



AGENDA
TAVARES CITY COUNCIL
August 18, 2021
4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 E MAIN STREET, TAVARES

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

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Dewey Smith, Retired Pastor

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Tavares Chamber of Commerce Update

Tab 3 Proclamation regarding the Lake County Citrus Label Tour (Mayor)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 4 Approval of the July 21, 2021 City Council Regular and Budget Workshop Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 5 Resolution 2021-15 - Road Funding Support Resolution (City Administrator)

Tab 6 Resolution 2021-17 Authorizing Acceptance of FY2020 Assistance to Firefighters Grant - EMW-2020-FG-12621 (Finance)

- Tab 7 Resolution 2021-18 - Supporting Lake County's Purchase of the Rail Road Rights of Way (City Administrator)

IX. ORDINANCES - PUBLIC HEARING

First Reading

- Tab 8 Ordinance 2021-15 - Amendment to Police Officers Pension Plan Amending Sections 15-76, 15-77, 15-80, and 15-86 as it relates to Required Age Distribution of Benefits (Finance)
- Tab 9 Ordinance 2021-16 Amendment to Firefighter Pension Plan Amending Sections 15-106, 15-107, 15-110, and 15-116, Minimum Age Distribution of Benefits (Finance)

Second Reading

- Tab 10 Ordinance 2021-08 - Hammock Citrus Corporation - LSFLUM of Approximately 16.84 Acres Located East of SR-19 and 600 Feet North of Lane Park Cutoff (Community Development)

X. GENERAL GOVERNMENT

- Tab 11 City Attorney Contract (Attorney)
- Tab 12 Revocable Exclusive Right-of-Way Utilization Agreement Baytree HOA (Public Works)
- Tab 13 Freedom Boat Club Commercial Lease Agreement, Tavares Marina (Economic Development)
- Tab 14 Lake Adventures LLC Lease Agreement, Tavares Marina (Economic Development)
- Tab 15 Salt Therapy INC. Marina Lease Agreement, Carefree Boat Club (Economic Development)

XI. BUDGET WORKSHOP

- Tab 16 Budget Workshop (Finance)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 17 City Administrator Report
- Tab 18 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
8/18/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Dewey Smith, Retired Pastor

OBJECTIVE:

Dewey Smith, Retired Pastor, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Dewey Smith, Retired Pastor, will provide the invocation and lead those present in the Pledge of Allegiance.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 2

SUBJECT TITLE: Tavares Chamber of Commerce Update

OBJECTIVE:

To receive an update on the Tavares Chamber of Commerce from Erika Buigas, Director of Operations.

SUMMARY:

Ms. Buigas will provide an update on Chamber activities.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 2021 August Report to City

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: Proclamation regarding the Lake County Citrus Label Tour (Mayor)

OBJECTIVE:

For the Mayor to read a proclamation in support of the upcoming Lake County Citrus Label Tour.

SUMMARY:

Formed by the Lake County Historical Society, the City of Tavares and the Tavares History Museum are proud to join the Lake County Citrus Label Tour to highlight the rich citrus industry that was an economic engine in the county for over 125 years. The Tavares History Museum is one of twelve stops on the Lake County Citrus Label Tour that serves as an informative driving trail throughout the county to showcase the history of the citrus industry in our area.

OPTIONS:

1. The Mayor will read the Lake County Citrus Label Tour Proclamation.
2. The Mayor will not read the Lake County Citrus Label Tour Proclamation.

STAFF RECOMMENDATION:

Option 1: The Mayor will read the Lake County Citrus Label Tour Proclamation.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Citrus Label Tour Proclamation

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



Proclamation

WHEREAS, the citrus industry was the economic engine and dominant force in Lake County for more than 125 years; and

WHEREAS, the citrus industry comprised of many growers, harvesters, packers, grove care workers, processing plant employees, marketers, allied industry workers, and others; and

WHEREAS, the 'packinghouses' were the heart of Tavares for many years, providing a second income for many families and fueling the city's economy; and

WHEREAS, the history of the citrus industry needs to be shared and preserved, and the stories of those involved need to be told; and

WHEREAS, the Lake County Historical Society, Citrus Hall of Fame, and local historical societies across Lake County will be holding a Lake County Citrus Label Tour August 23 through August 26, 2021; and,

WHEREAS, the Lake County Citrus Label Tour will include the City of Tavares History Museum on August 24, 2021, at 1:30 p.m.

NOW, THEREFORE, as Mayor of the City of Tavares, I do proclaim the City of Tavares as a participant and supporter of the Lake County Citrus Label Tour.

PASSED AND DULY ADOPTED, by the Tavares City Council on this 18th day of August, 2021.

Amanda Boggus, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the July 21, 2021 City Council Regular and Budget Workshop Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the July 21, 2021 City Council meeting minutes.

SUMMARY:

Attached are the July 7, 2021 City Council meeting minutes as submitted by the Deputy City Clerk.

OPTIONS:

1. Move to approve the City Council meeting minutes as submitted under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 07-21-2021 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
JULY 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

**Lori Houghton, Finance Director
Bob Williams, City Attorney
Jillian Roberts, Deputy City Clerk
Mike Fitzgerald, Community Development Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
James Dillon, Public Works Director
Phil Clark, Utilities Director
Mark O'Keefe, Public Communications Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Youth Pastor Chase Allen, Umatilla Baptist Church

Youth Pastor Chase Allen, Umatilla Baptist Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

Council Member Price inquired about the minutes from the previous meeting were. Mr. Drury said the minutes would be available at the following meeting.

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Tavares Chamber of Commerce Update

Erika Buigas, Tavares Chamber of Commerce, Director of Operations, provided the following highlights:

- 90 visitors during June 2021
- A Joint Business After Hours at VyStar Credit Union Networking Luncheon, Chamber Luncheon sponsored by Avalon Park Tavares will be held in August
- The Tavares Chamber is holding Take the Lead every Thursday at Mary's County Kitchen.
- July Business Luncheon was cancelled.
- Taste of Tavares has been cancelled with hopes to bring it back next year.
- The Red Carpet Gala will held, with a date to be determined.

Vice Mayor Buigas asked if Ms. Buigas could relay to the Chamber Board that she appreciates how the Chamber has taken small business into consideration and postponed the Taste of Tavares. Ms. Buigas thanked Vice Mayor Buigas.

Tab 3. Proclamation – Notice of Election

Mayor Boggus read a 2021 Election Proclamation in its entirety:

***PROCLAMATION
BY ORDER OF THE MAYOR OF THE CITY OF TAVARES***

NOTICE OF ELECTION

The 2021 City Election will be held on Tuesday, November 2, 2021 at the City Hall Council Chambers (Precinct 39), First United Methodist Church (Precinct 19), Lake County Agriculture Center (Precinct 42), Lake Frances Estates Clubhouse (Precinct 48), Imperial Terrace (Precinct 69), and Royal Harbor Social Hall (Precinct 99), for the

purpose of electing two non-partisan Councilmembers to Seat 2 and Seat 4 to serve at large for 2021-2023.

Voters must be registered with the Lake County Supervisor of Elections on or prior to October 4, 2021 at 5:00 p.m.

Nominations to Seat 2 and Seat 4 shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition, along with all other required election documents, must be filed with the City of Tavares City Clerk within the period beginning August 1, 2021 at 12:00 noon and ending August 15, 2021 at 12:00 noon. If August 15th should fall on a weekend day or holiday the deadline will be extended to the next business day at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m. Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

Tab 4. GFOA Award Presentation

Mayor Boggus presented the GFOA Award to the Finance Department. Ms. Houghton and Brett Jones, Budget Analyst, accepted the award on behalf of the Finance Department. Ms. Houghton thanked the finance team and said the award would not be possible without the support of Mr. Drury and the City Council.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

None.

VII. CONSENT AGENDA

Council Member Price asked to pull Tab 5 for discussion.

Tab 5. Park Square Subdivision Phase 1 – Preliminary Plat

Council Member Price noted the agenda summary reflects the plat is for 69 lots, with a school capacity of 324 lots. He asked for clarification. Mr. Fitzgerald stated that the Preliminary Plat is for Phase 1 of Park Square Subdivision. He noted Park Square homes intends to take over the remaining property from the ShantiNiketan development at 300+ dwelling units. ShantiNiketan has secured that capacity with the school board.

MOTION

Troy Singer moved to approve the Consent Agenda [Tab 5. Park Square Subdivision Phase 1 – Preliminary Plat], seconded by Walter Price. The motion carried unanimously 5-0.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 6. Dora Queen Lease Agreement

Mr. Tweedie made the following presentation:

Previously Council approved a short term lease (attached) with Steamboat Cruises LLC for temporary dockage for their vessel, the Dora Queen, at the Wooton Park waterfront for their commercial boat tour operations prior to and during construction of the new marina docks. All construction activities are now complete and the Dora Queen has been relocated to its permanent berth at the new marina where it will remain permanently. Staff has negotiated the attached lease with Steamboat Cruises LLC for both the dockage of the Dora Queen and their occupancy of a small City owned "ticket booth" adjacent to the marina dock entry way. Salient points for this lease are:

- *A 1 year initial term with 5 additional 1 year optional renewal terms.*
- *Initial monthly dockage lease fee payment of \$450 per month to the City (\$5.50/ft. for 90 ft. vessel) for first 3 months of initial lease term then \$648 per month (\$7.20) for remainder of lease term.*
- *Ticket booth rental of \$120 per month at commencement of occupancy and for remainder of the lease term.*
- *A 4% lease rate per year for each renewal period throughout the term of the lease.*

Staff recommends that Council moves to approve option 1, For Council to approve the attached lease agreement between the City of Tavares and Steamboat Cruises LLC for the Dora Queen.

Mayor Boggus asked for public comment. There were none.

Mayor Boggus asked for comments from the Council.

Council Member Price asked if the rates are market rental rates, and how they were determined. Mr. Tweedie stated the rates were determined by surveying the

surrounding comparable areas for similar commercial vessel rates. He said it is a similar process to the marina and slip docks in the leasing policy.

Mayor Boggus inquired about insurance coverage. Mr. Tweedie confirmed there is an extensive insurance coverage requirement and risk management agreement.

MOTION

Troy Singer moved to approve the Lease Agreement [Option 1], Seconded by Lou Buigas.

Council Member Singer thanked Mr. Haron for his patience, investment and wished him luck in the future.

The motion pass unanimously 5-0.

Tab 7. Dead River Rd and SR19 Intersection Improvement Project

Mr. Dillon made the following presentation:

The Lake County Board of County Commissioners adopted the Five Year Transportation Construction Capital Program containing \$590,000 for intersection improvements on Dead River Road at SR 19. These improvements to the east bound side of Dead River Road at SR 19 include the addition of a second left-turn lane, extending the length of the turn lanes for increased capacity, and additional signalization which will ease the flow of traffic on Dead River Road as well as SR 19.

A request for bid was advertised in May 2021 by Lake County and due in June 2021. The selected qualifying bid to be presented to the Lake County Board of County Commissioners for award is 21% over the original project estimate at \$714,835. Lake County has identified \$647,598 in funding currently available, leaving a deficit of \$67,237 for the project due to a decline of Impact Fee Revenues over the last two years as a result of COVID.

Improving the traffic flow through this intersection will alleviate congestion as growth and development continue to expand along SR 19. City Staff recommends a contribution of \$33,500 from Reserves, towards the Lake County \$67,237 deficit, with Lake County funding the remaining \$33,737 as this is a direct benefit to the residents and City of Tavares.

Staff recommends that City Council moves to approve Option 1 - Approval to contribute \$33,500 from Reserves to Lake County, with Lake County covering the remaining \$33,737, as a proportional cost-share of the \$67,237 shortfall for the Lake County Transportation Improvement Project at Dead River Road and SR 19.

Mr. Drury said Mr. Dillon has developed relationships with the surrounding businesses and staff at the county while working diligently and effectively. He noted the partnership between Lake County and Tavares is strong and a great example of a partnership and working together.

Mayor Boggus asked for public comment.

Jan Hallbrook, Baytree Development, Tavares noted her concern regarding the intersection. She asked who is paying for the improvements and what happened to the developer that was going to complete the intersection. Mr. Drury said the first developer chose not to move forward with the project. At that point the city and county decided to work together and move forward.

Lee Sullivan, 2412 Baywater, Tavares, noted his support and said the project is long overdue.

Attorney Williams said every home that is built has to pay permit and impact fees and is therefore contributing.

Mayor Boggus closed public comment.

Council Member Pfister asked for clarification about the developer that was going to fund the intersection improvements. She said she would not support intersection improvements at this time. Mr. Drury said the developer was not required to fund intersection improvements.

Councilmember Price asked if the total cost is \$33,000.00, and where the funds would come from. He said the improvements are needed. Mr. Dillion confirmed the total cost. Ms. Houghton stated the funds would come from General Fund Reserves.

Councilmember Singer said the project is important and improvements need to be made. He asked if tabling the item was a possibility. He asked what would happen if the county could not come up with the remaining funds if not approved. Mr. Drury said the project would not move forward. Mr. Houghton stated that reserves are set aside for emergencies, disasters and one-time expenditures and noted this project will not affect budget structurally.

Council Member Pfister said the intersection needs improvements and noted she is not in support of development in the area.

Attorney Williams noted development in the Greenbrier development cannot be stopped as they are entitled lots.

Vice Mayor Buigas noted her support for intersection improvements. She said she does

not want the funds to come out of Reserves and prefers for the funds to come from boat slip revenues.

Councilmember Singer said would prefer the funds to come from Reserves or the Budget.

Mayor Boggus said if the county is willing to assist in the road improvements, she is willing to go the rest of the way to make it happen.

MOTION

Troy Singer moved to approve Option 1, seconded by Walter Price. The motion passed 3-2 as follows:

Amanda Boggus: Yes

Lou Buigas: No

Lori Pfister: No

Walter Price: Yes

Troy Singer: Yes

Tab 8. City Council Discussion and Consideration for an Electronic Game room Ordinance

Mr. Fitzgerald made the following presentation:

Electronic game rooms operating as private business enterprises that provide the opportunity for individuals to utilize on-site electronic equipment to participate in games of chance in accordance with Florida Statutes have become increasingly prevalent in Florida. Lake County recently passed an ordinance that establishes regulations for electronic game rooms operating in unincorporated Lake County, and those regulations include requiring the operator to obtain a permit, limiting the number of permits issued for electronic game rooms, signage limitations, inspection requirements, and limitations on the sale of certain items on premises. The complete regulation adopted by Lake County has been provided to City Council for review and is also available at www.municode.com

The City of Tavares has been approached by electronic gaming industry representatives who have made a request that the City of Tavares consider passing an ordinance as Lake County has done to establish regulations that place limits on electronic game rooms within the City limits of Tavares.

Ali Chay, Representative from Lake County Gaming Association, gave a presentation regarding the benefits of regulating gaming rooms.

Attorney Kelly Mathis, Representative for Lake County Gaming Association, said his client is requesting regulations surrounding gaming rooms and noted he and his client

presented to the Lake County Commission and had an Ordinance passed to regulate the establishments.

Mayor Boggus asked for comments from the public.

Kristy Ferman, 204 N. Rockingham Ave, Tavares, inquired why this is being brought up. Mr. Drury stated that gaming rooms are permitted to operate in Tavares and in the State of Florida. He said this is a request to have local government set regulations and noted Lake County implemented a permitting and inspection process.

Mayor Boggus asked if Lake County passed an Ordinance for all of Lake County or Unincorporated Lake County. Mr. Drury said it was for Unincorporated Lake County only.

Mayor Boggus closed public comment.

Council Member Price inquired about illegal gambling in Tavares and how a gaming facility can be unregulated. He asked if the City is looking to mirror Lake County. Chief Lubins stated there were approximately 4 to 5 establishments in operation, which have been shut down. There is currently one operating on HWY 441 said the Police Department is watching it and have made several arrests from clients leaving the establishment. Mr. Drury stated the establishment can come to Tavares just like a tattoo shop or barber shop. He said the Lake County Gaming Association has inquired about regulating it.

Council Member Pfister said she is not in support of gaming establishments, and if they are allowed she would support regulations.

Vice Mayor Buigas inquired about contributing to non-profits. Attorney Mathis said contributions to non-profits were made from the owners and clientele of the establishments. Vice-Mayor Buigas said if the gaming establishments were to come to Tavares she does not want the business in the downtown.

Attorney Mathis said one part of the Ordinance addresses is the safety and security concerns and utilizes bonded security guards. He mentioned that they are working with the Lake County Sheriff's Department and if law enforcement is looking for someone they are welcome to come into the establishments.

Council Member Singer asked about grandfathering establishments that are currently operating and stated he is not in favor of government regulation. Attorney Williams said the Lake County Ordinance gave preferential treatment to those that were established in the application process while subject to all of the same regulations.

Council Member Price asked who would be responsible for drafting an Ordinance and if citizens would be able to have input. Mr. Drury stated if Council was to move forward, the City Attorney would develop an Ordinance and bring it back to Council. A cost would

be developed for managing, inspecting, licensing and Council would be provided the cost for the government regulation. Mr. Drury stated public meetings or workshops could be held, and the public would be invited to participate.

Attorney Williams said it is a carefully regulated industry that has the potential to cause law enforcement issues. He said the County application fee is \$20,000.00 per applicant. Mr. Drury added that if the Council wants to regulate this business, options would be brought back with revenue streams to offset the cost of regulating the businesses. Attorney Williams stated his understanding from Ms. Marsh is that the number of proposed establishments in Lake County is approximately 25.

Mayor Boggus said she is not in favor for more than 3-5 establishments in Tavares and is in favor of the regulations addressing no minors, alcohol or illegal narcotics on the premises. She said security systems are vital in and outside of the establishment to be accessible by law enforcement and noted her preference for limiting establishments to commercial corridors.

MOTION

Lou Buigas moved to explore the Ordinance, seconded by Lori Pfister. The motion passed 4-1 as follows:

Amanda Boggus: Yes

Lou Buigas: Yes

Lori Pfister: Yes

Walter Price: Yes

Troy Singer: No

XI. BUDGET WORKSHOP AND SETTING OF MAXIMUM TENTATIVE MILLAGE RATE

Tab 9. Budget Workshop – Present Enterprise and Special Funds Budgets, and Discuss the General Fund Budget

Ms. Houghton gave the following presentation:

Previously, at the July 7th City Council meeting, Council was presented the General Fund budget, and staff will now deliver the Utility Funds and Special Funds Proposed Budgets for FY 2022 after which an opportunity will be provided to discuss the previously delivered General Fund budget as well as the Utilities and Special Fund budgets.

The Utility funds include: Water, Wastewater, Stormwater, Solid Waste, and the Seaplane Base/Marina. Special Funds include Community Redevelopment (TIF), Infrastructure Sales Tax, Grants, Debt Service, and the Pavilion Fund.

*The maximum tentative millage rate will be discussed and set by the City Council later during this meeting. The Five-Year Capital Plan will be delivered, presented and discussed at the August 4, 2021 budget workshop. An additional Council budget workshop is scheduled for August 18th to discuss all budgets followed by two Public Hearings on the budget on September 8, 2021 (**THIS IS NOT A REGULAR CITY COUNCIL MEETING DATE**) and September 22, 2021.*

Ms. Houghton presented a PowerPoint presentation on the Utility Funds and Special Funds proposed Budget for FY2022.

Mayor Boggus asked for comments from the Council.

Council Member Singer asked for clarification on funding for the bush hog, vehicles and generators and noted they are funded with Restrictive Funds. He asked for the remaining duration of the debt service on the Pavilion on the Lake. Ms. Houghton stated the items are in the Proprietary Water, Wastewater and Stormwater Funds and stated any decreases would not affect the millage. The General Fund is the only fund related to the Millage Rate or your General Millage Rate. With regard to the Pavilion she stated there is approximately 8 years remaining.

Mayor Boggus said revenues generated by the Pavilion prior to COVID are different due to executive orders requiring people to not hold events. She noted that going forward, the city needs to be cautiously optimistic when it comes to the budget due to the unknown with the consumer side.

Vice Mayor Buigas asked if the revenue was lower as a result of COVID. She asked if there were any COVID funds from loss revenue that we are able to recuperated. Ms. Houghton stated the Finance Team was unable to find any funds available to offset the loss of revenue.

Tab 10. Budget Workshop – Setting of Maximum Tentative Millage Rate

Mr. Drury made the following presentation:

The City's General Fund budget was presented at the July 7, 2021 City Council meeting. The Enterprise, and Special Fund budgets were previously presented at this meeting.

*The maximum tentative millage rate will also be set at this meeting. The Five-Year Capital Plan will be delivered, presented and discussed at the August 4th, 2021 budget workshop. The August 18th budget workshop does not focus on a specific aspect of the proposed budget, but will instead be used to discuss all fund budgets, and any changes to the proposed budget. There will be two Public Hearings on the budget, September 8, 2021 and September 22, 2021, at which time the **final** millage rates will be set and the final budget will be adopted. (September 8th and September 22nd represent the **2nd and 4th** Wednesdays in*

the month of September.)

- *The proposed General Fund maximum millage rate of 6.85 mills represents a decrease from the prior year millage rate of .05 mills (6.90 – 6.85), a .72% decrease over prior year, and is 5.47% above the rollback rate of 6.4948 mills.*
- *The proposed Voted Debt Service maximum millage rate of .2391 mills represents a decrease from the prior year millage rate of .0232 mills (.2623 - .2391), an 8.84% decrease over prior year.*
- *Total decrease is .0732 mills (.05 + .0232) which is a 1.02% total decrease over the prior year adopted millage rates.*

*Once the City Council sets the Maximum Tentative Millage Rate it may be decreased as the Council moves through the budget process; however, it **may not be increased**.*

Staff Recommends option 1 to Move to set the Maximum Tentative Millage Rate at 6.85 mills, and the Voted Maximum Tentative Voted Debt Millage Rate at 0.2391 mills.

Mayor Boggus asked for public comment.

Gary Santoro, Royal Harbor, Tavares, noted his support for the City Administrators recommendations.

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas inquired about a rollback rate. Mr. Drury said there will be four more meetings to discuss lowering the millage rate to the rollback rate. At the final meeting in September Council would have to make a final decision.

Mayor Boggus asked for clarity regarding meeting dates in September. Mr. Drury stated the meetings in September will be held on the 2nd and 4th Wednesdays and will begin at 4:00 p.m. The budget workshop will start at 5:05 p.m., once the public workshop for the budget is completed, the Regular City Council meeting will resume. There will be no City Council meeting on the 1st and 3rd Wednesdays' in September.

Council Member Price stated he was pleased to see the maximum rate is lower than last years' rate and noted he is in favor of the rollback rate.

MOTION

Lou Buigas moved to approve Option 1 [setting the tentative maximum millage rate at 6.85 Mills and set the debt millage rate at .2391 mills as the max rate], seconded by Troy Singer. The motion passed unanimously 5-0

XII. NEW BUSINESS

None.

XIII. OLD BUSINESS

Council Member Pfister asked about the Tavares Chamber of Commerce holding events at the Pavilion. Mr. Tweedie said when they returned to in-person events last summer the Chamber found the Pavilion was a better fit for them.

XIV. AUDIENCE TO BE HEARD

Gary Santoro, Royal Harbor, Tavares, noted his preference for Lindsay Holt to serve as the new City Attorney. He also noted his concerns of the restrooms at the cemetery coming back for discussion, and the inability to comment on it because of the placement in the agenda.

XV. REPORTS

Tab 12. City Administrator Report

Mr. Fitzgerald noted the construction of a Dollar General on State Road 19 and Citrus Street.

Tab 13. City Council Member Reports

Council Member Price congratulated Ms. Houghton and the Finance Department on the GFOA award.

Council Member Singer congratulated Ms. Houghton and the Finance Department on the award and thanked them for their presentation.

Vice Mayor Buigas congratulated Ms. Houghton and Finance Department on the GFOA award and noted she read the budget in its entirety and submitted 17 pages of questions which were answered.

Vice Mayor Buigas provided a positive quote of the day: Positive thinking will let you do everything better than negative thinking will. – Zig Ziglar

XVI. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 6:19 p.m.

Respectfully,

Jillian Roberts
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2021-15 - Road Funding Support Resolution (City Administrator)

OBJECTIVE:

To consider a resolution in support of Lake County to fund roads.

SUMMARY:

Lake 100 group made a presentation to the Lake County League of Cities and requested that each city consider issuing a resolution in support of Lake County funding roads with property taxes. Attached is a Resolution for the Council's consideration.

OPTIONS:

1. Pass the resolution and transmit it to Lake County
2. Do not pass the resolution.

STAFF RECOMMENDATION:

The council discuss and provide direction on this resolution.

FISCAL IMPACT:

none (This is a Lake County Budgetary item)

LEGAL SUFFICIENCY:

yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2021-15 - County Road Funding Resolution

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

RESOLUTION 2021-15

A RESOLUTION OF CITY OF TAVARES, FLORIDA, SUPPORTING THE USE AD VALOREM REVENUES FROM THE GENERAL FUND OF THE LAKE COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO FUND TRANSPORTATION PROJECTS WITHIN THE LAKE COUNTY FIVE YEAR TRANSPORTATION CONSTRUCTION PROGRAM

WHEREAS, the Lake County Board of County Commissioners (BCC) maintains a roadway network including arterial and collector roadways; and

WHEREAS, the Lake County BCC maintains a Five-Year Transportation Construction Program, which is funded primarily through transportation impact fees and infrastructure sales tax revenues; and

WHEREAS, roadway needs including capacity, safety, and maintenance continue to grow as the County's population expands and the valuation of properties grows; however, ad valorem revenues are not currently utilized to address the growing transportation needs; and

WHEREAS, two advisory committees to the Lake County BCC provided reports and recommendations on transportation funding: the Transportation Alternative Funding Task Force in 2008 and the Capital Facilities Advisory Committee in 2011, detailing the need to utilize a diversified array of funding sources including general fund revenues generated from ad valorem property taxes; and

WHEREAS, a dedicated funding source could support a transportation program that could be utilized to provide local matching funds to attract state and federal transportation grant funding through the process administered by the Lake-Sumter Metropolitan Planning Organization; and

WHEREAS, a Lake County Five Year Transportation Construction Program funded through a diversity of funding sources including ad valorem property taxes, infrastructure sales taxes, impact fees, and other funding options is in the interest of the public's health, safety, and welfare and is supportive of the development of the Lake County economy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF TAVARES, LAKE COUNTY, FLORIDA, as follows:

The City of Tavares supports the use of ad valorem property tax revenues from the general fund of the Lake County Board of County Commissioners to fund transportation projects within the Lake County Five Year Transportation Construction Program.

PASSED AND ADOPTED by the Tavares City Council this 18th day of August, 2021.

Amanda Boggus, Mayor

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM:

Robert Q. Williams, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 6

SUBJECT TITLE: Resolution 2021-17 Authorizing Acceptance of FY2020 Assistance to Firefighters Grant - EMW-2020-FG-12621 (Finance)

OBJECTIVE:

Consider approval of Resolution 2021-17 authorizing acceptance of Fiscal Year 2020 Assistance to Firefighters Grant, Award Number EMW-2020-FG-12621, in the amount of \$48,485.71 for Source Capture Exhaust System Modifications for City of Tavares Fire Station No. 29

SUMMARY:

The City of Tavares has been awarded an Assistance to Firefighters Grant from the Federal Emergency Management Agency (FEMA) Grant Programs Directorate and Region IV. The Grant is a direct Federal funded grant to the City of Tavares through the Federal Emergency Management Agency (FEMA) Grants Programs Directorate.

The grant awards the City of Tavares \$48,485.71 in Federal Funding for "source capture exhaust system modifications to City of Tavares Fire Station No. 29." As a condition of the Grant, the City is required to contribute non-Federal funds equal to or greater than 5% of the Federal funds awarded, or \$2,424.29 for a total project budget of \$50,910.00

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

Various details of the grant include the following:

- Grant Agreement Number: EMW-2020-FG-12621
- Grant Scope/Project: Source Capture Exhaust System Modifications
- Award Performance Period: 07-14-2021 to 07-13-2023
- Grant Award: \$48,485.71
- Grant Match: \$ 2,424.29 (2% of total project costs of \$50,910.
- This is a direct Federal Grant
- The grant is subject to Federal and State Single Audit Requirements.
- The grant is subject to Uniform Administrative Requirements of 2 C.F.R. Part 200.

OPTIONS:

1. **MOVE TO APPROVE RESOLUTION NO. 2021-17** authorizing the City Administrator or his Designee to Accept Assistance to Firefighters FEMA Grant Agreement EMW-2020-FG-12621

in the amount of \$48,485.71 with City match of \$2,424.29.

2. DO NOT APPROVE.

STAFF RECOMMENDATION:

OPTION 1: MOVE TO APPROVE RESOLUTION NO. 2021-17 authorizing the City Administrator or his Designee to Accept Assistance to Firefighters FEMA Grant Agreement EMW-2020-FG-12621 in the amount of \$48,485.71 with City match of \$2,424.29.

FISCAL IMPACT:

\$2,424.29 - To be included in the FY2022 Infrastructure Sales Tax Budget

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2021-17_FEMA AssistanceToFirefighters_EMW-2020-FG-12621_08182021
2. AssistanceToFirefighters_EMW-2020-FG-12621_Grant Welcome Letter
3. AssistanceToFirefighters_EMW-2020-FG-12621_Grant Summary
4. AssistanceToFirefighters_EMW-2020-FG-12621_Grant Award Pkg
5. Chief Keith_AFG Presentation AUG 2021

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 7

SUBJECT TITLE: Resolution 2021-18 - Supporting Lake County's Purchase of the Rail Road Rights of Way (City Administrator)

OBJECTIVE:

To pass a resolution supporting Lake County's plans to pursue the acquisition of the Rail Road Rights of Way from downtown Tavares to Mount Dora and out to Sorrento so that a Utility Corridor can be established along with a trail.

SUMMARY:

Lake County plans to pursue the acquisition of the Rail Road Rights of Way from downtown Tavares to Mount Dora and out to Sorrento so that a Utility Corridor can be established along with a trail. Tavares supports this to extend its utility services of Water, Waste Water, Storm Water to Bay Road and the placement of a recreational trail.

OPTIONS:

1. Approve the Resolution
2. Do not approve the Resolution

STAFF RECOMMENDATION:

Approve the Resolution

FISCAL IMPACT:

None

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resoluiton 2021-18 - County Railroad ROW Purchase Resolution

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

RESOLUTION 2021-18

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, SUPPORTING LAKE COUNTY'S PURCHASE OF THE RAILROAD RIGHTS OF WAY FROM TAVARES TO MOUNT DORA AND OUT TO SORRENTO FOR USE AS A UTILITY CORRIDOR FOR WATER, WASTEWATER, STORMWATER AND A RECREATIONAL TRAIL

WHEREAS, the Lake County Board of County Commissioners (BCC) is pursuing the acquisition of the railroad rights of way from Tavares to Mount Dora and out to Sorrento for use as a utility corridor; and

WHEREAS, the utility corridor would support water, wastewater, and stormwater infrastructure along with a recreational trail; and

WHEREAS, the City of Tavares is in support of Lake County's pursuit of acquiring the Railroad Rights of Way.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF TAVARES, LAKE COUNTY, FLORIDA, as follows:

The City of Tavares supports Lake County's pursuit of acquiring the railroad Rights of Way from Tavares to Mount Dora and out to Sorrento for use as a Utility Corridor and recreational trail.

PASSED AND ADOPTED by the Tavares City Council this 18th day of August, 2021.

Amanda Boggus, Mayor

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM:

Robert Q. Williams, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 8

SUBJECT TITLE: Ordinance 2021-15 - Amendment to Police Officers Pension Plan Amending Sections 15-76, 15-77, 15-80, and 15-86 as it relates to Required Age Distribution of Benefits (Finance)

OBJECTIVE:

Approve Ordinance 2021-15 which amends Section 15 of the City of Tavares Code of Ordinances, City of Tavares Police Officers' Pension Plan for Benefit Amounts and Eligibility, Pre-Retirement Death, Optional Forms of Benefits, and Minimum Distribution of Benefits to comply with recent IRC changes for required distribution age.

SUMMARY:

Ordinance 2021-15 provides changes to the Police Pension Plan to comply with recent changes to the Internal Revenue Code, related Treasury Regulations, and guidance from the Internal Revenue Service.

The Pension Plan Board Attorney, Scott Christiansen, Law Offices of Christiansen & Dehner, P.A., has prepared Ordinance 2021-15 to address these Internal Revenue Code (IRC) changes. A summary of the changes are as follows:

- Amend Section 15-76, Benefit Amounts and Eligibility to address required distribution age per Amended Section 15-86.
- Amend Section 15-77, Pre-Retirement Death to address required distribution age per Amended Section 15-86.
- Amend Section 15-80, Optional Forms of Benefits to address required distribution age per Amended Section 15-86.
- Amend Section 15-86, Minimum Distribution of Benefits to provide for recent changes to the IRC changing the required distribution age from 70 ½ to 72.

The Plan Actuaries, Foster and Foster, have provided a letter of "no-impact" to the plan that no formal Actuarial Impact Statement is required to support adoption. A copy of their letter detailing the Plan changes and their opinion is attached.

OPTIONS:

1. **Move to Adopt** Ordinance 2021-15 amending Chapter 15 of the Code of Ordinances for the City of Tavares Police Officer's Pension Plan.
2. Do not Adopt Ordinance 2021-15.

STAFF RECOMMENDATION:

Option 1.

Move to Adopt Ordinance 2021-15 amending Chapter 15 of the Code of Ordinances for the City of Tavares Police Officers' Pension Plan.

FISCAL IMPACT:

There is no fiscal impact for this change.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. ORD 2021-15_PolicePens_BenAmts&Elgibility_MinDistribAge
2. AttnyLetter&ActuaryLetter for Ord 2021-15_PolicePens

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 9

SUBJECT TITLE: Ordinance 2021-16 Amendment to Firefighter Pension Plan Amending Sections 15-106, 15-107, 15-110, and 15-116, Minimum Age Distribution of Benefits (Finance)

OBJECTIVE:

Approve Ordinance 2021-16 which amends Section 15 of the City of Tavares Code of Ordinances, City of Tavares Firefighters' Pension Plan for Benefit Amounts and Eligibility, Pre-Retirement Death, Optional Forms of Benefits, and Minimum Distribution of Benefits to comply with recent IRC changes for required distribution age.

SUMMARY:

Ordinance 2021-16 provides changes to the Firefighters' Pension Plan to comply with recent changes to the Internal Revenue Code, related Treasury Regulations, and guidance from the Internal Revenue Service.

The Pension Plan Board Attorney, Scott Christiansen, Law Offices of Christiansen & Dehner, P.A., has prepared Ordinance 2021-16 to address these Internal Revenue Code (IRC) changes. A summary of the changes are as follows:

- Amend Section 15-106, Required distribution date.
- Amend Section 15-107, Pre-Retirement Death to address required distribution age per Amended Section 15-116.
- Amend Section 15-110, Optional Forms of Benefits to address required distribution age per Amended Section 15-116.
- Amend Section 15-116, Minimum Distribution of Benefits to provide for recent changes to the IRC changing the required distribution age from 70 ½ to 72.

The Plan Actuaries, Foster and Foster, has provided a letter of "no-impact" to the plan that no formal Actuarial Impact Statement is required to support adoption. A copy of their letter detailing the Plan changes, and their opinion is attached.

OPTIONS:

1. **Move to Adopt** Ordinance 2021-16 amending Chapter 15 of the Code of Ordinances for the City of Tavares Firefighters' Pension Plan.
2. Do not Adopt Ordinance 2021-16.

STAFF RECOMMENDATION:

Option 1.

Move to Adopt Ordinance 2021-16 amending Chapter 15 of the Code of Ordinances for the City of Tavares Firefighters' Pension Plan.

FISCAL IMPACT:

There is no fiscal impact for this change.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. ORD 2021-16_FirePens_BenAmts&Elgibility_MinDistribAge
2. AttnyLetter&ActuaryLetter for Ord 2021-16_Firefighters' Pens

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 10

SUBJECT TITLE: Ordinance 2021-08 - Hammock Citrus Corporation - LSFLUM of Approximately 16.84 Acres Located East of SR-19 and 600 Feet North of Lane Park Cutoff (Community Development)

OBJECTIVE:

To consider a Future Land Use Map amendment from Commercial (COM) to Industrial (IND) for 16.84 acres of property located east of State Road 19, approximately 600 feet north of Lane Park Cutoff.

SUMMARY:

Ordinance 2021-08 proposes a large-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan.

The subject property (Parcel Alternate Key Number 3925309) is 16.84 acres in size, located at east of State Road 19, approximately 600 feet north of Lane Park Cutoff. This ordinance would amend the current Future Land Use Designation from Commercial (COM) to Industrial (IND).

Future Land Use Amendment

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

Compatibility

Lands surrounding this property are industrial and commercial in nature.

Site Conditions

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

Impact on City Services

The subject property is located in the City's Utility Service Area. The City of Tavares has municipal water and sewer services 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.

The Florida Department of Economic Opportunity had no comment regarding the proposed amendment, and staff received no comments from other governmental agencies regarding the proposed amendment.

FINDINGS

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

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

OPTIONS:

1. That City Council moves to approve Ordinance 2021-08 Future Land Use Map amendment from Commercial (COM) to Industrial (IND) for 16.84 acres of property located east of State Road 19, approximately 600 feet north of Lane Park Cutoff.
2. That City Council moves to deny Ordinance 2021-08.

STAFF RECOMMENDATION:

At their May 20th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2021-08.

Staff recommends that City Council moves to approve Ordinance 2021-08 Future Land Use Map amendment from Commercial (COM) to Industrial (IND) for 16.84 acres of property located east of State Road 19, approximately 600 feet north of Lane Park Cutoff.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2021-08
2. Property Location Aerial Map
3. FLU Map
4. Newspaper Ad

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

ORDINANCE 2021-08

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 16.84 ACRES OF LAND GENERALLY LOCATED EAST OF STATE ROAD 19, APPROXIMATELY 600 FEET NORTH OF LANE PARK CUTOFF, FROM COMMERCIAL (COM) TO INDUSTRIAL (IND); PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of the property described in **Exhibit “A”** has voluntarily petitioned to change the future land use designation from Commercial (COM) to Industrial (IND); and

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

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

WHEREAS, the City desires to encourage commercial and industrial uses in this particular area of the City, and

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

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

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

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

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

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

Section 1. Future Land Use Amendment

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

Section 2. Severability and Conflicts

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

Section 3. Transmittal

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

Section 4. Effective Date

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission,

this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

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

Amanda Boggus, Mayor
Tavares City Council

First Reading – Transmittal Hearing: _____

Second Reading & Final Adoption: _____

ATTEST:

Susie Novack, City Clerk

Approved as to form:

Robert Q. Williams, City Attorney

EXHIBIT "A"

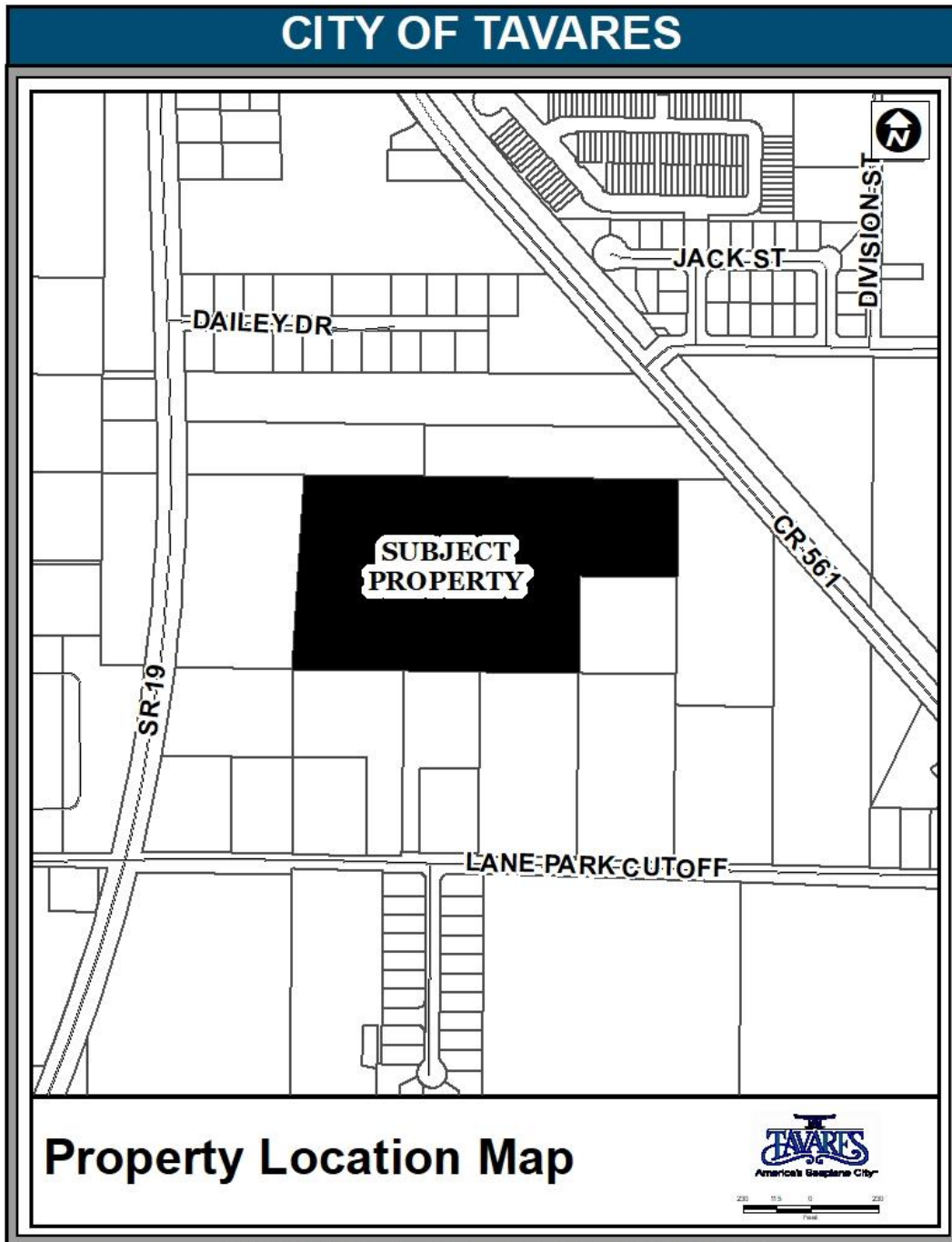
The North 1/2 of the Northwest 1/4 of The Southeast 1/4 and the Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, Section 6, Township 20 South, Range 26 East, less Right of way for SR 19, Lake County, Florida.

LESS AND EXCEPT:

That portion located West of State Road No. 19 of the North 1/2 of the Northwest 1/4 of the Southeast 1/4 and the Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, Section 6, Township 20 South, Range 26 East, Lake County, Florida, Less right of way for State Road No. 19.

LESS AND EXCEPT:

BEGIN AT THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 19 AND THE NORTH LINE OF THE NORTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA; THENCE RUN S 89°13'34" E ALONG SAID NORTH LINE A DISTANCE OF 400 FEET; THENCE S 03°38'22" W, 660.20 FEET; THENCE N 89°18'50" W, 400 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 19, SAID POINT ALSO BEING ON A CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 5779.28 FEET (CHORD BEARING N 03°37'31" E, CHORD DISTANCE 660.67 FEET), THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE AN ARC LENGTH OF 660.67 FEET TO THE POINT OF BEGINNING.



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Map Created on 4/27/21

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 11

SUBJECT TITLE: City Attorney Contract (Attorney)

OBJECTIVE:

For approval of the Council to enter into a City Attorney contract with Attorney Lindsay Holt.

SUMMARY:

Pursuant to Council's direction, attached is a contract with future City Attorney Lindsay Holt under the same terms and conditions as retiring City Attorney Bob Williams.

OPTIONS:

1. Approve the contract with Attorney Lindsay Holt.
2. Do not approve the contract.

STAFF RECOMMENDATION:

For Council consideration.

FISCAL IMPACT:

No changes.

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. City Attorney Contract - Holt 2021
2. CV - Lindsay Holt
3. Anita Geraci-Carver - Ltr. of Recommendation
4. Dr. Laura Byrd - Ltr. of Recommendation

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

AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2021 by and between the CITY OF TAVARES, FLORIDA, a municipal corporation, acting by and through its duly authorized officers, (hereinafter referred to as "CITY"), and LINDSAY C. T. HOLT, Esq., Crawford, Modica & Holt, Chartered Attorneys at Law, 380 West Alfred Street, Tavares, Florida, 32778-3278 (hereinafter referred to as "ATTORNEY").

RECITALS

WHEREAS, the CITY is a Florida municipal corporation, incorporated under the laws of the State of Florida; and

WHEREAS, the ATTORNEY is a duly licensed member of the Bar in the State of Florida and is authorized to practice law in the State and Federal Courts of the State of Florida; and

WHEREAS, the CITY, by and through its City Council, desires to have the ATTORNEY serve as the City Attorney for the City of Tavares, Florida; and

WHEREAS, the ATTORNEY desires to serve as the City Attorney for the City of Tavares, Florida.

NOW THEREFORE, in consideration of the above premises, and for other good and valuable consideration, receipt of which is hereby acknowledged, the parties mutually agree as follows:

SECTION 1. TERM

1.1 This Agreement will commence upon the date first written above and shall continue until terminated by either party, as provided herein.

SECTION 2. SCOPE OF EMPLOYMENT

2.1 The CITY hereby retains Lindsay C. T. Holt, Esq., Crawford, Modica & Holt, Chartered Attorneys at Law, 380 West Alfred Street, Tavares, Florida, 32778-3278, to act, under the title of City Attorney, as ATTORNEY for the CITY and to render to the CITY and its duly authorized officers all legal advice and to represent the CITY and its duly authorized officers in all matters which may be pending or which may hereafter be instituted in any State or Federal Court within the State of Florida, and before all administrative agencies and departments of the government brought by or against the CITY during and through the continuance of this agreement.

2.2 The ATTORNEY shall also examine all abstracts of title pertaining to the CITY, prepare all contracts, resolutions and ordinances, attend all regular and special meetings of the City Council, and the Planning and Zoning Board, and render legal opinions, and provide all other legal services as the CITY or any of its duly authorized officers may request or require.

2.3 The ATTORNEY hereby accepts the employment and agrees to render to the best of her ability the service described herein during the continuance of this agreement.

SECTION 3. CONFLICTS OF INTEREST

3.1 The parties acknowledge that the ATTORNEY is a private practitioner practicing with the law firm of Crawford, Modica & Holt, Chartered Attorneys at Law in the City of Tavares, Florida, and that there exists the possibility that private clients of that firm may conflict from time to time with the representation of the CITY. The ATTORNEY

agrees that neither she, nor any of the members of her firm, shall accept any employment that would create a conflict of interest with her representation of the CITY as set forth in Canon 5 of the Florida Codes of Professional Responsibility.

SECTION 4. COMPENSATION

4.1 "Basic retainer services" as used herein shall include the attorney's basic preparation for and attendance at all regular City Council meetings, including Growth Management meetings; attendance at all Code Enforcement Board meetings, as required; attendance at all regular Planning and Zoning Board meetings; conferences with Council members; and routine telephone conferences with Council members, appointed Board members, the City Administrator and staff regarding legal matters concerning the CITY.

4.2 As compensation for all basic retainer services to be rendered by the ATTORNEY, the CITY shall pay to the ATTORNEY for said services, the sum of \$30,000.00 annually for the term of this contract, prorated by dividing the annual retainer sum by twelve (12).

4.3 The ATTORNEY shall submit on a monthly basis a detailed statement showing all services provided under the retainer. The basic retainer compensation shall be payable on the first day of each month.

4.4 For any and all legal services provided to the CITY by the ATTORNEY other than the basic retainer services as set forth herein, the CITY shall pay to the ATTORNEY the sum of \$213.00 per hour, or fraction thereof, spent by the ATTORNEY on said services. Prior to engaging or initiating any substantial work, the ATTORNEY shall have

the approval of the City Administrator. The parties agree to review this rate annually.

4.5 The ATTORNEY shall submit a detailed statement to the CITY on a monthly basis for all services provided outside the basic retainer services, which amount shall be paid by the CITY to the ATTORNEY on the first day of the following month.

SECTION 5. EXPENSES

5.1 During the term of this agreement, the CITY shall either advance to the ATTORNEY, or reimburse the ATTORNEY for the following expenses:

- a) Court costs, filing fees, publication fees, title search fees, long distance telephone charges, copying charges or any other out of pocket expenses incurred by the ATTORNEY on behalf of the CITY.

SECTION 6. TERMINATION

6.1 This agreement may be terminated at any time, without cause, upon seven (7) days written notice from either party to the other party that her employment hereunder is to be so terminated.

IN WITNESS WHEREOF, the parties have executed this agreement at Tavares, Lake County, Florida this _____ day of _____, 2021.

Lindsay C. T. Holt, Esq.
City of Tavares, Florida

John H. Drury, City Administrator
City of Tavares, Florida

LINDSAY C. T. HOLT, ESQ.
CRAWFORD, MODICA & HOLT, CHARTERED ATTORNEYS AT LAW
380 WEST ALFRED STREET
TAVARES, FLORIDA 32778

EDUCATION

Stetson University College of Law, Gulfport, Florida, 2007, J. D.
Flagler College, St. Augustine, Florida, 2004., B. A. (Psychology and Political Sci.)
Florida State University, Tallahassee, Florida, 2002, A. A.

EXPERIENCE

2018- present Crawford, Modica & Holt, Chartered Attorneys at Law, Tavares, Florida
Partner/Shareholder

Head of civil litigation department; represent clients in civil and complex litigation (state and federal), including professional liability and fiduciary claims; represent clients in appellate matters; licensed title agent; Assistant Attorney for the City of Tavares, Florida.

2011-2018 McLin Burnsed, Leesburg, Florida
Partner/Board of Directors

Represent clients in civil and complex litigation (state and federal), including professional liability and fiduciary claims; represent clients in appellate matters.

2007-2011 Williams, Smith & Summers, P. A., Inc., Tavares, Florida
Associate Attorney

Represent clients in civil and complex litigation (state and federal), including professional liability and fiduciary claims; represent clients in appellate matters; licensed title agent; acted as Assistant Attorney for City of Tavares, Florida

2001-2007 Williams, Smith & Summers, P. A., Inc., Tavares, Florida
Seasonal Paralegal

Assisted partners with civil litigation and family law matters, including research and drafting; assisted with real estate closings; assisted Partner, Bob Williams, with municipal matters related to representation of the City of Tavares, Florida

COMMUNITY AWARDS AND ACTIVITIES, PAST AND PRESENT

Nominated to the Fifth Judicial Circuit Court (2017 and 2018)
Recipient of the Victor O'Wehle Trial Advocacy Award, Stetson University College of Law
Florida Bar Grievance Committee, Chair and Board Member
Lake County Bar, President and Board Member
Lake-Sumter State College Foundation Board, President and Board Member
Community Foundation of South Lake, Board Member
Advent Health Waterman Foundation Board of Trustees



July 22, 2021

Mayor Boggus and Council
City of Tavares
City Hall
201 E. Main Street
Tavares, FL 32778

Re: Lindsay C.T. Holt, Esq.

Mayor and Council:

It is my honor and pleasure to recommend Ms. Holt to serve as the city attorney for the City of Tavares.

I have had the opportunity to work opposite of Ms. Holt on occasion, most recently in 2019. Lindsay conducts herself in an ethical and professional manner. She is always well prepared, an exemplary advocate for her client while being reasonable, and a pleasure to work with on every occasion.

Serving on the Judicial Nominating Committee for the 5th Judicial Circuit since 2017 I had the opportunity to interview Lindsay twice for possible appointment to a circuit court judge position. In preparing for the interview I inquired of peers, judges and opposing attorneys about Lindsay's legal competency, ethics, reputation, etc. Lindsay's character and reputation in the legal community is exemplary. She is a person of integrity and high morals. Lindsay also has an excellent reputation in the legal community for her excellent work and knowledge. As a result, in 2017 and 2018 we selected Lindsay to be considered by Florida's Governor for appointment to a circuit court judge position.

Lindsay is also an involved community member. Her work as President of the Lake-Sumter State College Foundation board and as a board member of the Community Foundation of South Lake County was very successful. She is an excellent leader as well as a great team member. She is giving of her time and talents. Characteristics I value in our community leaders.

I highly recommend Ms. Holt to serve as the city attorney for Tavares. She will be a tremendous asset to your City and I know you will be proud to call her Tavares' city attorney.

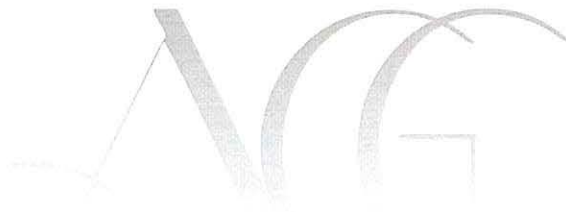
Mayor Boggus and Council
City of Tavares
July 22, 2021
Page 2

If you would like to discuss Lindsay's qualifications further, or have any questions, please feel free to contact me.

Sincerely,



Anita Geraci-Carver



Friday, July 23, 2021

To Whom It May Concern:

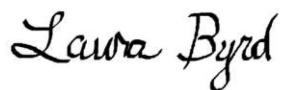
Please consider this letter as a reference for Ms. Lindsay Holt. Over the last four years, I have worked with Lindsay in various capacities—as an officer of the Foundation Board, as a director of the Foundation Board and as a community supporter.

Lindsay served as President of the Lake-Sumter State College Foundation Board. During her term, her dedication to support the cause was proven by how Lindsay led the Board to make difficult decisions that changed the trajectory of the Board to a productive team that was engaged in financial and fundraising decisions. Her knowledge as an attorney was beneficial in leading the Board in discussions about planned giving and the donation opportunities that were brought before the board. Lindsay's leadership skills were evident in how she conducted the meeting, engaged the Board and fostered the decision-making process.

Once Lindsay completed her terms with the LSSC Foundation Board, her dedication and commitment did not end. She is available to assist with matters where we may need her legal advice and she is still a strong supporter of the cause. Lindsay is the kind of person that you want to have a relationship with because she is honest, caring, ethical, intelligent and committed.

I am honored to serve as a reference for Ms. Lindsay Holt. If you have questions, please feel free to contact me at byrdl@lssc.edu or 704-231-6202.

Sincerely,



Laura Byrd, Ed.D.
Senior Vice President, Institutional Advancement
Executive Director, LSSC Foundation

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 12

SUBJECT TITLE: Revocable Exclusive Right-of-Way Utilization Agreement Baytree HOA (Public Works)

OBJECTIVE:

Council acceptance of a Revocable Exclusive Right-of-Way Utilization Agreement with Baytree Villas Homeowners' Association, Inc. for Baytree HOA to improve, preserve and maintain the landscaping and related structures at the main entrance into Baytree of Tavares at their own expense, subject to the terms and conditions of the agreement.

SUMMARY:

Baytree Villas Homeowners' Association, Inc. (Baytree HOA) is the homeowners association for the development known as Baytree of Tavares. Historically, Baytree HOA has maintained the curbed, landscaped median which is the main entrance into Baytree of Tavares, located within the westernmost 100 feet of Baytree Boulevard. Baytree HOA desires to improve and continue to preserve and maintain the landscaping and related structures median.

A Revocable Exclusive Right-of-Way Utilization Agreement between the City of Tavares and Baytree Villas Homeowners' Association, Inc. has been drafted that will authorize the HOA to improve and continue to preserve and maintain the landscaping and related structures in the curbed, landscaped median at the main entrance into Baytree of Tavares at the HOA's expense, on a temporary and consensual basis subject to the terms and conditions of the agreement.

The City shall have the unilateral right, upon giving ninety (90) days notice, to terminate the permit at any time, if necessary for municipal purposes. Baytree HOA shall agree, at its expense, to restore the median to its original condition at the expiration or cancellation of this permit within ninety (90) days of receipt of said notice.

OPTIONS:

1. Council approves the issuance of a Revocable Exclusive Right-of-Way Utilization Agreement to Baytree Villas Homeowners' Association, Inc. (Baytree HOA) to improve and continue to preserve and maintain the landscaping and related structures in the curbed, landscaped median at the main entrance into Baytree of Tavares at Baytree HOA's expense, on a temporary and consensual basis subject to the terms and conditions of the agreement.
2. Council denies a Revocable Exclusive Right-of-Way Utilization Agreement to Baytree Villas Homeowners' Association, Inc. (Baytree HOA).

STAFF RECOMMENDATION:

1. Council approves the issuance of a Revocable Exclusive Right-of-Way Utilization Agreement to Baytree Villas Homeowners' Association, Inc. (Baytree HOA) to improve and continue to preserve and

maintain the landscaping and related structures in the curbed, landscaped median at the main entrance into Baytree of Tavares at Baytree HOA's expense, on a temporary and consensual basis subject to the terms and conditions of the agreement.

FISCAL IMPACT:

All expenses shall be the responsibility of the Baytree Villas Homeowners' Association, Inc. (Baytree HOA).

There will be no fiscal impact to the City.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. License Agreement - Baytree (003)

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 13

SUBJECT TITLE: Freedom Boat Club Commercial Lease Agreement, Tavares Marina (Economic Development)

OBJECTIVE:

For Council to approve the attached lease agreement between the City and Another Day in Paradise dba: Freedom Boat Club of Tampa Bay.

SUMMARY:

Freedom Boat Club of Tampa Bay is a franchise private boat share membership company and a previous commercial lease holder occupying boat slips in the former marina facility destroyed by Hurricane Irma. Their desire is to return to the Tavares waterfront to provide their boat share club services from the newly reconstructed marina. Staff have negotiated the attached lease for Council consideration. Salient points for this lease are:

- A 1-year initial term with 5 additional 1-year optional renewal terms.
- A monthly dockage lease fee payment of \$2042 per month to the City for (7) 35-foot slips.
- A 4% increase in lease rate per year for each renewal period throughout the term of the lease

OPTIONS:

1. For Council to approve the attached lease agreement between the City of Tavares and Freedom Boat Club of Tampa Bay.
2. For Council to not approve the attached lease agreement between the City of Tavares and Freedom Boat Club of Tampa Bay.

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve option 1.

FISCAL IMPACT:

The first year of this agreement will generate additional revenues of \$24,504 in lease rental fees for the Seaplane Base/Marina Enterprise fund, increasing to \$25,484 for year two with an additional 4% increase each additional year thereafter.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. LeaseAgreement - Freedom Boat Club of Tampa Bay

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 14

SUBJECT TITLE: Lake Adventures LLC Lease Agreement, Tavares Marina (Economic Development)

OBJECTIVE:

For Council to approve the attached commercial lease agreement between the City and Lake Adventures LLC for marina dock space for boat rental operations.

SUMMARY:

Lake Adventures LLC is a Lake County based pontoon boat rental company desirous of entering into a commercial agreement with the City to provide their boat rental services to the public from the newly reconstructed marina. Lake Adventures currently offers boats for rent collocated with Crazy Gator on Lake Eustis and is seeking to add the Tavares Marina as an additional point of origin. They had previously submitted and Council accepted a proposal to negotiate a lease with the City and construct a dock on City property at the waterfront. Upon completion of their due diligence for this process, Lake Adventures concluded that more the feasible opportunity to conduct their business would be to lease space at the newly constructed City Marina. Staff has negotiated the attached agreement with Lake Adventures for Council consideration. Salient points for this lease are:

- A 1-year initial term with 5 additional 1-year optional renewal terms.
- A monthly dockage lease fee payment of \$1722 per month to the City for (5) 35-foot slips and an additional 35 linear feet of mooring space.
- A 4% increase in lease rate per year for each renewal period thought the term of the lease

OPTIONS:

1. For Council to approve the attached lease agreement between the City of Tavares and Lake Adventures LLC.
2. For Council to not approve the attached lease agreement between the City of Tavares and Lake Adventures

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve option 1.

FISCAL IMPACT:

The first year of this agreement will generate additional revenues of \$20,664 in lease rental fees for the Seaplane Base/Marina Enterprise fund, increasing to \$21,490 for year two with an additional 4% increase each additional year thereafter.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Lake Adventures - LeaseAgreement

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 15

SUBJECT TITLE: Salt Therapy INC. Marina Lease Agreement, Carefree Boat Club (Economic Development)

OBJECTIVE:

For Council to approve the attached lease agreement between the City and Salt Therapy INC, dba Care Free Boat Club of Central FL.

SUMMARY:

Care Free Boat Club is a franchise private boat share membership company desirous of entering into a commercial agreement with the City in order to provide boat rental services to its members from the newly reconstructed TAVares marina. Staff have negotiated the attached commercial lease agreement for dock space at the marina for Council consideration. Salient points for this lease are:

- A 1-year initial term with 5 additional 1-year optional renewal terms.
- A monthly dockage lease fee payment of \$749.50 per month to the City for (3) 330-foot slips.
- A 4% increase in lease rate per year for each renewal period through the term of the lease

OPTIONS:

1. For Council to approve the attached lease agreement between the City of TAVares and Care Free Boat Club.
2. For Council to not approve the attached lease agreement between the City of TAVares and Care Free Boat Club.

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve option 1

FISCAL IMPACT:

The first year of this agreement will generate additional revenues of \$8,994 in lease rental fees for the Seaplane Base/Marina Enterprise fund, increasing to \$9,353 for year two with an additional 4% increase each additional year thereafter.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Contract - Care Free Boat Club

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 16

SUBJECT TITLE: Budget Workshop (Finance)

OBJECTIVE:

To finalize the City Budgets for the General Fund, Utilities Funds, Special Funds, and Capital Improvement Program for FY 22 (October 1, 2021 through September 2022).

SUMMARY:

Previously, the City Council has reviewed and discussed the Fiscal Year 2022 Proposed Budgets as follows:

- 7/1/2021 – General Fund Budget.
- 7/21/2021 – Utility and Special Revenue Fund Budgets.
- 7/21/2020 – Established a lower millage rate of 6.8500, and a lower Voted Debt Service Millage Rate of .2391.
- 8/4/2021 – Capital Improvement Program.

City staff has updated the Fiscal Year 2022 Proposed Budget as described in Exhibit A. Updates to the proposed budget have resulted in a General Fund budget decrease of \$65,982 (from \$20,680,860 to 20,614,878). Appropriations for General Fund reserves have increased by \$319,335 (from \$332,841 to \$652,176).

After Council finalizes the budgets, they will be brought back to Council along with supporting resolutions at the two upcoming Public Hearings in September for further public input and Council consideration.

OPTIONS:

Option 1: Discuss and finalize the budgets.

Option 2: Do not discuss nor finalize the budgets.

STAFF RECOMMENDATION:

Option 1: Discuss and finalize the budgets.

FISCAL IMPACT:

Establishes the Fiscal Year 2022 Budget.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Exhibit A - FY 2022 Proposed Budget Adjustments

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

FY 2022 PROPOSED BUDGET ADJUSTMENTS

GENERAL FUND

REVENUES	20,680,860
Increase state shared revenues for estimates from the state	7,679
Increase transfer from from Capital Projects Fund (Marina Project Savings)	245,674
Increase appropriated reserves (from \$332,841 to \$665,874)*	(333,033)
REVENUES AFTER ADJUSTMENTS	20,601,180
EXPENDITURES	20,680,860
Miscellaneous payroll adjustments	(78,083)
Increase City Administrator Contingency	4,000
Decrease contribution to Seaplane Base and Marina Fund	(4,197)
Decrease contribution to Pavilion Fund	(1,400)
EXPENDITURES AFTER ADJUSTMENTS	20,601,180
GENERAL FUND REVENUE = EXPENDITURES?	YES

** A negative value in appropriated reserves represents an increase in the amount of money going towards reserves, and a decrease in the total amount of revenue available.*

GENERAL FUND RESERVE DETAILS

Total Going Into Reserves in FY 2022	665,874
Reserves Due to Seaplane Base Savings	245,674
Reserves Due to General Fund Operations	420,200
Total Estimated General Fund Reserve Balance as of 9/30/2022	3,221,537
Reserve Balance as a Percentage of General Fund Operations	15.64%
Reserve Balance Required to Meet GFOA Recommendations	3,433,530
Reserve Balance Shortfall	(211,993)

FY 2022 PROPOSED BUDGET ADJUSTMENTS

INFRASTRUCTURE SALES TAX FUND

REVENUES	1,698,900
Increase state shared revenues for estimates from the state	14,245
Decrease appropriation from reserves	(14,245)
REVENUES AFTER ADJUSTMENTS	1,698,900
EXPENDITURES	1,698,900
No adjustments	
EXPENDITURES AFTER ADJUSTMENTS	1,698,900
INFRASTRUCTURE SALES TAX FUND REVENUE = EXPENDITURES?	YES

CAPITAL PROJECT FUND

REVENUES	550,000
Increase revenue for additional Marina Project savings	245,674
REVENUES AFTER ADJUSTMENTS	795,674
EXPENDITURES	550,000
Increase transfer to General Fund for additional Marina Project savings	245,674
EXPENDITURES AFTER ADJUSTMENTS	795,674
CAPITAL PROJECT FUND REVENUE = EXPENDITURES?	YES

WATER AND WASTEWATER UTILITY FUND

REVENUES	11,336,282
Increase retained earnings (from \$78,688 to \$91,754)	(13,066)
REVENUES AFTER ADJUSTMENTS	11,323,216
EXPENDITURES	11,336,282
Miscellaneous payroll adjustments	(25,566)
Remove Asset Management Study from budget (completed in FY 2021)	(37,500)
Increase Wireless Meter / Base Read Project Budget from \$75,000 to \$125,000	50,000
EXPENDITURES AFTER ADJUSTMENTS	11,323,216
WATER AND WASTEWATER UTILITY FUND REVENUE = EXPENDITURES?	YES

FY 2022 PROPOSED BUDGET ADJUSTMENTS

SOLID WASTE FUND

REVENUES	3,493,119
Decrease retained earnings (from \$56,739 to \$55,675)	1,064
REVENUES AFTER ADJUSTMENTS	3,494,183
EXPENDITURES	3,493,119
Miscellaneous payroll adjustments	1,064
EXPENDITURES AFTER ADJUSTMENTS	3,494,183
SOLID WASTE FUND REVENUE = EXPENDITURES?	YES

STORMWATER FUND

REVENUES	2,023,959
Increase appropriated reserves (from \$15,377 to \$19,072)	(3,695)
REVENUES AFTER ADJUSTMENTS	2,020,264
EXPENDITURES	2,023,959
Miscellaneous payroll adjustments	(3,695)
EXPENDITURES AFTER ADJUSTMENTS	2,020,264
STORMWATER FUND REVENUE = EXPENDITURES?	YES

SEAPLANE BASE AND MARINA FUND

REVENUES	802,293
Decrease contributions from General Fund	(4,197)
REVENUES AFTER ADJUSTMENTS	798,096
EXPENDITURES	802,293
Miscellaneous payroll adjustments	(4,197)
EXPENDITURES AFTER ADJUSTMENTS	798,096
SEAPLANE BASE AND MARINA FUND REVENUE = EXPENDITURES?	YES

FY 2022 PROPOSED BUDGET ADJUSTMENTS

PAVILION FUND

REVENUES	720,246
Decrease contributions from General Fund	(1,400)
REVENUES AFTER ADJUSTMENTS	718,846
EXPENDITURES	720,246
Miscellaneous payroll adjustments	(1,400)
EXPENDITURES AFTER ADJUSTMENTS	718,846
PAVILION FUND REVENUE = EXPENDITURES?	YES

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 17

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

The City Administrator will provide a summary at the meeting:

UPCOMING MEETINGS:

City Council Meeting and Budget Hearings	September 8, 2021, 4:00 p.m. - City Council Chambers (Budget Hearing - Adoption of FY 21-22 Tentative Millage and Budget will be held at 5:05 p.m.) September 22, 2021, 4:00 p.m. - City Council Chambers (Budget Hearing - Adoption of FY21-22 Final Millage and Budget will be held at 5:05 p.m.)
Planning and Zoning Board Meeting	August 19, 2021, 3:00 p.m., City Council Chambers
Library Board Meeting	September 15, 2021, 2:30 p.m., Library Conference Room
Code Enforcement Special Magistrate Hearing	September 28, 2021, 5:00 p.m., City Council Chambers

UPCOMING EVENTS:

Meet Me in Tavares Pop-Up Event	August 28, 2021, Details to be Announced
9/11 20th Anniversary Commemoration Event "Never Forget"	September 11, 2021, 8:30 a.m., Main Street and Freedom Flag
Coastal Cleanup	September 18, 2021, 8:00 a.m. to 2:00 p.m., Wooton Park West Boat Ramp

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	September 10, 2021, 11:30 a.m., Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	August 25, 2021, 2:00 p.m., 1300 Citizens Blvd., Leesburg

Tavares Chamber of Commerce Business Luncheon	August 25, 2021, 11:30 a.m., Tavares Pavilion on the Lake
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OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/18/2021**

AGENDA TAB NO.: 18

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

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

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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