



**TAVARES CITY COUNCIL
MEETING MINUTES
AUGUST 4, 2021 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member
Walter Price, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Bob Williams, City Attorney
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
James Dillon, Public Works Director
Phil Clark, Utilities Director
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. Richard Keith, Fire Chief

Richard Keith, Fire Chief, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mr. Drury said he would like to renumber and move Tab 5 [Request Approval of Budget Transfer to Purchase Sand Pro and Miscellaneous Tools to Prepare Sports Fields at Woodlea Sports Complex and Fred Stover Sports Complex] from the Consent Agenda, to be heard as Tab 9a under General Government.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following resolution by title only:

RESOLUTION NO. 2021-16

A RESOLUTION OF CITY OF TAVARES, FLORIDA; AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE FLORIDA HUMANITIES; AND THE GRANT REPRESENTS A SUB RECIPIENT HUMANITIES GRANT FOR LOCAL LIBRARIES FOR THE PROMOTION OF THE HUMANITIES; AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Boggus asked if anyone would like to pull any items from the Consent Agenda for discussion.

Council Member Price said he would like to pull Tab 3 for discussion.

Council Member Pfister said she would like to pull Tab 4 for discussion.

MOTION

Lou Buigas moved to approve the Consent Agenda [Tab 2. Approval of the July 7, 2021 City Council Regular and Budget Workshop Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 2. Approval of the July 7, 2021 City Council Regular and Budget Workshop Meeting Minutes

Approved on the Consent Agenda.

Tab 3. Captain Haynes Heights Subdivision – Preliminary Plat

Council Member Price noted a previous discussion regarding taking \$30,000 out of Reserves to help pay for road improvements at the intersection at Dead River Road and SR 19. He said Council Member Pfister had asked if there were any developments in the area the City had agreements to cost-share the intersection improvements. He said the Council should have been advised there was a new development on Dead River Road.

Mr. Fitzgerald said the project includes 71 single-family homes. Each home would be responsible for an average of \$1000 in road impact fees to Lake County.

Vice Mayor Buigas noted her concern regarding the timeliness of the traffic study as there had been significant growth in the City since 2018. Mr. Fitzgerald said the engineers provided staff with an updated traffic study indicating an additional four lots from the previous approval of Captain Haynes Reserve. The updated study showed there would be a de minimis impact on surrounding roadways.

Council Member Pfister said she did not agree with the 2018 traffic study at that time and felt the intersection upgrades would not accommodate the growth in the area. Council Member Pfister asked which subdivision required intersection approvals before obtaining a Certificate of Occupancy. Mr. Drury said the Waterstone project was required to make intersection improvements. He said the cost for the intersection resulted in the developer pulling out of the project, and they are not moving forward. As a result, the County agreed to make the improvements. Council Member Pfister said someone else came before the Council and asked for the same deal. Mr. Fitzgerald said there was no current project at Waterstone.

Council Member Singer asked for a review of the preliminary plats' process and what would happen if Council denied the preliminary plat. Mr. Fitzgerald said the preliminary plat is approval or denial of the layout of lots. The subject property is zoned as residential multi-family with vested rights to be developed as a single-family subdivision. Council Member Singer asked if the developer completed all requests from the City. Mr. Fitzgerald confirmed.

Council Member Singer asked if there would be any legal issues if Council denied the preliminary plat. Attorney Holt said under Florida Statutes Chapter 163, subsection

3215, a person or developer could challenge a denial per the statute definitions and as long as the request does not contrast with the Land Development Regulations (LDR). Mr. Fitzgerald said denial should be made based on facts, and if perceived as arbitrary, the applicant may have ground to pursue action against the City. Mr. Fitzgerald said the plat is consistent with the LDR's, Comprehensive Plan, existing zoning, and density allowed on the property. He said before Council is an approval of the layout of a subdivision. Moving forward, if the plat is approved, the applicant could complete the infrastructure design, site plan, and construction plans. The Council would still review and approve the final plat.

Mr. Fitzgerald said staff could contact the traffic engineer and ask for a fully updated traffic study. Council Member Singer asked if a traffic study could be provided before the final plat approval. Mr. Fitzgerald said he always includes traffic study conclusions with the final plat. Vice Mayor Buigas noted her preference that a study would be provided and not a certification letter. Mr. Fitzgerald said if Council would like to request a full 2021 or 2022 traffic study it could be required.

Council Member Pfister asked for confirmation none of the developments before Council was named Waterstone in the past. Mr. Fitzgerald confirmed. Council Member Pfister asked if the Council could be advised if someone wishes to take over the Waterstone project. Mr. Fitzgerald said at the time of rezoning, Waterstone was called the Wooten property, after the owner's name. Staff called the development Waterstone after the developer determined the name. Council Member Pfister asked for confirmation that the second developer called it Waterstone as well. Mr. Fitzgerald confirmed and said the project had been consistently called Waterstone, and if the name changed, he would advise the Council.

MOTION

Lou Buigas moved to approve the plat, contingent on a current traffic study for final platting, seconded by Lori Pfister.

Council Member Pfister said it is her understanding that if a plat is within the realm of the LDR, the Council could not contest nor require a different traffic study if already approved. She asked for confirmation that the property owner is not asking for any variances, and the Council could not object legally. Mr. Fitzgerald said the final plat is an administrative review and approval. He said the traffic study from 2018 was reviewed and amended by the traffic engineer and still stands. Mr. Drury asked the applicant if he would be agreeable to update the traffic study.

Marcus Vernon, 1721 Rainbow Drive, Clearwater, said he is the project's property owner, engineer, and attorney. He said the project was not formally known as Waterstone. The traffic study presented meets all the institute of transportation engineer standards as of the time it was submitted, which was within the past six to eight weeks. He said he had the traffic engineer review the study and met all current standards. His determination was there were two more trips each day with a de minimus impact. Mr.

Vernon said if Council wishes to have the study updated again before the final plat, he would be happy to do that.

Council Member Pfister asked if the Council can legally add something if the applicant has complied with the LDR's. Mr. Drury said if there is a requirement above and beyond, it is challenging for the City Attorney to defend the lawsuit. Attorney Holt said it is a gray area if the City goes beyond what was required initially, it could potentially be a liability.

The motion failed 5-0.

MOTION

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

Tab 4. Elmwood Subdivision – Final Plat

Council Member Pfister said she does not have the location of Elmwood Subdivision in her agenda packet. Mayor Boggus said it is a subdivision on Lake Elsie.

MOTION

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

[Tab 5 was renumbered to Tab 9a and moved to be heard under General Government during Approval of the Agenda]

VIII. RESOLUTIONS

Tab 6. Resolution 2021-16 – Acceptance of Florida Humanities Grant

Ms. Houghton made the following presentation:

The City of Tavares has been awarded a Florida Talks Grant from the Florida Humanities. The Grant is a pass-through grant funded through the National Endowment for the Humanities

The Florida Talks grant represents a humanities program for non-profit organizations, and provides an as an easy way to host informative and thought-provoking presentations (in-person or virtual) by expert historians, storytellers, researchers, researchers, and authors.

Various details of the grant include the following:

- *Agreement Number: CC_FT21_Fall_2141*

- *Grant Services: City of Tavares Library Programs*
- *Award Period: August 1, 2021 through December 31, 2021*
- *Grant Award: \$1,000*
- *Grant Match: \$1,000 (allowable in-kind personal services, etc.)*
- *Approved expenses: Speaker fees (3 at \$300 each, promotion fees (\$50), and postage fees (\$50)*
- *The grant is identified under the Federal Catalog No. CFDA 45.129*
- *The City of Tavares is a subrecipient for this grant*
- *The grant is be subject to Federal and State Single Audit Requirements.*
- *The grant is subject to Uniform administrative requirements of the Office of Management and Budget Circular A-110 further identified as 2 CFR Part 215.*

Mayor Boggus asked for comments from the audience.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, noted his support and said Council might wish to ensure speakers and topics are not controversial or political per grant requirements.

Mr. Aldrich said staff has full control regarding speakers and topics.

MOTION

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

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7. Greenbrier at Baytree Phase 1 – Final Plat

Mr. Fitzgerald made the following presentation:

Greenbrier at Baytree Phase 1 Subdivision is a proposed residential subdivision located north of Dead River Road, west of Baytree Boulevard. The subject property is 13.53 acres in size, and the proposed Final Plat subdivides the land into 36 lots for the construction of single-family dwellings as permitted under the existing Planned Development zoning approved by City Council on June 5, 1991. The Preliminary Plat for this subdivision was approved by City Council on December 19, 2018. City staff has reviewed the Final Plat and determined that adopted levels of service for all regulated public facilities will be provided. This

Final Plat document meets the requirements of the Tavares Land Development Regulations and Comprehensive Plan.

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

Mayor Boggus asked for comments from the Council.

Council Member Singer asked if the plat was the same as those previously approved and if plats were normally placed on the Consent Agenda. Mr. Fitzgerald confirmed. He said due to previous discussions regarding Greenbriar and Baytree subdivisions and the Baytree HOA, staff felt the item would be better placed under General Government to provide an opportunity for a full discussion.

Mayor Boggus noted the Baytree community purchased some of the property from the developer resulting in a smaller development than Greenbriar originally intended. Mr. Fitzgerald confirmed and said the developer planned to build on the entire golf course surrounding the perimeter of Baytree. The Baytree HOA purchased a majority of the property surrounding their north side, and the Greenbriar homes would be clustered in the front of their property abutting Dead River Road. He confirmed phase 1 of the 2-phase project is 36 lots.

Council Member Pfister said the December 2018 minutes included a discussion of her concerns about traffic. She said during that discussion Mr. Wicks said improvements would have to be made at SR19 and Dead River Road before the project can move forward.

Ted Wicks, Wicks Engineering Service, said those discussions were held during the preliminary plat process when Waterstone was moving forward with their project, and the road improvements were under consideration. Since then, the Greenbriar project was determined not to impact the intersection, and the County agreed to improve. With the redesign of the Greenbriar project, they are not obligated to provide any additional funds except for transportation impact fees. He said the project meets the City's LDR requirements. Mr. Drury said the staff was as equally concerned as Council Member Pfister and asked for a legal opinion from the City Attorney before approval. The legal opinion was they were not responsible for the intersection.

Council Member Price asked if the traffic study was 3 to 4 years old. Mr. Wicks said the traffic study was compliant at the time of the preliminary plat and when construction plans were submitted. He said traffic studies are required to follow protocol.

Mayor Boggus asked for the number of homes in the initial Phase 1 of the project. Mr. Fitzgerald said 145 single-family homes. Mayor Boggus asked if the traffic study was based on 145 homes. Mr. Fitzgerald confirmed and said the anticipated buildout was 2022.

MOTION

Troy Singer moved to approve, seconded by Lou Buigas. The motion carried 4-1 as follows:

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

Tab 8. Renewal of Joint Use Facility Agreement Between the City of Tavares and the School Board of Lake County, Florida

Mr. Aldrich made the following presentation:

On October 17, 2018, the City entered into an interlocal agreement with the School Board of Lake County for the joint use of facilities. The agreement established specific parameters and guidelines for both governmental agencies when utilizing the other's facilities.

The agreement was set to be renewed annually and an extension was signed on December 14, 2020 extending the agreement through September 30, 2021. Staff is seeking approval to amend the agreement and requesting an extension for a length of three years.

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

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas asked if the agreement enables the City to work with the high school on opportunities such as the basketball clinic. Mr. Aldrich confirmed.

Mayor Boggus referred to the October 17, 2018 agreement in the agenda packet. She said the covenants section of the agreement 3(b)(i) states the City would not operate the Woodlea Sports Complex, and all reservations must go through Lake County beginning October 1, 2019. Mr. Drury said the Woodlea Sports Complex is an ongoing negotiation, and there should be no date. He said Council could include no termination date in their motion, and staff would make the change.

Council Member Pfister inquired about the termination clause. Mr. Drury said there is a 30-day cancellation notice by either party.

MOTION

Lori Pfister moved to approve, with the discussed date change, seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 9. Update on US 441 Golf Cart Crossing

Mr. Dillon made the following presentation:

City of Tavares submitted a request to the Florida Department of Transportation (FDOT) District 5 in October 2020 to permit a golf cart crossing over US 441 at the intersection running north to Banning Beach Road and south to St Clair Abrams Avenue. The request included an engineering study of the proposed US 441 crossing by Griffey Engineering which determined that the crossing meets all criteria except the maximum vehicular volume from both Banning Beach Drive and St Clair Abrams Avenue. Mr. Griffey, however, recommends approval based on his professional engineering evaluation of the intersection's current condition and level of safety.

The Central Office District of FDOT has provided a letter authorizing a variance that exceeds their standards and criteria set forth in the Traffic Engineering Manual (TEM), Section 5.1.5(3) for the provision and safe operation of golf cart crossing subject to certain conditions:

- *The golf cart crossing is authorized where the City of Tavares is the applicant/permittee for a General Use Permit subject to the provisions of F.A.C. Rule 14-20.010.*
- *The local agency will provide additional focus on the enforcement of red-light running at the intersection.*
- *Change the Traffic Signal Yellow and All-Red Clearance Time to accommodate golf cart speed and crossing distance.*
- *At the end of a one (1) year period, the permittee shall submit a report to FDOT District 5 and FDOT Central Office Traffic Operations Office providing traffic volume and crash data.*
- *Install golf cart warning signs in accordance with Chapter 5.1 of the TEM.*

A request has been made to Griffey Engineering for a cost proposal to submit the required General Use Permit, obtain the data to prepare and submit the required annual year-end traffic volume and crash report, and submit the required permit to place signs along US 441 on FDOT's Right-of-Way. In addition, a meeting will be coordinated with Lake County and FDOT to open a dialog on how to implement the traffic signal timing changes and if the existing equipment is sufficient or will require retrofit, and what the cost associated would be, if any.

Mr. Drury said Council Member Pfister went to Tallahassee and met with Representative Keith Truenow, Lake County Commissioner Kirby Smith, and the Florida

Secretary of Transportation regarding the golf cart crossing. He said the crossing would be the first on a state road with four lanes and is precedent-setting. The City requested the crossing for many years and had been denied. A study would be completed, including signage and signalization at a de minimis cost. Mr. Drury thanked the three elected officials for working together to complete the project.

Mayor Boggus asked for comments from the audience.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, requested another golf cart crossing on the east side of SR19 to the west side near Publix.

Lake County Commissioner Kirby Smith, District 3, said he is in full support and available for questions.

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas, Council Member Singer, and Council Member Price thanked Representative Truenow, Lake County Commissioner Smith, and Council Member Pfister. Each expressed their appreciation for collaboration between the various levels of government.

Council Member Pfister noted her appreciation in working with Representative Truenow and Commissioner Smith.

MOTION

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

Tab 9a. Request Approval of Budget Transfer to Purchase Sand Pro and Miscellaneous Tools to Prepare Sports Fields at Woodlea Sports Complex and Fred Stover Sports Complex

Ms. Houghton made the following presentation:

The Community Services department is responsible for upkeep, maintenance, and programming of the City of Tavares sports fields. A Sand Pro tractor is required in order to maintain the sports fields (nine baseball/softball fields, and one football field). The City currently operates with a 1995 Sand Pro that is past its intended life cycle, and close to reaching an inoperable status. With the Babe Ruth season coming very soon the department would like to replace the current Sand Pro now with a newer refurbished model in order to avoid any service interruptions.

The Community Services department would like to transfer budget from the cancelled 2020 Boo! Festival event in order to fund the purchase of the

refurbished Sand Pro and additional miscellaneous tools as necessary to prepare the sports fields. The 2020 Boo! Festival was budgeted for \$15,000; however, due to the Covid19 pandemic the event was cancelled. The Department would like to transfer \$10,000 to purchase the Sand Pro, and \$2,000 to purchase miscellaneous tools as necessary to maintain the sports fields.

The Finance Department requests approval to amend the FY 2021 Budget as follows:

- 001-7202-572.48-60 Sponsored Events (Boo! Festival) - \$12,000
- 001-7202-572.52-11 Durable Goods +\$2,000
- 001-7202-572.64-10 Equipment Replacement +\$10,000

If approved this budget transfer will have no impact on the total General Fund budget.

Ms. Houghton said the Finance Department reviewed the request with the Fleet Manager, who indicated this had been requested in the budget for the past three years. Each time the request was cut from the budget. The Fleet Manager provided a recommendation that the existing equipment is beyond repair.

Mr. Drury said Tavares is a baseball community and noted field maintenance utilizes one employee with older equipment. Mr. Aldrich said the equipment is used daily.

Mayor Boggus asked for comments from the audience.

Sandy Gamble, 112 South Lake Avenue, Tavares, said when he coached youth baseball state tournaments were held in Tavares. The teams that traveled to Tavares could not believe how well maintained the Tavares fields were. He noted his support for moving forward with the purchase.

Mayor Boggus asked for comments from the Council.

Council Member Price asked how much a new unit would cost. Mr. Aldrich said the cost would vary between \$20,000 to \$30,000. He said staff has looked at several refurbished models and prefers the model currently used. Council Member Price asked if the purchase would come under warranty. Mr. Aldrich said the details would be negotiated with the vendor.

Council Member Singer said there is a need for the equipment and expressed his support. He commended the Finance Department for finding the funds and making the purchase a possibility.

MOTION

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

XI. BUDGET WORKSHOP

Tab 10. Budget Workshop – Five-Year Capital Improvement Plan

Mr. Drury made the following presentation:

Previously, Council has reviewed the FY22 Proposed Budgets as follows:

- *At the July 7th City Council meeting, Council was presented the FY2022 Proposed General Fund Budget.*
- *At the July 21st City Council meeting, Council was presented the Utility and Special Revenue Funds Proposed Budgets for FY2022, and after which the Council had opportunity to discuss the General Fund budget as well as the Utilities and Special Fund budgets.*
- *At the July 21st City Council Budget Workshop, the City Council discussed the FY 2022 General Fund Proposed Budget and the FY2022 Proposed Millage rate.*
 1. *The City Council set the Maximum Tentative Millage Rate at 6.850, and the Maximum Tentative Voted Debt Service Millage Rate at .2391.*
 2. *The Maximum Tentative Millage Rate for FY2022 represents a decrease from prior year of .05 mills or .72%*
 3. *The Maximum Tentative Voted Debt Millage Rate for FY2021 represents a decrease from prior year of .0232 mills or 8.84%*
 4. *The total Maximum Tentative Millage (Ad Valorem + Voted Debt) represents a decrease from prior year of .0732 mills or 1.02%*

At this meeting the Council will be presented the Five-Year Capital Improvement Plan (CIP), and after which the Council will have an opportunity to discuss the Five-Year Capital Improvement Plan, the General Fund Budgets, the Special Funds, the Millage rate, and other items FY2022 Proposed Budget.

Ms. Houghton provided a PowerPoint presentation on the Five-Year Capital Improvement Plan.

Mayor Boggus asked the Council for questions or comments.

Vice Mayor Buigas

Vice Mayor Buigas asked if it would be more cost-effective or beneficial to hire an additional building inspector in-house due to growth. Mr. Fitzgerald said contracted services provide the City flexibility for staffing that account for ups and downs in the economy. He said there is a tremendous benefit to contracting when there is a downturn in the economy. The City also does not have to cover sick or vacation time.

He said hiring a full-time building inspector would be a staff request through the budget process, working with the City Administrator, Finance Director, and Human Resources for recruitment. The cost of the position would include salary, benefits, and purchase of a truck and would be a little less or a wash with a vehicle purchase. Long term, there may be a benefit to the City to continue with a contracted service.

Vice Mayor Buigas asked for the impact on the budget if the City continues with the contracted building services model and then finds additional building and plan reviews are needed, incurring additional costs. Mr. Fitzgerald said if staff found an excessive amount of monies were incurring for contract services, a decision would be a team effort with the City Administrator, Finance Director, and Human Resources Director, with long-term funding availability in mind.

Vice Mayor Buigas asked if a credit card fee could be placed on building permits. Ms. Houghton said credit cards are utilized in a limited amount for building permits as the online payment option is not available. She said the Finance Department is currently working on an online payment option with implementation anticipated in early fall. In conjunction, the staff is also looking at a possible fee implementation that would come back to the Council for consideration with either a flat fee, percentage fee, or minimum fee without regard to price along with other general government credit card collections fees.

Vice Mayor Buigas inquired about the Lake County Interlocal Agreement for street signs and maintenance and asked for clarification of the agreement. Mr. Dillon said there are two interlocal agreements; street sign maintenance and signals. The street sign maintenance agreement covers 1,019 signs, including inspection repair and maintenance, emergency repair and replacement, and maintains compliance requirements. Vice Mayor Buigas asked if \$387,000 for electricity is the cost of traffic and street lights on City streets only, or if County roads are included, such as those on SR 19. She asked if those on County roads are cost-shared with Lake County. Mr. Dillon said effective August, Lake County will be taking over signals and absorb electrical costs and maintenance for all state roads. Vice Mayor Buigas asked how those funds would impact the budget. Mr. Drury said the City receives reimbursement for costs. Ms. Houghton noted that the City has agreements with the Florida Department of Transportation (FDOT) for lighting major arteries, including US441 and SR19. The City also has an agreement with FDOT for traffic light maintenance costs. Reimbursements are listed under revenues, intergovernmental, and grants for General Fund. She said both agreements are approximately \$110,000.

Vice Mayor Buigas asked if the City is committed to purchasing the major collections books located in the Library budget because the funds are received from the County. She asked if there is wiggle room in those numbers. Mr. Aldrich said there is wiggle room and noted the funds are used to purchase best seller and children books that patrons like to check out. Based on how much the library checks out, Lake County appropriates funds to the Tavares Library from state aid. The City spends \$3,000 to \$4,000 each month to buy new books and is the 4th or 5th in county circulation. As the

City increases the budget, more books are purchased, and patrons check out more of the City's inventory which increases funding from the County. If decreased, fewer people will come in and check out books resulting in fewer dollars from the County. Vice Mayor Buigas asked if a dollar is received for each book that is checked out. Mr. Aldrich confirmed. Mr. Drury said the City gets \$100,000 from Lake County, and the City spends \$40,000 to purchase new books.

Vice Mayor Buigas asked if the \$6,600 in funding for America in Bloom could be cut in half. Mr. Dillon noted staff cut \$1,600 and said \$6,600 supports a participation fee, the judge's visit to the City, and staff attending the National Symposium. He said staff reduced the amount so the City could still support the program. Mr. Drury said the fees are currently spent on receiving the judges to go throughout the community and send two personnel to the National Conference. He said it is a Council decision if you wish to end America in Bloom program. Vice Mayor Buigas said she would like the program continued at a lesser value or limited involvement.

Vice Mayor Buigas asked if \$4,800 for trees in the cemetery could be moved to the following year until after the restrooms are built. She said it is food for thought and will add up at the end of the day. Mr. Dillon said the goal was to convert the cemetery to an arboretum and could be pushed out a year.

Vice Mayor Buigas noted three lawn maintenance contracts would be rebid in the upcoming year and said utilizing one company may be beneficial in negotiations. Ms. Houghton said John Rumble, Purchasing Manager, is working with each department on a needs assessment for an Request for Proposal (RFP). She noted different department landscaping requirements, including the Seaplane Base, right-of-way, and water/wastewater/stormwater landscaping. Mr. Drury said bids would come back for Council's approval in the next fiscal year.

Vice Mayor Buigas asked if furniture replacement at the Pavilion could be pushed out to the following year and asked if the condition of the furniture is a liability or cosmetic. Mr. Tweedie said it is a combination of both. He noted the Pavilion was built 7.5 years ago, and some of the furnishings were antiques that were purchased, refurbished, and painted. Some of the pieces are falling apart, creating a liability issue. There is also an aesthetic need in the facility with a cost to defer maintenance and equipment purchases. He said both are equally important and would not recommend postponing. Mr. Tweedie confirmed the furniture is for the individual rooms such as the bride room, groom room, and cushion replacement on some chairs.

Council Member Price

Council Member Price said the value of the properties in the City's two CRA districts is \$36,000,000, according to the property appraiser. He said a 6.85% proposed maximum millage rate indicates approximately \$249,000 in revenue, and the budget amount for expenditures reflects \$463,000. He inquired about the difference and asked where the additional \$210,000 would come. Ms. Houghton said tax increment revenues are

collected from the City, County, 911 emergency, and the Lake County Water Authority. Those areas come together and provide a revenue greater than \$249,000 that meets the budget need of over \$400,000 in expenditures. Council Member Price said he did not see any other revenue sources other than TIF funds. Ms. Houghton said she would review and ensure the funding is appropriately described.

Council Member Price asked when the actual cost for insurance premiums would be received. Mr. Drury said the information would be provided at the next meeting.

Council Member Price asked how many years out the rail from Tavares to Mount Dora is anticipated to be completed. Mr. Drury said five years. Council Member Price asked why \$300,000 is included to reroute the trail when there are no connecting trails for five years. Mr. Drury said an existing trail crosses through the Seaplane Base and traverses through a hot/active aircraft ramp. The staff does a good job of separating people and propellers during hot ramp situations. The City has done well for the last few years, and there comes a time where staff has to make recommendations to improve safety. The \$300,000 to reroute the trail is not related to the Tavares to Mount Dora trail segment as much as it is a safety improvement to the air operations area. The project is a relocation from the front of the ramp to the back of the ramp, and staff believes it is a safety issue. He said the project is pushed each year, there is more liability than he and staff feel comfortable, and the project should be completed sooner rather than later.

Council Member Singer

Council Member Singer said he spoke with Ms. Houghton and was advised the General Fund does not support the entire list of capital items. Ms. Houghton confirmed and said there are various funding sources to meet the total \$3.1 million capital listing amount. Council Member Singer said only a certain number of items could be cut or reduced to affect the General Budget. Ms. Houghton confirmed and said some items in the General Fund Budget paid by transfers from Utilities, such as vehicles for the meter reading, Barracuda, and servers, are shared with the proprietary funds for their pro-rata contribution. Council Member Singer said to lower the millage as much as possible, items only supported by the General Fund would need to be cut. Ms. Houghton confirmed. Council Member Singer asked Ms. Houghton if she could notate which items come from the General Fund so Council can identify which ones can be cut or reduced to lower the millage rate. Mr. Drury said staff would bring back to the Council a list to shine a light on which would affect the millage rate. Council Member Singer said the majority of the General Fund supports first responders and does not wish cuts to those departments.

Council Member Pfister

Council Member Pfister said she understood insurance had to be offered due to changes in government requirements. Mr. Drury said he believes the legal opinion was that Council is considered an employee and can either take insurance or not. He said he would bring that back to Council after conducting research.

Council Member Pfister expressed her concern regarding game rooms and said there was a previous discussion regarding a cost to regulate gaming rooms. She said a cost to regulate gaming rooms was not included in the budget. Mr. Drury said the Council would develop gaming room regulations and then staff would identify the cost. Council Member Pfister said she would like an amount brought back to the Council. Mr. Drury said an estimate would be brought back.

Vice Mayor Buigas

Vice Mayor Buigas said Finance recently provided scenarios on a rollback rate and how it would affect taxpayers. She asked if the information could be shared with the residents in the City newsletter. Mr. Drury confirmed and said the staff provided scenarios based on an average house. He noted the upcoming newsletter would include information on debt at the request of the Council.

There was a consensus from Council to include rollback rate options/scenarios in the next available newsletter.

Mayor Boggus

Mayor Boggus thanked Ms. Houghton for the detailed budget. She thanked Mr. Jones for his efforts on the budget.

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

Vance Jochim, 12619 Milwaukee Avenue, Lake County, noted a server is included in the budget and asked why the City uses stand-alone servers instead of utilizing the cloud. He said the Tavares Nature Park has been closed for four years and asked why a sinking fund was not established instead of waiting for grants.

XV. REPORTS

Tab 11. City Administrator Report

Mr. Drury thanked the Council and Department Directors for working on the budget. He said the budget is one of the leanest with the smallest staff in Lake County. He noted the City receives the least tax dollars due to government agencies, a hospital, and many non-profit organizations located in the City. He said Council had asked good questions, and the Directors have put together budgets that are lean and mean, which is why Tavares has a strong financial performance.

Mr. Aldrich noted the Library will be a drop-off location for Lake County school supplies during July 2021.

Tab 12. Council Member Reports

Council Member Price

Council Member Price said he was at the Lake County Clerk of Court offices, where he observed they charged \$1.00 per page for copies. He said the Clerk of Court recommended their customer go to the Tavares Library to save monies making copies.

Council Member Singer

Council Member Singer said a concerned resident from Lake Francis Estates contacted him regarding an issue at their home. He thanked Mr. Clark for his assistance and meeting with the resident.

Vice Mayor Buigas

Quote of the Day: "There is no shortage of remarkable ideas, what's missing is the will to execute them." ~ Seth Godin

XVI. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 5:49.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk