule powers. He said people lose property rights with Home Rule, and stated the resolution is imprecise with no detail of what is or is not acceptable.

Mr. Drury provided an overview of Dillon Rule and Home Rule powers. In Dillon Rule states, the state legislature has power over all cities with no authority at the local government level. Many states in the United States operate under Dillon Rule, and Florida operates under Home Rule. Florida is a Home Rule state that operates under the presumption that local citizens know what is best for their communities and elect people that represent their communities. Home Rule is being eradicated by the state legislature from laws that stop representation at the local level. Without Home Rule powers state legislatures from Florida's panhandle, Miami, and Jacksonville would make the decisions for what is best for the City of Tavares. Each area and city is unique and Home Rule allows each City to make decisions that are best for their own communities.

Attorney Williams said Home Rule is included in the 1968 Florida constitution. He provided an example of how Home Rule can be beneficial when a past Tavares City Council passed a model ordinance for a city-wide recycling requirement that ultimately became law in the state of Florida. Home Rule allows creative ideas to move forward. Mr. Drury said under Dillon Rule the recycling ordinance would have taken a year to be voted on by people in the panhandle, Miami and Jacksonville before Tavares could have adopted it.

David Serdar, 866 Wintergreen Drive, Fruitland Park, expressed support for the Tavares City Council.

Council Member Price said in the current climate state rights are being preempted to the Federal government and local rights are being preempted to the state. He said he would like Tavares to retain its independence and do its best for its citizens. He said he is in favor of Resolution 2021-05.

MOTION

Troy Singer moved to approve [Resolution 2021-05], seconded by Walter Price. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 8. Ordinance 2021-02 – Koenke Property – Annexation and Rezoning of Approximately 5.74 Acres Located East of CR561, South of Lake Industrial Blvd

No discussion at First Reading.

Tab 9. Ordinance 2021-03 – Koenke Property – Small Scale FLUM Amendment of Approximately 5.74 Acres Located East of CR561, South of Lake Industrial Blvd

No discussion at First Reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 10. Board Appointment – Planning and Zoning Board

Mayor Boggus made the following presentation:

Recently Gary Koerner, Planning and Zoning Board Member, resigned from the Board. He was serving a term that expires June 2022. The City advertised the vacancy in the Daily Commercial, on the City website, and social media

platforms. Two applications were received from the following:

- Brooke Matthews
- James Cheeseman

The Planning and Zoning Board is an advisory Board to the Tavares City Council, consisting of seven members who shall be residents of the City of Tavares. Terms are three years with the exception of those appointments made to fill the remainder of a vacated term.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said noted his preference for each Council member to make board and committee nominations rather than the Mayor only as it centralizes power. He said he would like all agenda back-up material to be placed on the city website.

Mayor Boggus asked if there were additional public comment.

David Serdar, 866 Wintergreen Drive, Fruitland Park, noted his support for whomever the Council appoints to the Planning and Zoning Board.

Jim Sweeza, 1518 Ridge Road, Tavares, asked the Council to consider what youth and diversity can bring to the Planning and Zoning Board. He noted his support for Brooke Matthews.

Attorney Williams said the Mayor's power is stated in the City charter and would require a charter amendment for change. Mr. Drury noted the citizens developed and voted on the City charter by referendum. He said the Mayor, for efficiency, reviews and recommends an appointment, and the Council confirms the appointment. If the Council does not confirm a candidate the Mayor must bring another name forward. The entire Council is involved in applicant selection.

Mayor Boggus said she recommends Brook Matthews to serve on the Planning and Zoning Board.

MOTION

Lori Pfister moved to accept the appointment of Brooke Matthews, seconded by Lou Buigas. The motion carried unanimously 5-0.

Mayor Boggus congratulated Ms. Matthews.

Tab 11. Request Council's Approval to Issue Request for Proposal (RFP) for Debt Financing to Extend Water, Sewer, Reclaim Capital Lines on Woodlea Road

Ms. Houghton made the following presentation:

In order to provide utility services to the area known as the Peninsula which includes 16 developed homes and undeveloped vacant land within and abutting the Peninsula area, expansion of water and sewer capital lines are needed. These improvements will provide service availability to existing homes and also provide for economic development opportunities for the area. (The Public Works Director will provide a brief overview of the area and the Project).

The Project Costs are estimated at \$3,500,000 or less, and closing costs are estimated at \$60,000. Debt Service costs for the project will be offset by future Impact Fee payments from connections to the new capital lines.

The loan will be issued by pledge of water, wastewater, reclaim, and utility impact fees, and the debt will be subordinate to existing debt of the Water/Wastewater Utility. This project was identified in the list of projects in the September 2019 Rate Study. In addition this project was identified in the FY2021 Adopted Budget and Capital Improvement Plan.

Staff estimates that the timeline for the issuance, approval and closing for the loan to be as follows:

- Issue RFP on or before April 23, 2021*
- RFP Proposals due on June 17, 2021*
- Bring RFP award recommendations to City Council on June 23, 2021*
- Bring Loan Resolution and Loan documents to the City Council for approval on July 21, 2021*
- Loan closing 23, 2021 (pre-closing on July 21, 2021)*

This item will come back to the City Council for approval of the award of RFP and the issuance of the debt obligation with accompanying Resolution.

Ms. Houghton noted Council received an updated staff report due to a scrivener's error. She asked Mr. Clark to provide comment on the project. Mr. Clark said before Council is a capital project with a capital lift station and extension of water, sewer, and reclaimed water lines from the Woodlea plant area to the Peninsula. He said the extension would provide full build-out on the Peninsula which is estimated to include 1,500 homes.

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

Mayor Boggus asked if the Peninsula was a planned development with phase I completed. Mr. Fitzgerald confirmed. Mayor Boggus asked if the homes on the Peninsula anticipated water being connected at some point in the future. Mr. Drury confirmed and said a previous City Council made a commitment to bring water and sewer to the Peninsula approximately 25 years ago and were unable to make the commitment due to costs and additional interest in the area. Now that other developments are coming to the community Council can fulfill its commitment to those fourteen residents who have been waiting for water and sewer.

Mayor Boggus noted phase II had been rezoned and asked if there were any plans for development in the near future. Mr. Fitzgerald said the city has received interest in development.

Council Member Pfister asked the Peninsula is the same property that requested de-annexation. Mr. Drury said no, and noted the properties abut. Council Member Pfister asked if the city can handle more growth in the area. Mr. Drury confirmed.

Attorney Williams said it is a capital line extension from a capital line map that has been approved on the city maps for approximately 30 years. He said when the city did the initial capital lines the future growth area was outlined and designated for major trunk water and sewer lines. Impact fees are used to pay for water and sewer capital lines. He said the city cannot bank impact fees and have to use and spend impact fee funds. The city has an obligation to complete the lines for extensions that are based on anticipated growth. With interest, growth and development in the area it is a reasonable expenditure.

Mr. Drury said the project will be good for the environment as many homes are on septic tanks which pollute the lakes.

Council Member Pfister asked how far the water and sewer currently extends. Attorney Williams said there are linear developments in the area with water or sewer but they are not major trunk lines. Mr. Drury said lines were put in and capped when the developments did not take off.

Vice Mayor Buigas asked for the cost the 16 existing developed homes will have to pay, or have already paid, to hook up to water and sewer. Mr. Drury said their impact fee portion was paid, and they will have to pay for the meters and hook up to the water lines. Ms. Houghton said if there is any additional capital infrastructure needed they would have to pay that as well. Attorney Williams said he believes the connection fee to the city is between \$150-\$250, a new account may require a deposit, and plumber connection would be the responsibility of the homeowner. Mr. Drury said the existing septic tanks that drain into the lake would have to be decommissioned or closed. Vice Mayor Buigas asked if septic tanks are abandoned. Mr. Clark said a septic tank bottom has to be knocked out and filled in with dirt.

Vice Mayor Buigas asked for the tax base on 1,500 homes. Ms. Houghton said she would bring the information back.

Council Member Pfister asked if the City can obtain the correct water pressure to accommodate the homes. Mr. Clark confirmed.

Council Member Singer asked why the City is doing a bank qualified loan as opposed to a SRF loan. Ms. Houghton said the SRF process is lengthy that could extend the project to the end of 2022, and a small loan that would complete with other SRF

applicants throughout the state. A bank loan allows the City to move fast and put the improvements in the ground quicker. Council Member Singer asked if the loan rate amount would come back to Council for approval. Ms. Houghton confirmed and said Request for Proposal (RFP) results with a recommendation would be brought back to Council for consideration.

Council Member Singer said he has received several questions from citizens asking why the City is moving forward and not waiting for a developer to come in and pay for the improvements. Mr. Drury said the City is bringing a capital line out to serve all properties in the area, and not just one. Developers will pay for the extension through impact fees which will pay off the loan. He said the City would get a no prepayment penalty loan. If the project is completed within 5 years, the developers impact fees will pay off the loan in 5 years. The City is putting the lines in up front and is the way governmental agencies invest in themselves through infrastructure projects such as roads, water, and sewer. He said countries who do not take out loans and invest in themselves and wait for someone to pay for public infrastructure do not grow as the cost of paying for airports, bridges, roads, and water and sewer lines is beyond what one developer can do. Governments put in the infrastructure, take out the loans, and then those who benefit pay for it.

Council Member Singer said one of the big buzz words of the day is 'debt' and citizens may misunderstand government debt by thinking of it as credit card debt. He asked Mr. Drury to explain government debt and how the city is still solvent and able to pay loans spread this out over 10-15 years so the taxpayers of the future pay rather than the citizens of today. Mr. Drury said most infrastructure including water, sewer, airports, bridges, roads, are built through low interest government loans spread out over a 15-20 year period, and those who benefit from the investment contribute their fair share through the life of the loan. To place the burden on the existing tax payers by the pay-as-you-go is not fair as citizens as the citizens of the future are benefitting from the service. He said with this project not only will the developer pay impact fees to pay off the debt within five years, which will allow the city to retire the debt early, the taxes in that area will be over \$1 million dollars per year. When the project moves forward and water and sewer is available not only will the developer be paying for the connection to the lines to pay off the debt, but the future people will be paying off the debt and offset the cost of paying for city services such as Police and Fire and other enjoyed amenities. Council Member Singer said it is important for the residents and business owners to understand the city is investing in its future and lessening the tax burden of the majority of the citizens by allowing other businesses and residents come into the community.

Council Member Price said he disagrees and believes the debt level in the City is too high and somewhere around \$75-80 million dollars. He said he does not believe the City should add more debt, and does not believe the taxpayers should ever be burdened with this infrastructure. If a developer wants to put in a project they should factor in the cost of that infrastructure in their feasibility analysis. He said there are 16 homes currently in the area that would equate to \$200,000 per house to run water and sewer lines. He said while the City would be receiving impact fees to pay for part of the

cost of the lines, he does not believe the cost and debt should be passed on to the citizens.

MOTION

Troy Singer moved to approve, seconded by Lou Buigas.

Vice Mayor Buigas said we need to invest in our future.

Council Member Pfister asked if there was the agreement to extend the services when the properties annexed into the city. She said she understands not wanting to spend money but feels the City should honor any agreement. She said water has been provided to every other citizen in the city limits, and asked if once the City brings the water to an area would the developer take it over. Mr. Drury confirmed and noted there is a pending lawsuit because the City has not brought the water to the area.

Attorney Williams said the City has is a capital line map and collects impact fees to build infrastructure to identified future growth areas. Impact fees can only be spent on that infrastructure. Every time a new home connects, the City collects \$4,600 which is placed in a special escrow account that can only be used for capital lines, facilities and wastewater plant improvements. The City has committed to the infrastructure improvements by adopting the capital line map and capital line extension policies. He said impact fees can only be used for the infrastructure and can be held for only 7 years. It is a fund collected and intended to be spent and returned to the system. Attorney William said the City's capital line extension policy does allow a developer to put in a capital line, and if they do they would get credit for it. If a developer spends \$3 million dollars for capital lines they would receive a \$3 million dollar's in impact fee credit. It is a balancing and a cash flow issue.

Council Member Price noted a concern for future traffic in the area. Mr. Drury said a traffic study is completed for every development by professional engineers who study the traffic and roads, and make recommendations to the Council when the land is developed. When a developer takes advantage of the water and sewer line, they will go through the normal planning and zoning process which will be vetted through the Planning and Zoning Board and come to Council with an engineering traffic study. If the intersections need to be improved the developer will take care of it. Council Member Price said the City of Minneola has not paid for roads, sewer lines or water lines for 3,000 to 4,000 homes and the developers have paid for those costs.

The motion carried 4-1 as follows:

Amanda Boggus:	Yes
Lou Buigas:	Yes
Lori Pfister:	Yes
Walter Price:	No
Troy Singer:	Yes

Tab 12. Discuss the FY2021 Current Year Budget Deferred Items

Mr. Drury made the following presentation:

The City Council adopted the FY 2021 current year budget on September 16th, 2020 amongst a backdrop of a full nationwide pandemic that was negatively affecting the Florida economy including travel and tourism as well as closing down businesses in Florida both small and large. The Citywide budget was reduced as was the tax rate and as were revenue projections. Estimating City revenues from traditional sources like Florida sales tax and gas tax was challenging to say the least. The Finance Department estimated a reduction in revenues based on input from economic forecasters for the ensuing Fiscal Year 2021. The Adopted Budget included a list of deferred items not to be funded at the beginning of the fiscal year and re-evaluated 1/2 way into the Fiscal Year should the estimated revenues be better than forecasted. We are now 1/2 way into the fiscal year and the Finance Department has updated its revenue projections for the General Fund which is showing an estimated increase of \$225,513 than originally budgeted.

The Deferred Items List is attached with City Administrator recommendations on how to allocate the \$225,513. The City Administrator is recommending that \$100,000 go into reserves and a \$125,513 fund those items identified on the attached list. This recommendation maintains the lower tax rate and smaller City wide budget over the prior fiscal year while attending to some of the needed deferred items.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, asked for all agenda back-up material be included on the city website.

David Serdar, 866 Wintergreen Drive, Fruitland Park, noted his support for the budget and said the City is building for its future.

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas said there are many great recommendations, and the City should focus on needs rather than wants with the funds going toward a possible roll-back rate if that is Council's wish.

Council Member Singer asked if the funds could be placed in a holding account to be used toward the FY2022 budget. Ms. Houghton confirmed. Council Member Singer said Council is trying to possibly get to the roll-back rate or bring the millage rate as low as possible while providing the high level of services citizens are accustomed. He asked for a ball park figure to get to the rollback rate this budget cycle. Ms. Houghton said if all items stay the same as the prior year the estimate would be from \$300,000 to \$450,000. She said that is a high level ballpark figure based on last years numbers. Mr. Drury said the qualifier is if all things stay the same. He said the cost of electricity,

fuel, healthcare, and providing government services is going up. Council Member Singer said Council has a difficult balancing act and the desire is to keep taxes as low as possible due to the unusual year. He said the economy is rebounding and unfortunately some residents and business owners are still suffering. Council Member Singer said he would like the funds placed in a holding account and work toward trying to lower the millage rate by finding areas we can cut.

Council Member Price noted his support that Council wishes to allocate some of the funds to reserves. He said the Civic Center needs ceiling tile and grid replacement. He noted a concern for possible mold remediation which would be costly. He asked if the ceiling tiles could be checked, and some of the other monies identified for other projects could go toward mold remediation if needed. He said he would be most comfortable putting the monies in a fund to offset the tax rate, rollback rate or place in reserves.

Council Member Pfister asked for the City's reserve percentage. Mr. Drury said the City is at the lower end of the 5% to 20% recommendation for reserves. Ms. Houghton said the City is at 7%. Mr. Drury said each year more funds are placed in reserves with a goal of 8% to 9% for a relatively small city. Council Member Pfister said the Civic Center ceiling is the one item she would be interested in moving forward as there is a sense of urgency due to the high use of the building. She said she would like to see a cost estimate to remediate the ceiling. Mr. Drury said if Council wishes to allocate the dollars staff could move forward, and he believes most of the odor is due to the kitchen being used over a 35 year period. Mr. Drury said the dollars before Council can replace ceiling tiles. Council Member Pfister noted her support for no expenditures other than the Civic Center with a cost brought back to Council for consideration.

Mayor Boggus asked Mr. Dillon if he has checked into the ceiling tiles and whether they may or may not have mildew or mold. Mr. Dillon said Staff is not aware of any mold in the building and will investigate and report the findings. Council Member Pfister asked to also look into the air conditioning vents.

Mayor Boggus asked if all the money were placed into reserves would there be an opportunity to take it out if Council wished to replace the ceiling tiles later. Mr. Drury confirmed. He said when you make the request you will be asking to use reserves for an unfunded item when it was funded. He confirmed he would prefer the funds placed in a holding account because the use of reserves for unforeseen issues. He said Staff can ensure there is no mold and bring back a cost.

Council Member Singer said the cost of replacing ceiling tiles could also be placed in the upcoming budget. Mr. Drury confirmed. Council Member Pfister said she does not like taking funds out of reserves. Vice Mayor Buigas said reserves is an emergency fund and not for replacing tiles.

MOTION

Lori Pfister moved to keep the money in a holding account until after the Civic Center is investigated, and then bring back to Council for consideration, seconded by Lou Buigas.

Vice Mayor Buigas said she would prefer not to keep the Civic Center and place the funds to be placed back in an account that sits there until it is determined to use to achieve a rollback rate or not. Council Member Pfister said she would like to put the money in the account and sit there, and receive an investigative report. Mr. Drury said staff would bring back costs. Mayor Boggus asked for the deferred list to be placed online for the future meeting.

The motion carried unanimously 5-0.

XII. NEW BUSINESS

Council Member Pfister provided an update on her recent trip to Tallahassee where she met with Representative Truenow on legislative initiatives. She said she met the Florida Secretary of Transportation Kevin Tebow and discussed the golf cart crossing at US441. Mr. Drury said Council Member Pfister's meeting with Secretary Tebow resulted in a meeting with the District 5 transportation planners regarding a golf cart crossing. Council Member Pfister said she also met with Senator Baxley on city projects and felt her trip was successful.

XIII. OLD BUSINESS

XV. AUDIENCE TO BE HEARD

David Serdar, 866 Wintergreen Drive, Fruitland Park, wished those present a Happy Easter. He noted his support for Lake County Commissioner Kirby Smith.

XVI. REPORTS

Tab 13. City Administrator Report

Mr. Drury said staff will provide information on upcoming events.

Mr. Tweedie provided an update on Planes, Tunes & BBQ, and Seaplane-A-Palooza scheduled April 9 through 11, 2021 in Wooton Park. Mayor Boggus asked for the time seaplane bingo will be held. Mr. Tweedie said 11:30 a.m. on Sunday, April 11, 2021.

Mr. Fitzgerald noted the Community Development department has moved to their new location on the first floor of City Hall. He invited the Council to tour their offices.

Tab 14. City Council Member Reports

Council Member Pfister said she has received inquiries on the Easy Street band will be performing. Mr. Tweedie said Easy Street will be performing at 12:30 on Saturday, April 10, 2021.

Council Member Price said he was looking forward to the Planes, Tunes & BBQ event. He said he has been listening to the Easy Street blues music online.

Council Member Singer said he was looking forward to Planes, Tunes & BBQ and the twilight airshow. He thanked Mr. Tweedie and staff for making the event possible.

Vice Mayor Buigas said she received a recent commendation from a parent whose child participates in the city recreation activities. The parent commended the recreation staff with special mention Ashley Bruns. Vice Mayor Buigas said the employees go above and beyond and leave an impression on many people who live in Tavares and Lake County.

Vice Mayor Buigas provided the following positive quote of the day: "The less you respond to negative people, the more positive your life will become." ~Paulo Coelho

XVII. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 5:23 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2021-04 - Lake County Regional Park Partnership between Lake County, Golden Triangle YMCA, and City of Tavares (City Administrator)

OBJECTIVE:

To approve a Resolution on exploring a Lake County Regional Park Partnership between Lake County, Golden Triangle YMCA, and City of Tavares and approve the associated Horizon team conducting that exploration (City Administrator)

SUMMARY:

Lake County is exploring the development of its fifth (5th) and final Lake County Regional Park to serve Central Lake County as programed in its Park Master Plan and desires to form partnerships, as it has with its other Lake Regional Parks, in establishing a Central Lake Regional County Park.

As the regional park would be located in Tavares, Lake County desires to explore a public/private partnership with, the City of Tavares, YMCA and AdventHealth Waterman Hospital in establishing a regional park in Tavares.

OPTIONS:

1. Approve the Resolution and Tavares Horizon Team of Council member Lori Pfister, City Administrator John Drury and Community Services Director Scott Aldrich meeting with and exploring the referenced partnership and then brining back options to the Council on that partnership to select from.
2. Do not explore a partnership at this time.

STAFF RECOMMENDATION:

Approve the Resolution and Tavares Horizon Team of Council member Lori Pfister, City Administrator John Drury and Community Services Director Scott Aldrich meeting with and exploring the referenced partnership and then brining back options to the Council on that partnership to select from.

FISCAL IMPACT:

No fiscal impact to conduct this exploration.

LEGAL SUFFICIENCY:

yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. RESOLUTION 2021-04

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

RESOLUTION 2021-04

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, EXPLORING A PUBLIC/PRIVATE PARTNERSHIP FOR ESTABLISHING A CENTRAL LAKE REGIONAL PARK; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tavares has interest in exploring the establishment of a Lake County Regional Park in Tavares to serve Central Lake County as programed in the Lake County Park Master Plan; and

WHEREAS, the City of Tavares desires to explore a public/private partnership with, Lake County, the YMCA and AdventHealth Waterman Hospital, all of whom have a common goal of providing health and wellness to the Citizens of Lake County.

NOWHEREFORE, the City of Tavares will explore a partnership with Lake County, YMCA and AdventHealth Waterman Hospital to see what limited role, if any, they all could have in the establishment of a Central Lake Regional Park.

DULY PASSED AND ADOPTED this 21ST day of April, 2021

Amanda Boggus, Mayor

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM:

Robert Q. Williams, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 6

SUBJECT TITLE: Ordinance 2021-02 - Koenke Property - Annexation and Rezoning of Approximately 05.74 Acres Located East of CR-561, South of Lake Industrial Blvd. (Community Development)

OBJECTIVE:

To consider the annexation and rezoning to Industrial (I) of approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.

SUMMARY:

The subject property is approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. The land is vacant and presently zoned as County Heavy Industrial District (HM). The applicant is proposing that the property be annexed and rezoned to City Industrial (I).

The proposed zoning of Industrial (I) is compatible with the surrounding zoning. The property is adjacent to parcels already annexed into the City of Tavares and designated as Industrial (I) zoning. The applicant at this time envisions the construction of approximately seven (7) buildings that are six thousand (6000) square feet in size.

The annexation of this property has been reviewed per the City's Annexation Policy. It has been determined by City staff that the property may be properly serviced by the City without undue hardship or significant negative fiscal impact to the City. City water service is available to the property and connection shall be required upon development.

The environmental assessment submitted by Stillwater Environmental, Inc. indicates no adverse conditions or environmental concerns with the property.

The traffic analysis submitted by Civil Engineering Solutions, Inc. does not indicate an adverse impact to the level of service for surrounding roadways.

The City is concurrently processing a future land use map amendment to re-designate the property from Lake County Industrial to City of Tavares Industrial (IND) on the Future Land Use Map 2040.

OPTIONS:

1. That City Council moves to approve Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.
2. That City Council moves to deny Ordinance 2021-02.

STAFF RECOMMENDATION:

At their March 18th meeting the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.

Staff recommends that City Council moves to approve Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.

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 2021-02
2. Aerial Map
3. Concept Plan
4. Zoning Map
5. Environmental Assessment
6. Traffic Analysis
7. Traffic Analysis (Exemption Request approved by City Engineer)
8. 03-18-2021 PZ Board Minutes
9. Newspaper Ad 2-28-21
10. Newspaper Ad 3-7-21

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

ORDINANCE 2021-02

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 05.74 ACRES OF LAND LOCATED EAST OF COUNTY ROAD 561, SOUTH OF LAKE INDUSTRIAL BOULEVARD, REZONING SAID PROPERTY FROM LAKE COUNTY HEAVY INDUSTRIAL DISTRICT (HM) TO CITY OF TAVARES INDUSTRIAL (I); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of the property described in **Exhibit “A”** has voluntarily petitioned to annex into the City of Tavares, and

WHEREAS, the property legally defined in **Exhibit “A”** is contiguous with the corporate limits of the City of Tavares and the annexation of said property will not result in the creation of any enclave; and

WHEREAS, the City of Tavares, Florida, is in a position to provide municipal services to the property described herein; and,

WHEREAS, the City Council of the City of Tavares, Florida, deems it in the best interest of the City to accept said petition and to annex said property; and,

WHEREAS, the property is currently zoned Lake County Heavy Industrial District (HM), and the applicant has requested that said property be rezoned to a City designation of Industrial (I); and,

WHEREAS, the City is concurrently processing an amendment to the City's Comprehensive Plan to re-designate the property from Lake County Industrial to City of Tavares Industrial (IND) on the Future Land Use Map 2040; and

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

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

WHEREAS, the City Council finds this amendment in compliance with the City of Tavares Land Development Regulations and the proposed amended Comprehensive Plan; now therefore

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

Section 1. Annexation

The property legally defined as and depicted in **Exhibit “A”** attached hereto, situated in Lake County, Florida, is hereby incorporated into and made a part of the City of Tavares, Florida, pursuant to the voluntary annexation provisions of Section 171.044, Florida Statutes.

Section 2. Rezoning

The property described in **Exhibit “A”** shall hereby be rezoned from Lake County Heavy Industrial District (HM) to City of Tavares Industrial (I) and shall be subject to the provisions contained within the Land Development Regulations for this zoning designation.

Section 3. Severability.

Upon a determination by a court of competent jurisdiction that a portion of this ordinance is void, unconstitutional, or unenforceable, all remaining portions shall remain in full force and effect.

Section 4. Effective Date.

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

PASSED AND ORDAINED 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 Novack, City Clerk

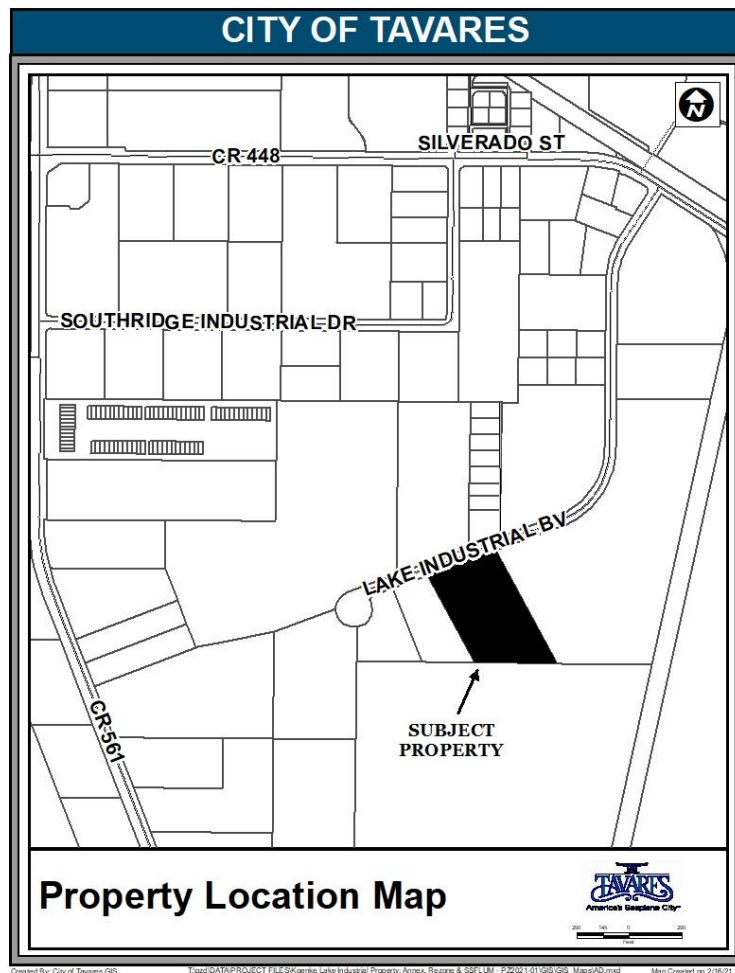
APPROVED AS TO FORM AND LEGALITY:

Robert Q. Williams, City Attorney

EXHIBIT "A"

LEGAL DESCRIPTION:

From the S.W. corner of the S.E. 1/4 (S 1/4 corner) of Section 8, Township 20, Range 26, Lake County, Florida, run East along the South line of said S.E. 1/4 455.0 feet to an iron pipe; thence turn to the left an angle of 90°00'00" and run North 1231.70 feet; thence East parallel with the South line of S.E. 1/4 a distance of 1106.46 feet to the P.O.B., from said P.O.B. run N. 29°27'33" W, 710.62 feet to the Southerly r/w of a 66 foot wide County Road; thence S. 69°17'00" W. along said r/w 400.00 feet; thence S. 29°04'45" E. 546.08 feet; thence East 458.22 feet to the P.O.B.



**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES
MARCH 18, 2021**

BOARD MEMBERS PRESENT

Gary Santoro, Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Deborah Murphy, Board Member
James Sweeza, Board Member
Dara Treadwell, Board Member

LAKE COUNTY SCHOOL BOARD

Helen LaValley - Absent

STAFF MEMBERS PRESENT

Robert Q. Williams, City Attorney - Absent
Mike Fitzgerald, Community Development Director
Jillian Roberts, Deputy City Clerk

CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Santoro asked if there are any additions or corrections for February 18, 2021 Planning and Zoning Board Meeting minutes. There were none.

MOTION

Dara Treadwell moved to approve the minutes of the February 18, 2021 Planning and Zoning Board Meeting, seconded by Dian Joy. The motion carried unanimously 5-0.

SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Ms. Roberts swore those in that were present.

PUBLIC HEARING

1) Recommendation on Ordinance 2021-02 – Koenke Property – Annexation and Rezoning of approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. from Lake County Heavy Industrial (HM) to City of Tavares Industrial (I).

Mr. Fitzgerald provided the following staff report;

The subject property is approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. The land is vacant and presently zoned as County Heavy Industrial District (HM). The applicant is proposing that the property be annexed and rezoned to City Industrial (I). The proposed zoning of Industrial (I) is compatible with the surrounding zoning. The property is adjacent to parcels already annexed into the City of Tavares and designated as Industrial (I) zoning. The applicant at this time envisions the construction of approximately seven (7) buildings that are six thousand (6000) square feet in size. The annexation of this property has been reviewed per the City's Annexation Policy. It has been determined by City staff that the property may be properly serviced by the City without undue hardship or significant negative fiscal impact to the City. City water service is available to the property and connection shall be required upon development. The environmental assessment submitted by Stillwater Environmental, Inc. indicates no adverse conditions or environmental concerns with the property. The preliminary traffic analysis submitted by Civil Engineering Solutions, Inc. does not indicate an adverse impact to the level of service for surrounding roadways. The City is concurrently processing a future land use map amendment to re-designate the property from Lake County Industrial to City of Tavares Industrial (IND) on the Future Land Use Map 2040.

OPTIONS:

- 1. That the Planning & Zoning Board moves to recommend approval of Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.*
- 2. That the Planning & Zoning Board moves to recommend denial of Ordinance 2021-02.*

STAFF RECOMMENDATION:

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.

Chairman Santoro asked for comments from the Board. There were none.

Chairman Santoro asked for comments from the audience.

David Clutts, Civil Engineering Solutions, 322 N. Rockingham Ave. Tavares, Applicant, stated that he is available to answer questions.

Board Member Treadwell asked if there is a concept drawing. Mr. Fitzgerald confirmed there is one in the packet.

Chairman Santoro asked if the property is annexed and rezoned and the plans fall through, will the annexation and rezoning still occur. Mr. Fitzgerald confirmed that the annexation and rezoning would still proceed.

MOTION

Bruce Peterman moved to recommend approval of Ordinance 2021-02, seconded by Dian Joy. The motion carried unanimously 6-0.

2) Recommendation on Ordinance 2021-03 – Koenke Property – Small Scale FLUM Amendment of approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. from Lake County Industrial to City of Tavares Industrial (IND). Recommendation on Ordinance 201-03

Mr. Fitzgerald provided the following staff report;

Ordinance 2021-03 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan. The subject property (Parcel Alternate Key Number 2719648) is 05.74 acres in size and generally located east of CR-561, south of Lake Industrial Blvd. The property is currently vacant. The applicant envisions industrial uses that are compatible with the industrial development that is adjacent to the subject property. This ordinance would amend the current Future Land Use Designation from Lake County Industrial to City Industrial (IND). Future Land Use Amendment The city is required to place a future land use designation on annexed property. The subject property is currently designated County Industrial. A City Industrial designation is compatible with surrounding property. Compatibility The surrounding property is industrial nature. Site Conditions The property is currently vacant. Prior to any development, an approved site plan will be required. All applicable surveying, environmental assessments, and permitting must be in place before the site plan is approved. Any proposed development project will be required to connect to available city utilities. Impact on City Services The subject property is located in the City's Utility Service Area. The City of Tavares has municipal water service available to the subject parcel and any new development on this property must connect to city utilities. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated. Page 16 of 21 FINDINGS This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings: 1. An Industrial Future Land Use designation would serve as the most appropriate land use for the

subject property in accordance with Future Land Use policy 1-1.1. 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)

OPTIONS:

- 1. That the Planning & Zoning Board moves to recommend approval of Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.*
- 2. That the Planning & Zoning Board moves to recommend denial of Ordinance 2021-03.*

STAFF RECOMMENDATION:

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.

Chairman Santoro asked for public comment. There was none.

Chairman Santoro asked for comments from the Board. There were none.

MOTION

James Sweezea moved to recommend approval of Ordinance 2021-03, seconded by Dara Treadwell. The motion carried unanimously 6-0.

OTHER BUSINESS

Mr. Fitzgerald noted that Board Member Gary Korerner resigned from the Planning and Zoning Board.

PUBLIC COMMENT

None.

ADJOURNMENT

Dian Joy moved to approve to adjourn the meeting at 3:14 PM, seconded by James Sweezea. The motion carried unanimously 6-0.

Respectfully submitted,

March 18, 2021
Planning & Zoning Board Meeting

Jillian Roberts,
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 7

SUBJECT TITLE: Ordinance 2021-03 - Koenke Property - Small Scale FLUM Amendment of Approximately 05.74 Acres Located east of CR-561, South of Lake Industrial Blvd. (Community Development)

OBJECTIVE:

To consider an application for a Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.

SUMMARY:

Ordinance 2021-03 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan.

The subject property (Parcel Alternate Key Number 2719648) is 05.74 acres in size and generally located east of CR-561, south of Lake Industrial Blvd. The property is currently vacant. The applicant envisions industrial uses that are compatible with the industrial development that is adjacent to the subject property. This ordinance would amend the current Future Land Use Designation from Lake County Industrial to City Industrial (IND).

Future Land Use Amendment

The city is required to place a future land use designation on annexed property. The subject property is currently designated County Industrial. A City Industrial designation is compatible with surrounding property.

Compatibility

The surrounding property is industrial nature.

Site Conditions

The property is currently vacant. Prior to any development, an approved site plan will be required. All applicable surveying, environmental assessments, and permitting must be in place before the site plan is approved. Any proposed development project will be required to connect to available city utilities.

Impact on City Services

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

FINDINGS

This amendment request is considered to be in compliance with the Comprehensive Plan Goals,

Objectives and Policies with the following findings:

1. An Industrial Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.
2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)

OPTIONS:

1. That City Council moves to approve Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.
2. That City Council moves to deny Ordinance 2021-03.

STAFF RECOMMENDATION:

At their March 18th meeting the Planning and Zoning Board voted unanimously to recommend approval of Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.

Staff recommends that City Council moves to approve Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.

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 2021-03
2. FLU Map
3. 03-18-2021 PZ Board Minutes
4. Newspaper Ad 2-28-21
5. Newspaper Ad 3-7-21

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

ORDINANCE 2021-03

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2040, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 05.74 ACRES OF PROPERTY FROM COUNTY INDUSTRIAL TO CITY INDUSTRIAL (IND) FOR PROPERTY GENERALLY LOCATED EAST OF COUNTY ROAD 561, SOUTH OF LAKE INDUSTRIAL BOULEVARD; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property described in **Exhibit “A”** attached hereto, is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Lake County Industrial to City Industrial (IND); and

WHEREAS, the City of Tavares is concurrently processing the annexation of this property; and

WHEREAS, the property consists of less than ten acres;

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

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

WHEREAS, an Industrial Future Land Use designation is compatible with surrounding City of Tavares future land use designations; and

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

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

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

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

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

Section 1. Future Land Use Amendment

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

Section 2. Severability and Conflicts

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

Section 3. Transmittal

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

Section 4. Effective Date

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

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

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

Amanda Boggus, Mayor
Tavares City Council

First Reading: _____

Second Reading & Final Adoption: _____

ATTEST:

Susie Novack, City Clerk

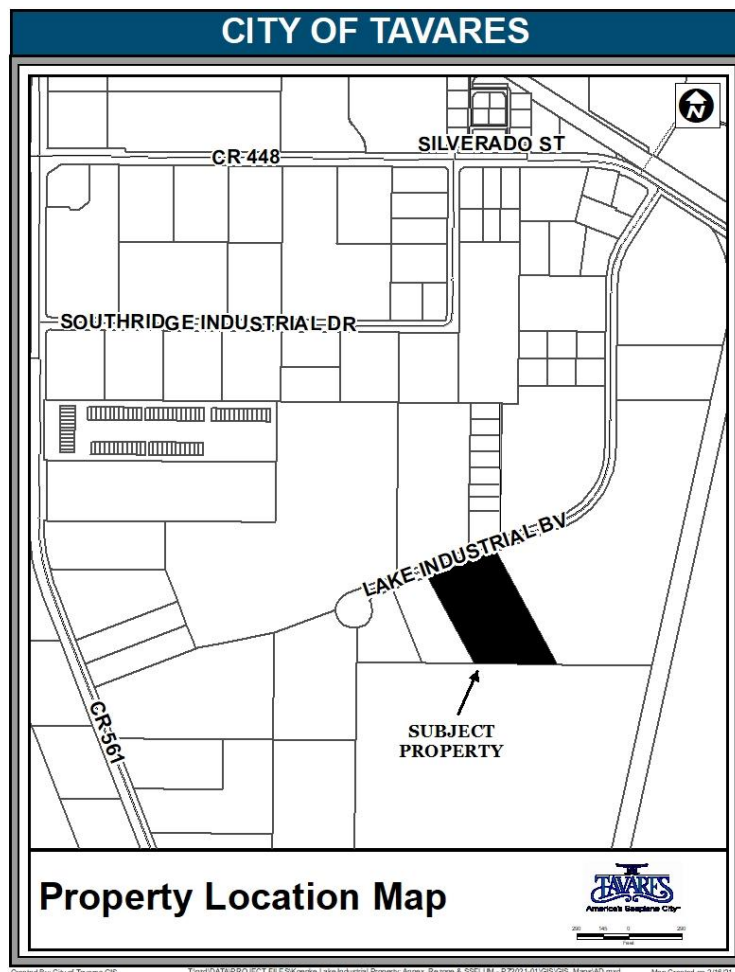
Approved as to form:

Robert Q. Williams, City Attorney

EXHIBIT "A"

LEGAL DESCRIPTION:

From the S.W. corner of the S.E. 1/4 (S 1/4 corner) of Section 8, Township 20, Range 26, Lake County, Florida, run East along the South line of said S.E. 1/4 455.0 feet to an iron pipe; thence turn to the left an angle of 90°00'00" and run North 1231.70 feet; thence East parallel with the South line of S.E. 1/4 a distance of 1106.46 feet to the P.O.B., from said P.O.B. run N. 29°27'33" W, 710.62 feet to the Southerly r/w of a 66 foot wide County Road; thence S. 69°17'00" W. along said r/w 400.00 feet; thence S. 29°04'45" E. 546.08 feet; thence East 458.22 feet to the P.O.B.



**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES
MARCH 18, 2021**

BOARD MEMBERS PRESENT

Gary Santoro, Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Deborah Murphy, Board Member
James Sweeza, Board Member
Dara Treadwell, Board Member

LAKE COUNTY SCHOOL BOARD

Helen LaValley - Absent

STAFF MEMBERS PRESENT

Robert Q. Williams, City Attorney - Absent
Mike Fitzgerald, Community Development Director
Jillian Roberts, Deputy City Clerk

CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Santoro asked if there are any additions or corrections for February 18, 2021 Planning and Zoning Board Meeting minutes. There were none.

MOTION

Dara Treadwell moved to approve the minutes of the February 18, 2021 Planning and Zoning Board Meeting, seconded by Dian Joy. The motion carried unanimously 5-0.

SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Ms. Roberts swore those in that were present.

PUBLIC HEARING

1) Recommendation on Ordinance 2021-02 – Koenke Property – Annexation and Rezoning of approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. from Lake County Heavy Industrial (HM) to City of Tavares Industrial (I).

Mr. Fitzgerald provided the following staff report;

The subject property is approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. The land is vacant and presently zoned as County Heavy Industrial District (HM). The applicant is proposing that the property be annexed and rezoned to City Industrial (I). The proposed zoning of Industrial (I) is compatible with the surrounding zoning. The property is adjacent to parcels already annexed into the City of Tavares and designated as Industrial (I) zoning. The applicant at this time envisions the construction of approximately seven (7) buildings that are six thousand (6000) square feet in size. The annexation of this property has been reviewed per the City's Annexation Policy. It has been determined by City staff that the property may be properly serviced by the City without undue hardship or significant negative fiscal impact to the City. City water service is available to the property and connection shall be required upon development. The environmental assessment submitted by Stillwater Environmental, Inc. indicates no adverse conditions or environmental concerns with the property. The preliminary traffic analysis submitted by Civil Engineering Solutions, Inc. does not indicate an adverse impact to the level of service for surrounding roadways. The City is concurrently processing a future land use map amendment to re-designate the property from Lake County Industrial to City of Tavares Industrial (IND) on the Future Land Use Map 2040.

OPTIONS:

- 1. That the Planning & Zoning Board moves to recommend approval of Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.*
- 2. That the Planning & Zoning Board moves to recommend denial of Ordinance 2021-02.*

STAFF RECOMMENDATION:

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2021-02 annexing and rezoning to Industrial (I) approximately 05.74 acres of property located east of CR-561, south of Lake Industrial Blvd.

Chairman Santoro asked for comments from the Board. There were none.

Chairman Santoro asked for comments from the audience.

David Clutts, Civil Engineering Solutions, 322 N. Rockingham Ave. Tavares, Applicant, stated that he is available to answer questions.

Board Member Treadwell asked if there is a concept drawing. Mr. Fitzgerald confirmed there is one in the packet.

Chairman Santoro asked if the property is annexed and rezoned and the plans fall through, will the annexation and rezoning still occur. Mr. Fitzgerald confirmed that the annexation and rezoning would still proceed.

MOTION

Bruce Peterman moved to recommend approval of Ordinance 2021-02, seconded by Dian Joy. The motion carried unanimously 6-0.

2) Recommendation on Ordinance 2021-03 – Koenke Property – Small Scale FLUM Amendment of approximately 05.74 acres located east of CR-561, south of Lake Industrial Blvd. from Lake County Industrial to City of Tavares Industrial (IND). Recommendation on Ordinance 201-03

Mr. Fitzgerald provided the following staff report;

Ordinance 2021-03 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan. The subject property (Parcel Alternate Key Number 2719648) is 05.74 acres in size and generally located east of CR-561, south of Lake Industrial Blvd. The property is currently vacant. The applicant envisions industrial uses that are compatible with the industrial development that is adjacent to the subject property. This ordinance would amend the current Future Land Use Designation from Lake County Industrial to City Industrial (IND). Future Land Use Amendment The city is required to place a future land use designation on annexed property. The subject property is currently designated County Industrial. A City Industrial designation is compatible with surrounding property. Compatibility The surrounding property is industrial nature. Site Conditions The property is currently vacant. Prior to any development, an approved site plan will be required. All applicable surveying, environmental assessments, and permitting must be in place before the site plan is approved. Any proposed development project will be required to connect to available city utilities. Impact on City Services The subject property is located in the City's Utility Service Area. The City of Tavares has municipal water service available to the subject parcel and any new development on this property must connect to city utilities. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated. Page 16 of 21 FINDINGS This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings: 1. An Industrial Future Land Use designation would serve as the most appropriate land use for the

subject property in accordance with Future Land Use policy 1-1.1. 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)

OPTIONS:

- 1. That the Planning & Zoning Board moves to recommend approval of Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.*
- 2. That the Planning & Zoning Board moves to recommend denial of Ordinance 2021-03.*

STAFF RECOMMENDATION:

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2021-03 Future Land Use Map amendment from Lake County Industrial to City Industrial (IND) for 05.74 acres of property generally located east of CR-561, south of Lake Industrial Blvd.

Chairman Santoro asked for public comment. There was none.

Chairman Santoro asked for comments from the Board. There were none.

MOTION

James Sweeza moved to recommend approval of Ordinance 2021-03, seconded by Dara Treadwell. The motion carried unanimously 6-0.

OTHER BUSINESS

Mr. Fitzgerald noted that Board Member Gary Korerner resigned from the Planning and Zoning Board.

PUBLIC COMMENT

None.

ADJOURNMENT

Dian Joy moved to approve to adjourn the meeting at 3:14 PM, seconded by James Sweeza. The motion carried unanimously 6-0.

Respectfully submitted,

March 18, 2021
Planning & Zoning Board Meeting

Jillian Roberts,
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 8

SUBJECT TITLE: Request Council's Approval to Present Obsolete Vehicles for Public Auction (Finance)

OBJECTIVE:

To request City Council approval for auction of surplus vehicles that have become obsolete and that have reached their useful life.

SUMMARY:

Various City vehicles, Ford Crown Victoria (2), Ford Explorer, Chevrolet C1500 (3), Chevrolet Tahoe (3), and Ford Explorer Sport have been identified for disposal due to age, wear, nonperformance, repair costs, or safety. The identified vehicles have been determined obsolete for City operations.

The identified vehicles are currently stored at the Caroline Water Plant location. The storage of these vehicles currently presents an ongoing storage deficiency for operational equipment as well as safety concerns. As these vehicles are no longer in use for City operations, staff requests authorization to present these vehicles to public auction.

In the past the City has utilized Gov Deals on-line auctions for surplus equipment. This method generally works well, but due to COVID and limited staff availability for inspections by prospective bidders, staff requests Council's approval to piggy-back on the Lake County Contract with George Gideon Auctioneers, Inc., located in Zellwood, Florida. Once all items have been auctioned off, funds will be deposited to the corresponding fund reserves of each vehicle. The Lake County Agreement provides the auctioneer a 5% commission fee to be collected from auction proceeds as well as a minimal transport fee.

Florida statutes section 274.07 states that equipment and property disposals shall be included in the minutes of the governmental unit.

Unit #	Department	Year	Make	Model / Description	Mileage	Full VIN	License
1	Library	2003	Ford	Crown Victoria	128124	2FAFP71W33X181446	XD4024
221	Fire	1997	Ford	Explorer	140609	1FMOU34E1VZB99541	XC1093
428	Parks	1994	Chevrolet	C1500	82,083	1GCEC14Z3RZ278718	120162
462	Parks	1994	Chevrolet	C1500	59,261	1GCEC14Z8RZ277001	120159
469	Parks	1994	Chevrolet	C1500	72,748	1GCEC14Z2RZ280055	120164
533	Police	2003	Ford	Crown Victoria	135,467	2FAFP71W53X181447	218859
540	Police	2005	Chevrolet	Tahoe	197,408	1GNEC13Z95R183972	228176
542	Police	2005	Chevrolet	Tahoe	133,216	1GNEC13Z15R183965	228174
548	Police	2005	Chevrolet	Tahoe	178,215	1GNEC13Z95R259111	228175
554	Police	2003	Ford	Explorer Sport	153,389	1FMYU60E13UB06133	XA0110

Equipment and vehicles previously approved for auction in October 2020 have been auctioned and proceeds in the amount of \$56,416.32 is in process.

OPTIONS:

1. **Move to Approve** the attached listing of surplus vehicles and authorize these vehicles for auction by piggyback on Lake County Contract with George Gideon Auctioneers, Inc.
2. **Do Not Approve** Items for Auction

STAFF RECOMMENDATION:

1. **Move to Approve** the attached listing of surplus vehicles and authorize these vehicles for auction by piggyback on Lake County Contract with George Gideon Auctioneers, Inc.

FISCAL IMPACT:

There is no fiscal impact to approve. Funds generated from auction activities will be deposited to the corresponding fund that currently owns the vehicle.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Vehicles for Auction 04-21-2021
2. 20210414_114555_resize
3. 20210414_114611_resize
4. 20210414_114620_resize
5. 20210414_114634_resize
6. 20210414_114646_resize

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



SURPLUS VEHICLES

Request to Auction

APRIL 21, 2021

Unit #	Department	Year	Make	Model / Description	Mileage	Full VIN	License
1	Library	2003	Ford	Crown Victoria	128,124	2FAFP71W33X181446	XD4024
221	Fire	1997	Ford	Explorer	140,609	1FMOU34E1VZB99541	XC1093
428	Parks	1994	Chevrolet	C1500	82,083	1GCEC14Z3RZ278718	120162
462	Parks	1994	Chevrolet	C1500	59,261	1GCEC14Z8RZ277001	120159
469	Parks	1994	Chevrolet	C1500	72,748	1GCEC14Z2RZ280055	120164
533	Police	2003	Ford	Crown Victoria	135,467	2FAFP71W53X181447	218859
540	Police	2005	Chevrolet	Tahoe	197,408	1GNEC13Z95R183972	228176
542	Police	2005	Chevrolet	Tahoe	133,216	1GNEC13Z15R183965	228174
548	Police	2005	Chevrolet	Tahoe	178,215	1GNEC13Z95R259111	228175
554	Police	2003	Ford	Explorer Sport	153,389	1FMYU60E13UB06133	XA0110











**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 9

SUBJECT TITLE: Update User Fee Schedule for Athletic Fields (Community Services)

OBJECTIVE:

To present council a revised fee schedule for use of city athletic fields.

SUMMARY:

On November 21, 2012, the City Council voted to adopt a fee schedule for use of city athletic fields consistent with its annual budget and in line with what other Lake County cities charge (see current adopted fee schedule attached).

Below are options for the Council's consideration to revise the City's existing athletic field use fee schedule to offset the taxes used to pay for personnel, lighting, field wear/tear, chalk, paint, trash removal, etc.

Background: City athletic fields are utilized in a variety of ways:

1. Individual use for outdoor recreation
2. City managed and operated sports leagues, programs, and events
3. Private organizations to hold tournaments, team practices, clinics, etc.
4. Private youth sports organizations to run sports leagues

The intent of this update is to simplify the fee schedule for groups 3 and 4. In furtherance of this objective, staff conducted research to explore what other communities around Central Florida are charging various sports organizations to use tax supported public fields. A total of ten (10) municipalities responded, offering their fee structure. Consistent with Tavares, private organizations in group 3 pay an athletic field rental fee in all 10 surveyed municipalities. The rates for those fields vary, and staff is recommending a slight adjustment to simplify the city's nine (9) year-old fee schedule to bring the city more in line with the 2021 market (see recommended fee schedule below and attached fee schedule comparison).

Research of these same 10 municipalities found the rental structure is different from community to community when youth sports organizations in group 4 need regular, ongoing field use throughout a season to hold their private leagues or activities. Of the 10 who responded to staff's request:

- 1 community does not charge a fee to local sports organizations
- 2 communities charge for local sports leagues, but waive fees based on proof of city residency
- 7 communities charge for use of their fields, regardless of residency

Rate structures vary for youth sports leagues from a) a normal hourly rate; B) a structure based on each participant; and C) a structure based on each team.

Staff proposes option B (A structure based on each participant). To accomplish this staff recommends implementation of a \$20 fee per non-Tavares resident/participant to help offset some of the city taxes used for the field maintenance and waive the fee for all verified City of Tavares residents within the participating league.

Item	City Sponsored *see A below	All Others *see B below	Comments
Private Youth Sports Organization League Rental			
Per Individual Participant, Per Season	Free	\$20*	*Non-City Resident
Per Individual Participant, Per Season	Free*	Free*	*Tavares City Resident
Private Organization Athletic Field Rental (Non-Tournament)			
Per Hour Rate, Per Field	Free	\$20	
Prep Fee Per Athletic Field	Free	*\$20	*Field set-up one time
Private Organization Athletic Field Rental (Tournaments)			
Tournament Deposit	\$200	\$200	
Per Hour Rate, Per Field	Free	\$20	
Prep Fee Per Athletic Field	Free	*\$20	*Field set-up one time
City Staff On-Site (per person if requested)	*\$25	*\$25	*Hourly rate after field set-up
Senior Softball Program			
Per Team, Per Game	Free	*\$30	*Per game fee

*** **Category A** – City-sponsored or Council-approved recreation programs (i.e. City of Tavares Recreation Programs, Lake County Schools, Special Olympics of Lake County, etc.)

*** **Category B** – Private organized group or individual looking to rent a athletic field (i.e. sports organization, team, event organizer, private instructor, etc.)

OPTIONS:

1. Approve recommended fee schedule.
2. Charge full hourly rental rates and request the youth sports group to apply for a City Community Grant to help offset the fee.
3. Discuss other options to address private youth sports groups.

STAFF RECOMMENDATION:

Staff option #1: Approve recommended fee schedule

FISCAL IMPACT:

Budgeted revenues from athletic field rentals will reduce taxes needed to maintain the fields.

LEGAL SUFFICIENCY:

Meets legal sufficiency

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Athletic Field Fee Schedule (current)
2. Fee Schedule Comparison

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



Athletic Field Fee Schedule

Name of Organization/Group: _____ Date of Application: _____

Item	I.	II.	III.	IV.	* Tavares League Participant	Comments	Total
Field Rental (Non Tournament)							
Per Hour – Without Lights	n/a	\$20	\$30	\$40	\$15		
Per Hour – With Lights (minimum 2 hrs)	n/a	\$25	\$35	\$45	\$20		
Prep Fee Per Baseball or Softball Field	n/a	\$15	\$15	\$15	\$15	Field set-up one time	
Weekend or Holiday set-up fee	n/a	\$15	\$15	\$15	\$15	Onetime fee per day	
Field Rental (Tournaments)**							
Tournament Deposit***	\$200	\$200	\$200	\$200	\$200		
Per Hour – Without Lights	n/a	\$20	\$30	\$40	\$15	Max rate of \$150 per field, per day	
Per Hour – With Lights (minimum 2 hrs)	n/a	\$25	\$35	\$45	\$20	Max rate of \$150 per field, per day	
Per Hour – with 5 or more fields rented per day within the City (without lights)	n/a	\$10	\$10	\$10	\$10		
Per Hour – with 5 or more fields rented per day within the City (with lights)	n/a	\$20	\$20	\$20	\$20		
Prep Fee Per Baseball or Softball Field	n/a	\$15	\$15	\$15	\$15	Field set-up one time	
Weekend or Holiday set-up fee	n/a	\$15	\$15	\$15	\$15	Onetime fee per day	
City Staff On-Site (per person)	\$25	\$25	\$25	\$25	\$25	Hourly rate after field set-up	
Courts / Batting Cages							
Tennis Court – Per Court Hourly Rental	n/a	\$25	\$25	\$30	n/a		
Batting Cage Rental – Per Hour	n/a	\$5	\$5	\$15	n/a		
						Sub-Total Costs	\$
						Sales Tax (5.5%)	\$
						Tournament Deposit	\$
						Grand Total	\$

Sales tax of 5.5% for non-tax exempt groups will be charged for all field, facility and court rentals.
No charge will be made for school or government rentals.

Category Legend

Category I – City sponsored or Council approved recreation programs (i.e. City of Tavares Recreation Programs, Tavares High School Athletics, etc.)

Category II – Any recognized non-profit or civic group (i.e. service club, charitable organization)

Category III – Organized group or individual looking to rent the facility (i.e. sports team, event organizer)

Category IV – Non-city sponsored program or independent contractor wishing to provide a commercial activity in a city park (i.e. private instructor, personal lessons, etc.)

* Tavares League Participant – Any group made up of at least 50% of their participants currently enrolled in a local City of Tavares athletic program

** Tournament rentals will be charged by the hour or have a max charge of \$150 per day, per field – whichever is cheaper

***Tournament deposits must be paid at the time of reservation. After the tournament, if the facility has been left clean and free of debris or damage, the deposit will be refunded in full.

Fee Schedule Comparison:

Community	Private Organization Temporary User Fees	Local Private Youth Sports Organization League Rates	Comments
City of Tavares (<i>proposed</i>)	\$20/hour per field (includes lights)	\$20/participant per season (non-city resident)	waive fee for Tavares residents in youth leagues
Lake County	\$10/hour per field \$10/hour for lights	same hourly fee applied	
City of Leesburg	\$20/practice per field \$30/game per field \$10/hour for lights	same hourly fee applied	waive fee if youth sports team is 75% or more city residents
City of Mount Dora	\$10/hour (city resident / non-profit) \$20/hour (non-city resident) \$40/hour (commercial) \$38/hour for lights	\$6,000 annual fee	example: Mount Dora Babe Ruth League (baseball & softball) - spring season and fall season
City of Eustis	\$15/hour per field \$10/hour for lights	n/a	do not currently have fee structures in place for leagues, but would waive any fees for Eustis-based team with proof of residency
City of Clermont	\$15/hour (city resident) \$25/hour (non-city resident) \$10/hour for lights	\$175/team per season	
Town of Lady Lake	\$15/hour per field (local) \$35/hour per field (non-local) \$10/hour for lights	\$500 fee per season	
City of DeBary	\$30/hour & half \$15/hour & half for lights	no user fee for local group	example: DeBary Babe Ruth League utilizes city fields for no fee but assist in facility upgrades
City of Port Orange	\$20/hour per field \$10/hour for lights	\$3,433 for half-year program \$6,866 for full-year program	
City of Plant City	\$19/hour per field (includes lights) \$50 administrative fee	\$30/participant per season	
City of Lake Mary	\$15/hour (city resident) \$25/hour (non-city resident) *additional \$5/hour for soccer field \$10/hour for lights	\$14,500 annual operation and maintenance fee, plus annual capital upgrade contribution of \$3,000	example: Lake Mary Little League (baseball & softball) - spring season and fall season

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/21/2021**

AGENDA TAB NO.: 10

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	May 5, 2021, 4:00 p.m., City Council Chambers May 19, 2021, 4:00 p.m., City Council Chambers
Planning & Zoning Board Meeting	May 20, 2021, 3:00 p.m., City Council Chambers
Code Enforcement Special Magistrate Hearing	May 25, 2021, 5:00 p.m., City Council Chambers
Library Board	May 19, 2021, 2:30 p.m., City Council Chambers

UPCOMING EVENTS:

Hydro Drag Nationals	June 5-6, 2021, and July 17-18, 2021, Wooton Park - Details to be Announced
4th of July Celebration	July 4, 2021, Wooton Park - Details to be Announced

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	May 14, 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	May 26, 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
4/21/2021**

AGENDA TAB NO.: 11

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.