



**TAVARES CITY COUNCIL
MEETING MINUTES
JUNE 2, 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
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. Richard Keith, Chief, Tavares Fire Department

Richard Keith, Chief, Tavares Fire Department, provided the invocation and led those present in the Pledge of Allegiance in the absence of Pastor Briggs.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

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

Attorney Holt swore in those who wished to provide testimony on quasi-judicial matters. She asked the Council for any exparte communications. There were none.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Resolutions and Ordinances by title only:

RESOLUTION 2021-08

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF THE EASEMENT LOCATED AT 1501 TEXAS CT. TAVARES, FL 32778, LOT 9 AND THAT PART OF LOT 10, IN VISTA DEL LARGO, ACCORDING TO THE PLAT THEREOF, RECORDED IN PLAT BOOK 20, PAGES 55 THROUGH 57 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2021 – 10

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA; AUTHORIZING THE CITY OF TAVARES TO PARTNER WITH LAKE COUNTY, FLORIDA, AND THE CITY OF MOUNT DORA, TO SUBMIT A 2021 REBUILDING AMERICA INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT APPLICATION FOR THE WEKIVA TRAIL EXTENSION PROJECT – SEGMENT 1 AND SEGMENT 5 TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION; AUTHORIZING THE CITY ADMINISTRATOR AS THE CITY’S DESIGNEE

TO EXECUTE SUPPLEMENTS TO THE APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2021-13

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

ORDINANCE 2021-04

AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY 09.53 ACRES OF PROPERTY GENERALLY LOCATED EAST OF STATE ROAD 19, SOUTH OF LANE PARK CUTOFF FROM PLANNED DEVELOPMENT (PD) TO RESIDENTIAL MULTI-FAMILY (RMF-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2021-05

AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES BY ANNEXING APPROXIMATELY 0.10 ACRES OF PROPERTY LOCATED AT 12934 LAKE DORA CIRCLE; REZONING THE PROPERTY FROM COUNTY MIXED HOME RESIDENTIAL (RM) TO CITY RESIDENTIAL MANUFACTURED HOME SUBDIVISION (RMH-S); SUBJECT TO THE RULES, REGULATIONS, AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2021-06

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 0.10 ACRES OF PROPERTY FROM COUNTY URBAN LOW TO CITY MOBILE HOME (MH) FOR PROPERTY LOCATED AT 12934 LAKE DORA CIRCLE; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2021-07

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 16.84 ACRES OF PROPERTY GENERALLY LOCATED EAST OF STATE ROAD 19, APPROXIMATELY 600 FEET NORTH OF LANE PARK CUTOFF FROM HIGHWAY COMMERCIAL (C-2) TO INDUSTRIAL (I); SUBJECT TO THE RULES, REGULATIONS, AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Boggus asked if anyone would like to pull an item from the Consent Agenda for discussion. Council Member Singer said he would like to pull Tab 4 [Water, Wastewater and Reclaim Water Impact Fee Study Update].

MOTION

Lori Pfister moved to approve the Consent Agenda minus Tab 4 [Tab 2. Approval of the May 19, 2021 City Council Regular Meeting Minutes; and, Tab 3. Resolution 2021-13 – Second Budget Amendment for FY 2021], seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 2. Approval of the May 19, 2021 City Council Regular Meeting Minutes

Approved on Consent Agenda.

Tab 3. Resolution 2021-13 – Second Budget Amendment for FY 2021

Approved on Consent Agenda.

Tab 4. Water, Wastewater and Reclaim Water Impact Fee Study Update

Council Member Singer asked Ms. Houghton to explain the impact fee rate process. He said the Council does not arbitrarily set the impact fees for water, and a professional firm conducts studies for the City and suggests the rates.

Ms. Houghton said the last water and wastewater rate study was in 2009. Due to an increase in building, it is now time to look at the cost of growth versus the impact fees currently being collected. The state has also made changes concerning impact fees, and it is time to review fees to ensure rates are on target. Staff will come back to the Council for a study for Fire and Police impact fees at a later date.

Mr. Drury said the impact fee study process provides the citizens and Council with detailed information on needed rates for a fiscally responsible utility. By having an independent third-party expert that conducts impact fee studies for cities across the

state of Florida, the Council is getting that third-party review of what it costs to run a utility. Then, the report is provided to the Council to review and ask questions.

Council Member Singer said it is important the citizens are aware of the process and thanked Ms. Houghton

Council Member Price asked Ms. Houghton to explain to everyone the difference between a task order contract and a regular contract. Ms. Houghton said the City has a continuing contract in place for study work with Reftelis. Therefore, there is the main contract, and the contract before Council is a task order under that continuing service contract. Council Member Price asked if the costs are a set amount. Ms. Houghton said the cost is a set amount for the specific task order.

MOTION

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

VIII. RESOLUTIONS

Tab 5. Resolution 2021-08 – Vacate a Portion of an Easement Located at 1501 Texas Court – Cyprich Property

Mr. Fitzgerald made the following presentation:

This is a request to vacate a portion of a platted easement lying across the property located at 1501 Texas Ct. Tavares, Florida 32778. During the recent sale of the property the title company issuing the title insurance advised the new owner of the property to petition to vacate a portion of the existing easement as it is no longer practical as a result of a lot line deviation that was completed in 1980, and the subsequent construction of a swimming pool in 1984 that encroaches on the easement. City staff has reviewed the vacate request and determined no conflicts in the vacation with regard to drainage, utilities, health, safety, or welfare of the Public. This vacate will remove the city's public interest in this land, thus allowing the applicant to eliminate any perceived exception to clear title of this property.

The Planning and Zoning Board voted unanimously to recommend approval of Resolution 2021-08 during their May 20, 2021 meeting, and staff recommends City Council moves to approve.

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

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas asked if this situation could happen again in the future. Mr. Fitzgerald said this type of action would never happen again in the City. He said the lot was initially platted as a square lot and the developer decided to angle the lot line for

access to the canal. The easements resulted from the lot line adjustment, and the swimming pool was constructed across the easement in 1984. The portion being vacated is the area that exists in the pool. Now all easements are reviewed, including how they would affect the lot as a whole.

MOTION

Lou Buigas moved to approve Option 1 [That City Council moves to approve Resolution 2021-08 partial vacation of the easement located at 1501 Texas Court, Lot 9 and part of Lot 10 in Vista Del Largo Subdivision as recorded in Plat Book 20, Pages 55-57], seconded by Walter Price. The motion carried unanimously 5-0.

Tab 6. Resolution 2021-10 – 2021 RAISE Grant Application \$25 Million

Mr. Dillon made the following presentation:

Tavares City Council authorized the pursuit of a \$25 million RAISE grant for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

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

The Consolidated Appropriations Act, 2021 (Pub. L. 116-260, December 27, 2020) ("FY 2021 Appropriations Act") appropriated \$1 billion to be awarded by the Department of Transportation ("DOT") for National Infrastructure Investments (now known as Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grants.) RAISE Grants are for capital investments in surface transportation that will have a significant local or regional impact. In addition to capital awards, DOT will award no more than \$30 million for eligible planning, preparation or design of projects eligible for RAISE Grants that do not result in construction with FY2021 RAISE funding, of which at least \$10 million will be awarded to projects located in or to directly benefit areas of persistent poverty.

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 [Resolution 2021-10], seconded by Lou Buigas. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 7. Ordinance 2021-04 – Rezoning of Approximately 9.52 Acres Located East of SR19, South of Lane Park Cutoff – Pallazzo Holdings, LLC

No discussion at first reading.

Tab 8. Ordinance 2021-06 – Annexation and Rezoning of Approximately .10 Acres of Property Located at 12934 Lake Dora Circle – Pope Property

No discussion at first reading.

Tab 9. Ordinance 2021-06 – Small Scale FLUM Amendment of Approximately .10 Acres Located at 12934 Lake Dora Circle

No discussion at first reading.

Tab 10. Ordinance 2021-07 – Hammock Citrus Corporation – Rezoning of Approximately 16.84 Acres Located East of SR19 and 600 Feet North of Lane Park Cutoff

No discussion at first reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 11. Award of Contract for Construction of Tavares Cemetery Restrooms

Mr. Dillon made the following presentation:

Last year, City Council recognized the need to have sanitary facilities at the Cemetery and budgeted \$100,000 to design, engineer, and construct a restroom facility. The design of a Cemetery Restroom has been developed by GatorSkitch Corporation, under their current Continuing Services Agreement #CON-01307.

An Invitation to Bid for the construction of an American Disabilities Act (ADA) compliant restroom facility and associated concrete walkway, slab, and utility connections at Tavares Cemetery Tavares, Florida, Bid No. 2021-0007, was opened March 13, 2021, and closed April 29, 2021, resulting in the receipt of four (4) bids (Attachment A).

Bid No. 2021-0007 Tavares Cemetery Restroom

- Blackwater Construction Services \$133,967.00*
- GSB Construction & Development, Inc. \$114,500.00*

- Morton Construction Company \$101,461.00
- Signature Construction, Inc. \$97,973.00

In 2014, Signature Construction, Inc. was previously awarded the construction of the Ingraham Park Restrooms and has been selected to be awarded the Tavares Cemetery Restrooms based on price and qualifications.

The budget was \$100,000. The design/engineering services were \$17,190, leaving a balance of \$82,810. The low bid is \$97,973 leaving a shortfall of \$15,163. It is recommended the \$15,163 come from Infrastructure Sales Tax reserves.

Staff recommends Council approve Option 1 to award the contract to Signature Construction, Inc. for the Construction of an American Disabilities Act (ADA) compliant restroom facility and associated concrete walkway, slab, and utility connections at Tavares Cemetery Tavares, Florida in the amount of \$97,973, authorize \$15,163 from infrastructure Sales Tax reserves and authorize the City Administrator to enter into all related contracts.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, asked how the cost compares to having a third-party firm put in porta-potties. He asked for a cost comparison of the restroom located at Tavares Nature Park. He asked for the monthly cemetery visitor count and said the cost seems high for a potentially low-used cemetery.

Mayor Boggus asked for comments from the Council.

Council Member Price said he is not in support of spending \$115,000 to \$118,000 for a restroom in the Tavares cemetery as it does not receive a lot of visitors.

Council Member Singer asked how often the cemetery was used and what functions are held at the location. Mr. Drury said it is hard to ascertain the number of visitors because there are no counters. Cemeteries are visited regularly by people who have lost loved ones. Large funerals are held at the Tavares cemetery, including military funerals. He said visitors place flowers and flags at gravesites regularly. With no restroom on-site, people leave funerals to drive to nearby gas stations. Staff recommends a bathroom that meets ADA requirements at the cemetery, and particularly for a city the size of Tavares. He said temporary porta-potties are less expensive. However, there are issues such as ensuring the porta-potties are ADA accessible and odors.

Council Member Singer asked if there are currently restrooms at the cemetery or in the past. Mr. Dillon said no, there was a modular facility at the site for the cemetery sexton.

Council Member Singer said \$100,000 was budgeted, and the project is over budget by approximately 17%. He asked if the project has been value-engineered and if any other cost-saving items could be cut. Mr. Dillon said multiple meetings were held to cut everything, excluding the sinks.

Mr. Drury said most public restrooms at the City's public parks have an area for the custodian to store supplies. He said this project had value-engineered that storage out, and the bathroom will be one of the smallest for public use in any of the parks. In addition, tile that has usually been placed halfway up the walls in the public bathrooms was value-engineered out. Mr. Drury said construction prices are at a peak, and the price is probably the best price for a municipal public restroom at a park.

Council Member Singer asked if the project cost would increase if delayed. Mr. Dillon said the staff believes so.

Council Member Singer asked if the staff expects any contingency costs. Mr. Dillon said no due to the size of the project.

Council Member Singer asked Ms. Houghton if there are sufficient funds in the reserve account. Ms. Houghton confirmed and said there is approximately \$400,000 in the Infrastructure Sales Tax fund. Council Member Singer said it is a difficult decision and wished the project would have come on budget. However, he said he understands it is difficult in the current market.

Council Member Pfister asked how many other cemeteries the same size have restrooms. Mr. Dillon said the City of Eustis, the City of Mount Dora, and the City of Leesburg cemeteries have restroom facilities. Council Member Pfister asked if porta-potties could be offered for large groups. Mr. Drury said yes. Council Member Pfister asked if the cost to rent porta-potties could be incorporated in the charge from the City. Council Member Pfister said she is not in support of taking monies from the Infrastructure Sales Tax reserves and noted a concern for vandalism.

Vice Mayor Buigas said she understands construction costs and asked if the contractor came over or under budget on their last City project. Mr. Dillon said under budget and within schedule.

Vice Mayor Buigas said a cemetery is a place of mourning, peace, and honor. She asked how the City values that and if it is a quality of life issue. Vice Mayor Buigas said she visits the cemetery weekly, and there are always people there. She said it is a challenging decision, and she does not wish for the funds to come out of reserves. She asked if there were other funding options. Ms. Houghton said the Infrastructure Sales Tax reserve fund is a restricted fund that can only be used for capital projects and cannot be used for any operating expenditures or water wastewater expenditures. It has to be used solely for infrastructure items such as cemetery restrooms.

Mr. Drury said the project was budgeted a year ago based on economic conditions with a reasonable inflation rate applied for construction. Usually, when inflation goes at its usual pace of three to five percent for building, this project would have been within budget. The City maintains a reserve account for unforeseen issues that occur in construction. He said it is standard practice to budget costs a year out and ensure

adequate reserves are maintained if things change. Things changed with COVID, and the construction industry experienced 30% increases. He said the City was prepared, and the money is available in reserves to handle the unforeseen issue. He said reserves would be replenished in the upcoming budget. He said funding pulled from other resources or departments would lower service levels as those items were already approved and budgeted. He said the City received a good bid which was higher than anticipated due to the construction market.

Vice Mayor Buigas asked Chief Lubins if responsibility for locking the restrooms would fall to the Police Department. Chief Lubins said Police Department would add locking to their rotation. Vice Mayor Buigas asked if provisions would be made to place cameras at the facility with additional costs. Mr. Drury said cameras would be added at a minimal cost.

Mayor Boggus asked if the proposed restrooms would service Squibb Park located across the street from the cemetery. Mr. Dillon confirmed and said the closest public restroom to the cemetery is downtown.

Council Member Price noted he is not in support of taking funds out of reserves nor feels the project is necessary or a good use for taxpayer money.

Mayor Boggus noted her support for restrooms at the cemetery and said many family members are buried at the Tavares cemetery. She said children and the elderly who visit the cemetery could not just get in a car to seek restroom facilities. Also, private businesses in the area may have lines, nor may they be available to use. When cleaning family gravestones, a person may wish to wash their hands before leaving. She said the staff who maintain the cemetery would appreciate a restroom.

MOTION

Lori Pfister moved to not fund the bathroom, seconded by Walter Price.

Council Member Singer said it is a difficult decision and does not feel it is a waste of money as there is a need for a restroom at the cemetery. He noted Council previously approved the bathrooms. Costs have increased, and the City has available funds to complete the project. He said it is time to improve the cemetery for the residents who have come and gone. He said he does not believe he can vote against the cemetery not having a restroom.

Council Member Pfister said the discussion about the cemetery restrooms was pre-Covid and current economic climate.

Vice Mayor Buigas asked if Covid recovery dollars could be used for a cemetery restroom. Mr. Drury said he does not believe recovery dollars would apply. Vice Mayor Buigas said she believes there is a need for bathrooms at the cemetery, including a human aspect. She said she was seven years old when her father passed away and routinely visited him throughout her life. There were restrooms at his cemetery, and she

spent many hours visiting him. She noted her preference to revisit during the upcoming budget. She said she does not want to say no and wishes to look at the dollars in the upcoming budget.

Mr. Drury said the bids are good for a certain time. Vice Mayor Buigas said the design would be the same in October if value-engineered if the plans have been signed and sealed. Mr. Dillon said the project would need to be re-advertised. Mr. Drury said new bids would need to be received.

The motion carried 3-2 as follows:

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

Tab 12. Approval to Utilize the State of Florida Contract #56120000-19-ACS for Purchase of Furniture in the Library Expansion Project

Mr. Aldrich made the following presentation:

Previously, City Council approved the agreement with Lake County for the design and construction of the Library Expansion Project with an allotted grant budget of \$1,000,000. Within this grant amount, \$55,000 was budgeted for FF&E (Furniture) with in the project.

The City of Tavares desires to piggyback with the existing State of Florida contract #56120000-19-ACS and utilize approved service dealer Library Interiors of Florida, Inc. to purchase and install the FF&E items under the approved budget. Library Interiors of Florida, Inc. provided the previous furnishings located throughout the Tavares Library and has a great track record for providing library furniture for neighboring libraries as well.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said the budget was already approved, and Council is specifying which contract mechanism would be used. He discussed Fruitland Park's recent furniture purchases.

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

Mayor Boggus asked for comments from the Council.

Council Member Pfister asked if the furniture would be briefed on the purchases and costs. Mr. Drury said staff would pick out the furniture based on the budget. He said what is before Council is to bid it out or piggyback off an existing state contract. He said furniture would not be brought back to the board.

MOTION

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

Tab 13. Report Civic Center Indoor Air Quality Testing and Ceiling Tile Replacement

Mr. Dillon made the following presentation:

On April 7, 2021, during the regular City Council meeting, Council requested staff to check the ceiling tiles in the Civic Center as to the source of an innocuous smell. Council also identified a need to replace the ceiling tile and grid in the Civic Center and moved to place funds in a holding account until after the Civic Center is investigated, and then bring back to Council for consideration.

Facilities Management conducted a building assessment of the Civic Center and made recommendations based upon their findings:

Building constructed 1970

Original ventilated ceiling made of pegboard paneling remains in place and covered with insulation board in 2006

No climate control system installed during the original construction

Current HVAC system installed in 2006, no climate control in the commercial kitchen

No visible signs of mold growth were found above ceiling tiles, around HVAC, rolled insulation, attic space, roof trusses

No current signs of pest activity

Roof re-shingled in 2018

- *An indoor air quality (IAQ) test has been completed.*

AdvantaClean of Clermont, an independent third party, conducted an IAQ test on April 13, 2021

Testing concluded that the IAQ is within normal range for a public commercial building

- *A Fire Safety Inspection has been completed.*

Captain Wayne Luckock of the Tavares Fire Department conducted an inspection of the Civic Center to confirm the status of the Civic Center as relates to Fire Code Compliance.

Inspection found the building to meet Fire Code.

- *A Building Safety Inspection has been completed.*

Ralph Jones, Building Official for the City of Tavares conducted an inspection of the Civic Center to confirm the status of the Civic Center as relates to Building Code Compliance.

Inspection found the building to meet Building Code.

- Staff continues to recommend remove and replace ceiling tile \$20,307
Demo all layers of ceiling (City Staff - cost saving \$12,000)
Existing ceiling tiles have exceeded their 13-year life expectancy as identified by BOMA (Building Owners and Managers Association) Best Practices to Maintain Efficient and Sustainable Buildings
Install new drop ceiling, grid and rolled insulation
- Staff recommend to budget next year to Remove and Replace insulation \$17,000 (est.)
Remove all old insulation (City Staff)
Install spray foam, insulate the roof line
(Estimated cost based on square footage of structure, current material costs, labor)
- Staff recommends to budget next year to replace HVAC system in main hall and add A/C to commercial kitchen \$350,000 (est.)
Remove current HVAC system, 17 years old and reaching the end of its life expectancy
Upgrade to a new HVAC system engineered to meet current load calculations and requirements
Add engineered HVAC/makeup system for the commercial kitchen (\$30,000)
(Estimated cost based on the square footage of the structure, current material costs, labor, design fees)

Having found the Civic Center building to be safe for occupation and following the direction of the City Council, the existing ceiling tiles which are beyond their recommended life expectancy can be replaced with a new drop ceiling with a new grid and tiles for sound absorption and new rolled insulation at a cost of \$20,307. The remaining building improvements as outlined by Facilities Management will be added to the FY2021-2022 Proposed Budget for Council's consideration during the upcoming budget workshops.

Staff recommends approval of Option 1 to replace the Civic Center ceiling tiles and replace with a new drop ceiling with new grid and tiles for sound absorption and new rolled insulation at a cost of \$20,307.

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

Mayor Boggus asked for comments from the Council.

Council Member Pfister asked if the \$17,000 would be included in the next year's budget. Mr. Drury said insulations would be included in next year's budget, and the air conditioner would be included in the 5-year capital improvement program. He said Public Works laid out a list of items that have been completed to improve the facility and identified three more items to complete the project; tiles, air conditioning, and insulation.

Council Member Pfister asked if the tiles would be affected when insulation is installed. Mr. Drury said it would depend on how the insulation is installed. Most likely, it would be installed below the roof, and tiles would need to be removed. The air conditioner would

then be replaced and tiles reinstalled. He said the options are to hold off on the tile until the other items are complete or replace the tile now. There might be a few tiles that need to be replaced from time to time due to dripping condensation from the old air conditioner. He said today, air handlers are placed in closets. The Civic Center air handler is older and located on the roof.

Council Member Pfister asked if there were any grants available, including a possible matching grant. Mr. Dillon said he is not aware of any available grants at this time and could explore those options. Council Member Pfister said the city may receive a cost break if done all at one time and would support putting the project off for a bit to see if there are any grants or other funding opportunities.

Vice Mayor Buigas said one issue is the kitchen is not ventilated. The odors are in the kitchen with unsealed doors. If the City is going to replace tiles, we need to start with what the problem is. She said the source needs to be fixed first, and then the tiles need to be addressed. She said she is opposed to replacing the tiles at this time.

Council Member Price referred to the recent air quality test and asked for confirmation that there were no air problems and no mold with the current ceiling tiles. Mr. Dillon confirmed. Council Member Price said it seems wasteful to place rolled insulation and then put in spray insulation later. He said he agrees that the remaining project items should be completed at the same time.

Council Member Singer said he is glad the air quality test reflected the facility is safe. He said he agrees other projects need to be taken care of, including HVAC and insulation. He said he is in support of completing the remaining project items at the same time.

Mayor Boggus asked if refurbishing the Civic Center could be included as part of a universal project for the block with the addition of the Senior Center. Mr. Dillon said that may be possible.

Vice Mayor Buigas commended Mr. Dillon for the information and detail provided to Council. He said he appreciated including the Fire and Building inspectors in a review of the Civic Center, which should set the Council and citizen minds at ease to use the facility comfortably.

MOTION

Lori Pfister moved to approve Option 2 to not replace the Civic Center ceiling tiles at this time, to actively search for any monies or grants including matching grants to complete the whole project, and to bring back to Council in the near future. The motion was seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 14. Lake Frances Utilities Improvement Updates

Mr. Clark said a decade ago, the City decided to replace the utility infrastructure in Lake Francis Estates, which is one of the oldest neighborhoods in Tavares. He said the project is halfway through the \$7 million-dollar project. The project is on budget and schedule. He said the project is going smoother than expected due to the efforts of the following:

- Judy Barnhouse, Secretary, Lake Francis Homeowners Association
- Larry Barnhouse
- Brian Dykes, Project Inspector
- Finance Department including Ms. Houghton and Judy Reid, Accounts Payable Clerk

Mr. Clark said he does not see any budget concerns or extra time unless there is an exceptionally wet summer.

Ms. Barnhouse, 1670 Elkhart Circle, Secretary, Lake Francis Homeowners Association, said 447 residents benefit from the wonderful water and sewer project. She thanked the Council and community for seeing the project come to fruition. She said the project started in June 2020, and she became the community liaison with Brian Dykes. Ms. Barnhouse commended Mr. Dykes and said his handling of the project and resident's demands has been outstanding. She thanked the City sanitation and recycling crews and Jeff Henderson, Solid Waste Manager.

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

Mayor Boggus asked for comments from the Council.

Council Member Singer thanked Mr. Clark. He said he is glad the project came to fruition and noted his appreciation for Ms. Barnhouse's positive attitude and comments.

Vice Mayor Buigas said this is how all projects should run.

Mayor Boggus said it is nice when a plan comes together.

XI. NEW BUSINESS

Council Member Singer said Council recently received a summary on how debt works in a City. He said he found it informative and believes the citizens and business community would also find it informative. He asked the Council to have the summary placed in the City newsletter. Mayor Boggus and Vice Mayor Buigas noted their support.

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Pastor Michael Watkins, 805 Summerall Avenue, Tavares, said he did not fill out a Request to Speak card on the cemetery discussion because he thought the citizens were getting a cemetery bathroom. Pastor Watkins frequents the cemetery for funerals and said he is disappointed that in a City as great as Tavares, he will still have to tell people there are no restrooms during their most challenging times of grief. He does not want to see anyone have to tell their 80-year-old mother or 3-year-old grandchild to go to the Circle K to use the bathroom. He said other cities have cemetery restrooms, and it is almost a necessity. He understands money and tough decisions, and said the restrooms are for the citizens. Pastor Watkins said the City already budgeted \$100,000 and noted his support in funding the remaining balance. He asked Council to revisit cemetery bathrooms.

Richard Annese, 3152 Bayou Lane, Tavares, Treasurer, Etowah Homeowners Association (HOA), said he brought another Board member who is a retired corrections officer from Rykers Island. He said the President of the Etowah HOA is a Lake County Sheriff deputy. Mr. Annese asked for clarification of the cemetery restroom motion. Mayor Boggus said the Council did not fund the cemetery restrooms. Mr. Annese noted his displeasure of Council's decision. He identified City property that Etowah will no longer maintain and said the information would be relayed through SeeClickFix. He inquired about boundary concerns with neighboring developments. Mr. Drury asked Mr. Annese to submit his concerns in writing to Antonio Fabre, Planning Coordinator, to conduct research. A meeting could then take place to work on resolution.

XIV. REPORTS

Tab 15. City Administrator Report

Mr. Drury said he attended the Tavares History Museum Ribbon Cutting. After limping along for many years, he said it is now front and center on Ruby Street at the train station. He is proud the City Council took the project on. Mr. Drury commended Debby Blais, Administrative Coordinator, for her efforts and doing a fantastic job. He thanked those who attended the ribbon-cutting and said a couple of authors spoke on the history of Tavares.

Mr. Drury said Tavares High School graduation was held the past week, and Vo Tech Graduation is upcoming.

Mr. Drury noted the downtown is vibrant with activity every evening and on weekends. He said businesses are doing well, the seaplane base is open and fueling airplanes and boats on the water, and it is an excellent time of year to see all the activity in Tavares.

Tab 16. City Council Member Reports

Council Member Pfister said she attended the Tavares History Museum ribbon cutting and grand opening. She commended everyone who contributed to a job well done. She said the museum is beautiful and encouraged those present to visit.

Council Member Price said he attended and enjoyed the Tavares History Museum ribbon cutting and grand opening. He said a coffee shop would be a great addition to the back of the museum, where a canopy, table, and chairs were set up with live music. He commended Ms. Blais and said she did a great job.

Council Member Singer congratulated the Eustis High School Softball Team who recently won State Championship. He thanked the Public Works Department for installing flags and bunting in the downtown and said they looked amazing for Memorial Day.

Vice Mayor Buigas said it was nice seeing previous Council Member Bob Grenier speak at the Tavares History Museum ribbon-cutting event. She said it is a wonderful place to go, enjoy, and see the history of Tavares

Vice Mayor Buigas provided the following positive quote: "The right way is not always the popular and easy way. Standing for right when it is unpopular is a true test of moral character." ~Margaret Chase Smith

Mayor Boggus said she attended and enjoyed the Tavares History Museum ribbon-cutting event.

XV. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 5:16.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk