



AGENDA
TAVARES CITY COUNCIL
February 16, 2022
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 Chase Allen, Umatilla Baptist 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 February 2, 2022 City Council Regular Meeting Minutes (City Clerk)

Tab 3 Leela Reserve Phase 2A - Preliminary Plat (Community Development)

VIII. RESOLUTIONS

Tab 4 Resolution No. 2022-03 – First Budget Amendment for FY2022 (Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

- Tab 5 Ordinance 2022-01 - Trzaskoma Property - Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive. (Community Development)

X. GENERAL GOVERNMENT

- Tab 6 Fourth of July Celebration Parade Discussion (Community Services)
- Tab 7 Lake County Joint Planning Meeting with Municipalities (Community Development)
- Tab 8 North Lake Trail Phases 1 & 2 - Interlocal Agreement (Public Works)
- Tab 9 Resolution 2022-02 - American Rescue Plan (SLFRF) Standard Allowance Revenue Loss Selection and Spend Plan Approval (City Administrator)

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 10 City Administrator Report
- Tab 11 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
2/16/2022**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Chase Allen, Umatilla Baptist Church

OBJECTIVE:

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

SUMMARY:

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

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of the February 2, 2022 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the February 2, 2022, City Council regular meeting minutes.

SUMMARY:

Attached are the February 2, 2022, City Council regular meeting minutes as submitted by the 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. 02-02-2022 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
FEBRUARY 2, 2022 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Lori Pfister, Mayor
Walter Price, Vice Mayor
Amanda Boggus, Council Member
Sandy Gamble, Council Member
Troy Singer, Council Member**

STAFF PRESENT

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

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Mike Ellis, Umatilla Baptist Church

Pastor Mike Ellis, Umatilla Baptist Church, provided the invocation and led those present in the Pledge of Allegiance.

Mayor Pfister recognized former Council Member and current Lake County Commissioner Kirby Smith in the audience.

III. APPROVAL OF AGENDA

Mayor Pfister asked for changes to the Agenda. There were none.

MOTION

Amanda Boggus moved to approve the Agenda, seconded by Troy Singer. 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 the Council.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Roberts read the following resolutions and ordinance by title only:

RESOLUTION 2022-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF AN EASEMENT LOCATED AT 719 DOLPHIN DRIVE TAVARES, FL 32778, LOT 40 IN IMPERIAL MOBILE TERRACE 5TH ADDITION ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 23, PAGE 46, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION NO. 2022-02

A RESOLUTION OF CITY OF TAVARES, FLORIDA; RELATING TO THE AMERICAN RESCUE PLAN ACT FUNDING; FURTHER KNOWN As CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF); AUTHORIZING THE SELECTION OF THE STANDARD ALLOWANCE IN THE AMOUNT OF \$8,889,651; THE CITY OF TAVARES FULL SLFRF FUNDING ALLOWANCE; AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE DOCUMENTS WITH THE STATE OF

FLORIDA OR the US TREASURY AS MAY BE REQUIRED FOR THE STANDARD ALLOWANCE REVENUE LOSS SELECTION; AND PROVIDING FOR A SPEND PLAN WITHIN THE REVENUE LOSS PROVISIONS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

ORDINANCE 2022-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING PLANNED DEVELOPMENT ORDINANCE 2006-43 AS AMENDED BY ORDINANCE 2009-35 OF THE CITY OF TAVARES BY AMENDING SECTION 2.2, LAND USES; AMENDING EXHIBIT "A", CONCEPTUAL PLAN; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Pfister asked if anyone wished to pull the Consent Agenda item for discussion.

MOTION

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

Tab 2. Approval of the January 19, 2022 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 3. Resolution 2022-01 – Badeau Property – Vacate a Portion of an Easement located at 719 Dolphin Drive

Mr. Fitzgerald made the following presentation:

This is a request to vacate a portion of platted easement lying across the property located at 719 Dolphin Drive Tavares, Florida 32778. As a stipulation of the proposed sale of the property, the mortgage company issuing the buyer's mortgage is requiring the current owner of the property to petition to vacate a portion of an existing easement where the rear of the existing mobile home encroaches. City staff reviewed the vacate request and determined no conflicts in the vacation with regard to drainage, utilities, health, safety, or welfare of the Public. This vacate will remove the city's public interest in this land, thus allowing the applicant to eliminate any perceived exception to clear title of this property.

At their January 20th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Resolution 2022-01.

Staff recommends Option 1, that City Council moves to approve Resolution 2022-01 partial vacation of an easement located at 719 Dolphin Drive, Lot 40 in Imperial Mobile Terrace 5th Addition as recorded in Plat Book 23, Page 46.

Council Member Singer inquired about the original easement. Mr. Fitzgerald said the original easement was a drainage and utility easement. The City is vacating the portion of the easement where a home encroaches, and there remains enough easement left to allow for drainage and utility service.

MOTION

Troy Singer moved to approve [Resolution 2022-01], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 4. Resolution 2022-02 – American Rescue Plan (SLFRF) Standard Allowance Revenue Loss Selection and Spend Plan Approval

Mr. Drury made the following presentation:

The American Rescue Plan Act of 2021 provides funds for municipalities, counties, states, tribal governments, and territories to respond to the Covid-19 emergency, and related public health and economic challenges. The City of Tavares has been awarded \$8,889,651 in ARPA funding. Disbursements will be made to the City from the State of Florida in two installments. The City received the first installment on October 7, 2021 in the amount of \$4,444,825.

ARPA funds have several uses and many restrictions enumerated in the U.S. Department of Treasury's final rule. Previously, within the eligibility guidelines of the U.S. Treasury's Interim Rule, the City Council at their September 8th 2021 meeting designated ARPA funds for the following categories of project types:

- 1. Drinking Water Improvements.*
- 2. Wastewater Improvements.*
- 3. Stormwater Improvements.*
- 4. Improving air quality of Public Buildings*

After the Council set the above four (4) categories on September 8th, 2021 based on the "Interim Rules", the Department of Treasury issued a "final rule" in January 2022 which expanded ARPA eligible items as long as the City elects the "Standard Allowance" option for revenue loss.

Resolution 2022-02 authorizes the election of the "Standard Allowance" option provision for Revenue Loss identified in the American Recovery Plan Act Final

Rule for expenditures of governmental services, and to further authorize specific eligible projects as identified in the attached ARPA Spend Plan (Draft Exhibit A). Onetime non-reoccurring capital expense items are identified for this onetime non-reoccurring ARPA revenue in Draft Exhibit A.

The City Council may wish to modify Draft Exhibit A by swapping out capital items from the list of prior identified unfunded capital items from the FY 2022 Adopted Budget cut list which has been provided and is identified as (Exhibit B).

All of the projects and capital items identified in Draft Exhibit A and Exhibit B are eligible for ARPA funding within the expanded guidelines. It is recommended that 10% of ARPA funds, or \$888,965, remain unallocated and available for cost escalations during the bidding process for the selected capital items.

The following uses of ARPA funds are prohibited:

- 1. Deposits into pension funds.*
- 2. Debt service*
- 3. Replenishing financial reserves*
- 4. Satisfaction of settlements and judgements.*
- 5. Any projects that conflict with or contravene the purpose of the American Rescue Plan Act Statute.*

Any misappropriation of ARPA funds, as deemed by the U.S. Treasury department, must be paid back.

Mr. Drury reviewed the ARPA Spend Plan (Draft Exhibit A) and Prior Identified Unfunded Capital Items cut list (Exhibit B). He noted the following project areas included in the ARPA Spend Plan:

- 4 Air Quality Improvement Projects
- 5 Stormwater Infrastructure Projects
- 2 New Broad-Based Budget Projects
- 2 Public Safety and Sanitation Items

Mr. Drury said the projects included in the ARPA spend plan total \$8,889,651. He said unfunded capital items on the cut list were provided to the Council and included projects eligible for ARPA funding. He asked the Council to review the projects, develop Exhibit A, and adopt Resolution 2022-02. Once adopted, staff would begin the procurement process.

Council Member Gamble

Council Member Gamble inquired about the air quality projects. Jerad Purvis, Facilities Manager, said Fire Station 29 includes a diesel exhaust system. He said the Civic Center would consist of a new system with ductwork and a separate unit for the kitchen.

Council Member Gamble asked if the City has investigated mini split systems to eliminate the cost for ductwork in the ceiling. Mr. Purvis said the building is approximately 10,000 square feet and would utilize an extensive system with many refrigerant lines. Council Member Gamble noted his support for a mini-split in the kitchen area. Mr. Drury said the City could obtain two bids; a mini split system and a regular plan. He said staff could explore and advise if it is worth designing and bidding out two systems to determine the least expensive. Council Member Gamble said a mini-split would eliminate condensation issues in the ceiling with less need to replace ceiling tiles around vents.

Council Member Gamble inquired about the City Hall air quality project. Mr. Purvis said City Hall has seven (7) air handler units that need replacement. The ductwork would be reviewed to ensure it meets test and balance requirements. He said all water lines that run the chilled water to the units and all controls would be replaced. Council Member Gamble asked if an ionization system is included in the estimate. Mr. Purvis confirmed.

Council Member Gamble said he would like to pull the historic fire station from the list of projects and repurpose the funds toward \$2,000 employee bonuses. He discussed employee pay and benefits and noted a concern of attrition due to lower wages.

Council Member Gamble asked if the stormwater projects were necessary at present and noted his support for the Tavares Nature Park dock replacement and road paving. He said he would like to add the fireboat replacement from the cut list.

Council Member Singer

Council Member Singer asked if the \$2,000 one-time bonus would be eligible for ARPA funding. Ms. Houghton and Mr. Drury confirmed. Attorney Holt said a bonus would fall under General Government Services and includes general administration and staff. Council Member Singer said he would be in agreeance.

Council Member Singer inquired about the air quality improvements for the Historic Fire Station. Mr. Drury said the Historic Fire Station has been on the rental market for several years. The feedback staff received is that it is not rentable until HVAC and electrical have been upgraded. If the City replaced the air conditioner, ceilings, drywall, HVAC, and electrical, the building would be rentable, and the person who rents it out will have to finish the renovations. For example, if a brewery with a restaurant goes into the building, the business owner would have to build a kitchen. Mr. Drury noted that when a building is renovated by more than 50%, the building will fall under new code standards, and the windows may have to be replaced. If the air conditioning system is replaced, it will address most electrical, ceiling, and drywall issues and needs. Council Member Singer said he would like to leave the Historic Fire Station in the plan.

Council Member Singer said he supports the stormwater infrastructure and road repaving projects. He noted concern regarding the Tavares Nature Park pier replacement cost and said he is unsure how to make it ADA compliant. Council Member Singer stated at \$800,000 plus a 10% contingency, the cost of the pier would be close to \$900,000, and few residents would utilize it. He said other items on the cut list, including ball fields, would be more beneficial and help out the community more. He said he would like the Tavares Nature Park pier replacement funds diverted to some of the cut list projects or items.

Council Member Singer noted his support for the following projects for \$487,000:

- Resurfacing the Building Department parking lot
- Two (2) police explorers
- Garbage truck
- Three (3) sidewalk projects
- Woodlea Sports Complex upgrades, including bleachers and ballfield lighting
- Fred Stover ballfield lighting
- Replacement of the TORO sand pro
- Resurfacing shuffleboard courts
- Painting the exterior of the Civic Center, Library, and TRA room
- Ingraham Center parking lot

Council Member Singer said if the pier is removed from the plan, there would still be \$400,000 for other cut list items or more road paving. He said he would like staff to continue to seek grants to renovate the pier.

Council Member Boggus

Council Member Boggus asked if anyone was currently interested in renting the fire station. Mr. Tweedie said yes.

Council Member Boggus asked for the rental impediment. Mr. Tweedie said the biggest obstacle is nonrevenue generating costs incurred by a renter. Improvements such as kitchens and dining areas are a revenue-producing investment.

Council Member Boggus asked what the City could expect to receive if the Historic Fire Station was rented at market value. Mr. Tweedie said market value would be based on the level of investment that someone is willing to put into it. For example, if the fair market value is \$18 a square foot for commercial buildings. A business invests \$500,000 in hard costs and produces jobs and a viable business that enhances the entertainment district with more visitors and a more vital and robust atmosphere. In that case, they could potentially receive a discount from 30% to 40%.

Council Member Boggus asked if any savings from the projects or contingencies could go into Reserves to address some of the projects Council Member Singer identified. Mr. Drury said the funds could not be placed in Reserves and could instead be allocated for

other ARPA eligible items. Council Member Boggus asked if allocations would need to be identified during the meeting. Mr. Drury said once projects are bid, there has been an award of contracts, and the projects are within budget and completed, the Council to appropriate whatever funding is left.

Council Member Boggus asked if the identified amount for the Tavares Nature Park pier included the parking and boardwalk to the dock. Mr. Drury said no. He said it is for the replacement of the existing dock. Accessibility from the dirt parking lot and the dirt trail would be a separate cost and design. The Tavares Nature Park is a preserve area, and staff would have to look at the rules to put in a boardwalk. Currently, the preserve consists of dirt paths. He said the Council could shorten the fishing pier, and staff could provide alternatives.

Council Member Boggus asked Chief Keith for the status of the fire rescue boat. Chief Keith said the fireboat is unusable. He provided a history of the boat's service and said it has been on the capital list for a while. Mayor Pfister asked how often the City performs fire rescues. Chief Keith said the boat was used during events and had helped maintain exclusion zones around fireworks. The Fire Department used the boat to search for a missing boater in Lake Apopka, and the Tavares Fire Department found the missing boater alive.

Council Member Boggus asked for the status of the transfers of Woodlea Sports Complex to Lake County as part of their regional park system and Fred Stover Fields to the Lake County School Board. Mr. Drury said he does not see the Lake County School Board taking over Fred Stover Fields. He said the City and School Board had had a great working arrangement for many years. The City is currently working with Lake County and the YMCA on an agreement regarding the Woodlea Sports Complex. Mr. Drury said negotiations should be completed within a year, and an agreement would go back to each Board for consideration. He said the regional park project looks positive and is moving forward.

Council Member Boggus inquired about the Police vehicles. Chief Lubins said the Police Department is transitioning from sedans to Explorers due to the added room and versatility.

Vice Mayor Price

Vice Mayor Price asked if the Public Works Complex stormwater improvements were considered in the original bid to construct the building and parking lot. Mr. Drury noted the City received a \$6 million dollar grant. Mr. Dillon is seeking additional grant funding for the complex, including added space for Lake Tech and a diesel mechanic and automotive school. The idea was to do the entire site, including all site work and stormwater, which increases the budget for the whole project. Rather than going to the City Council to expand the current loan to handle the entire site, staff looked at ARPA funding. ARPA funding is eligible for the whole site and stormwater and would not require any loans. Vice Mayor Price asked for confirmation the improvements were

primarily based on the addition of the school and not initially considered. Mr. Drury confirmed.

Vice Mayor Price asked if many people have indicated they would like to rent the Historic Train Station and opted not to due to its current condition. Mr. Tweedie confirmed. He said the condition of the facility was a significant impediment to the brewery, who indicated they would have been more inclined without some of the hard costs. Vice Mayor Price said he understands the air conditioning system is not a tenant's responsibility.

Vice Mayor Price said he would like to reduce the Tavares Nature Park dock length to the water with a pier on the end so people can fish. He said he would like to invest those savings in some of the cut list projects, such as the fireboat and ballfield improvements. He noted his support for an additional volleyball court and upgraded lighting. Mr. Drury said staff would bring back the design, and Council would ultimately approve shortening the dock or adding an ADA component.

Mayor Pfister

Mayor Pfister noted her support for the air quality projects and is pondering the Fire Station upgrade. Mayor Pfister said she would like to identify projects eligible for grant funding.

Mayor Pfister supported an additional volleyball court and upgraded lighting to attract tournaments and more visitors to the City. She noted the positive economic impact of the project on the City.

Mayor Pfister stated the importance of lighting downtown for safety and said she would like to add downtown lighting to the safety component. She noted her support to replace the fireboat.

Mayor Pfister said Woodlea Sports Complex should be taken into consideration as is a family-oriented component that provides recreation for the citizens and children.

Mayor Pfister said she would like to address or start the West Main Street project. She noted West Main Street cuts from the budget each year and its importance.

Mayor Pfister noted her support for the employees and would like to take more time to consider a bonus. She stressed the Council's dedication to the employees through many downturns and providing raises each year when other agencies in the area do not.

Mayor Pfister noted her support for air quality initiatives and said City Hall is hot for the employees during the summer. She said a dock at the Tavares Nature Park out to the water should be sufficient. Mr. Drury said the dock is currently open to the water, and people can fish.

Council Member Boggus said the Tavares Nature Park falls under Community Development Block Grants (CDBG). She said she is unsure whether the Fire Station or West Main Street would fall under that same grant. Mr. Drury said you could apply for grants for anything, and the odds of being awarded a grant for the Tavares Nature Park would be the highest. He said the City received a grant to build the dock, and the dock is past its useful life. Staff could apply again for a CDBG. Grants are available for some of your stormwater projects. Ms. Houghton stated the ARPA funds must be obligated by December 31, 2024, and expended by December 31, 2026.

Mayor Pfister asked the Council if they would like agendaize the funding discussion at the next meeting to provide an opportunity to further research and time consider all comments.

Council Member Gamble asked for the dollar amount the City would have received for the Historic Fire Station rental. Mr. Tweedie said staff had not gotten to the point of negotiating a lease. While the revenue would not have been substantial, the economic impact of adding another element and additional vibrancy to the downtown entertainment district in the transitional zone toward Alfred Street would be in the millions.

Council Member Gamble said he would support the fire station upgrades once someone comes forward with an idea of the layout so the City would not be liable to go back and complete repairs. Mr. Drury said if the Council reserves the dollars necessary for air quality issues, a negotiated package could be brought back to the Council for consideration.

Mayor Pfister said she would like to see project percentages placed in Exhibit A for the project types.

Council Member Singer asked if the Council could get a consensus on the Tavares Nature Park dock.

Vice Mayor Price asked for the cost of a shorter and redesigned dock. Mr. Drury said the options are to fund the whole thing with ARPA grant funds at \$800,000, fund a smaller dock system around \$500,000, or do not do the dock this year and apply for a different grant the following year.

Council Member Gamble said a dock design would be required to apply for a grant. Mr. Drury said if the City pursues grant funding, it would be a grant to replace the entire dock. Mr. Drury said the City could apply for a CDBG grant, and if that is Council's direction, the dock would be pulled, and staff will come back with an Exhibit A based on Council's discussion.

Mayor Pfister asked the Council if they wished to leave the air quality projects, and set aside the Historic Fire Station funds. Mr. Drury noted until a lease has been approved.

Mr. Drury noted the Tav Lee Trail stormwater project would be categorized as a safety project. He said he would put together a new Exhibit A based on the Council's comments and bring it back to the Council at the next meeting.

There was a consensus from the Council to table Tab 4 [Resolution 2022-02 – American Rescue Plan (SLFRF) Standard Allowance Revenue Loss Selection and Spend Plan Approval] to February 16, 2022, City Council Regular Meeting, and bring back a new Exhibit A per discussion.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 5. Ordinance 2022-+01 – Trzaskoma Property – Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive

No discussion at first reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 6. Lake County Opioid Interlocal Agreement

Attorney Holt made the following presentation:

The State of Florida filed a lawsuit against several opioid manufacturers and distributors in 2018. Lake County filed suit in 2019. Since that time, the parties have engaged in settlement negotiations which will result in a fund that will be made available to counties and municipalities to abate the effects of opioid usage, including opioid and substance abuse education. To receive money from this fund, however, Lake County must be designated as a "Qualified County" under the Florida Opioid Allocation Agreement.

The City of Tavares adopted Resolution 2021-22 on September 8, 2021, supporting a proposed Memorandum of Understanding for ongoing opioid litigation, along with 100 political subdivisions within the State of Florida, the State of Florida, and Lake County. Attached is an interlocal agreement between Lake County and participating Lake County cities designating Lake County as a "Qualified County" for Lake County Regional Opioid Settlement Funds.

Attorney Holt provided information on the requirements for Lake County to be deemed a 'Qualified County', including the participation of over 50% of the municipalities. She said most cities in Lake County have approved and signed the Interlocal Agreement. She provided the funding allocation process between the State, County, and each municipality to pool into a regional fund. Lake County would oversee the use of the

funds, reporting, and auditing. A task force has been identified and will use the funds required by the State. She said one of the projects the County has earmarked the funds is for a unified drug court for Lake County.

Mayor Pfister asked for comments from the Council. There were none.

MOTION

Sandy Gamble moved to approve, seconded by Amanda Boggus. The motion carried unanimously 5-0.

Tab 7. Tavares 5th Annual Arbor Day Celebration Update

Traci Anderson, Parks Supervisor, made the following presentation:

The City of Tavares is proud to be recognized as a Tree City USA participant since 2018. Each year, the City honors this recognition by celebrating Arbor Day. This annual event, in its 5th successful year, was held in Wootton Park on Saturday, January 15th. The City had the support of six dedicated sponsors, and all six have supported this exceptional celebration since our 1st annual Arbor Day event. We greatly appreciate the vision and support of each of these agencies and would like to recognize the following:

- 1. Lake Soil & Water Conservation District*
- 2. University of Florida Institute of Food and Agricultural Sciences Extension Lake County*
- 3. Duke Energy*
- 4. SECO Energy*
- 5. Florida Forest Service*
- 6. Cherry Lake Tree Farm and Nursery*

This year approximately 500 people attended, providing a new home for 1034 one-gallon potted trees a place to take root in this vibrant community. They included these native species:

- 1. Live Oak*
- 2. Shumard Oak*
- 3. Pecan*
- 4. Winged Elm*
- 5. Sycamore*
- 6. Red Maple*
- 7. Sweet Bay Magnolia*
- 8. Longleaf Pine*
- 9. River Birch*
- 10. Pond Cypress*
- 11. Bald Cypress*

12. Dahoon Holly

And, flowering and fruiting varieties including:

- 1. Crape Myrtle*
- 2. Pink Tabebuia*
- 3. Yellow Tabebuia*
- 4. Brown Turkey Fig*

We had 9 agencies that participated this year by greeting attendees and sharing the benefits of their services and facilities throughout Lake County. The City would like to recognize the following:

- 1. Lake County Office of Emergency Management*
- 2. Lake County Parks & Trails*
- 3. Lake County Water Authority*
- 4. Keep Lake Beautiful*
- 5. FWC Fisheries Division*
- 6. FWC Wildlife Division*
- 7. Trout Lake Nature Center*
- 8. Florida Native Plant Society Beautyberry Chapter*
- 9. University of Florida Institute of Food and Agricultural Sciences Lake County 4-H*

And a special thank you to University of Florida/IFAS Residential Horticulture Agent II and ISA Certified Arborist, Jamielyn Daugherty for creating our tree information cards and facilitating a program on “Right Tree, Right Place” to ensure that planting sites are properly selected and the trees planted correctly so that they may thrive. A special thank you to the Florida Forest Service for handling Smokey Bear and to the Orianne Center for Indigo Conservation, a program of the Central Florida Zoo & Botanical Gardens, who educated us and shared an Indigo Snake and Gopher Tortoise to the delight of the audience. We would also like to recognize our volunteers this year, Kellie Singer and Christopher Evans who worked tirelessly to help individuals choose the best tree for their conditions.

This event has flourished in the past 5 years, allowing us to share 5774 trees to date with attendees and we thank our Council for their support and our community for caring for the environment and attending. We look forward to seeing you again next year.

Mayor Pfister commended Ms. Anderson and her team.

XI. NEW BUSINESS

Mayor Pfister said she recently met with the Director-General Amino C.Y. Chi of the Taipei Economic and Cultural Office in Miami (TECO) and his representatives. She

said many cities have multiple sister cities and asked the Council if they were interested in reaching out to Biscarrosse, France, as a possible sister city. Biscarrosse is the same size as Tavares, is located on the water, and is a seaplane city. She said Tavares has a lot in common with Viscarone and could also maintain a sister city relationship with New Taipei, Taiwan.

Discussion was held and there was a consensus from the Council for staff to contact the City Mayor, City Manager, and City staff to build a relationship.

Mr. Drury said he would provide information on Biscarrosse, France including similarities and differences at a future meeting.

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 8. City Administrator Report

Mr. Drury noted an upcoming Joint Planning Workshop with Lake County, scheduled for February 7, 2022, at 9:00 a.m. at the Leesburg Venitian Gardens Center. He said it was a public meeting and invited those present to attend. The workshop will discuss how and where to grow over the next 10 to 20 years.

Mr. Clark said the City recently had a sewer main failure that staff resolved swiftly and economically. He commended his staff.

Mr. Clark said the Council previously approved a budget to rehabilitate and upgrade the Royal Harbor Pump Station. The upgrades have been completed, on time, and within budget.

Mr. Fitzgerald said the City's Smart Growth Horizon Team would like to host an educational and discussion workshop on growth in the area and City. It would be a public workshop, and all Council members may attend. The workshop would be held in the evening from 6:00 p.m. to 8:00 p.m. Mr. Fitzgerald said he provided proposed dates to the Council. A discussion was held regarding the Council's availability, and Mr. Fitzgerald was asked to bring back alternate dates for consideration.

Tab 9. City Council Member Reports

Council Member Boggus commended Ms. Anderson and said she does a wonderful job with Arbor Day each year. She enjoyed the tree reveal each day leading up to the event.

Vice Mayor Price said he would not be available to attend the Lake County Smart Growth workshop. He said he would be representing and lobbying on behalf of the City in Tallahassee with the Florida League of Cities.

Mayor Pfister said she continues to hear great comments about the Arbor Day event and tree give-away. She said the team did a great job on the event.

Mayor Pfister thanked the Planning and Zoning Board and noted their help to the City Council. She thanked those Board members in attendance for their hard work.

XV. ADJOURNMENT

There was no further business and Mayor Pfister adjourned the meeting at 5:29 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 3

SUBJECT TITLE: Leela Reserve Phase 2A - Preliminary Plat (Community Development)

OBJECTIVE:

To approve the Preliminary Plat for the Leela Reserve Phase 2A Subdivision located south of Slim Haywood Ave., north of Camp Road.

SUMMARY:

The Leela Reserve Phase 2A Subdivision is a proposed multi-family residential subdivision located south of Slim Haywood Ave., north of Camp Road. The subdivision is 17.5 acres in size and consists of 168 lots for attached townhomes as permitted under the existing RMF-3 zoning approved by City Council on February 18, 2015.

A Preliminary Plat for the Leela Reserve Phase 2A Subdivision has been submitted by the developer. This document has been reviewed by City staff and meets the requirements of the City of Tavares Land Development Regulations and the City of Tavares Comprehensive Plan. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities.

This Preliminary Plat is for evaluation purposes, and approval does not constitute subdivision of land. If approved, the developer may proceed with completing 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 moves to approve the Leela Reserve Phase 2A Preliminary Plat.
2. City Council moves to deny the Preliminary Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Leela Reserve Phase 2A Preliminary Plat.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Property Location Aerial Map
2. Preliminary Plat

3. Building Elevations

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 4

SUBJECT TITLE: Resolution No. 2022-03 – First Budget Amendment for FY2022 (Finance)

OBJECTIVE:

To approve Resolution 2022-03, amending the Fiscal Year 2021-2022 City of Tavares Annual Operating Budget.

SUMMARY:

The attached resolution represents increases and/or decreases to the Adopted Budget for Fiscal Year 2022. Appropriation increases represent capital projects, and prior year/project encumbrance rollovers. In addition, the Resolution also reflects transfers between individual accounts within adopted budgets for all departments.

This resolution represents the FIRST AMENDMENT to the Adopted Budget for Fiscal Year 2021-2022.

OPTIONS:

Option 1: Approve Resolution 2022-03 amending the FY 2021-2022 City of Tavares Annual Operating Budget.

Option 2: Do not approve Resolution 2022-03.

STAFF RECOMMENDATION:

Move to approve Resolution 2022-03, amending the Fiscal Year 2021-2022 City of Tavares Annual Operating Budget.

FISCAL IMPACT:

Estimated final budget amounts are included with the budget detail for this amendment.

LEGAL SUFFICIENCY:

The resolution has met legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2022-03
2. Exhibit A

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

RESOLUTION 2022-03

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2022 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE FIRST AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR, AND CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

Fund Name	Fund Number	Estimated Revenues ¹	Reserve Appropriations ³	Unappropriated Revenues ²	Estimated Appropriations/Expenditures
General Fund	001	21,183,477		\$ (155,968)	\$ 21,027,509
Water/Wastewater Utility	401	11,436,137	3,646,814		\$ 15,082,951
Water/Wastewater Impacts	441	657,000	125,040		\$ 782,040
W/WW RR&I Fund	443	300,000	218,597		\$ 518,597
SRF Construction Fund	444	-	2,657,931		\$ 2,657,931
W/WW SRF Loan	445	2,214,472			\$ 2,214,472
Sunset View Fund	447	112,397	14,755		\$ 127,152
Solid Waste	402	3,553,917	706,382		\$ 4,260,299
Stormwater	403	2,039,336	148,649		\$ 2,187,985
Seaplane Base Fund	405	794,025	570		\$ 794,595
Pavilion Fund ⁵	406	718,125	20,865		\$ 738,990
Police Education	102	-			\$ -
Community Redevelopment	105	460,609	17,543		\$ 478,152
Police Impacts	110	100,578		(70,488)	\$ 30,090
Fire Impacts	111	188,098		(168,508)	\$ 19,590
Forfeiture Fund	112	-			\$ -
Park Impacts	114	205,475		(205,475)	\$ -
Building Permits	115	173,919		(173,919)	\$ -
Freedom Flag Fund	117	-	2,800		\$ 2,800
Fire Assessment Fund	122	1,844,259			\$ 1,844,259
Infrastructure Sales Tax ⁵	150	-	79,958		\$ 79,958
Grant Fund	151	3,464	776,397		\$ 779,861
Infrastructure Sales Tax ⁵	152	1,599,443	156,326		\$ 1,755,769
Road Improvements	153	-			\$ -
Debt Service Fund	201	1,194,762	33		\$ 1,194,795
Capital Project Fund	301	-			\$ -
Capital Project Fund ⁶	302	795,674	8,505		\$ 804,179
Capital Project Fund ⁷	303	-	1,100,159		\$ 1,100,159
Municipal Police Pension ⁴	601	1,003,895		(223,332)	\$ 780,563
Firefighter's Pension ⁴	602	1,733,994		(393,124)	\$ 1,340,870
Mildred Hunter Trust ⁴	605	150			\$ 150
Wooton Park Playground ⁴	606	150			\$ 150
		\$ 52,313,356	\$ 9,681,324	\$ (1,390,814)	\$ 60,603,866

¹ Estimated Revenues = anticipated revenue collections.

\$ 60,603,866

² Negative Reserve Appropriations assumes unappropriated revenues.

³ Positive Reserve Appropriations assumes appropriating (spending) an amount of reserves.

⁴ Special Revenue Fund.

⁵ Fund 150 Infrastructure Surtax Revenue collections sunset in December 2018, and begin again in January (Fund 152).

⁶ Fund 302 is a new capital project fund for the Seaplane Base and Marina rebuild project.

⁷ Fund 303 is a new capital project fund for Capital Improvement Note 2020

Section 1. Whereas the adopted budget for the City of Tavares for Fiscal Year 2022 should be increased from \$50,413,637 to \$60,603,866 in both revenues and expenditures where the increase represents increases or decreases in estimated revenues and expenditures due to prior year project/encumbrance rollovers previously approved by the City Council.

Section 2. Whereas this resolution represents the First Amendment to the Adopted Budget for Fiscal Year 2022. (Exhibit A)

Section 3. Whereas any resolution or portion of a resolution in conflict with this resolution or any portion of this resolution is hereby repealed.

Section 4. Whereas if any section, sentence, clause, phrase or word of this resolution is held invalid by a court of competent jurisdiction, the remainder of the resolution shall not be affected and remain in full force and effect.

Section 5. Be it be resolved that this resolution shall be effective upon its adoption.

PASSED and ADOPTED this 16th day of February 2022, by the City Council of the City of Tavares, Florida.

Lori Pfister, Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 5

SUBJECT TITLE: Ordinance 2022-01 - Trzaskoma Property - Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive. (Community Development)

OBJECTIVE:

To consider a Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive, redesignating the property from multi-family use to single-family use.

SUMMARY:

The subject property is approximately 3 acres located at the northeast corner of Ann Rou Road and Lake Eustis Drive. The property is currently vacant and is part of the Etowah Planned Development approved by City Council on April 6, 1994, with subsequent amendments in 2004, 2005, 2006 and 2009. As part of the Etowah Planned Development, the property was designated as Phase 4 with multi-family use and a maximum allowance of 17 dwelling units. On November 16, 2021, the property was sold by CG Land Services, LLC, and the new owner desires single family use rather than multi-family use. Ordinance 2022-01 proposes an amendment to the Etowah Planned Development to redesignate the subject property from multi-family use to single-family use with a maximum allowance of two (2) dwelling units. The subject property shall retain its Planned Development (PD) zoning classification, and shall be subject to the provisions of the Etowah Planned Development and the City of Tavares Land Development Regulations as they pertain to single family development.

OPTIONS:

1. City Council moves to approve Ordinance 2022-01 a Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive, redesignating the property from multi-family use to single-family use.
2. City Council moves to deny Ordinance 2022-01.

STAFF RECOMMENDATION:

At their January 20th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2022-01.

Staff recommends that City Council moves to approve Ordinance 2022-01 a Planned Development Amendment for Approximately 3 Acres of Property Located at the Northeast Corner of Ann Rou Road and Lake Eustis Drive, redesignating the property from multi-family use to single-family use.

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 2022-01
2. Aerial Map
3. Zoning Map
4. Etowah Master Plan
5. Newspaper Ad 1-9-22

ORDINANCE 2022-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING PLANNED DEVELOPMENT ORDINANCE 2006-43 AS AMENDED BY ORDINANCE 2009-35 OF THE CITY OF TAVARES BY AMENDING SECTION 2.2, LAND USES; AMENDING EXHIBIT "A", CONCEPTUAL PLAN; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on October 18, 2006, the City of Tavares adopted Ordinance 2006-43, an ordinance generally known as the Etowah Planned Development Zoning Ordinance; and

WHEREAS, on February 3, 2010, the City of Tavares adopted Ordinance 2009-35, an ordinance amending Ordinance 2006-43 generally known as the Etowah Planned Development Zoning Ordinance; and

WHEREAS, phases one, two, and three of the Etowah Planned Development have been platted and developed; and

WHEREAS, the parcel described in Exhibit "B" is the remaining 03.01+- acres of the original Etowah Planned Development designated as Phase 4 of the Etowah Planned Development Conceptual Plan; and

WHEREAS, the owner of the parcel described in Exhibit "B" has petitioned the City of Tavares to amend the Etowah Planned Development Conceptual Plan Exhibit "A", primarily to change Phase 4 from multi-family use designation to single family use with an allowance for two (2) single family dwelling units; and

WHEREAS, the City of Tavares held a duly noticed public hearings before the Planning and Zoning Board, City of Tavares City Council, providing opportunity for individuals to hear and to be heard regarding the proposed 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 the City of Tavares Comprehensive Plan and Land Development Regulations; therefore

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

Section 1. PD Amendment:

That Section 2.2 Lane Uses and the Etowah Planned Development Conceptual Plan Exhibit "A" of Ordinance 2006-43 as amended by Ordinance 2009-35 is amended as follows:

Section 2.2 Land Uses

- A. The Conceptual Master Plan for the project is attached hereto and made a part herewith as Exhibit "A" and is an integral part of this PD document. Elements in the Conceptual Master Plan include residential acreage, recreation space, open space, and jurisdictional wetlands. The general location of each of these uses has been established as depicted in the Conceptual Master Plan.

Site Specific Breakdown of Units:

Phase 4	17 multi-family residential units
Phase 4	2 single-family residential units

- B. The property described in Exhibit "B" shall be subject to the provisions contained within this Ordinance, Ordinance 2006-43, and the Land Development Regulations.

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. Effective Date

This Ordinance shall take effect immediately upon its final adoption by the Tavares City Council.

PASSED AND ADOPTED this _____ day of _____, 2022 by the City Council of the City of Tavares, Florida.

Lori Pfister, Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

Susie Novack, City Clerk

Approved as to form:

Lindsay C. T. Holt, City Attorney

[illegible]

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EXHIBIT "B"
LEGAL DESCRIPTION

PARCEL 2B:

THAT PORTION OF SECTION 16, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF SAID SECTION 16, SAID POINT BEING MONUMENTED WITH A 6" X 6" CONCRETE MONUMENT WITH NO IDENTIFICATION; THENCE RUN NORTH 89°10'16" WEST ALONG THE SOUTH LINE OF SAID SECTION 16 A DISTANCE OF 342.03 FEET TO THE EASTERLY RIGHT OF WAY LINE OF ANN ROU ROAD AS RECORDED IN OFFICIAL RECORDS BOOK 1892, PAGES 190 THROUGH 193, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN ALONG SAID EASTERLY RIGHT OF WAY LINE THE FOLLOWING FOUR (4) COURSES, NORTH 53°28'54" WEST A DISTANCE OF 55.87 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 1297.00 FEET; THENCE RUN NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 28°39'54" AN ARC DISTANCE OF 648.89 FEET TO THE POINT OF TANGENCY; THENCE RUN NORTH 82°08'50" WEST A DISTANCE OF 208.79 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 467.00 FEET; THENCE RUN NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 07°50'17" AN ARC DISTANCE OF 63.89 FEET, FOR THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID EASTERLY RIGHT OF WAY LINE THE FOLLOWING THREE (3) COURSES, CONTINUE ALONG SAID CURVE NORTHWESTERLY THROUGH A CENTRAL ANGLE OF 29°19'02" AN ARC DISTANCE OF 238.95 FEET TO THE POINT OF TANGENCY; THENCE RUN NORTH 44°59'31" WEST A

DISTANCE OF 138.87 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE EAST AND HAVING A RADIUS OF 25.00 FEET; THENCE RUN NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 88°18'15" AN ARC DISTANCE OF 38.53 FEET TO THE SOUTHERLY RIGHT OF WAY OF LAKE SHORE DRIVE AS RECORDED IN OFFICIAL RECORD BOOK 2735, PAGES 1751 THROUGH 1754, PUBLIC RECORDS LAKE COUNTY, FLORIDA, SAID POINT BEING SITUATED ON A CURVE CONCAVE TO THE NORTHWEST AND HAVING A RADIUS OF 1934.86 FEET TO WHICH A RADIAL LINE BEARS SOUTH 46°41'16" EAST; THENCE RUN ALONG SAID SOUTHERLY RIGHT OF WAY THE FOLLOWING TWO (2) COURSES, NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 08°23'00" AN ARC DISTANCE OF 283.11 FEET; THENCE RUN NORTH 36°06'40" EAST A DISTANCE OF 29.49 FEET; THENCE DEPARTING SAID SOUTHERLY RIGHT OF WAY RUN SOUTH 55°29'19" EAST A DISTANCE OF 359.05 FEET; THENCE RUN SOUTH 32°53'36" WEST A DISTANCE OF 348.10 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PORTION DEEDED OUT IN OFFICIAL RECORDS BOOK 4041, PAGE 152, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 6

SUBJECT TITLE: Fourth of July Celebration Parade Discussion (Community Services)

OBJECTIVE:

For council to discuss and offer direction for the Fourth of July Celebration parade.

SUMMARY:

The City of Tavares Community Services Department organizes two large street parades each year in the downtown, a patriotic one at the Fourth of July Celebration and another lighted, holiday parade at the Christmas Celebration. While the lighted holiday parade in December has seen growing numbers of spectators, participants and floats over the past few years, interest in the Fourth of July parade has been stagnant at only a fraction of the Christmas parade.

YEAR	EVENT	VEHICLES / FLOATS	PARADE WALKERS / PARTICIPANTS
2021	FOURTH OF JULY PARADE	52	120
	CHRISTMAS PARADE	213	670
2020	FOURTH OF JULY PARADE	N/A	N/A
	CHRISTMAS PARADE	157	457
2019	FOURTH OF JULY PARADE	54	214
	CHRISTMAS PARADE	206	911
2018	FOURTH OF JULY PARADE	49	166
	CHRISTMAS PARADE	183	776
2017	FOURTH OF JULY PARADE	64	82
	CHRISTMAS PARADE	151	428

Lack of interest in participating at the Fourth of July Celebration parade includes reasons such as the hot Florida summer weather, school not being in session, and organizations not committing the time to

participate in the summer.

In order to reinvent and rejuvenate the participation in the Fourth of July parade, staff is seeking the Council's approval to shift from a street parade to a boat parade on the waterfront of Wooton Park. A patriotic boat parade incorporated into our Fourth of July Celebration would bring a renewed sense of spirit and highlight our new marina and shoreline in Tavares. Under the shade canopy of our many trees, the park's entire waterfront is set up nicely for spectator viewing and the waterway itself offers a natural path for the boat parade participants. Additionally, many of the new businesses on or along the waterfront could be incorporated into the parade (i.e. Dora Queen, boat rental companies, etc.).

OPTIONS:

1. Approve staff to modify the Fourth of July Celebration street parade through downtown into a patriotic boat parade along the shoreline of Wooton Park
2. Do not approve

STAFF RECOMMENDATION:

Staff recommends approval to modify the Fourth of July Celebration street parade through downtown into a patriotic boat parade along the shoreline of Wooton Park

FISCAL IMPACT:

All costs associated with the parade will be covered under the existing Fourth of July Celebration budget.

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
2/16/2022**

AGENDA TAB NO.: 7

SUBJECT TITLE: Lake County Joint Planning Meeting with Municipalities (Community Development)

OBJECTIVE:

Report regarding key points and takeaways from the February 7th Joint Planning Meeting with Lake County and Municipalities, and date determination for the Tavares Smart Growth Workshop.

SUMMARY:

Previously, the City of Tavares completed a city-wide Comprehensive Plan for the future growth of the City and then developed a Smart Growth Horizon Team which has been working diligently to develop public workshops on Smart Growth initiatives necessary to support the new Comprehensive Plan.

Subsequent to these Tavares initiative on addressing growth, on February 7th, the Lake County Board of County Commissioners held a Joint Planning Meeting with representatives from all Lake County municipalities to discuss Lake County's future growth potential and its collective impact on cities and the county. The meeting was an open forum that gave each City representative an opportunity to highlight the challenges and opportunities that accompany growth. Tavares Mayor and City Administrator were "seated at the round table" for this discussion and other Tavares City Council members and the public attended this public meeting too. The discussion of issues included some common elements, such as road improvements, utility expansion, water consumption, and public safety. A key takeaway was the realization that not all municipalities share the same challenges related to growth, and that problems must be specifically defined in order to apply appropriate solutions. The City of Tavares looks forward to coordinating with Lake County and surrounding municipalities to ensure success in growth management.

An opportunity is provided for those Council members who attended to share their observations and view point of the February 7th County Commission meeting. In addition, The Smart Growth Horizon Team is ready to set a date for the Tavares Smart Growth Public Workshop and seeks City Council determination on a date.

OPTIONS:

1. City Council discuss Lake County's recent meeting on growth and then set its Tavares Smart Growth Public Workshop date.

STAFF RECOMMENDATION:

City Council discuss Lake County's recent meeting on growth and then set its Tavares Smart Growth Public Workshop date.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Smart Growth Workshop Proposed Dates

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 8

SUBJECT TITLE: North Lake Trail Phases 1 & 2 - Interlocal Agreement (Public Works)

OBJECTIVE:

To obtain Council's direction on the proposed Interlocal Agreement in the planning of a shared-use Trail for pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Umatilla, and Tavares.

SUMMARY:

The purpose of this Interlocal Agreement is to establish a regional unified approach on a shared-use pathway for pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Umatilla, and Tavares to foster recreation and economic development opportunities. The agreement allows the City of Tavares, Lake County, Eustis, and Umatilla to cooperate using available resources of all Parties and to best manage the interconnection of the Trail through the Cities along public roadways, railroads, or other corridors as depicted in "Exhibit A" of the agreement. Should all parties enter into this agreement, each Local Agency consents to the following actions:

1. Meet at mutually agreeable times to determine the prospects for corridor alternatives for the trail;
2. Designate a staff person as the Project Manager and provide contact information for that person;
3. Share available data and information regarding existing and proposed land development that may affect the Trail corridor;
4. Request the other parties to review proposed Trail alignments within and/or impacting its jurisdiction and to consider the interests of the other parties during the selection of a final alignment;
5. Reach out to third parties as needed, such as the Florida Department of Transportation and private developers/landowners, to pursue public-private partnerships to help advance completion of agreed-upon Trail project;
6. Dependent upon the source of funding, location of Trail, or a specific segment of Trail under design, acquisition, or construction, the parties agree to determine which Local Agency would be the most appropriate and practical to act as Lead Local Agency for a specified term to oversee the Trail Project;
7. Timely enter and prosecute formal agreements with each other and/or with third parties, as appropriate, for funding of the Trail or segments of the Trail by appropriate parties;
8. Collaborate collectively on the design, placement, and construction of any new land development on the Trail corridor to ensure designs that harmonize grading and driveway access along and through the Trail corridor; and
9. Keep all in a spirit of continuing cooperation; maintain all in a spirit of continuing cooperation.

OPTIONS:

1. Council agrees to enter into the Interlocal Agreement in the planning of a shared-use Trail for pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Umatilla, and Tavares.
2. Council declines to enter into the Interlocal Agreement in the planning of a shared-use Trail for

pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Umatilla, and Tavares.

STAFF RECOMMENDATION:

1. Council agrees to enter into the Interlocal Agreement in the planning of a shared-use Trail for pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Umatilla, and Tavares.

FISCAL IMPACT:

No Fiscal Impact

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. North Lake Trail Interlocal Agreement & Exhibit A

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

INTERLOCAL AGREEMENT
RELATING TO THE NORTH LAKE TRAIL PHASES 1 & 2 PROJECT

THIS INTERLOCAL AGREEMENT is made by and between Lake County, Florida, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter the “County”), the Cities of Tavares, Eustis, and Umatilla, municipal corporations organized under the laws of the State of Florida, (hereinafter the “Cities” and collectively the “Parties”) for the North Lake Trail Phases 1 & 2 Concept Development, Study, Design, and Construction (hereinafter the “Trail” or “Project”).

WHEREAS, Section 163.01, Florida Statutes, provides that local governments may enter into interlocal agreements to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, there is a common request to establish a shared-use pathway for pedestrians and non-motorized vehicles along a corridor connecting the downtowns of Eustis, Tavares, and Umatilla to provide recreation and economic development opportunities; and

WHEREAS, the intent of the Project is to evaluate various corridors to determine a preferred location of a shared-use path which will benefit the residents of Lake County and the Cities; and

WHEREAS, the County has adopted a Trails Master Plan approving a concept plan depicting a trail corridor commonly referred to as the North Lake Trail as depicted on “**Exhibit A;**” and

WHEREAS, the parties desire to enter into this Agreement to memorialize their agreement as to coordinated decision making and information sharing in planning, developing, and funding construction of a shared-use Trail; and

NOW, THEREFORE, the parties agree as follows:

1. **Recitals.** The foregoing recitals are true and correct and incorporated herein by reference.
2. **Effective Date.** This Agreement shall become effective on the date on which this Agreement is executed by the last party hereto.

3. **Understanding.** To cooperate using available resources to all Parties and to best manage the interconnection of the Trail through the Cities along public roadways, railroad, or other corridors depicted on **Exhibit “A”** attached hereto, Lake County, the City of Eustis, City of Tavares, and City of Umatilla, each a Local Agency, agree to take the following actions:

A. Meet at mutually agreeable times to determine the prospects for corridor alternatives for the trail;

B. Designate a staff person as the Project Manager and provide contact information for that person;

C. Share available data and information regarding existing and proposed land development which may affect the Trail corridor;

D. Request the other parties to review proposed Trail alignments within and/or impacting its jurisdiction and to consider the interests of the other parties during selection of a final alignment;

E. Reach out to third parties as needed, such as the Florida Department of Transportation and private developers/landowners, to pursue public-private partnerships to help advance completion of agreed-upon Trail project;

F. Dependent upon the source of funding, location of Trail, or specific segment of Trail under design, acquisition, or construction, the parties agree to determine which Local Agency would be the most appropriate and practical to act as Lead Local Agency for a specified term to oversee the Trail Project.

G. Timely enter and prosecute formal agreements with each other and/or with third parties, as appropriate, for funding of the Trail or segments of the Trail by appropriate parties;

H. Cooperate with each other on the design, placement, and construction of any new land development on the Trail corridor in order to ensure designs which harmonize grading and driveway access along and through the Trail corridor; and

I. Keep all parties informed of timelines, changes, and other pertinent information in a spirit of continuing cooperation.

4. Obligations of the Parties to the Agreement.

- A. Upon finalization of the Trail alignment and project each Local Agency shall provide a resolution approving the project and its conclusions.
- B. Each Local Agency has the capacity and is encouraged to apply for and manage grants within their jurisdiction should the Trail receive funding for segments or phases.
- C. The Cities and County shall cooperate with whichever agency is designated as the Lead Local Agency throughout the length of the Project, including participating in the development of the Project Scope; Project Plans Review; meetings with each City or County Council, Officials, Boards, Staff, and Citizens; and any assist in addressing any other issues which may arise pertaining to the project.
 - a. Each City Project Manager or County Manager will provide support to the Lead Local Agency during the Project, including ensuring that each City or County requirements are encompassed in the contract between the Lead Local Agency and the selected consultant.
 - b. The Cities and County shall abide by all terms contained within any federal or state grant agreement, as applicable.
 - c. Upon completion of a study or engineering plan for the Project, the Lead Local Agency shall deliver a copy of the final report to each City or the County.
 - d. If the County secures a grant to complete the study, and a grant match is required, the Cities agree to negotiate in good faith their proportionate fair share towards that grant match. The grant match for each respective City shall be subject to their City Councils review and approval, and final approval by the Board of County Commissioners. If a City's council does not approve any such grant match, the parties agree that the respective City shall not be considered in breach of this Agreement.
 - e. The County agrees to enter into any necessary federal or state funding agreements to obtain funding for this Project; provided, however, if federal or state grant funds are not awarded to the County, the parties agree that the County will not be considered in breach of this Agreement.

- f. The Lead Local Agency shall cooperate with each City and the County throughout the project to respond to official and citizen requests for information and progress of the Project.

5. Additional Terms.

- A. After execution of any federal or state grant agreements, the Lead Local Agency shall be responsible for complying with the terms of the grant agreement, including but not limited to the time frames, plan reviews, and submittals.
- B. The Local Agencies will pay for the Project only from those funds received under any applicable federal or state grant agreements and any grant match as approved by the County Commission and City Commissions as applicable. The Lead Local Agency shall not be responsible for any Project changes or costs not covered by grant funds unless such changes or costs are requested by the Lead Local Agency. If the grant funds are not enough to cover the cost of the initial contract with the selected firm, additional funding will be sought from other funding sources. If additional funding is not obtained by other funding sources, this Interlocal Agreement may be terminated by the parties.

6. Funding. The parties acknowledge that advancing this Project beyond initial corridor layout discussions and into Feasibility Analysis, Project Development, and Environment (PD&E) study, Engineering, Permitting, or Construction is dependent on the receipt of grant funding. The parties agree that no one party shall be required to pay any portion of the Project cost other than from monies received as part of the grant funds unless funding was previously approved by each Local Agency. If any Local Agency requests changes to the Project and the change results in an increase in cost and the requesting Local Agency does not intend to fund the increased cost, the requesting Local Agency and the other Local Agencies agree to jointly approach the funding entity in writing to request additional money to cover the change. If the funding entity does not provide additional funding within thirty (30) days of the written request, the parties agree that the change shall not be made, and the Project will continue to the next level of production.

7. Termination. Any party shall have the right to terminate this agreement upon thirty (30) days written notice to the other parties. However, if one or more of the Cities provides a

Interlocal Agreement for North Lake Trail Phase 1 & 2 Project

notice to terminate this agreement after the County has entered into a grant agreement for which a grant match is required, and the City or Cities providing the notice has/have previously committed to and had their respective Council's approve a contribution to the grant match towards the Project, the City/Cities terminating the agreement shall fulfill their grant match commitment made prior to the notice of termination.

8. Modifications. Unless otherwise specified herein, no modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless contained in a written document executed by the parties hereto, with the same formality and of equal dignity herewith.

9. Notices.

- A. All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when in writing and addressed as follows:

COUNTY

County Manager
Lake County Administration Building
P.O. Box 7800
315 W. Main St., Ste. 335
Tavares, Florida 32778

TAVARES

City Manager
201 E. Main Street
Tavares, Florida

cc: County Engineer
P.O. Box 7800
350 N. Sinclair Ave
Tavares, Florida 32778

EUSTIS
City Manager
10 N. Grove Street
Eustis, FL 32726

UMATILLA
City Manager
1 South Central Ave.
P.O. Box 2286
Umatilla, FL 32784

- B. All notices required, or which may be given hereunder, shall be considered properly given if (1) sent by certified United States mail, return receipt requested, or (2) sent by Federal Express or other equivalent overnight letter delivery company.

Interlocal Agreement for North Lake Trail Phase 1 & 2 Project

- C. The effective date of such notices shall be the date of postmark if sent by mail, or if sent by overnight letter delivery company, the date the notice was picked up by the overnight letter delivery company.

10. Entire Agreement. This document embodies the entire Agreement between the parties. It may not be modified or terminated except as provided herein. This Agreement may not be assigned except with the written consent of the other party. This Agreement is made under, and in all respects shall be interpreted, construed, and governed by and in accordance with, the laws of the State of Florida. Venue for any legal action resulting from this Agreement shall lie in Lake County, Florida.

11. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it shall be considered deleted here from, and shall not invalidate the remaining provisions.

12. Effective Date. This Agreement shall become effective on the date on which this Agreement is executed by the last party hereto.

IN WITNESS WHEREOF, the parties hereto have made and executed this Interlocal Agreement on the respective dates under each signature: the COUNTY, through its Board of County Commissioners, signing by and through its Chairman, and by the Cities through their respective City Council, signing by and through the City's Mayor.

COUNTY

ATTEST:

BOARD OF COUNTY COMMISSIONERS OF
LAKE COUNTY, FLORIDA

Gary J. Cooney, Clerk of the
Board of County Commissioners
of Lake County, Florida

Sean M. Parks, Chairman

This ____ day of _____, 2021.

Approved as to Form & Legality:

Melanie Marsh, County Attorney

Interlocal Agreement for North Lake Trail Phase 1 & 2 Project

CITY OF EUSTIS, FLORIDA

By: _____
Michael Holland, Mayor

This _____ day of _____, 2022.

ATTEST:

Mary Montez, City Clerk

Approved as to form and legality:

Derek A. Schroth, City Attorney

Interlocal Agreement for North Lake Trail Phase 1 & 2 Project

CITY OF MOUNT DORA, FLORIDA

By: _____
Crissy Stile, Mayor

This _____ day of _____, 2022.

ATTEST:

Jessica Burnham, City Clerk

Approved as to form and legality:

Sherry G. Sutphen, City Attorney

Interlocal Agreement for North Lake Trail Phase 1 & 2 Project

CITY OF TAVARES, FLORIDA

By: _____
Lori Pfister, Mayor

This _____ day of _____, 2022.

ATTEST:

Susie Novak, City Clerk

Approved as to form and legality:

Lindsay Holt, City Attorney

Exhibit A

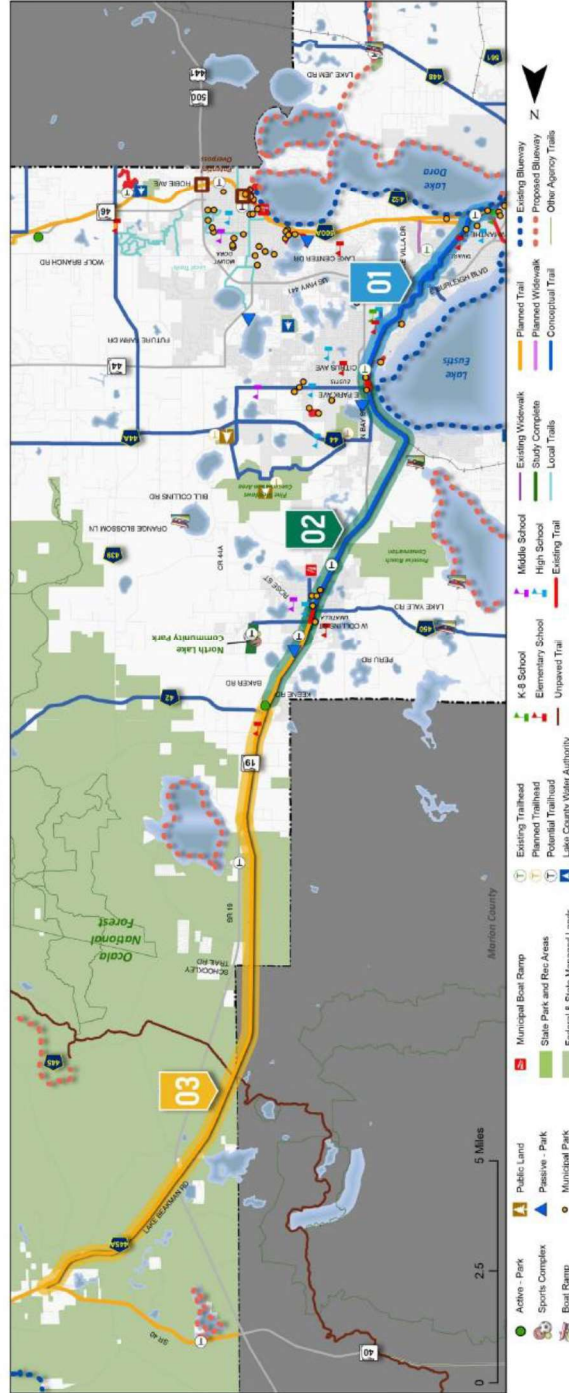
Figure 1: North Lake Trail

This trail provides a connection between Tavares and Astor, connecting the downtowns of Tavares and Eustis as well as providing views of Lake Eustis and pristine forests in north Lake County. Trailhead opportunities exist at the Lake Pearl Community Center, Old Ocala National Forest Visitor Center and Umatilla Park and at Ferran Park. A PD&E study is planned for 2020 the segment from Eustis to the Black Bear Scenic Trail, the other segments are unfunded. When complete this trail will become part of the regional River to Hills Trail.



Number	Trail	Miles	Segment	Lead Agency	Anticipated Timing	Funding	Notes/Phases
1	Northlake Trail Phase 1	4.35	Begins at the Tavares Station Trailhead near Wooten Park (Tavares) and ends north of Ferran Park (Eustis).	County / Municipalities	Roadway widening or independent project	Unfunded	
2	Northlake Trail Phase 2	8.28	From North of Ferran Park (Eustis) to CR 42 (Umatilla)	County / Municipalities	Roadway widening or independent project	Unfunded	
3	Northlake Trail Phase 3	15.97	From CR 42 to Black Bear Scenic Trail (along SR 46)	County / Municipalities	Roadway widening or independent project	PD&E funded for 2020	FDOT has also funded a PD&E study for the Black Bear Scenic Trail running along SR 46 connecting Marion and Volusia Counties.

Figure 1: North Lake Trail Alignment



**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 9

SUBJECT TITLE: Resolution 2022-02 - American Rescue Plan (SLFRF) Standard Allowance Revenue Loss Selection and Spend Plan Approval (City Administrator)

OBJECTIVE:

To adopt Resolution 2022-02 which authorizes the election of the “Standard Allowance” provision for Revenue Loss identified in the American Recovery Plan Act Final Rule for expenditures of governmental services, and to further authorize specific eligible projects as identified in Draft Exhibit A

SUMMARY:

The American Rescue Plan Act of 2021 provides funds for municipalities, counties, states, tribal governments, and territories to respond to the Covid-19 emergency, and related public health and economic challenges. The City of Tavares has been awarded \$8,889,651 in ARPA funding.

ARPA funds have several uses and many restrictions enumerated in the U.S. Department of Treasury’s final rule. At the prior City Council meeting of February 2, 2022, the Council reviewed a draft ARPA Spend Plan and communicated adjustments they would like made on the Spend Plan. Staff has incorporated most of those adjustments into the Spend Plan (See Exhibit A Draft-2) to reflect most (not all) of the adjustments desired by Council members.

New items added are highlighted in yellow and the three deferred items and plans for them are reflected at the bottom of Exhibit A-Draft 2 ARPA Spend Plan.

Resolution 2022-02 (see attached) authorizes the election of the “Standard Allowance” option provision for Revenue Loss identified in the American Recovery Plan Act Final Rule for expenditures of governmental services, and to further authorize specific eligible projects as identified in the attached ARPA Spend Plan (Exhibit A-Draft-2). Onetime non-reoccurring expense items are identified for this onetime non-reoccurring ARPA revenue in Exhibit A Draft - 2.

The City Council may wish to further modify Exhibit A Draft-2 by continuing to swap out more capital items from the list of previously identified unfunded capital items from the FY 2022 Adopted Budget cut list which has been provided and is identified as (Exhibit B).

All of the expenditures identified in Draft Exhibit A and Exhibit B are eligible for ARPA. It is recommended that 10% of ARPA funds, or \$888,965, remain unallocated and available for cost escalations during the bidding process for the selected items.

The following uses of ARPA funds are prohibited:

1. Deposits into pension funds.
2. Debt service
3. Replenishing financial reserves

4. Satisfaction of settlements and judgements.
5. Any projects that conflict with the purpose of the American Rescue Plan Act Statute.

Any misappropriation of ARPA funds, as deemed by the U.S. Treasury department, must be paid back.

OPTIONS:

Option 1: Council work together to develop a Final Exhibit A from the list of projects identified on Exhibit A Draft -2 and Exhibit B and then Approve Resolution 2022-02 and Final Exhibit A.

Option 2: Council Adopt Exhibit A Draft 2 as a Final Exhibit A and then approve Resolution 2022-02 and Final Exhibit A.

STAFF RECOMMENDATION:

Option 1: Council work together to develop a Final Exhibit A from the list of projects identified on Exhibit A Draft 2 and Exhibit B and then Approve Resolution 2022-02 and Final Exhibit A.

FISCAL IMPACT:

The City will expend ARPA funds as directed in Final Exhibit A and designate \$888,965 as unallocated and available for cost escalations during the bidding process for the selected items identified in Final Exhibit A.

LEGAL SUFFICIENCY:

All options are legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. ARPA Exhibit A Draft-2
2. ARPA Exhibit B Draft 2
3. Resolution 2022-02_ARPA Final Rule RevenueLoss Allowance & spend plan 02022022

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

EXHIBIT A – DRAFT 2

ARPA Spend Plan

Total ARPA Allocation:	\$8,889,651
Air Quality Improvements to Publicly Owned Buildings	\$1,903,000
1. Fire Station 29	\$103,000
2. Civic Center	\$430,000
3. City Hall	\$970,000
4. Historic Fire Station ¹	\$400,000
Stormwater Infrastructure	\$3,451,985
1. Lake Frances Stormwater Improvements ²	\$56,985
2. Stormwater Improvements at Public Works Complex	\$3,100,000
3. Wooton West Stormwater Pond Modification	\$45,000
4. Marina Parking Area & Stormwater Improvements	\$250,000
New Broad Base Budget Items	\$1,447,000
1. Road Paving	\$1,040,000
2. One-time retention bonus to employees ³	\$407,000

¹ Subject to a lease agreement between the City and tenant identifying tenant improvements and fair market rental rate.

² Previously approved by the City Council.

³ \$2,000 per employee.

Public Safety	\$728,456
1. Police Cars x 7 (\$50,000 each)	\$350,000
2. Seaplane Base Tav-Lee Trail Bypass Stormwater Project	\$125,000
3. Fire Department Rescue Boat Replacement	\$45,000
4. Pedestrian Lighting Improvements Along Lake Dora	\$45,000
5. Volleyball Courts - Lighting Improvements	\$75,000
6. Citywide Street Light Study	\$88,456
Recreation	\$102,050
1. Woodlea Sports Park shade structures for fields phase 1	\$22,800
2. Woodlea Sports Park bleacher concrete pads for adult fields	\$15,000
3. Resurface shuffleboard courts with embedded beads	\$15,000
4. Paint exterior of civic center/library/TRA room	\$16,750
5. Volleyball Courts – Add Third Court	\$32,500
Public Facilities and Equipment	\$368,195
1. Resurface building department parking lot at City Hall	\$43,195
2. Garbage Truck	\$325,000
Total All Projects:	\$8,000,686
Amount Reserved for unforeseen costs:	\$888,965

APRA Spend Plan Draft Descriptions

Air Quality Improvements to Publicly Owned Buildings

1. **Fire Station 29/Lane Park (\$103,000)** - Improvements to Station 29 (Lane Park) Air System for improved air quality to mitigate COVID19 Pandemic impacts to the Fire Station First Responders and visitors to the facility. Planned improvements/upgrades are intended to increase the delivery of clean air to Fire Fighters and other people and dilute potential contaminants to the air they breathe.
2. **Civic Center (\$430,000)** –Improvements to the Civic Center Air System for improved air quality to mitigate COVID19 Pandemic impacts for building occupancy related to the General Public’s use of the building for community events and other uses including but not limited to public meetings, pandemic related emergency use, and the general public’s use of the building. Planned improvements/upgrades are intended to increase the delivery of clean air to people and dilute potential contaminants to the air they breathe.
3. **City Hall (\$970,000)** – Improvements to the City Hall Air System for improved air quality to mitigate COVID19 Pandemic impacts for building occupancy related to the General Public’s use of the building to conduct the public’s business (City Council meetings, Public Utility Administrative services, Building Permitting services, General City Administration operations etc.) and other uses, including but not limited to public meetings, pandemic related emergency use, and the general public’s use of the building. Planned improvements/upgrades are intended to increase the delivery of clean air to people and dilute potential contaminants to the air they breathe.

4. **Historic Fire Station (\$400,000)** - Improvements to the Publicly owned Historic Train Station Air System for improved air quality to mitigate COVID19 Pandemic impacts for building occupancy by tenants and the general public who will patronize the building once occupancy has been re-established. Planned improvements/upgrades are intended to increase the delivery of clean air to people and dilute potential contaminants to the air they breathe.

Stormwater Infrastructure

1. **Lake Frances Stormwater Improvements (\$56,985)** – This project provides for construction activities to capture stormwater run-off from the roadway at the entrance to the Lake Frances Subdivision. The Project provides for traditional conveyance and treatment of conveyed stormwater (gray infrastructure). **Approved by the City Council on 12-1-2021.**
2. **Stormwater Improvements at Proposed Public Works Complex (\$3,100,000)** – This project provides for construction activities for the capture of stormwater run-off from the proposed complex including parking infrastructure, and improves the current stormwater pond collection system at the site. The project provides for traditional conveyance and treatment of conveyed stormwater (gray infrastructure).
3. **Wooton West Stormwater Pond Modification (\$45,000)** – This project provides for improvements to the West Wooton Park Stormwater pond by reconfiguring a large existing stormwater pond into a more efficient area. Grass overflow boat and trailer parking has prompted the need for modifications to the current stormwater pond to adequately address the change in stormwater run-off collection from pavement to grass.

The project provides for the traditional conveyance and treatment of collected stormwater (gray infrastructure).

4. **Marina Parking Area & Stormwater Improvements (\$250,000)** – This project provides for construction activities for the Marina Parking Area (see map) and capture of stormwater run-off from the Seaplane Base Marina Parking Area, and includes improvements to the current stormwater pond collection system at the site. The project provides for the traditional conveyance and treatment of collected stormwater (gray infrastructure).

New Broad Base Budget Items

1. **Road Paving (\$1,040,000)** – This project was identified by the City Council as a priority during their broad budget priorities discussion at the 1/19/2022 City Council meeting.
2. **One-time retention bonus to employees** – A \$2,000 onetime retention bonus would be provided to each city employee (Excluding the City Administrator) on April 1st, 2022.

Public Safety and Sanitation Items

1. **Police Cars x 7 (\$350,000)** – Purchase and replace seven (7) older police vehicles with new police interceptor vehicles.
2. **Seaplane Base Tav-Lee Trail Safety Bypass Stormwater Project (\$125,000)** – This project provides for construction activities in order to provide Stormwater Improvements for the Tav-Lee Trail Safety Bypass project currently under design. The project will collect stormwater run-off from the Seaplane base Tav-Lee trail Safety By-pass project.

The project provides for traditional conveyance and treatment of collected stormwater (gray infrastructure).

3. **Fire Department Rescue Boat Replacement (\$45,000)** – The current boat is inoperative and needs to be replaced along with a pump. The boat is used for on-the-water fire suppression needs as well as on-the-water- safety duties during Special Events.
4. **Pedestrian Lighting Improvements Along Lake Dora (\$45,000)** – This would result in lighting the newer section of the paved path along the water’s edge by the volleyball courts and boat ramp restrooms.
5. **Volleyball Courts – Lighting Improvements (\$75,000)** – This project would add lights to all of volleyball courts, and will improve safety and visibility at night.
6. **Citywide Street Light Study (\$88,456)** – This would pay to hire a professional street lighting lumination consultant to inventory and assess where street lighting is needed throughout the city, including, but not limited to the downtown roundabouts. A financial plan would be developed to provide the lighting.

Recreation

1. **Woodlea Sports Park Shade Structures for Fields Phase 1 (\$22,800)** – This would provide shade at bleachers for one ballfield at the Woodlea Sports Complex.
2. **Woodlea Sports Park Bleacher Concrete Pads for Adult Fields (\$15,000)** –This would provide the concrete pad necessary for the bleachers.
3. **Resurface Shuffleboard Courts with Embedded Beads (\$15,000)** – This would provide the necessary surface for the community shuffleboard courts located by the library.

4. **Paint Exterior of Civic Center/Library/TRA Room (\$16,750)** – This would update the exterior of these buildings.
5. **Volleyball Courts – Add a Third Court (\$32,500)** – A third volleyball court would be added to the existing two courts.

Public Facilities and Equipment

1. **Resurface Building Department Parking Lot at City Hall (\$43,195)** – The Public Parking lot for the City Building Department is well beyond its useful life. This would resurface this lot.
2. **Garbage Truck (\$325,000)** – Purchase and replace one older garbage truck with a new garbage truck.

Council Items Identified, But Not Included in the ARPA Spend Plan

1. **Tavares Nature Park Dock Replacement (\$800,000)** – Grants will be applied for this year to address this need.
2. **West End Main Street Improvements (\$1,637,082)** – Will be placed in the upcoming FY 2023 budget for consideration.
3. **Upgrade Ballfield Lighting at Woodlea Sports Park (\$101,153)** – To be included during negotiations with the County on their development of a Regional Park West Campus at Woodlea Sports Park.

Prior Identified Unfunded Capital Items (Cut List)

Community Development

Resurface building department parking lot	\$43,195
St. Clair Abrams beautification streetscape	\$300,000
Fee rate study	\$100,000

Police

Two (2) new Police Vehicles (Explorers)	\$92,000
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Fire

Replace 1998 fire rescue boat	\$40,000
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Facilities Management

Replace Unit #118 (1997 Chevrolet) with transit van	\$32,000
Replace Unit #123 (2000 Ford F-250) with transit van	\$32,000
New transit van for requested custodial staff	\$64,000

Streets Management

Street sign replacement	\$5,250
Sidewalk/Ramp ADA compliance - large projects	\$25,000
Sidewalk/Ramp ADA compliance - small projects	\$20,000
Sidewalks around building/facilities not located in right-of-way	\$15,000
Alleyway Construction (design already complete)	\$762,300
Alleyway Design and Construction	\$1,400,700
Wells Avenue bridge rehabilitation - design	\$83,905
Wells Avenue bridge rehabilitation - construction	\$264,947
Tischlerbise - mobility/multi-modal fee study	\$150,000
Street sign replacement - branding initiative (replace current signs with new signs with logo)	\$63,000
Alleyway improvements	\$65,100
Mobile message board mounted on trailer	\$32,660
Pavement striping line laser	\$6,100
Hot water pressure washer	\$7,800
Vibratory compact roller	\$15,000
Sidewalk grinder scarifier	\$4,600
Reflectometer	\$22,930
Ford F-250 extended cab 4x4 truck	\$43,500
Wood Avenue pedestrian improvement project	\$72,050
West Main Street streetscape gateway features	\$160,500
West Main Street streetscape construction engineering and oversight	\$134,235
West Main Street streetscape construction	\$1,342,347
Rockingham Avenue - widen road design	\$33,810
Rockingham Avenue - widen road construction	\$326,350
Gateway corridors - architectural design/engineering	\$49,245

Parks Management

Additional city contribution for FDOT Landscaping grant for Chris Daniels Memorial Pond	\$300,316
Cemetery landscaping	\$79,900
Additional city contribution for FDOT Landscaping grant for Chris Daniels Memorial Pond	\$110,415

Prior Identified Unfunded Capital Items (Cut List)

Grant match for design and construction of information kiosk at Tavares Recreation Park	\$17,000
Grant match for design and construction of information kiosk at Tavares Nature Park	\$17,000
Grant match for design and construction of information kiosk at Summerall Park	\$17,000
Construction of veteran's memorial court and plaza at cemetery	\$254,000
First responders park masterplan proposal conceptual design	\$10,500
Community Services	
Truck for new position	\$22,800
Woodlea Sports Park shade structures for fields phase 1	\$22,800
Woodlea Sports Park bleacher concrete pads for adult fields	\$15,000
Upgrade ballfield lighting-woodlea sports park phase 1	\$101,153
Upgrade ballfield lighting - Fred Stover Sports Park phase 1	\$112,140
Replace 2000 Toro sand pro #432	\$10,000
2021 Ford F-150 to replace F-150 #471 (1996)	\$35,000
Resurface shuffleboard courts with embedded beads	\$15,000
Paint exterior of civic center/library/TRA room	\$16,750
Ingraham center parking lot improvements	\$45,000
Senior center design and construction	\$1,850,000
Solid Waste	
Refurbish truck #626	\$50,000
Replace floor in truck #624	\$15,000
Replace truck #617	\$278,052
Replace truck #621	\$306,487
Refurbish truck #627	\$30,000
Stormwater	
Replace vehicle #356 with 2021 for F350 crew cab with utility bed	\$60,000
Dykes Dr. drainage improvements	\$100,000
Seaplane Base and Marina	
New truck - adds ability to launch and recover vessels at marina	\$32,000
New marine vessel - adds ability to tow and reposition vessels in marina slips and seaplanes	\$46,000
Pavilion on the Lake	
Pier lighting	\$13,000
Passenger van	\$30,000
Propeller illuminated	\$8,000
Teer upgrades	\$10,000
Hurricane shutters	\$7,500
Total Prior Identified Unfunded Capital Items (Cut List):	\$9,847,337

RESOLUTION NO. 2022-02

A RESOLUTION OF CITY OF TAVARES, FLORIDA; RELATING TO THE AMERICAN RESCUE PLAN ACT FUNDING; FURTHER KNOWN As CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF); AUTHORIZING THE SELECTION OF THE STANDARD ALLOWANCE IN THE AMOUNT OF \$8,889,651; THE CITY OF TAVARES FULL SLFRF FUNDING ALLOWANCE; AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE DOCUMENTS WITH THE STATE OF FLORIDA OR the US TREASURY AS MAY BE REQUIRED FOR THE STANDARD ALLOWANCE REVENUE LOSS SELECTION; AND PROVIDING FOR A SPEND PLAN WITHIN THE REVENUE LOSS PROVISIONS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, ON March 11, 2021, H.R. 1319 American Rescue Plan Act of 2021 was enacted into law.

WHEREAS, the American Rescue Plan Act provides additional relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses.

WHEREAS, Section 9901 of the American Rescue Plan Act of 2021 (Pub. L. No. 117-2, §9901) added section 603(1) to the Social Security Act (ARPA) which created the Coronavirus Local Fiscal Recovery Fund for the purpose of providing funds to local governments in order to facilitate the ongoing recovery from the COVID-19 pandemic (Fiscal Recovery Funds); the American Recovery Plan Act provides funding to local governments to mitigate and address the impacts of COVID-19.

WHEREAS, the American Recovery Plan Act defines local governments with populations generally less than 50,000 as Non-Entitlement Units (NEUS) thus requiring funding under the Act to pass-through the respective state of the Non-Entitlement Unit.

WHEREAS, the City of Tavares has been identified as a Non-Entitlement Unit of local government by the United States Treasury, and therefore funds to the City of Tavares will be passed to the City from the State of Florida.

WHEREAS, the City of Tavares and the State of Florida Division of Emergency Management (the Division) has executed an Agreement on September 10, 2021 for pass-through funding in the amount of \$8,889,651 from the American Recovery Plan Act known as State and Local Fiscal Recovery Funds (SLFRF).

WHEREAS, Federal Code 2 CFR §200.49, 2 CFR §200.50, and Florida Statutes 215.97(2)(i) apply for accounting, auditing, and reporting.

WHEREAS, the United States Treasury has issued a Final Rule adopting the Interim Final Rule published on May 17, 2021 with amendments effective April 1, 2022.

WHEREAS, the Final Rule was published in the Federal Register, Thursday January 27, 2022.

WHEREAS, the Final Rule offers a standard allowance for revenue loss of \$10 million, not to exceed a recipient's award amount.

WHEREAS, the Final Rule allows recipients to choose the standard allowance of revenue loss or to complete a full revenue loss calculation.

WHEREAS, the Final Rule and recipients that choose the standard allowance may use that amount for government services, with streamline reporting requirements.

WHEREAS, an updated Spend Plan for the City of Tavares SLFRF funds in the amount of \$8,888,965 has been prepared listing eligible uses within the meaning of "government services" as provided in the Final Rule for the Revenue Loss "Standard Allowance" provision. (Exhibit A, attached)

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, AS FOLLOWS:

SECTION I. The City Council hereby authorizes choosing the "Standard Allowance Option" for determining Revenue Loss in the amount of \$8,889,651 as provided in the Department of the Treasury, 31 CFR Part 35, RIN 1505-AC77, Coronavirus State and Local Fiscal Recovery Funds Final Rule as Published in the Federal Register/Vol. 87, No. 18 on Thursday, January 27, 2022. *(Re: Sections 602(c)1(C) and 603(c)1(C) of the Social Security Act.)*

SECTION II. The City Council hereby approves the Spend Plan (Exhibit A) of eligible uses for "government services" for City of Tavares SLFRF funds.

SECTION III. The City Administrator is hereby authorized to execute amendments to Agreement Number Y5305, Unique Identifier Code: FL0303, and all related documents that may be required by the State of Florida or the US Treasury to confirm the selection of the "Standard Allowance Revenue Loss Option" as a Non-Entitlement Unit for the City of Tavares in the amount of \$8,889,651.

SECTION IV. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION V. This Resolution shall become effective immediately upon its passage and adoption.

PASSED and ADOPTED this 2nd Day of February, 2022.

Lori Pfister, Mayor

ATTEST

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY

Lindsay Holt, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 10

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 Meetings	March 2, 2022, 4:00 p.m., Tavares City Council Chambers March 16, 2022, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	February 17, 2022, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	March 16, 2022, 2:30 p.m., Tavares Library Conference Room
Code Enforcement Special Magistrate Hearing	March 22, 2022, 5:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	March 11, 2022, 11:30 p.m., Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	February 23, 2022, 2:00 p.m., 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Luncheon	February 23, 2022, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2022 City event calendar is attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares_2022EventCalendar_2.2.2022

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
2/16/2022**

AGENDA TAB NO.: 11

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.