



AGENDA
TAVARES CITY COUNCIL
October 16, 2019
4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 E MAIN STREET, TAVARES

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak form available from the City Clerk or at the Council Meeting prior to the meeting being called to order. In addition, the Mayor will ask for comment under the agenda item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or snovack@tavares.org)

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Pastor Brooks Braswell, Umatilla Baptist Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Proclamation - White Cane Safety Day (Mayor)

Tab 3 America in Bloom Awards Presentation (Public Works)

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 September 6, 2019 Regular City Council Meeting and Budget Hearing Minutes (City Clerk)

Tab 5 Stokes Property - Preliminary Plat (Community Development)

Tab 6 Resolution No. 2019-09 – State Revolving Fund Loan for Lake Frances Water Distribution Piping Replacement Design – FINAL AMENDMENT (Finance)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 7 Award of Contract for City Hall Hardening Project (Public Works)**
- Tab 8 LCSO Dispatch Services Agreement (Police)**
- Tab 9 Approval of Agreement With Haskell Company for Removal of
Marina Pilings (Economic Development)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. HISTORICAL PERSPECTIVE

- Tab 10 Tavares Historical Society**

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 11 City Administrator Report**
- Tab 12 City Council Member Reports**

XVI. 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
10/16/2019**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Brooks Braswell, Umatilla Baptist Church

OBJECTIVE:

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

SUMMARY:

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

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 2

SUBJECT TITLE: Proclamation - White Cane Safety Day (Mayor)

OBJECTIVE:

For Council to approve a proclamation declaring October 15, 2019 as White Cane Day in Tavares.

SUMMARY:

Scott Mack, New Vision for Independence Board Member, requested the Tavares City Council pass a Proclamation declaring October 15, 2019 as White Cane Day in recognition of the contributions of Americans who are blind or who have low vision..

New Vision is a nationally accredited 501(c)(3) tax-exempt organization that was incorporated on July 18, 2005. New Vision provides unique training to persons experiencing severe bilateral vision loss that is affecting their daily functioning in daily living, vocational, or academic activities. New Vision serves people of all ages including babies, children, teens, adults, and seniors who reside in Lake and Sumter counties and The Villages. New Vision is the only provider of these vital services for this population in this geographic area. New Vision for Independence is committed to excellence in providing rehabilitation, community education, advocacy, and support services for people with low vision or blindness, and their families to promote independence, acceptance, and self-confidence.

OPTIONS:

1. Move to approve the attached proclamation.
2. Do not move to approved the attached proclamation.

STAFF RECOMMENDATION:

Option 1. Move to approve the attached proclamation.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

ATTACHMENTS:

Description

Type

Proclamation

Exhibit



PROCLAMATION

WHEREAS, according to the American Foundation for the Blind, more than 500,000 of Florida's citizens have vision difficulties; and

WHEREAS, persons with disabilities are a part of the community and have the right to safe and functional use of the streets, highways, sidewalks, walkways, public buildings, public facilities, other public places, places of public accommodation, places of amusement and other places to which the public is invited; and

WHEREAS, the white cane serves as a tangible reminder that persons who are blind and visually impaired are independent, self-reliant, mobile and capable; and

WHEREAS, by joint resolution approved on October 6, 1964 (Public Law 88-628, as amended), U.S. Congress designated October 15 of each year as White Cane Safety Day to recognize the contributions of Americans who are blind or have low vision.

NOW THEREFORE, the City of Tavares does hereby proclaim October 15, 2019 as

White Cane Safety Day

PASSED AND DULY ADOPTED by the Tavares City Council on this 16th day of October, 2019.

Troy W. Singer, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 3

SUBJECT TITLE: America in Bloom Awards Presentation (Public Works)

OBJECTIVE:

Traci Anderson, Public Works Parks Division Supervisor will present to Council the America in Bloom Awards for Champion Community in the 17,000 to 22,000 population category, Overall Impression, and Innovation in Action - Most Impressive New Project or Program for the Tavares Ecological Park. All Council Members please step over to the Wall of Appreciation for the presentation.

SUMMARY:

At the prestigious 2019 America in Bloom Symposium and Awards Celebration held October 3rd through 5th, 2019, in St. Charles, Illinois, the City of Tavares was honored to be awarded Champion Community in the 17,000 to 22,000 population category for the second year in a row.

Tavares received a 5-Star rating and was awarded Special Recognition for its Overall Impression as a welcoming and beautiful community.

A Special Award for Innovation in Action - Most Impressive New Project or Program was presented to the City of Tavares in recognition of the recently completed Tavares Ecological Park with its sustainable stormwater treatment, adding green space to downtown while improving and protecting the water quality of Lake Dora. Thank you to our Utilities Department for the creation of this park and your commitment to the betterment of our environment.

OPTIONS:

Traci Anderson, Public Works Parks Division Supervisor will present to Council the America in Bloom Awards for Champion Community in the 17,000 to 22,000 population category, Overall Impression, and Innovation in Action - Most Impressive New Project or Program for the Tavares Ecological Park.

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the September 6, 2019 Regular City Council Meeting and Budget Hearing Minutes (City Clerk)

OBJECTIVE:

To consider approval of the September 6, 2019 Regular City Council Meeting and Budget Hearing minutes.

SUMMARY:

The September 4, 2019 Regular City Council Meeting and Budget Hearing was rescheduled to September 6, 2019 due to hurricane Dorian. Attached are the September 6, 2019 Regular City Council Meeting and Budget Hearing minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council Regular and Budget Hearing minutes as submitted under the Consent Agenda.
2. Move to approve the City Council Regular and Budget Hearing minutes with corrections.

STAFF RECOMMENDATION:

- For Council approval.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

ATTACHMENTS:

Description	Type
September 6, 2019 Meeting Minutes	Exhibit



**TAVARES CITY COUNCIL
MINUTES
SEPTEMBER 6, 2019 – 4:00 PM
(POSTPONED FROM SEPTEMBER 4, 2019 DUE TO HURRICANE DORIAN)
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Troy Singer, Mayor
Lori Pfister, Vice Mayor
Amanda Boggus, Council Member
Kirby Smith, Council Member
Roy Stevenson, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Bob Williams, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Tamera Rogers, Community Services 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**

TAVARES HISTORICAL SOCIETY

Brenda Smith, President

TAVARES CHAMBER OF COMMERCE

J. Scott Berry, Executive Director

I. CALL TO ORDER

Mayor Singer called the meeting to order at 4:00 p.m. He said meeting was postponed from September 4, 2019 due to Hurricane Dorian and asked the City Clerk if the meeting was properly noticed. Ms. Novack confirmed. He asked those present to silence their cell phones and noted hearing devices are available. Mayor Singer asked those who would like to speak on an agenda item to complete a Request to Speak form.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Mike Briggs, First United Methodist Church of Tavares

Pastor Mike Briggs, First United Methodist Church of Tavares, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Tavares Chamber of Commerce Update

Mr. Berry said a list of upcoming events was provided to Council and the audience. He said the Tavares Chamber of Commerce continues to grow with nine (9) new members and ten (10) calls or visits on Saturday's during the month of August 2019. He highlighted an upcoming September Business After Hours ribbon cutting event for BP Construction and noted the Business of the Year Gala would be held on September 27, 2019 at Lake Receptions.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

ORDINANCE 2019-17

AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY 11.55 ACRES OF PROPERTY GENERALLY

LOCATED EAST OF STATE ROAD 19, WEST OF COUNTY ROAD 561, APPROXIMATELY 140 FEET NORTH OF DAILEY DRIVE FROM PLANNED DEVELOPMENT (PD) TO 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 2019-18

AN ORDINANCE AMENDING SECTION 17-54 OF THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS PERTAINING TO RECLAIMED WATER RATE SCHEDULE; PROVIDING FOR RECLAIMED WATER RATES BASED ON THE STUDY AND RECOMMENDATIONS OF RAFTELIS; PROVIDING FOR ANNUAL RATE ADJUSTMENTS THROUGH SEPTEMBER 30, 2023, AND PROVIDING FOR AUTOMATIC RATE INCREASES TO RESUME AS OF OCTOBER 1, 2023; AMENDING SECTION 17-55 PROVIDING FOR WASTEWATER RATE SCHEDULE BASED ON STUDY AND RECOMMENDATIONS OF RAFTELIS; PROVIDING FOR ANNUAL RATE ADJUSTMENTS THROUGH SEPTEMBER 30, 2023, AND PROVIDING FOR AUTOMATIC RATE INCREASES TO RESUME AS OF OCTOBER 1, 2023; AND AMENDING SECTION 17-56 WATER UTILITY RATE SCHEDULE BASED ON STUDY RECOMMENDATIONS OF RAFTELIS; PROVIDING FOR ANNUAL RATE ADJUSTMENTS THROUGH SEPTEMBER 30, 2023, AND PROVIDING FOR AUTOMATIC RATE INCREASES TO RESUME AS OF OCTOBER 1, 2023; AND PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2019

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 6.9500 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2019-2020; SETTING FORTH THE PERCENT BY WHICH THE MILLAGE RATE IS GREATER THAN THE "ROLLED-BACK" RATE.

RESOLUTION 2019-08

A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE CITY OF TAVARES, FLORIDA, FOR THE FISCAL YEAR 2019 - 2020.

VII. CONSET AGENDA

Mayor Singer asked if the Council had questions or comments on there Consent Agenda. There were none.

Mayor Singer asked if the audience questions or comments on the Consent Agenda. There were none.

MOTION

Amanda Boggus moved to approve the Consent Agenda, seconded by Kirby Smith. The motion carried unanimously 5-0.

Tab 3. Approval of Agreement with Air Boss Solutions for the Monster Splash Seaplane Fly-In

Approved on the Consent Agenda.

VIII. RESOLUTIONS

None.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 4. Ordinance 2019-17 – Rezone 11.55 acres East of SR19, West of CR56, 140 Feet North of Daily Drive – Amsdell Storage, LLC

No discussion at first reading.

Tab 5. Ordinance 2019-18 – Water, Wastewater, Reclaim Utility Rate Study

No discussion at first reading.

Second Reading

None.

X. GENERAL GOVERNMENT

Tab 6. Recreation Division Update

Mr. Aldrich said the Recreation Division has scheduled an exciting new program to accommodate the city's changing community for the upcoming year. He provided the following presentation of program changes:

Listening to input from the citizens of Tavares, the Recreation Division staff have developed some ideas for additional programming and activities for the upcoming fiscal year:

FOR YOUTH –

- *We are currently developing a program that consists of exposing children to a variety of sports/activities over a 12-week period called the “Wacky....Wide World of Sports!”*
- *Ready, Set, Run! – a 12-week character-building running program designed for children ages 8-13 to become active and prepared to run a 5K race*

FOR ADULTS –

- *3-vs-3 outdoor basketball league to be played at Ingraham Park*
- *Whiffle ball league – to be played on the grass in Tavares Square*
- *Instructor-led Zumba/Yoga*

FOR SENIORS –

- *Expand our Senior Shakedown event to a year-round program*
- *Add another monthly social boardgame activity such as “Monthly Bingo”*
- *Quarterly “Bow-Tie” Gala featuring dinner, dancing & entertainment*
- *Instructor-led Tai Chi or some other exercise program geared towards keeping seniors fit and active*

These new programs, and others like them, are being planned in an effort to respond to the requests of the community and the everchanging recreational environment.

Additionally, an adjustment to current programming will be implemented in the Spring of 2020 when the All-Star component of play, which served only 58 children this Spring, will be removed from the program. This slight alteration would enable the Recreation staff to explore the new programs outlined in this report without making any changes to the budget or without the need to hire additional staff to implement the new, proposed programming. In short, these new programs will be budget-neutral. The City’s Babe Ruth League will operate as usual by continuing the Spring and Fall play seasons.

Mr. Aldrich said the changes are being implemented to reach a broader demographic.

Council Member Smith noted his support for the program and commended staff for thinking outside the box. He asked if there will be costs associated with the programs. Mr. Aldrich said the youth programs will have a cost and fee, the senior programs are free and will be held monthly and the whiffle ball teams will incur an entry fee.

Council Member Boggus noted her interest in participating in whiffle ball.

Vice Mayor Pfister thanked staff for continuing with youth and senior programs.

Mayor Singer asked how many children participated in the All-Star program during the past year. Mr. Aldrich said there were 58 participants in the 2019 spring season. Mayor Singer asked how many residents would benefit from the program changes. Mr. Aldrich said 600-700 residents will benefit from the programs and noted an emphasis has been placed on senior programs.

Mr. Drury said no action is required and thanked Council for the opportunity to present the changes and receive their feedback.

XII. NEW BUSINESS

None.

XIII. OLD BUSINESS

None.

XIV. HISTORICAL PERSPECTIVE

Tab 9. Tavares Historical Perspective

Ms. Smith provided a historical perspective pertaining to history repeating itself. She discussed the 1935 hurricane that devastated the Florida Keys and brought light rain to Tavares. She said the City Council discussed parking issues in 1960 including a plan to implement a two-hour parking limit.

XV. AUDIENCE TO BE HEARD

None.

XVI. REPORTS

Tab 10. City Administrator Report

Mr. Drury noted the upcoming City Council meeting is scheduled September 18, 2019 with the Budget Hearing beginning at 5:05 p.m.

Mr. Drury said the Public Safety Complex just recently opened and has been activated twice; for a peace march and hurricane Dorian. He said the staff located at the Public Safety Complex maintained a safe and peaceful march where citizens and visitors were able to express their thoughts and ideas without concern. Mr. Drury thanked Council for staying engaged and involved during hurricane Dorian and the said the staff at the Public Safety Complex coordinated well with Lake County. Staff was prepared for the storm to immediately implement generators at lights and lift stations, garbage collection among other needs. He said hurricane Dorian proved to be a good exercise in emergency management.

Chief Keith thanked Council, Staff and the City of Tavares and said the Fire Department moved into the Public Safety Complex.

Ms. Rogers noted an upcoming British Invasion Beatles Tribute scheduled September 20, 2019. She said consultants were meeting with her team to review the library expansion as well as turning the train station into a history museum. She thanked Council for their support.

Tab 11. City Council Member Reports

Council Member Boggus

Council Member Boggus asked Chief Keith when the new fire truck will be delivered. Chief Keith said he anticipates delivery within the next three weeks and said a push-in ceremony will be held.

Council Member Smith

- Thanked staff for updates throughout the storm.
- Said he would like another grand opening event at the Public Safety Facility and congratulated the Fire Department for receiving a Certificate of Occupancy.
- Said September 6 is National Lazy Mom's Day.
- Said on September 6, 1991 at 7:37 p.m. he married his best friend. Council Member Smith wished April Smith a Happy Anniversary.

Mayor Singer

Mayor Singer said Tavares is blessed that hurricane Dorian remained off coast. He said no other city in the state that is more prepared for an emergency than the City of Tavares and he is proud of the city's leadership team who were on standby and ready to do whatever was needed to protect citizens and city assets. Mayor Singer said his heart goes out to the citizens of the Bahamas and thanked Mr. O'Keefe for his efforts as the Emergency Management Director.

Mayor Singer adjourned the meeting for a recess at 4:37.

Mayor Singer re-adjourned the meeting at 5:05 p.m.

XI. BUDGET HEARING – FISCAL YEAR 2019-2020 TENTATIVE MILLAGE & BUDGET – READING OF TENTATIVE MILLAGE & BUDGET RESOLUTIONS – 5:05 P.M.

Tab 7. Public Hearing to Adopt Resolution 2019-07 Tentative Millage – FY 2019-20

Ms. Novack read Resolution 2019-07 in its entirety as follows:

RESOLUTION 2019 - 07

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 6.9500 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2019-2020; SETTING FORTH THE PERCENT BY WHICH THE

MILLAGE RATE IS GREATER THAN THE "ROLLED-BACK" RATE.

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

WHEREAS, the City of Tavares of Lake County, Florida on September 4, 2019, adopted the 2019-2020 Fiscal Year Tentative Millage Rate following a public hearing as required by Florida Statute 200.065.

WHEREAS, the City of Tavares of Lake County, Florida, following due public notice as required by law, held a second public hearing on September 18, 2019, as required by Florida Statute 200.065 on the 2019-2020 Millage Rate; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Lake County has been certified by the County Property Appraiser to the City of Tavares as \$978,291,217.

NOW THEREFORE, BE IT RESOLVED by the City of Tavares of Lake County, Florida, that:

- 1. The City of Tavares Fiscal Year 2019-2020 operating millage rate to be levied is hereby set at 6.9500 mills, which millage rate is greater than the rolled back rate of 6.7733 by 2.60%.**
- 2. The voted debt service millage rate is set at .2932 mills for Fiscal Year 2019-2020.**
- 3. This Resolution will take effect immediately upon its adoption.**

Mr. Drury said the proposed Tentative Millage rate is lower than the current fiscal year with a 2.2% decrease.

Ms Houghton said the Tentative Millage is discussed and adopted just prior to the Budget. Ms. Houghton made the following presentation and stated salient points:

The City Administrator and his staff have developed a budget for Fiscal Year 2020 for Council's consideration totaling \$73,831,799 that is fully balanced, and includes a fully balanced General Fund Budget of \$19,182,082. The Budget includes, among many other items, the following:

- 1. Similar Level of Service*
- 2. General Fund millage rate decrease (from 7.1119 to 6.950).*
- 3. Debt Service millage rate decrease (from .3052 to .2932).*
- 4. Increased reserve appropriations by \$30,000*
- 5. Fire Assessment level funded (no rate increase)*
- 6. Employee raises of 3.75%*

7. Healthcare increased cost of 3% for the Employer and the Employee
8. Two new positions that are primarily funded by Enterprise Fund transfers:
 1. Staff Accountant / Billing Analyst (FT)
 2. Warehouse / Customer Service Assistant (PT)
9. Increasing street paving budget from \$172,000 (plus grants) to \$225,000 (plus grants)
10. Library expansion
11. History Museum preliminary design services for grant application.
12. Senior Center preliminary design service for grant application
13. A new Public Works Facility
14. Rebuilding the Seaplane Base and Marina
15. Three new Police cars
16. A new Beats On the Bricks Event
17. Cemetery Improvements/Restrooms
18. Rebuilding Wooton Wonderland Children's Playground
19. Expanded Christmas lighting program
20. Expanded 4th of July Fireworks program

Previously the City Council discussed the proposed Fiscal Year 2020 Budget at the following public meetings:

- July 3rd – City Council Budget Workshop – (General Fund Presentation)
- July 17th – City Council Budget Workshop – (Enterprise and Special Revenue Funds Presentation)
- July 24th – City Council Budget Workshop – (Set Maximum Tentative Millage Rate)
- August 7th – City Council Budget Workshop – (Capital Improvement Plan Presentation)
- August 21st – City Council Budget Workshop

A Tentative Budget (all funds) has been prepared for the City Council based on discussions at the previous City Council Budget Workshops, and all subsequent changes have been included.

The Final Public Hearing to Adopt the Fiscal Year 2020 Budget will be held at 5:05 p.m. on September 18th, 2019 at which time the final millage rates will be set.

Mayor Singer asked for comments from the audience.

Walter Price, 1402 Cove Place, noted a concern that the proposed budget included a 60% increase over the previous year. Ms. Houghton said the budget includes the Tavares Seaplane Base and Marina rebuild, Wooton Wonderland, Police vehicles and other large capital projects. Council Member Smith asked if the Tavares Seaplane Base and Marina and other capital items listed are covered by insurance less \$200,000. Ms. Houghton confirmed and said other large capital items are grant funded.

MOTION

Kirby Smith moved for approval of Resolution 2019-07, seconded by Roy Stevenson.

Vice Mayor Pfister asked for additional clarification of Mr. Price's comments. Mr. Drury noted the General Fund budget is increasing 1.81%

Brett Jones, Budget Analyst, said there is a \$30 million dollar increase and noted the following capital projects and funding sources:

- Library Improvements – \$500,000 covered by Grants
- Seaplane Base and Marina – \$18 million dollars covered by insurance reimbursement less \$340,000.
- Public Works Facility – \$8.4 million dollars to be budgeted in the future.

Ms. Houghton said Staff could come back and amend the budget at the time of capital projects and felt it offered more transparency to include the city's plans in the budget.

Darwin Bayston, Sherwood Drive, asked why the Seaplane Base and Marina is included in the budget if it will be reimbursed through insurance. Mr. Drury said the budget revenues reflect insurance proceeds, income from taxes, income from utilities and franchise fees as well as other revenue sources. He said the expense side includes the Seaplane Base and Marina, baseball fields as well as other expenses and together they balance each other out. Mr. Bayston said it would be helpful to place a footnote within the budget so the offset is easily found.

Mayor Singer said the main priority of the Council was to lower the millage rate and commended Council and staff.

The motion carried 5-0.

Tab 8. Public Hearing to Adopt Resolution 2019-08 Tentative Budget – FY 2019-20

Ms. Novack read Resolution 2019-08 in its entirety as follows:

RESOLUTION 2019-08

A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE CITY OF TAVARES, FLORIDA, FOR THE FISCAL YEAR 2019 - 2020.

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

WHEREAS, a public hearing on the tentative 2019-2020 budget was held at the Tavares City Hall Council Chambers in the City of Tavares, Florida, Lake County, Florida on Wednesday, September 4th, 2019 at 5:05 p.m., as required by Florida Statutes 200.065; and

WHEREAS, the general public was given an opportunity to express its views pertaining to the tentative budget, and

WHEREAS, the City Council approved the tentative budget for 2019-2020, and

WHEREAS, a second public hearing on the proposed 2019-2020 budget was held in the Council Chambers at the Tavares City Hall, 201 East Main Street in the City of Tavares, Florida, on Wednesday, September 18, 2019, at 5:05 p.m.,

NOW, THEREFORE, BE IT RESOLVED that the Budget for 2019-2020 fiscal year for the City of Tavares, Florida is hereby adopted by the Tavares City Council in the amount of \$73,831,799 at public hearing this 18th day of September, 2019.

This resolution will take effect immediately upon its adoption.

Mr. Drury said the Fiscal Year 2020 Budget supports a tax rate that has been lowered by 2.2% which is lower than the inflation rate. He noted that even though the millage rate is lowered, expenses to maintain operations experience increases and desired projects are being completed including the Wootton Wonderland rebuild, historical museum, additional parks, increased road paving program and completion of alleyways.

Ms. Houghton said the same salient points as presented in the millage rate presentation (Resolution 2019-07) support the budget.

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

Council Member Boggus inquired about the additional \$16,332 that is appropriated in a contingency line item. Mr. Drury said those monies can be allocated at Council direction.

Discussion was held on allocation of the contingency funds and Council Member Smith recommended using some funds to purchase an American Flag at the volleyball courts. Mr. Drury noted volleyball championships are held at the Tavares volleyball courts and said it is a great item for consideration by the Council. Further discussion was held on the cost of a flag and there was a consensus from Council to place a flag at the volleyball court at a cost of \$3500. Council Member Stevenson asked if a Tavares flag could also be placed at the volleyball court. Mr. Drury confirmed.

MOTION

Kirby Smith moved to approve the use of \$3500 for an American flag and Tavares flag with the remaining funds being placed back in contingency for further consideration, seconded by Amanda Boggus. The motion carried unanimously 5-0.

Discussion was held on Christmas lighting and reserves. Council Member Smith recommended placing the remaining funds into reserves.

MOTION

Kirby Smith moved to approve resolution 2019-08 with the remaining contingency funds being placed in reserves, seconded Roy Stevenson. The motion carried unanimously 5-0.

Ms. Houghton said she will bring back an updated resolution reflecting \$3500 in a line item for the flags with the rest of the contingency funds placed in reserves.

Mayor Singer thanked Staff and Council.

XVI. ADJOURNMENT

There was no further business and Mayor Singer adjourned the meeting at 5:42 p.m.

Respectfully submitted,

Susie Novack, MMC/FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 5

SUBJECT TITLE: Stokes Property - Preliminary Plat (Community Development)

OBJECTIVE:

To approve the Preliminary Plat for the Stokes Property Subdivision

SUMMARY:

The Stokes Property Subdivision is a proposed residential subdivision located west of David Walker Drive, south of Merry Road. The subdivision is 33.15 acres in size and consists of 121 lots for single family dwellings (RSF-2 zoning).

A Preliminary Plat for the Stokes Property Subdivision has been submitted by the developer. This document has been reviewed by City staff and meets the requirements of the City of Tavares Land Development Regulations and the City of Tavares Comprehensive Plan. 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.

This Preliminary Plat is for evaluation purposes, and approval does not constitute subdivision of land. If approved, the developer may proceed with the engineering for all necessary infrastructure systems for staff review and must prepare a Final Plat of the property for Council consideration.

OPTIONS:

1. City Council approves the Preliminary Plat
2. City Council denies the Preliminary Plat

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Stokes Property Preliminary Plat.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

Approved.

RQW

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

Stokes Property Preliminary Plat

ATTACHMENTS:

Description

Type

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 6

SUBJECT TITLE: Resolution No. 2019-09 – State Revolving Fund Loan for Lake Frances Water Distribution Piping Replacement Design – FINAL AMENDMENT (Finance)

OBJECTIVE:

Request Council to Approve Resolution No. 2019-09 authorizing the Mayor to execute Amendment No. 1 (Final Amendment) the Florida Department of Environmental Protection (FDEP) for State Revolving Loan Fund (SRF) Drinking Water Project No. DW 350960 to provide design funding for Lake Frances Water Distribution Piping Replacement.

SUMMARY:

On November 1, 2019, the City Council authorized acceptance of a State Revolving Loan Application for Project WW 350960 for the Lake Frances/LS 49 Project for Water Piping. The SRF Loan Document for the design was executed on November 6, 2019 in the amount of \$77,000 excluding capitalized interest or loan service fees. The loan financing rate for the design activities was set at 2.01% per annum.

During the fiscal year, design activities were completed, and loan disbursements were issued to the City of Tavares in the amount of \$72,472.

Resolution 2018-09 authorizes the Mayor to execute loan documents for SRF Loan 350360 for Lake Frances Water Distribution Piping Replacement with the Florida Department of Environmental Protection (FDEP) for design activities which decreases the final loan amount from \$77,000 to \$72,472 (excluding capitalized interest). Semi-annual debt service is decreased from \$4,377 to \$4,074.96. The interest rate of 2.01% per annum remains unchanged. Loan term is unchanged and remains at 10 years.

1.

OPTIONS:

- 1 . Move to approve Resolution 2019-09 authorizing the Mayor to execute Amendment No. 1 for SRF Loan 350360 which finalizes the loan amount.
2. Do Not Approve Resolution 2019-09.

STAFF RECOMMENDATION:

1 . Move to approve Resolution 2019-09 authorizing the Mayor to execute Amendment No. 1 for SRF Loan 350360 which finalizes the loan amount.

FISCAL IMPACT:

Annual Loan payments are decreased by \$604.08.

LEGAL SUFFICIENCY:

The City Attorney has reviewed the resolution for legal sufficiency.

Approved. RQW

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

- Resolution 2019-09
- Email Notice from FDEP
- SRF Final Offer Letter
- SRF 350960 Amendment 1, Final
- Amortization Schedule

ATTACHMENTS:

Description

Type

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 7

SUBJECT TITLE: Award of Contract for City Hall Hardening Project (Public Works)

OBJECTIVE:

To request City Council to award the contract for the City Hall Hardening Project, funded through the non-matching Hazard Mitigation Grant Program (HMGP) DR-4283-19-R.

SUMMARY:

On November 9, 2017, the Florida Division of Emergency Management and City of Tavares entered into a contract through the non-matching Hazard Mitigation Grant Program (HMGP) contract #18-HM-06-45-02-H0048 in the amount of \$425,625.00 for the purpose of hardening the City Hall building. Hardening and retrofitting of the City Hall building is to include, but not limited to, replacing windows, doors, louvers, and roof to provide protection against 140 MPH winds as per the HMGP DR-4283-19-R.

Design and Engineering were completed and the Invitation to Bid advertisement, Bid no. 2019-0010, went out on April 21, 2019 with a bid closing date of June 13, 2019. No bids were received. A second Invitation to Bid advertisement went out on July 10, 2019 with an extended bid closing date of August 23, 2019. One submission package was received with a proposal from Florida Retrofits in the amount of \$342,143.46 which is under budget.

The proposal from Florida Retrofits was reviewed by the Engineer of Record and the Project Manager for Florida Division of Emergency Management and found to be acceptable.

OPTIONS:

1. City Council moves to accept the bid proposal from Florida Retrofits in the amount of \$342,143.46 to harden the City Hall building through the non-matching Hazard Mitigation Grant Program (HMGP) DR-4283-19-R.
2. Do not approve.

STAFF RECOMMENDATION:

Staff requests City Council to select Option #1:

1. City Council moves to accept the bid proposal from Florida Retrofits in the amount of \$342,143.46 to harden the City Hall building through the non-matching Hazard Mitigation Grant Program (HMGP) DR-4283-19-R.

FISCAL IMPACT:

Hazard Mitigation Grant Program funding \$425,625.00 (non-matching)

Kimley-Horn - Engineering Design Services \$40,000.00
Florida Retrofits - Construction \$342,143.46

Project will be completed under budget.

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

- Executed Hazard Mitigation Grant Program Contract with City of Tavares and FL Div of Emergency Mgmt
- Advertisement to Bid City Hall Hardening Project HMGP Bid #2019-0010
- Minutes of Bid Opening HMGP City Hall Hardening Project Bid# 2019-0010
- Submittal by Florida Retrofits for HMGP City Hall Hardening Project

ATTACHMENTS:

Description	Type
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**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 8

SUBJECT TITLE: LCSO Dispatch Services Agreement (Police)

OBJECTIVE:

To obtain authorization to execute a contract with the Lake County Sheriff's Office (LCSO) to provide dispatch and 911 services for the police department for FY 2019-20.

SUMMARY:

LCSO provides dispatch and 911 services for the police department. The cost for these services will be \$196,920.

Last year's cost was \$189,418. The increase is due to employee raises within the sheriff's office. This is an increase of \$7,502.

The annual renewal dates of the LCSO agreement did not coincide with the fiscal year calendar therefore, starting this year, the agreement will be start and end of the fiscal year.

OPTIONS:

1. To authorize staff to execute the agreement
2. To not authorize staff to execute the agreement

STAFF RECOMMENDATION:

Staff recommends Option 1

FISCAL IMPACT:

\$196,920.00 from general fund. This is an increase of \$7,502 from last year. This amount has been budgeted in the FY 2019-20 budget.

LEGAL SUFFICIENCY:

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. LCSO Amendment
2. LCSO Agreement

ATTACHMENTS:

Description

Type

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 9

SUBJECT TITLE: Approval of Agreement With Haskell Company for Removal of Marina Pilings (Economic Development)

OBJECTIVE:

To approve a construction contract with the Haskell Company to remove the concrete and wooden pilings to "make way" for the seaplane base and marina rebuild facilities that were destroyed by Hurricane Irma.

SUMMARY:

Previously the City Council and Insurance Company approved the selection of Haskell Company of Jacksonville FL, through a competitive Request for Qualifications (RFQ) solicitation, for Design/Build services of the reconstruction of the Seaplane Base & Marina.

Council and the insurance company approved a preliminary services agreement which was executed on July 24th, 2018 and a Notice to Proceed (NTP) for engineering & design services was issued on August 1, 2018. This phase currently stands at approximately 95% complete. Upon completion, in the coming weeks, Haskell will provide a complete set of construction documents and a Guaranteed Maximum Price (GMP) Proposal for Council's consideration.

The 95% re-build plans call for the removal of the existing pilings as they are not usable because: 1) They were compromised by the Hurricane 2) They are in the wrong configuration for the re-build and 3) They are in the wrong location for the re-build. Staff has negotiated a contract in the amount of \$294,683 with Haskell to remove all the existing piles which has been approved by the insurance company at 98% reimbursement. The remaining 2% has previously been budgeted by the City.

Attached is the contract for Council's approval in which Exhibit A identifies the scope and cost for the removal of the piles.

OPTIONS:

1. Approve and authorize execution of the attached contract between the City and Haskell Company and authorize staff to issue a Notice to Proceed (NTP) for the Exhibit A scope of work.
2. Do not approve and authorize execution of the attached contract between the City and Haskell Company.

STAFF RECOMMENDATION:

Option 1: Move to approve the contract with Haskell subject to the City Attorney's legal review and contractual language revisions.

FISCAL IMPACT:

The total GMP for the complete scope of work listed in exhibit A for demolition and removal of existing pilings is \$294,683, of which 98% or \$288,789.34, is eligible for insurance reimbursement. The remaining 2% (\$5,893.66) has been allocated within the City FY 20 capital budget

LEGAL SUFFICIENCY:

Legally Sufficient with Attorney's contractual revisions.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

- Haskell Contract
- Haskell Construction Phase DBIA 530,535 General Conditions

ATTACHMENTS:

Description

Type

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 10

SUBJECT TITLE: Tavares Historical Society

OBJECTIVE:

For the Tavares Historical Society to present a historical perspective.

SUMMARY:

The Tavares Historical Society will present a historical perspective.

OPTIONS:

1. Receive the Tavares Historical Society perspective.
2. Do not receive the Tavares Historical Society perspective.

STAFF RECOMMENDATION:

Option 1. Receive the Tavares Historical Society perspective.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 11

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Hall Closed Monday November 11, 2019 in Observance of Veterans Day

City Council Regular Meeting	November 20, 2019 – 4 pm – City Council Chambers *only one meeting in November due to Election schedule/City Charter
Library Board	November 20, 2019 – 2:30pm – Tavares Library Conference Room
Planning and Zoning Board	October 17, 2019 – 3 pm – City Council Chambers - Cancelled
City of Tavares Comprehensive Plan 2040 Meeting	October 30, 2019 – 11:30 am to 1 pm – Tavares Civic Center
Code Enforcement Hearing	October 29, 2019 – 5 pm – City Council Chambers - Cancelled

UPCOMING EVENTS:

Advent Health Waterman Pink Out 5K	October 17, 2019 – 5-9 pm – Wooton Park
Blessed Art Fest	October 19, 2019 – Details to be Announced
City's BooFest Halloween Event	October 25, 2019 – 6-9 pm – Downtown Tavares/Main Street/Tavares Square
Monster Splash Fly-In	October 26, 2019 – 9:00 am – Wooton Park
Hydro Drag Nationals	November 9-10, 2019 – 11am – 2pm – Wooton Park West Boat Ramp
FL Vintage Raceboat Club Event	November 15-17, 2019 – 10 am to 4 pm – Tavares Seaplane Base and Marina

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	November 8, 2019 – 12-1:30 pm - Lake Receptions
Lake Sumter MPO Executive Board Meeting	October 23, 2019 – 225 W. Guava Street, Lady Lake - No Meeting Scheduled in September, 2019
Tavares Chamber Business Luncheon	October 23, 2019 – 11:30 am – Tavares

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/16/2019**

AGENDA TAB NO.: 12

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

Council will be offered an opportunity to provide a report at the meeting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

N/A