



**AGENDA
TAVARES CITY COUNCIL
October 20, 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 Pastor Eric Filkin, Bridges Covenant Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 2 Approval of the October 6, 2021 City Council Regular Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 3 Resolution 2021-27 Right-of-Way Dedication - Slim Haywood Avenue Turn Lane for Captain Haynes Road Extension and Seaport Village (Community Development)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 4 Seaport Village - Preliminary Plat (Community Development)
- Tab 5 Easement Agreement between City of Tavares and Henin Holdings, LLC for Seaport Village Signage (Community Development)
- Tab 6 Tavares History Museum Update (Community Services)
- Tab 7 Utilities Dept.update on Base Read (Advanced) Water Meter Program.
- Tab 8 Update of Economic Development Program

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 9 City Administrator Report
- Tab 10 City Council Member Reports

XV. ADJOURNMENT

F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352) 742-6209.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Eric Filkin, Bridges Covenant Church

OBJECTIVE:

Pastor Eric Filkin, Bridges Covenant Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Eric Filkin, Bridges Covenant Church, will provide the invocation and lead those present in the Pledge of Allegiance.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of the October 6, 2021 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the October 6, 2021, City Council regular meeting minutes.

SUMMARY:

Attached are the October 6, 2021, City Council regular meeting minutes as submitted by the City Clerk.

OPTIONS:

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

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 10-06-2021 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
OCTOBER 6, 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 - *Absent***

STAFF PRESENT

**John Drury, City Administrator
Bob Williams, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
James Dillon, Public Works Director
Phil Clark, Utilities Director
Crissy Bublitz, Human Resources Director
Mark O'Keefe, Public Communications Director
Scott Aldrich, Community Services Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor John Carter, First Baptist Church of Tavares

Pastor John Carter, First Baptist Church of Tavares, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

Lori Pfister moved to approve the Agenda, seconded by Lou Buigas. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Taiwan’s 110th National Day

Mayor Boggus made the following presentation:

The City of Tavares and New Taipei, Republic of China (Taiwan) have established and continue to maintain a sister city relationship in furtherance of bilateral economic, trade, and cultural opportunities. Each year the National Day of the Republic of China (Taiwan) is observed on October 10th and the Taipei Economic and Cultural Office in Miami holds ceremonies in celebration of this occasion. Director General Amino C.Y. Chi and the Taipei Economic and Cultural Office (TECO) in Miami requested the City issue a proclamation recognizing Taiwan for this special day.

Mayor Boggus read the proclamation in its entirety.

MOTION

Lori Pfister moved to approve the Proclamation, seconded by Lou Buigas. The motion carried unanimously 4-0.

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

Attorney Holt said there were no quasi-judicial matters before the Council.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following resolution by title only:

RESOLUTION NO. 2021-26

**A RESOLUTION OF CITY OF TAVARES, FLORIDA;
AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE
FLORIDA INDUSTRIAL PRETREATMENT ASSOCIATION FOR
COOKING OIL RECYCLING EFFORTS; AND PROVIDING FOR
CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

VII. CONSENT AGENDA

Mayor Boggus asked if the Council wished to pull any item(s) from the Consent Agenda for discussion. There were no requests.

MOTION

Walter Price moved to approve, seconded by Lou Buigas. The motion carried unanimously 4-0.

Tab 3. Approval of September 22, 2021 Tavares City Council Regular and Budget Hearing Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 4. Resolution 2021-26 – Request Authorization to Accept Florida Industrial Pretreatment Association C.O.R.E Grant

Ms. Houghton made the following presentation:

The City of Tavares has been awarded a Florida Industrial Pretreatment Association Grant. The Grant provides funding for Cooking Oil Recycle efforts (C.O.R.E.). The award represents the first C.O.R.E Grant to be awarded for this program.

The C.O.R.E grant program was developed by the Florida Industrial Pretreatment Association as a state-wide initiative to educate citizens and municipalities on residential used cooking oil collection and recycling. The Florida Industrial Pretreatment Association, a non-profit entity, has awarded the first ever C.O.R.E. Grant in the amount of \$500.00 to the City of Tavares.

Various details of the grant include the following:

- *Grant amount is \$500.00*
- *Municipalities/ utilities must be located in Florida.*
- *Money used must be documented and a report submitted to the C.O.R.E. Coordinator within six months of the award.*

- *No grant match is required.*

Expenditure items covered by grant include, but are not limited to:

- *Printed brochures*
- *Handouts such as fliers or pens*
- *Print advertising*
- *Containers to store cooking oil*
- *Vehicle wraps or signage*

Mr. Clark said the grant is the first of its kind, providing an educational tool for the residents. He noted Bob Kenner, Wastewater Field Supervisor, secured the grant, another piece that makes the City of Tavares Sewer Department a world-class organization.

Mayor Boggus asked for comments from the audience.

David Serdar, 66 Wintergreen Drive, Fruitland Park, said he was a certified public cleaner and noted his support.

Mayor Boggus asked for comments from the Council.

MOTION

Lori Pfister moved to accept the grant, seconded by Lou Buigas. The motion carried unanimously 4-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 5. Designate a City Council Member to Join the Tavares Legislative Delegation Team

Mr. Drury made the following presentation:

From time to time the City has items that are at a state level and need a City presence in Tallahassee to move the item forward. Typically, the City Administrator and the Department Director whose wheelhouse the item is in will attend the meetings in Tallahassee to move the initiative. Having a City Council member join the legislative delegation from Tavares provides a benefit to this process.

In the past, it has been either the Mayor or the Council member who is on a specific Horizon Team that is most closely related to this initiative needing a presence in Tallahassee who attends the Tallahassee meetings. An opportunity is presented to Council to keep the same approach or designate one Council member to represent the City's best interest in Tallahassee on all initiatives that require a presence in Tallahassee.

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

Mayor Boggus asked for comments from the Council.

Council Member Price asked if there could be leeway to the current process of sending the Mayor or Vice Mayor as legislative delegates when another Council member has expertise on a topic. Mr. Drury said if there is a short lead time, he follows the protocol of asking the Mayor to attend legislative or regulatory meetings. If there is a lot of lead time he comes back to the Council for consideration to send a Council Horizon Team member.

Council Member Pfister said the Mayor should be asked to attend first, and project liaisons should go when specific to their Horizon Team. She said Representative Truenow asked her to meet legislators the following week, and she would like the Council to create a Legislative Horizon Team.

Vice Mayor Buigas said she would like to keep the current protocol. She said the door is always open in Tallahassee and the Council should be able to represent the City.

Council Member Pfister noted Representative Truenow is securing an opportunity to meet with Transportation Secretary Thibault.

Mayor Boggus said she believes protocol has been working well. She noted her support for Council members to meet with legislators and thanked Council Member Pfister for representing the City.

Council Member Price noted his support to maintain the current protocol, and those with specific expertise should attend topic-specific meetings.

Vice Mayor Buigas inquired about the costs for Council Member Pfister to attend the upcoming meetings in Tallahassee with Representative Truenow. Council Member Pfister said costs would be minimal.

There was a consensus from the Council to maintain the current protocol, and for Council Member Pfister to attend the upcoming meetings in Tallahassee with Representative Truenow.

Council Member Pfister said she would like to hand-deliver a letter of thanks from the Council for his help in securing the U.S. 441 golf cart crossing. Mr. Drury said a letter would be prepared the next day.

Tab 6. Tavares Library Expansion Project Update

Mr. Aldrich provided a PowerPoint presentation and made the following update:

In May of this year, Morton Construction Company began construction on the library expansion, adding just under 2,400 square feet of additional space to the existing Tavares Public Library. Fully funded through Lake County Impact Fees at an amount of \$1,000,000, the expansion project is on target to be completed in mid-November and remains under budget. The much-needed additional space at the library will provide a place to hold programs, activities, and educational meetings.

Staff is currently planning to hold a ribbon-cutting ceremony at the Library in early December.

Mayor Boggus asked for comments from the audience.

Debbi Weinert, 724 Lake Dora Drive, Friends of Tavares Library Representative, provided information on the upcoming Friends of the Tavares Library scarecrow contest. She passed around posters to the Council and the audience and noted the themed competition, 'Flight or Fright,' costs \$20.00 per scarecrow. She said all funds would be used to create an affiliate chapter of the Dolly Parton Imagination Library program.

David Serdar, 66 Wintergreen Road, Fruitland Park, commended the Tavares Library and said he visits libraries frequently.

Mayor Boggus asked for comments from the Council.

Council Member Pfister commended Mr. Aldrich on a job well done.

Vice Mayor Buigas said the project is moving quickly and noted her support.

Mayor Boggus said the Council has received many compliments on the Library expansion project.

Tab 7. Update City Council on On-Line Payment Options for Building Permits

Ms. Houghton provided a PowerPoint presentation and made the following update:

In March 2018, the City of Tavares implemented credit card payment acceptance for Building Permits, and created a Merchant Account with the City's credit card processor. All building permits with the exception of new construction, may be

paid by credit card.

In Fiscal Year 2020, staff began the planning process for on-line building permit payment options as well as for on-line building permit inquiry.

After much planning, internal control review, and extensive testing staff has implemented on-line payment availability for most building permit transactions. Building permit customers wishing to pay on-line may now access Click2Gov through the Community Development web page and through the City's Website at www.tavares.org.

The new accessibility for payments does not stop there! Customers may now make inquiries for all building permits on the same site. Customers may access information using a permit number, an address, a parcel name, or permit applicant name.

The Finance Director has prepared a short presentation to provide the City Council an overview of this expanded service option available to building permit applicants and residents.

Ms. Houghton provided a PowerPoint demonstration for online bill pay on the City website at www.tavares.org.

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

Mayor Boggus asked for comments from the Council.

Mayor Boggus thanked Ms. Houghton for the update.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Allen Zell, 1075 Mansfield Road, Tavares, said Mansfield Road has potholes due to delivery trucks and asked when the road was scheduled to be repaired.

Mr. Drury said the City has identified and graded each road for repair. He asked Mr. Zell to call his office for information on when Mansfield Road is scheduled for repair in the Road Plan. He advised Mr. Zell he could use SeeClickFix for immediate pothole needs. SeeClickFix is available on the City website at www.tavares.org as well as the phone app store.

Edwin Hall Drew, 955 Mansfield Road, Tavares, said he is a veteran and noted his concern that the Habitat for Humanity village has changed from a veteran's village to a

55 and older community. Mr. Drury said the staff would review what the developer presented to the Council during the approval process.

Mr. Drew said he believes Mansfield Road sunk a foot over time.

David Serdar, Fruitland Park, thanked Mr. Drew for his service. He said Tavares is a great place to live with a library, lake, and seaplanes. He noted he would be attending legislative day in Tallahassee.

XIV. REPORTS

Tab 8. City Administrator Report

Mr. Drury said the Marina and Seaplane Base ribbon cutting is scheduled for October 16, 2021, at 10:00 a.m. during Roctoberfest. He said Roctoberfest would also include a seaplane fly-in and live music rounding out a great community event.

Chief Keith said Tavares High School is dedicating its October 22, 2021 football game against the Eustis High School Panthers to first responders. He said both Tavares and Eustis Mayor's would be attending the game, and both are alumni of their respective City high schools. Chief Keith encouraged those in attendance to stop by and visit the Police and Fire vehicles displayed during the game.

Mr. Aldrich, thanked Ms. Weinert, and said the scarecrow contest winners would be announced during the Boo Fest event. He encouraged those in attendance to come out and support the event.

Attorney Holt noted it was her first official meeting as City Attorney and said she is honored with the appointment.

Tab 9. City Council Member Reports

Council Member Pfister

Council Member Pfister said she would not be available to attend the October 20, 2021 City Council meeting as she will be traveling.

Council Member Price

Council Member Price welcomed Lindsay Holt to the Team and said he is looking forward to the Roctoberfest and Boo Fest Events.

Vice Mayor Buigas

Vice Mayor Buigas thanked the Directors for their monthly reports and said it is a good tool for the Council.

Vice Mayor Buigas said Denise Laratta sends her regards to the Council and Department Directors and said she is doing well.

Vice Mayor Buigas provided the following positive quote of the day: "Patience is not the ability to wait, but the ability to keep a good attitude while waiting." ~Joyce Meyer

XV. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 4:50 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: Resolution 2021-27 Right-of-Way Dedication - Slim Haywood Avenue Turn Lane for Captain Haynes Road Extension and Seaport Village (Community Development)

OBJECTIVE:

To approve Resolution 2021-27 Right-of-Way Dedication - Slim Haywood Avenue Turn Lane for Captain Haynes Road Extension and Seaport Village

SUMMARY:

The City of Tavares maintains an initiative per the 2017 Peninsula Area Roadway Corridor Study to provide residents with a safe transportation corridor that is a north-south alternative route to State Road 19, and improve local mobility and circulation west of State Road 19 from Dead River Road to Lane Park Road.

Seaport Village is a proposed residential subdivision located north of Slim Haywood Avenue that will have public access via an existing and currently unimproved right-of-way that intersects with Slim Haywood Avenue, west of Shantiniketan Boulevard. The right-of-way that Seaport Village will utilize for access is recognized in the 2017 Peninsula Area Roadway Corridor Study as a viable route for the planned Captain Haynes Road extension. As part of the development requirements of Seaport Village, the right-of-way used for access will be designed and constructed by the developer to City specifications and given the name of Captain Haynes Road. This segment will account for approximately 54% of what is needed to fully connect Woodlea Road and Slim Haywood Avenue. As Captain Haynes Road will act as a future collector road, City staff has requested that a right-hand turn lane from Slim Haywood Avenue be included in the construction. The developer has agreed to design and construct the turn lane although it is not warranted for Seaport Village. The construction of the turn lane requires the dedication of certain property as right-of-way that is presently owned by the City of Tavares (Parcel ID: 01-20-25-0105-000-01401). Resolution 2021-27 proposes the dedication of 4,725 square feet of city-owned property for the purpose of constructing a right-hand turn lane on Slim Haywood Avenue to the new segment of Captain Haynes Road.

OPTIONS:

1. City Council moves to approve Resolution 2021-27 Right-of-Way Dedication - Slim Haywood Avenue Turn Lane for Captain Haynes Road Extension and Seaport Village.
2. City Council moves to deny Resolution 2021-27.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve Resolution 2021-27 Right-of-Way Dedication - Slim Haywood Avenue Turn Lane for Captain Haynes Road Extension and Seaport Village

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2021-27
2. Aerial Map

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

RESOLUTION 2021-27

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, DEDICATING A PORTION OF CITY OWNED PROPERTY NORTH OF SLIM HAYWOOD AVENUE, WEST OF SHANTINIKETAN BOULEVARD AS PUBLIC RIGHT OF WAY; SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tavares owns certain property located north of Slim Haywood Avenue, west of Shantiniketan Boulevard; and

WHEREAS, the City of Tavares has maintained an initiative per the 2017 Peninsula Area Roadway Corridor Study to provide residents with a safe transportation corridor that is a north-south alternative route to State Road 19, and improve local mobility and circulation west of State Road 19; and

WHEREAS, the City of Tavares finds that the dedication of certain property as described and mapped in "Exhibit A" and attached to this resolution to the perpetual use of the Public is in accordance with the 2017 Peninsula Area Roadway Corridor Study and is in the best interest of the health, safety, and general welfare of the citizens of Tavares; and

NOW, THEREFORE, be it resolved by the City Council of the City of Tavares, Florida as follows:

1. That certain property as described and mapped in "Exhibit A" attached to this resolution, is hereby dedicated as a Public Right of Way by the City of Tavares.
2. That this resolution and attached exhibit shall be recorded with the Clerk of the Circuit Court of Lake County.

This Resolution will become effective upon approval by the Tavares City Council.

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

Amanda Boggus, Mayor
Tavares City Council

ATTEST

Susie Novack, City Clerk

Approved as to form and legality:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

SKETCH OF DESCRIPTION

(NOT A FIELD SURVEY)

DESCRIPTION

ADDITIONAL R/W FOR SLIM HAYWOOD

FROM THE NORTHWEST CORNER OF THE NORTHWEST 1/4, ALSO BEING THE NORTHWEST CORNER OF GOVERNMENT LOT 4 OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, (SAID CORNER BEING A 6"X6" CONCRETE MONUMENT, WITH NO IDENTIFICATION); RUN THENCE S00°59'56"W ALONG THE WEST LINE OF GOVERNMENT LOT 4 OF SAID SECTION 6 FOR 1501.79 FEET TO THE NORTH RIGHT OF WAY LINE OF SLIM HAYWOOD AVENUE PER PLAT OF LANE PARK RIDGE PHASE A, AS RECORDED IN PLAT BOOK 59, PAGES 52, 53 AND 54, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE DEPARTING SAID WEST LINE RUN S89°00'04"E, ALONG SAID NORTH RIGHT OF WAY LINE FOR 33.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF AN UN-NAMED ROAD PER PLAT OF LAND OF LANE AND JACKSON, AS RECORDED IN PLAT BOOK 7, PAGE 52, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SAID POINT BEING THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING, RUN THENCE N00°59'56"E, ALONG SAID EAST RIGHT OF WAY LINE FOR 55.00 FEET; THENCE DEPARTING SAID EAST RIGHT OF WAY LINE RUN S89°12'04"E FOR 15.00 FEET; THENCE S00°59'56"W FOR 40.00 FEET; THENCE S89°12'04"E FOR 239.95 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY AND HAVING A RADIUS OF 100.00 FEET; THENCE RUN EASTERLY ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 11°31'38", AN ARC LENGTH OF 20.12 FEET TO A POINT ON THE EAST BOUNDARY OF THE PROPERTY DESCRIBED IN OFFICIAL RECORDS BOOK 5172, PAGE 287, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, ALSO BEING THE WEST BOUNDARY OF LOT 1, SLIM HAYWOOD COURT, AS RECORDED IN PLAT BOOK 71, PAGE 69, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE S00°59'22"W, ALONG THE SAID EAST BOUNDARY OF PROPERTY AND SAID WEST BOUNDARY OF LOT 1 FOR 15.28 FEET TO A POINT ON A NON-TANGENT CURVE ON THE AFORESAID NORTH RIGHT OF WAY LINE OF SLIM HAYWOOD AVENUE, CONCAVE NORTHERLY, TO WHICH A RADIAL LINE BEARS S09°10'57"E, HAVING A RADIUS OF 115.00 FEET; THENCE RUN WESTERLY ALONG THE ARC OF SAID CURVE AND NORTH RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 09°58'53", AN ARC LENGTH OF 20.03 FEET TO THE POINT OF TANGENCY; THENCE CONTINUE ALONG SAID NORTH RIGHT OF WAY LINE N89°12'04"W FOR 255.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 4,725.72 SQUARE FEET.

NOTES:

1. REPRODUCTIONS OF THIS SKETCH ARE NOT VALID UNLESS THEY BEAR THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
2. THE DESCRIPTION WAS PREPARED BY THIS FIRM UTILIZING THE INSTRUCTIONS PROVIDED BY CLIENT.
3. THIS SURVEY HAS BEEN PREPARED UNDER THE DIRECTION AND SUPERVISION OF THE UNDERSIGNED BELOW IN ACCORDANCE WITH THE ADOPTED "STANDARDS OF PRACTICE" FOR LAND SURVEYING AS REQUIRED BY CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027, FLORIDA STATE STATUTES.
4. THIS SKETCH WAS PREPARED FOR DESCRIPTION PURPOSES ONLY AND DOES NOT REPRESENT A FIELD SURVEY.
5. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE OF 1/60 OR SMALLER.
6. HORIZONTAL DATUM SHOWN HEREON IS IN U.S. FEET.

CERTIFIED TO:

HENIN SPRINGVIEW, LLC
CITY OF TAVARES


JOHN T. MCGLOTHORN, PROFESSIONAL SURVEYOR & MAPPER
FLORIDA REGISTRATION NO. 6023



SHEET 1 OF 2

CLIENT	CHRISTOPHER HENIN, HENIN SPRINGVIEW LLC
JOB NO.	046241.001
ACAD FILE	046241.001 Seaport Village ESMTS.dwg
DATE	10/01/2021
CHECKED BY:	JTM
DRAWN BY:	TRS
F.L.D. BOOK:	NA
REVISIONS	DATE

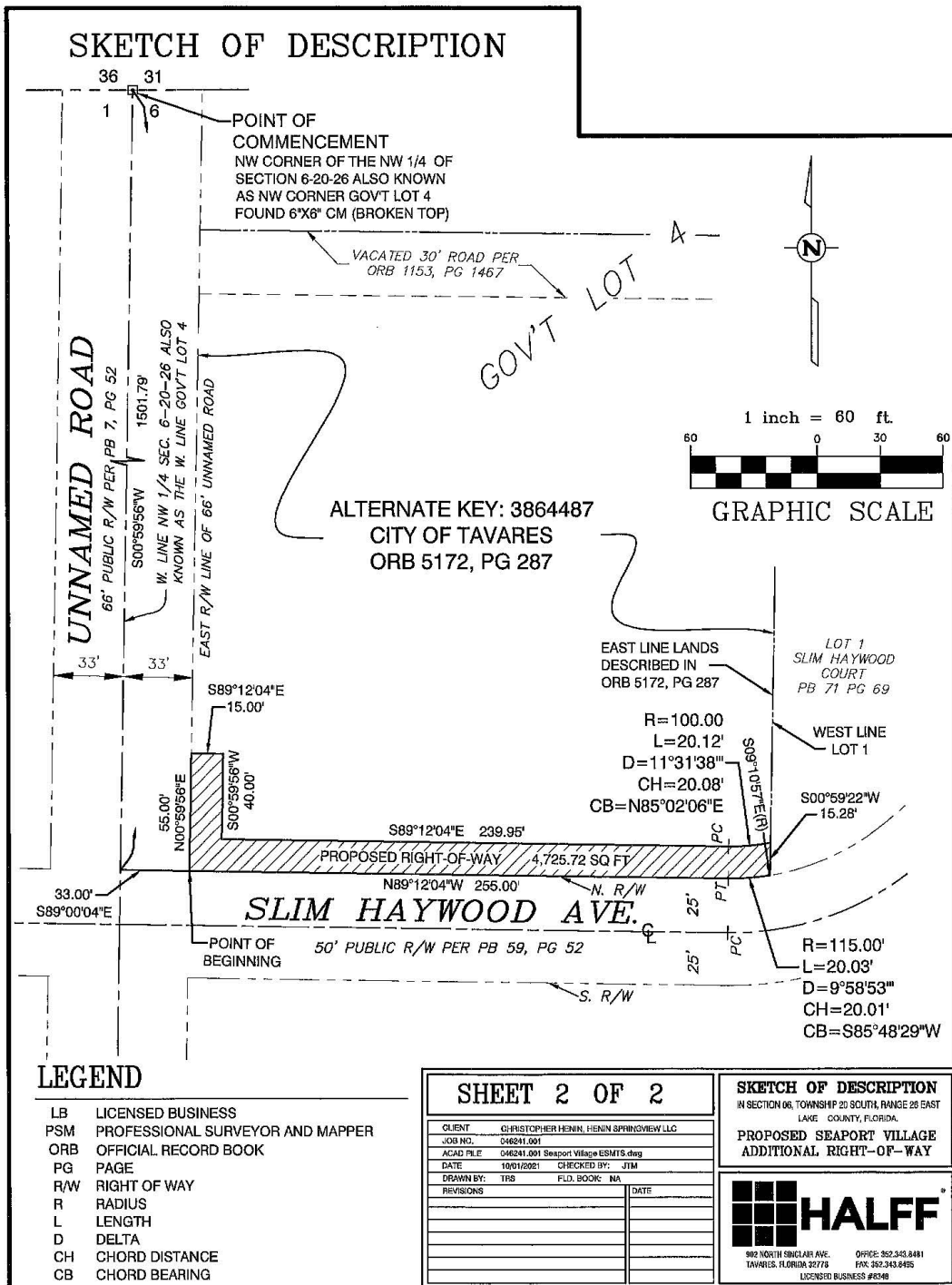
SKETCH OF DESCRIPTION

IN SECTION 06, TOWNSHIP 20 SOUTH, RANGE 26 EAST
LAKE COUNTY, FLORIDA

PROPOSED SEAPORT VILLAGE
ADDITIONAL RIGHT-OF-WAY



Exhibit "A" continued



**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Seaport Village - Preliminary Plat (Community Development)

OBJECTIVE:

To approve the Preliminary Plat for the Seaport Village Subdivision located west of State Road 19, north of Slim Haywood Avenue

SUMMARY:

The Seaport Village Subdivision is a proposed residential subdivision located west of State Road 19, north of Slim Haywood Avenue. The subdivision is 36.50 acres in size and consists of 146 lots for single family dwellings as permitted under the existing Mixed Use Zoning approved by City Council on June 15, 2016.

A Preliminary Plat for the Seaport Village Subdivision has been submitted by the developer. This document has been reviewed by City staff and meets the requirements of the City of Tavares Land Development Regulations and Comprehensive Plan 2040. The City's Concurrency Management System will ensure that levels of service will not be degraded beyond the adopted levels of service for all regulated public facilities.

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

OPTIONS:

1. City Council approves the Preliminary Plat for the Seaport Village Subdivision located west of State Road 19, north of Slim Haywood Avenue.
2. City Council denies the Preliminary Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Preliminary Plat for the Seaport Village Subdivision located west of State Road 19, north of Slim Haywood Avenue.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Preliminary Plat

2. Aerial Map
3. Environmental Assessment Report
4. Traffic Study
5. School Capacity Reservation

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 5

SUBJECT TITLE: Easement Agreement between City of Tavares and Henin Holdings, LLC for Seaport Village Signage (Community Development)

OBJECTIVE:

To approve an Easement Agreement between the City of Tavares and Henin Holdings, LLC granting a 1,200 square foot signage easement across City-owned property located north of Slim Haywood Avenue, west of Shantiniketan Boulevard.

SUMMARY:

The developer of the Seaport Village subdivision, located north of Slim Haywood Avenue, is requesting a 1,200 square foot easement across City-owned property that is located north of Slim Haywood Avenue, west of Shantiniketan Boulevard. The purpose of the easement is to serve as a practical area for the installation of the Seaport Village subdivision entrance signage. The developer is making this request in consideration of additional right-of-way construction the developer has proposed to accommodate the Captain Haynes Road extension turn lane. This easement request has been reviewed by City staff, and it has been determined that the easement does not conflict with any public utility service or use of the property.

OPTIONS:

1. City Council moves to approve the Easement Agreement between the City of Tavares and Henin Holdings, LLC granting a 1,200 square foot signage easement across City-owned property located north of Slim Haywood Avenue, west of Shantiniketan Boulevard.
2. City Council moves to deny the Easement Agreement.

STAFF RECOMMENDATION:

City staff recommends that City Council moves to approve the Easement Agreement between the City of Tavares and Henin Holdings, LLC granting a 1,200 square foot signage easement across City-owned property located north of Slim Haywood Avenue, west of Shantiniketan Boulevard.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Easement Agreement

2. Aerial Map

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 6

SUBJECT TITLE: Tavares History Museum Update (Community Services)

OBJECTIVE:

Update the City Council on the Tavares History Museum

SUMMARY:

On May 27, 2021, the City of Tavares officially opened the Tavares History Museum at the Wootton Park Train Depot in Downtown. Residents and visitors alike have been touring the museum, its collections, and interactive displays. Staff put together a slideshow of feature exhibits to give the Council an update on the museum.

OPTIONS:

1. To hear the update and watch the slideshow presentation
2. To not hear the update or watch the slideshow presentation

STAFF RECOMMENDATION:

Option 1. To hear the update and watch the slideshow presentation

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes

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
10/20/2021**

AGENDA TAB NO.: 7

SUBJECT TITLE: Utilities Dept.update on Base Read (Advanced) Water Meter Program.

OBJECTIVE:

For Council to receive an update from the Water/Wastewater Utility Director on a review and the progress of the Base Meter Read Program.

SUMMARY:

As part of the City's long-range goals to incorporate technology where possible to improve efficiency and effectiveness of City processes, the City Council approved the first phase of the Meter Read Base Program in the Fiscal Year 2017 Adopted Budget (Water/Wastewater Department). Fiscal Year 2022 represents the fifth year of the ongoing implementation.

The Meter Base Read Program allows for reading meters remotely therefore providing for improved efficiency in the meter reading process for monthly utility billing processes.

To date the City has implemented four phases of the program, with base antenna collectors located as follows:

- Royal Harbor – Cycle 6 (currently collecting route 33)
- Imperial Terrace - Cycle 5 (currently collecting route 24)
- David Walker – Cycle 3 (currently collecting route 34)
- Lake Frances – Cycle 4 (currently collecting route 24)

Each antenna collector is positioned to collect the reads for one route, however, the collectors do overlap for collection of other routes within their range. It is anticipated that upon completion of the program all reading will be collected remotely, and data logging for customer usage will be able to be accomplished from the Utility Billing work stations.

In FY2022, utilizing economies of scale, two antenna collector locations will be secured with significant costs savings. Installations for the current year (Phase 5) will be at: 1.) Fire Station #29 (Lane Park), and 2.) the corner of Ann Rou Rd. and Eustis Dr. Upon the completion of Phase 5, 50% of city-wide installed meters can be read remotely.

The project is estimated to be completed in 2025.

The Utility Director has prepared to present the status and an overview of the Base Meter Read Program.

OPTIONS:

1. Request the Utilities Director to present an overview and status report of the Base Meter Read Program.

STAFF RECOMMENDATION:

1. Request the Utilities Director to present an overview and status report of the Base Meter Read Program.

FISCAL IMPACT:

There is no fiscal impact.

LEGAL SUFFICIENCY:

Legally Sufficient.

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
10/20/2021**

AGENDA TAB NO.: 8

SUBJECT TITLE: Update of Economic Development Program

OBJECTIVE:

For Council to receive an update from the Economic Development Director on recent progress and milestones achieved through the City of Tavares Economic Development Strategy.

SUMMARY:

Shortly after the establishment of its Economic Development Department in 2008, the City Council first adopted a comprehensive Economic Development Strategy for the City . The plan was both geographical and component specific focusing on twelve (12) specific Economic Development focus components in 4 geographic quadrants. Since that time the City has experienced a great deal of growth and development and many changes have taken place, including changes to Council and staff.

Although the vision and objectives established remain focused in the same direction, Many of the milestones established have been met, new ones established and the plan has been revised and updated several times. The most recent update (attached) was completed and approved by Council in 2019.

The Economic Development Director will provide a brief review of the current plan, highlighting areas of focus where milestones have been fulfilled and provide the Economic Development Strategy update which expands upon past successes and moves the City forward in achieving its goals and objectives for Economic prosperity and receive questions and input from the Council.

OPTIONS:

No options necessary, this item is presented for Informational purposes only.

STAFF RECOMMENDATION:

No actions necessary, this item is being presented for Informaitonal purposes only.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. CityofTavares2019EDStrategyUpdate

2. Economic DevelopmentFocusMap2019

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
10/20/2021**

AGENDA TAB NO.: 9

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

The City Administrator will inform the Council on city-related items.

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting	November 17, 2021, 4:00 p.m., City Council Chambers
Planning and Zoning Board Meeting	November 18, 2021, 3:00 p.m., City Council Chambers
Library Board Meeting	November 17, 2021, 2:30 p.m., Library Conference Room
Code Enforcement Special Magistrate Hearing	October 26, 2021, 5:00 p.m., City Council Chambers

UPCOMING EVENTS:

6th Annual Boo Fest Event	October 29, 2021, 6:00 p.m. to 9:00 p.m., Downtown Tavares <i>Tavares Trunk-or-Treat, Games, Kid's Costume Contest, Music, Performers, Food -Contact 352-742-6319 for more information or to sign-up to participate in the Trunk-or-Treat</i>
Lady of the Lakes Renaissance Faire	November 5-7 and 13-14, 2021, 10:00 a.m. to 5:00 p.m., 12835 County Landfill Road, Tavares, https://lakerenfaire.com/
Hydro Drag World Championships	November 6-7, 2021, 8:00 a.m. to 4:00 p.m., Wooton Park West, https://www.surfandturfpromotions.com/
FL Vintage Race Boat Fall Regata	November 13-14, 2021 - Details to be Announced
YMCA Turkey Trot	November 25, 2021 - Details to be Announced

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Business Luncheon	November 12, 2021, 11:30 a.m., Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	October 27, 2021, 2:00 p.m., 1300 Citizens Boulevard, Tavares
Tavares Chamber of Commerce Business Luncheon	October 27, 2021, 11:30 a.m., Tavares Pavilion on the Lake

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
10/20/2021**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform the Council on city-related items.

SUMMARY:

The 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.