



**TAVARES CITY COUNCIL
MEETING MINUTES
APRIL 21, 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
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Sarah Coursey, Police Lieutenant
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**

TAVARES CHAMBER OF COMMERCE

J. Scott Berry, President

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Dr. Tim Burdick, Lake County Baptist Association

Dr. Tim Burdick, Lake County Baptist Association, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Boggus asked for changes to the Agenda. Mr. Drury said staff had no changes.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Tavares Chamber of Commerce Update

Mr. Berry said monthly visits and calls have normalized with numbers slightly under 2019 statistics. He provided a review of upcoming events, and noted Mr. Drury is scheduled to provide an update at a Lake County Trails Meeting scheduled April 29, 2021 at the Venetian Center in Leesburg. He said Council Member Buigas, Fire Chief Keith, and the owners of Bru Tap House would each be honored during the Community Service Award Dinner on May 20, 2021.

Mr. Berry said the Covid Liability Protection Bill was signed by Governor DeSantis, and the Tavares Chamber of Commerce and Career Source of Lake County would be hosting a 'Get People Back to Work' event at O'Keefe's Irish Pub and Restaurant on April 23, 2021.

Tab 3. Proclamation – Central Florida Region, Mothers Against Drunk Driving PowerTalk 21 Day

Mary Dean, Program Manager 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.

Mayor Boggus read the proclamation in its entirety.

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

MOTION

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

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

Attorney Holt gave the oath to those who wished to provide testimony on quasi-judicial matters [Tab 6 - Ordinance 2021-02 – Annexation and Rezoning of Approximately 5.74 Acres Located East of CR561 and South of Lake Industrial Boulevard; and, Tab 7 – Ordinance 2021-03 – Small Scale FLUM Amendment of Approximately 5.74 Acres Located East of CR561 and South of Lake Industrial Boulevard].

Attorney Holt asked Council if they had any ex-parte communications to disclose. There were none.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack said Resolution 2021-04 had been renumbered to 2021-07 [Tab 5], and read the following resolution and ordinance by title only:

RESOLUTION 2021-07

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.

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 wished to pull an item on the Consent Agenda. There were no requests.

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 4 - Approval of the April 7, 2021 City Council Regular Meeting Minutes], seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 4. Approval of the April 7, 2021 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 5. Resolution 2021-07 – Lake County Regional Park Partnership between Lake County, Golden Triangle YMCA, and City of Tavares

Mr. Drury made the following presentation:

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.

Staff recommends approval of Option 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 bringing back options to the Council on that partnership to select from.

Mr. Drury read Resolution 2021-07 in its entirety. He said the goal for the Team would be to meet over the ensuing months on partnerships, and bring a plan back to Council for a regional park in Tavares for consideration and action.

Mayor Boggus asked for comments from the audience.

David Serdar, 866 Wintergreen Drive, Fruitland Park, noted his support.

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas asked if the request is for authorization for Council Member Pfister and Mr. Aldrich to discuss a partnership with other entities. Mr. Drury confirmed, and said approval also includes bringing back a plan to Council for consideration.

Council Member Singer asked if there would be any financial obligations. Mr. Drury said any financial obligations of the entities would be brought before Council when the results of the discussions are presented. Council Member Singer asked if there have been other park partnerships. Mr. Drury confirmed, and said many of the new regional parks built by Lake County have partnerships with cities. He said examples of those partnerships will be provided to Council. He said there are also examples of partnerships with YMCA's in Florida and throughout the country. Examples of YMCA partnership models will also be provided. The goal is to take the best partnerships that Lake County has already developed with the best partnerships the YMCA has developed in Florida, and bring back to Council a partnership that fits the Tavares model for Council's consideration.

Council Member Pfister said she is excited about the project and impact on the City, community, and Lake County.

MOTION

Lori Pfister moved to approve, seconded by Lou Buigas.

Council Member Price noted his support for exploring the potential of a partnership.

Mr. Drury said Lake County passed a similar resolution within the past week regarding their interest in exploring the partnership. The AdventHealth leadership team has expressed their interest in forming a partnership as well.

The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 6. Ordinance 2021-02 –Annexation and Rezoning of Approximately 5.74 Acres Located East of CR-561, South of Lake Industrial Blvd. – Koenke Property

Mr. Fitzgerald made the following presentation:

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.

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 Option 1; 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.

Mr. Fitzgerald provided a PowerPoint aerial image of the property and concept plan.

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

Mayor Boggus asked for comments from the Council.

Council Member Pfister asked for a review of the aerial image to identify which properties were located in the City and which were located in unincorporated Lake County.

Mr. Drury said he is excited the Industrial Commerce Park has attracted a number of small entrepreneurs working on steel, engine overhauls, and manufacturing that bring high wage jobs to Tavares. He said a similar project was approved approximately 3 years ago with five spec buildings that are all full. Having high wage manufacturing businesses in appropriately zoned areas is not only good for the City, they are good for the Central Florida region and country.

Council Member Price said he has appraised several of the buildings and they are full and doing well. He said it is a great addition to the City.

Council Member Singer said the project brings economic diversity to Tavares, and the Industrial Commerce Park is the perfect location. He asked Mr. Drury to expand on the tax base impact businesses bring to the City. Mr. Drury said the industrial and commercial community use \$.80 in services for every dollar they contribute to the tax base as they do not utilize parks or libraries the rest of the community enjoys. For every \$1.00 a resident contributes to the tax base they consume \$1.20 in services. The business community subsidizes quality of life issues in Tavares. When water and sewer is brought to an area commercial businesses respond with buildings and jobs. Council Member Singer noted his support.

MOTION

Lori Pfister moved to accept Option 1 [City Council Moves to approve Ordinance 2021-02 Annexing and Rezoning to Industrial (I) Approximately 5.74 Acres of Property Located East of CR-561, South of Lake Industrial Blvd.], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 7. Ordinance 2021-03 – Small Scale FLUM Amendment of Approximately 5.74 Acres Located East of CR561, South of Lake Industrial Blvd. – Koenke Property

Mr. Fitzgerald made the following presentation:

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).

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.

The surrounding property is industrial nature.

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.

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.

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)*

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 Option 1; 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.

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

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

MOTION

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

X. GENERAL GOVERNMENT

Tab 8. Request Council's Approval to Present Obsolete Vehicles for Public Auction

Ms. Houghton made the following presentation:

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. Staff provided a list of all vehicles to the Council.

Staff recommends approval of Option 1; City Council moves 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.

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

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

MOTION

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

Tab 9. Update User Fee Schedule for Athletic Fields

Mr. Aldrich made the following presentation:

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.)

Mayor Boggus asked Council if they wished to charge for city based youth leagues.

There was a consensus from the Council not to charge.

Mike Trainer, 235 Olive Drive, said he attended a recent Tavares Youth Football League practice and was impressed by the manners of the 12-13 year old who were participating. He noted his support to not charge the Tavares Youth Football League for use of the athletic fields.

Brian White, President, Tavares Youth Football League, requested the League continue to hold practice at the Woodlea Sports Complex free of charge. He said the league has been in the community since 1971 and practicing at the Woodlea Sports Complex since 1992-1993 free of charge. He said through the years they have voluntarily provided funds to the City to help with items such as installing a fence around the utility field at a cost of \$1000. Volunteers have provided truckloads of dirt to fill holes in the fields. The league does not charge admission for practices and noted their fall season includes approximately 60 practices.

David Serdar, 866 Wintergreen Drive, Fruitland Park, said he would not include fees, and is in support for Council's decision.

Mayor Boggus asked for comments from the Council.

MOTION

Lori Pfister moved to not charge the Tavares Youth Football League, seconded by Lou Buigas.

Mayor Boggus said she would like to eliminate the charge for all youth sports in Tavares.

Lori Pfister amended the motion to not charge city based youth sports across the board, seconded by Lou Buigas.

Council Member Pfister said the charges could be revisited at a later date if needed.

Council Member Singer said the Tavares Youth Football League is a wonderful organization, and noted he played football for the league in his youth. He said what we do for one we should do for all. He said the programs bring in kids and parents who visit Tavares restaurants, shops, and hotels.

Vice Mayor Buigas said it is important to invest in the youth, and they need to be nurtured in order to be productive and constructive members of society.

Council Member Price said if the City has not charged the Tavares Youth Football League for 50 years the City should not start now.

The motion carried unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

David Serdar, 866 Wintergreen Drive, Fruitland Park, discussed the Florida legislative session currently being held.

Michael Watkins, 805 Summerall Avenue, commended the Council on their vote to not charge user fees for use of the athletic fields.

Brooke Matthews, 217 E Main Street, thanked the Mayor and Council for her appointment to the Planning and Zoning Board. She said she met with the Community Development Director and staff, and looks forward to serving on the Board.

XIV. REPORTS

Tab 10. City Administrator Report

Mr. Drury provided an update on partnerships. He discussed the partnership Tavares formed with Mount Dora and Lake County on a RAISE Grant from the United States Department of Transportation to build a trail from downtown Tavares to downtown Mount Dora and out to Sorrento in the railroad bed. He said it has been an exciting project and staff had an opportunity to meet with Senator Rubio's representative. Senator Rubio will be supporting the project, Congressman Webster has written in support of the project. and other congressman that represent the area are also in support. The grant deadline for the trail has been moved to mid-July 2021 with the hope for an award in September 2021. The grant application is for a \$25 million dollar Rebuild America Grant under the RAISE Grant Program.

Mr. Drury confirmed he will be making a trail presentation on April 29, 2021 at the Venetian Center in Leesburg. Mr. Drury said there are several trails coming to Lake County backed by a great grassroots efforts. He noted Council Member Buigas sits on the Mount Dora Trail Horizon Team and is actively involved in meetings and the partnerships.

Tab 11. City Council Member Reports

Council Member Pfister commended the Chamber of Commerce on a successful golf tournament held on April 23, 2021.

Council Member Price said he enjoyed Planes, Tunes & BBQ, and was glad he had an opportunity to hear the band Easy Street.

Council Member Singer said he enjoyed Planes, Tunes & BBQ, and thanked staff for their hard work behind the scenes.

Vice Mayor Buigas said she recently toured the Lake County Animal Shelter. She recommended those present tour the facility. She thanked residents for reaching out to her and taking time to watch meetings online and remain involved.

Vice Mayor Buigas provided the following positive quote: "Try not to become a man of success, but rather try to become a man of value." ~Albert Einstein

XV. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 4:53 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk