



**AGENDA  
TAVARES CITY COUNCIL  
March 2, 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](mailto:snovack@tavares.org))

**I. CALL TO ORDER**

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Tab 1            Pastor Tom Cavanaugh, First Baptist Church of Tavares

**III. APPROVAL OF AGENDA**

**IV. PROCLAMATIONS/PRESENTATIONS**

Tab 2            Government Finance Professionals Week - March 14-18, 2022  
(Mayor)

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

**VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD**

**VII. CONSENT AGENDA**

Tab 3            Approval of the February 16, 2021 City Council Regular Meeting  
Minutes (City Clerk)

**VIII. RESOLUTIONS**

**IX. ORDINANCES - PUBLIC HEARING**

**First Reading**

Tab 4            Ordinance 2022-02 - Peace Village, LLC - Rezoning of  
Approximately 46 Acres Located South of Slim Haywood Ave.,  
North of Camp Rd., West of SR-19 (Community Development)

## **Second Reading**

### **X. GENERAL GOVERNMENT**

- Tab 5            Revised Easement Agreement between the City of Tavares and Orange County granting a 20' access easement across City-owned property located north of Woodlea Road, west of Captain Haynes Road (Community Development)
- Tab 6            Golden Triangle Regional Park (East Campus) Memorandum of Understanding (Community Services)
- Tab 7            Request Council Approval for the FY 2022 - 2023 Budget Workshop and TRIM Calendar (Finance)

### **XI. NEW BUSINESS**

### **XII. OLD BUSINESS**

### **XIII. AUDIENCE TO BE HEARD**

### **XIV. REPORTS**

- Tab 8            City Administrator Report
- Tab 9            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  
3/2/2022**

**AGENDA TAB NO.: 1**

**SUBJECT TITLE: Pastor Tom Cavanaugh, First Baptist Church of Tavares**

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**OBJECTIVE:**

Pastor Tom Cavanaugh, First Baptist Church of Tavares, will provide the invocation and lead those present in the Pledge of Allegiance.

**SUMMARY:**

Pastor Tom Cavanaugh, First Baptist Church of Tavares, 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  
3/2/2022**

**AGENDA TAB NO.: 2**

**SUBJECT TITLE: Government Finance Professionals Week - March 14-18, 2022 (Mayor)**

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**OBJECTIVE:**

To request Council recognize Florida Government Finance Professionals Week, and Proclaim March 14 through March 18, 2022 as Florida Government Professionals week in Tavares, Florida.

**SUMMARY:**

Government Finance Professionals Week is an event sponsored by the Florida Government Finance Officers Association (FGFOA) to recognize the vital services of all government finance professionals that they provide to our state and our communities.

The FGFOA was established in 1937 and serves over 3300 members. The FGFOA provides professional resources to government finance professionals. Resources include:

- A Code of Ethics and Standards
- Continuing education
- Networking
- Leadership
- Information resources

Finance staff are responsible for the proper accounting of all City funds, and compliance of all applicable regulations and laws as they pertain to fiscal matters. Areas of responsibility include, but are not limited to accounting, grant reporting, financial reporting and disclosure, billing, inventory oversight, accounts receivable, purchasing, contract administration, state and federal reporting, debt service management, investment of City funds, preparation, development, implementation, and control of the City budget, and information technology infrastructure.

**OPTIONS:**

Request the Mayor to read a proclamation designating March 14 through March 18, 2022 as Government Finance Professionals Week in the City of Tavares.

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. FGFOA FinanceProfessionalWeek\_Proclamation\_03022022\_2

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



**WHEREAS,** The Florida Government Finance Officers Association is a professional association founded in 1937 and serves more than 3,300 professions from State, County and city governments, school districts, colleges and universities, special districts and private firms; and governments, school districts, colleges and universities, special districts and private firms; and

**WHEREAS,** the FGFOA is dedicated to being your professional resource by providing opportunities through education, networking, leadership and information; and

**WHEREAS,** the Government Finance Professionals Week, sponsored by the FGFOA and all of its member governmental organizations, is a weeklong series of activities aimed at recognizing government finance professionals and the vital services that they provide to our state and our community; and

**WHEREAS,** during this week, government finance professionals throughout the State of Florida will be acknowledged for their hard work, dedication and leadership.

**NOW THEREFORE,** I, Lori Pfister, as Mayor, and on behalf of the City Council of the City of Tavares, do hereby proclaim March 14- 18, 2022, as Government Finance Professionals Week in the City of Tavares and extend our appreciation to all government finance professionals through out the state and here in the City of Tavares for their hard work, dedication and leadership.

Dated this 2<sup>nd</sup> day of March, 2022

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LORI PFISTER, MAYOR, CITY OF TAVARES

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 3**

**SUBJECT TITLE: Approval of the February 16, 2021 City Council Regular Meeting Minutes (City Clerk)**

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**OBJECTIVE:**

To consider approval of the February 16, 2022, City Council regular meeting minutes.

**SUMMARY:**

Attached are the February 16, 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. 02-16-2022 CC Minutes

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



**TAVARES CITY COUNCIL  
MEETING MINUTES  
FEBRUARY 16, 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  
James Dillon, Public Works 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 Chase Allen, Umatilla Baptist Church**

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

### **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 Walter Price. The motion carried unanimously 5-0.

### **IV. PROCLAMATIONS/PRESENTATIONS**

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

Attorney Holt said there was one quasi-judicial matter before the Council; 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. She swore in those who wished to provide testimony.

Attorney Holt asked the Council for any exparte communications.

Council Member Gamble said he spoke with one member of the community who inquired about the subject matter.

### **VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

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

#### **RESOLUTION 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.**

#### **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.**

**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 would like to pull an item from the Consent Agenda for discussion. There were none.

**MOTION**

Amanda Boggus moved to approve the Consent Agenda [Tab 2. Approval of the February 2, 2022, City Council Regular Meeting Minutes, and Tab 3. Leela Reserve Phase 2A – Preliminary Plat], seconded by Troy Singer. The motion carried unanimously 5-0.

**Tab 2. Approval of the February 2, 2022 City Council Regular Meeting Minutes**

*Approved on the Consent Agenda.*

**Tab 3. Leela Reserve Phase 2A – Preliminary Plat**

*Approved on the Consent Agenda.*

**VIII. RESOLUTIONS**

**Tab 4. Resolution 2022-03 – First Budget Amendment for FY2022**

Ms. Houghton made the following presentation:

*Resolution 2022-03 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.*

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

## **MOTION**

**Amanda Boggus moved to approve [Resolution 2022-03], seconded by Sandy Gamble. The motion carried unanimously 5-0.**

## **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**

Mr. Fitzgerald made the following presentation:

*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.*

*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 Option 1 – 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.*

Mayor Pfister asked for comments from the Council.

Council Member Boggus inquired about the number of dwelling units per acre. Mr. Fitzgerald said there would be a limit of two (2) dwelling units on the subject property. The property owner initially requested one home. Due to the large property size, staff provided an option to split and sell a portion in the future.

Council Member Boggus asked if the driveway entrances would be off Ann Rou Road. Mr. Fitzgerald confirmed.

Vice Mayor Price asked why the property owner is going from multi-family use to single-family use. Mr. Fitzgerald said he believed the property owner's intent is to build a homestead.

Mayor Pfister recognized Planning and Zoning Board members in the audience. She said they are available for questions.

Council Member Singer asked if the property would still be within the Etowah subdivision or separate. Mr. Fitzgerald said the subject property is not a platted piece of the Etowah subdivision and is still under the purview of the Etowah planned development zoning classification. The original planned development ordinance regulations would still pertain to the property.

## **MOTION**

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

## **X. GENERAL GOVERNMENT**

### **Tab 6. Fourth of July Celebration Parade Discussion**

Mr. Aldrich made the following presentation:

*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.*

*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.).*

Mr. Aldrich presented a video depicting a Fourth of July boat parade held in Martin, Alabama.

Mayor Pfister asked for comments from the Council.

Council Member Singer said it could be hot during the Fourth of July parades. He asked if the regular festivities would continue downtown if the parade moved to the waterfront. Mr. Aldrich confirmed. Council Member Singer said he would be interested in trying a new approach and commended Mr. Aldrich for taking advantage of the waterfront.

Council Member Boggus said most cities had discontinued their Fourth of July parades. She noted the history of the Fourth of July parade and said a street parade is more inclusive to people who do not have boats. Council Member Boggus said shifting the parade time may help alleviate the heat participants experience in the afternoon and noted high boat traffic on the Fourth of July.

Vice Mayor Price said Tavares is well known for having a street parade and spectacular fireworks on July 4, and he would like to continue the traditional Fourth of July festivities. He said a street parade is an excellent opportunity for citizens to know their candidates and stated his support for a boat parade in conjunction with a street parade.

Council Member Boggus asked if the City had any boats to organize a boat parade as the Fire Department boat is not operational. Mr. Drury said the City uses boats for all events, including Police boats to manage the waterway.

Council Member Gamble said the City is seeking an ARPA-funded rescue boat to replace the Fire Department Boat. He asked if the City could coordinate with the County for their support and said he likes the idea of holding two parades if possible. Council Member Gamble said he would like to continue with a street parade, noting Covid may have had an impact that lowered attendance over the past few years.

Mayor Pfister noted her support for a boat parade and said the street parade is historical in the City. She stated concern for the visibility of participants in the water and adequate dock accommodations for boats. Mayor Pfister liked the idea of a night boat parade with red, white, and blue lights leading up to the firework display and would need more information provided to the Council.

Mr. Drury said it is his understanding there is a consensus from the Council to hold a boat parade. He asked the board to discuss street parade time options. Mr. Aldrich said the Tavares parade begins at 5:00 p.m., and Mount Dora has their parade at 10:00 a.m. There are a lot of people who attend and participate in both parades. Mr. Drury said he would like to hear Ms. Blaise's thoughts on changing the parade's time. Mr. Aldrich said the street parade takes the entire City staff to work the street parade and is hesitant to say both parades could be accomplished due to staffing issues.

Debby Blais, Administrative Coordinator, Community Services Department, said 5:00 p.m. is the most logical time for the Tavares street parade to allow participants to line up and stage. She said changing the time may also impact those who wish to participate in both the Mount Dora and Tavares parades.

Council Member Gamble asked how long the street parade lasts typically. Ms. Blaise said 40 to 45 minutes and noted staffing issues to hold two parades.

Mr. Drury asked the Council if staff could reach out to the Tavares Chamber of Commerce to inquire if they would like to organize a small boat parade. He noted the Chamber used to run the City parade many years ago before the City took it over and is unsure what resources they have to manage a parade on the water or what services they would need from the City.

Council Member Singer said he attended a recent Tavares Chamber of Commerce Directors meeting and they were in favor of a boat parade.

The Council thanked Mr. Aldrich for thinking outside the box.

## **MOTION**

**Amanda Boggus moved to keep the street parade as is and explore a boat parade with the Tavares Chamber of Commerce, seconded by Sandy Gamble. The motion carried unanimously 5-0.**

## **Tab 7. Lake County Joint Planning Meeting with Municipalities**

Mr. Fitzgerald made the following presentation:

*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.*

A discussion was held regarding the Council's availability and the Tavares Smart Growth Workshop was scheduled for March 14, 2022 from 6:00 p.m. to 8:00 p.m. in the Tavares City Council Chambers.

Mayor Pfister commended Mr. Drury on his discussions during a recent Lake County Growth meeting.

Mayor Pfister asked if the workshop information would be included in the City newsletter. Mr. Drury confirmed. Mr. Fitzgerald said the workshop will be publicly advertised and all Council members could attend.

#### **Tab 8. North Lake Trail Phases 1 & 2 – Interlocal Agreement**

Mr. Dillon made the following presentation:

*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.*

Mr. Drury recognized Mike Stevens, Lake 100 and Lake County Trails Committee Member, in the audience and available to discuss the agreement and impacts to the Lake County trail system. Mr. Stevens thanked Mr. Drury and City staff for spearheading the effort and provided an update on the trail system segments that are proposed and underway.

Council Member Boggus asked if railroad easements would be used along SR 19 to Umatilla. Mr. Stevens confirmed and said the County owns the easements, eliminating the need to purchase right-of-way's or conduct a PD&E study from Umatilla. He said environmental impact requirements would need to be satisfied through the Ocala National Forest.

Council Member Boggus asked where a trail would be located between Umatilla and Tavares. Mr. Stevens said the anticipated location of the trail is on the railroad right of way, and the best trail route would be identified in the study.

Council Member Boggus asked if future train operations would be affected between Eustis and Tavares. Mr. Dillon said he does not foresee any issues.

Vice Mayor Price said it is his understanding the project would be funded solely from grants. Mr. Dillon said it is the ultimate goal.

Council Member Singer thanked Mr. Stevens for his hard work on the trails and asked him to discuss the economic benefits of community trails. Mr. Stevens said the Rails to Trails conservancy just came out with a report in 2021 that reflected a 1 to 7 return to the investment in terms of economic impact. Not only do you get business revenue increases, but tax and property tax increases are received, and there are medical and health benefits to the community. Nationwide Realtors Association shows a 4% to 5% increase in property values for commercial. There are also environmental and tourism benefits.

### **MOTION**

**Sandy Gamble moved to approve, seconded by Troy Singer. The motion carried unanimously 5-0.**

### **Tab 9. Resolution 2022-02 – American Rescue Plan (SLFRF) Standard Allowances 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.*

*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.*

Mr. Drury said staff is looking for the Council to finalize Exhibit A and Resolution 2022-02 and move forward with the projects.

#### Council Member Gamble

Council Member Gamble said he is concerned with Civic Center costs and said he would like two types of air conditioning costs and believes the mini-split systems would be more economical in the long run.

Council Member Gamble said it is his understanding that the City would update the air conditioning, wiring, and some sheetrock in the historic train station, with a lessee completing any other work. Mr. Tweedie confirmed. Council Member Gamble said he would like to reduce the amount for the Historic Train Station by \$50,000 to \$350,000.

Council Member Gamble said he would like to keep the retention bonus for employees identified under New Broad-Based Budget.

Council Member Gamble said he would like to add the additional \$50,000 from the Fire Station to complete the Woodlea Sports Complex canopies.

Council Member Gamble said the City needs a Fire Department rescue boat.

Council Member Gamble said he supports the West Main Street project and noted the upcoming budget would include the project for consideration.

#### Council Member Singer

Council Member Singer noted his support for air quality improvements. He said he would like to lower the contingency to 9% to 10% as some items would not require a contingency. A reduced contingency would provide an additional \$135,000 to \$200,000 for other projects. He said he would like more Community Service Department projects, including the Woodlea field upgrades and additional sidewalks.

#### Council Member Boggus

Council Member Boggus said the presented Exhibit A is a good compromise and investment. She noted upcoming budget would include the West Main Street project.

#### Vice Mayor Price

Vice Mayor Price said he is satisfied with Exhibit A. He noted a concern the one-time retention bonus to the employees might set a precedent for future bonus expectations.

Vice Mayor Price said he would support lowering contingency a little to complete the Woodlea lighting project.

#### Mayor Pfister

Mayor Pfister said she would like to include Woodlea Field lighting, a Gateway sign at SR19, West Main Street upgrades, and Tavares Nature Park upgrades. She said she would be more amenable to providing bonuses to the employees who worked through Covid. She said it was her understanding many employees stayed home when City Hall was closed and received their salaries. Mr. Drury said the City employees either worked from their homes when City Hall was closed or were present at City Hall. He said the Council has an amazing staff that maintained City business and operations throughout the pandemic. Mr. Drury noted he facilitated meetings each month to assist other cities in maneuvering through issues during the pandemic. Mayor Pfister said the City has the best employees and is proud of them. Mr. Drury stated the funds are specifically Covid related dollars and included in the ARPA funding.

Mr. Drury said it is his understanding the Council would like to lower the ARPA reserves to accommodate ball field lighting, reduce the Historic Fire Station by \$50,000, and increase the Woodlea Sports Complex shade structures by \$50,000.

Mayor Pfister inquired about the Gateway sign. Mr. Drury said the estimated cost is \$160,000 and noted right-of-way issues and possible land acquisitions that may impact the project. He said West Main Street is a \$1.6 million-dollar project. The project is complex, requiring surveys to address parking lots, sidewalks, driveways, et. al. The

entire project design would need to be completed, including bidding and construction. A package would be put together during the budget process, including an identified funding mechanism. The Board would have the ultimate authority to approve or deny the project and funding mechanism during the budgeting process. He said the project comes forward, and other priorities have overshadowed the project each year.

Council Member Boggus asked if any savings from the projects could be directed toward the West Main Street project. Mr. Drury confirmed. He said any dollars left in ARPA funding would return to the Council for reappropriation.

Mayor Pfister asked for comments from the audience.

Michael Watkins, 805 Summerall Avenue, Tavares, thanked Mr. Aldrich and said it would be nice to have an event on the water. He thanked Mayor Pfister and said the Council should consider the West Main Street project. He noted his support for the employee bonus and said the employees did a good job and provided leadership to other cities throughout the pandemic.

Gary Santoro, Royal Harbor, said the greatest asset the City has is the employees. He said the West Main Street project should be completed.

Kristie Furman, 204 North Rockingham Avenue, Tavares, noted her support for the West Main Street improvements.

## **MOTION**

**Amanda Boggus moved to approve the tentative changes to the adopted Plan A and Resolution 2022-02 including reducing the Fire Station, reduce the percentage of reserves toward the Woodlea Sports Complex canopies and lighting, seconded by Sandy Gamble. The motion carried unanimously 5-0.**

## **XI. NEW BUSINESS**

## **XII. OLD BUSINESS**

## **XIII. AUDIENCE TO BE HEARD**

## **XIV. REPORTS**

### **Tab 10. City Administrator Report**

Mr. Drury recognized Lake County Commissioner Kirby Smith in the audience.

Mr. Drury said he and the Mayor would be attending an upcoming County Commission meeting on Tuesday, February 22, 2022, to support the Memorandum of Understanding (MOU) between the YMCA, Lake County, and City for a regional park. The agreement would come before the Council in March 2022.

Mr. Aldrich said invitations to the Babe Ruth invitation to the opening day celebration on Saturday, March 5, 2022, at Woodlea Sports Complex. He said the annual Father/Daughter Dance, scheduled for February 17, 2022, would be held at the Pavilion on the Lake. Three hundred tickets had been sold to date.

#### **Tab 11. City Council Member Reports**

##### **Council Member Gamble**

- Noted his support for the West Main Street project.
- Said he does not want to spend money at Woodlea when it will not be there in two to three years with the County's West Campus Regional Park.
- Noted his appreciation for the City staff's hard work during Covid.

##### **Council Member Singer**

- Said the Council had a good discussion on the ARPA funding. He said it is difficult to come to a consensus on the projects and agrees the West Main Street project needs to be completed and the City needs to look at debt service.

##### **Council Member Boggus**

- Encouraged each Council member to push for the projects they wish to be completed. She said all projects are worthy and noted there are so many dollars that can be spent each year without raising taxes.
- Said the Babe Ruth opening day is an exciting event. Council Member Boggus asked for other upcoming events.

Mr. Drury said Sunnyland and Boat Races would be held in March 2022.

##### **Vice Mayor Price**

- Said he is in favor of the West Main Street project. He said the business owners would like to see the improvements and he hopes the City can figure out a way to fund without raising taxes.
- Said he recently represented the City in Tallahassee with the Florida League of Cities and spoke with legislators. He provided an update on bills and key issues the Florida League of Cities was tracking.

##### **Mayor Pfister**

- Said she looks forward to representing the City in Tallahassee during an upcoming trip.
- Thanked the Police Department for their community policing programs including Coffee with Cops.

**XV. ADJOURNMENT**

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

Respectfully,

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Susie Novack, MMC, FCRM  
City Clerk

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 4**

**SUBJECT TITLE: Ordinance 2022-02 - Peace Village, LLC - Rezoning of Approximately 46 Acres Located South of Slim Haywood Ave., North of Camp Rd., West of SR-19 (Community Development)**

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**OBJECTIVE:**

To consider the rezoning of approximately 46 acres of property located south of Slim Haywood Ave., west of SR-19 from Residential Multi-Family (RMF-3) to Residential Multi-Family (RMF-2).

**SUMMARY:**

The subject property consists of approximately 46 acres of vacant property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19. The property is currently zoned as Residential Multi-Family (RMF-3), and the applicant is proposing that the property be rezoned to Residential Multi-Family (RMF-2).

The subject property was originally approved as future phases of the Shanti Niketan condominium development currently under construction. The property owner has elected to sell the property to Park Square Homes for the purpose of constructing single-family residences. The proposed zoning of Residential Multi-Family (RMF-2) is compatible with single family home construction and the surrounding residential zoning. The applicant at this time envisions the construction of approximately one hundred twenty-five (125) homes on the subject property together with recreational amenities. The proposed use is consistent with the existing medium density land use designation (MED).

The developer has reserved school capacity for all phases of development.

The environmental assessment submitted by Austin Environmental Consultants, Inc. indicates no adverse conditions or environmental concerns with the property. Prior to any development, the property owner must comply with all Florida Fish and Wildlife Conservation Commission provisions as they pertain to threatened species.

The traffic analysis submitted by Traffic Planning and Design, Inc. assesses the impact of all phases of the proposed Park Square Homes development, including 197 single family homes and 168 townhomes. The study does not indicate an adverse impact on the level of service for surrounding roadways except for State Road 19, which FDOT is planning to widen. The City of Tavares maintains an initiative per the 2017 Peninsula Area Roadway Corridor Study to provide residents with a safe transportation corridor that is a north-south alternative route to State Road 19, and improve local mobility and circulation west of State Road 19 from Dead River Road to Lane Park Road. Park Square homes is proposing to construct Shanti Niketan Blvd. from Slim Haywood Ave. to Camp Road, and to complete the improvements to Camp Road for access to Lane Park Road. A Developer's Agreement regarding such traffic mitigation improvements will be presented for City Council consideration.

At the request of the City of Tavares, the developer agrees to relocate a 6" capital sewer forcemain from lift station 63 to Slim Haywood Avenue. A Developer's Utility Agreement for that capital line relocation will be

presented for City Council consideration.

Development of the property will be in accordance with the provisions of the City's Land Development Regulations. Prior to the issuance of any Building Permits for this property, compliance with all applicable regulations will be required.

The future land use map designation of Medium Density (MED) remains unchanged for the subject property and is unaffected by the proposed rezoning.

**OPTIONS:**

1. That City Council moves to approve Ordinance 2022-02 rezoning of approximately 46 acres of property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19 from Residential Multi-Family (RMF-3) to Residential Multi-Family (RMF-2).
  
2. That City Council moves to deny of Ordinance 2022-02.

**STAFF RECOMMENDATION:**

At their February 17th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2022-02.

Staff recommends that City Council moves to approve Ordinance 2022-02 rezoning of approximately 46 acres of property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19 from Residential Multi-Family (RMF-3) to Residential Multi-Family (RMF-2).

**FISCAL IMPACT:**

The developer shall be entitled to sewer impact fee transmission element credit of \$1,640.00 for each Equivalent Residential Unit (ERU) subject to City Council's acceptance of a proposed Utility Agreement for relocation of an existing 6" sewer forcemain from lift station 63 to Slim Haywood Ave. per the request of the City of Tavares Utility Department. The total amount of impact fee credit shall be equal to the actual cost of construction of the 6" forcemain that is certified by the developer's project engineer and verified by the City of Tavares Utility Department Director.

**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 2022-02
2. Aerial Map
3. Zoning Map
4. FLU Map
5. Environmental Assessment Report
6. Traffic Study
7. School Capacity Reservation

8. Newspaper Ad 2-6-22

## ORDINANCE 2022-02

**AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY 46 ACRES OF PROPERTY GENERALLY LOCATED SOUTH OF SLIM HAYWOOD AVENUE, NORTH OF CAMP ROAD AND WEST OF SR-19 FROM RESIDENTIAL MULTI-FAMILY (RMF-3) TO RESIDENTIAL MULTI-FAMILY (RMF-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the owners of the property legally described in “**Exhibit A**” of this Ordinance have applied for the rezoning of this land from Residential Multi-Family (RMF-3) to Residential Multi-Family (RMF-2); and

**WHEREAS**, properties within this area are primarily developed or platted for single family and multi-family use; and

**WHEREAS**, the City of Tavares has advertised in accordance with Florida State 166.041 for two public hearings, as is its option, prior to adoption of this ordinance; and

**WHEREAS**, the City of Tavares held these duly noticed public hearings before the Planning and Zoning Board and the City of Tavares City Council, providing opportunity for individuals to hear and to be heard regarding the proposed amended zoning; and

**WHEREAS**, the City Council has reviewed and considered all relevant evidence, 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’ Land Development Regulations and Comprehensive Plan; now therefore

**BE IT ORDAINED** by the City Council of the City of Tavares, Florida, as follows:

### **Section 1. Rezoning**

The said properties, as legally defined in **Exhibit “A”**, attached hereto and made a part herewith, are hereby rezoned from Residential Multi-Family (RMF-3) to Residential Multi-Family (RMF-2).

**Section 2. Severability.**

Upon a determination by a court of competent jurisdiction that a portion of this ordinance is void, unconstitutional, or unenforceable, all remaining portions shall remain in full force and effect.

**Section 3. Effective Date.**

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

**PASSED AND ORDAINED** this \_\_\_\_\_ 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 AND LEGALITY:

\_\_\_\_\_  
Lindsay C. T. Holt, City Attorney

## **Exhibit "A"**

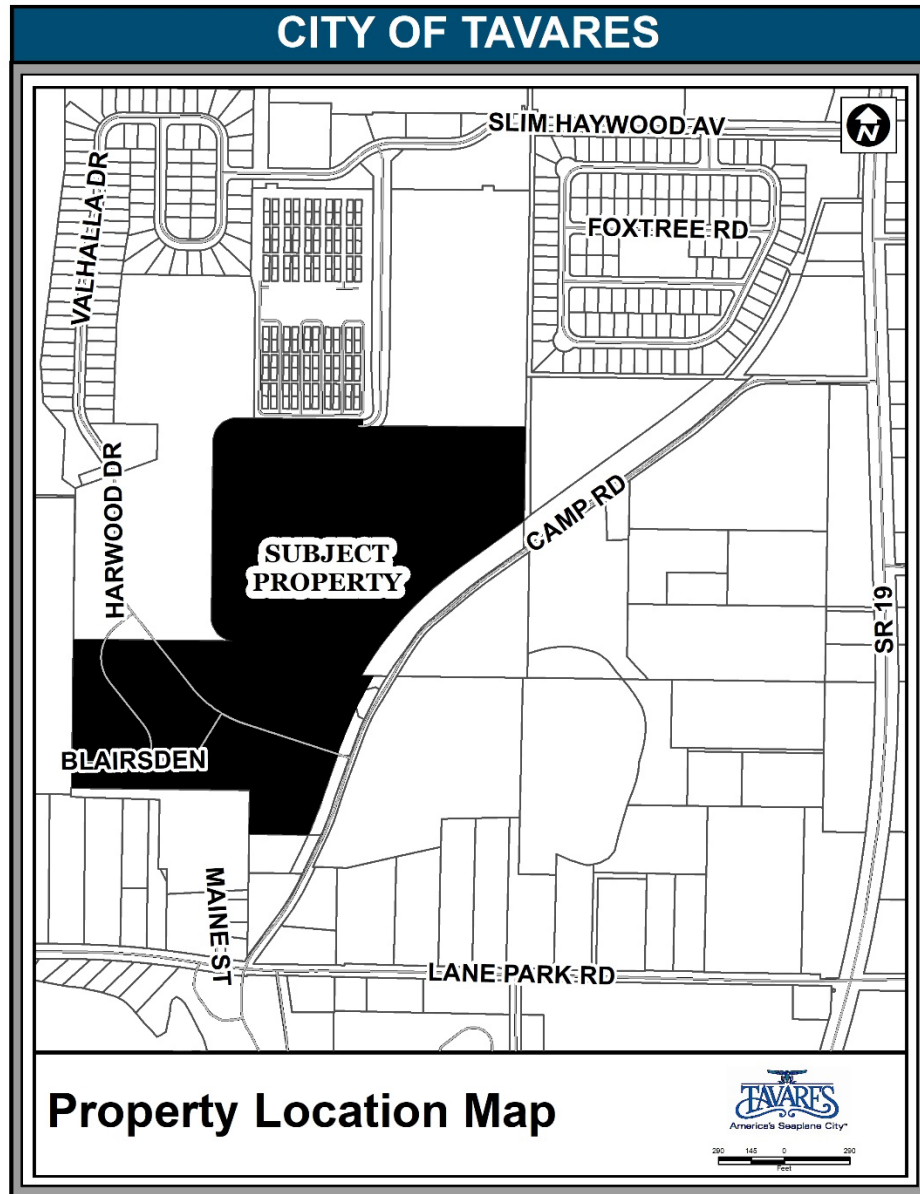
### **Legal Description**

THAT PORTION OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4619, PAGES 1709 THROUGH 1719, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; ALSO BEING PORTIONS OF THE VACATED LOTS, BLOCKS, STREETS, ROADS AND RIGHTS OF WAY AS SHOWN ON THE "PLAT OF LAND OF LANE AND JACKSON AND OTHERS" AS RECORDED IN PLAT BOOK 7, PAGE 52, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; TOGETHER WITH PORTIONS OF THE VACATED LOTS, BLOCKS, STREETS, ROADS AND RIGHTS OF WAY AS SHOWN ON THE PLAT OF "TOWN PLAT OF LANE PARK" AS RECORDED IN PLAT BOOK 1, PAGE 39, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA PER RESOLUTION 2015-13 BY THE CITY COUNCIL OF THE CITY OF TAVARES AS RECORDED IN OFFICIAL RECORDS BOOK 4693, PAGES 2436 THROUGH 2443, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; TOGETHER WITH THAT PORTION OF GOVERNMENT LOT 10 OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA; TOGETHER WITH THAT PORTION OF THE FORMER ATLANTIC COAST LINE RAILROAD LYING IN SAID GOVERNMENT LOT 10, ALL BEING IN SECTION 1, TOWNSHIP 20 SOUTH, RANGE 25 EAST AND SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE EAST 1/4 CORNER OF SECTION 1, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; THENCE RUN ON A BEARING RELATED TO FLORIDA STATE PLANE COORDINATES, EAST ZONE, NORTH 00°59'22" EAST ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 1, A DISTANCE OF 25.82 FEET TO A POINT ON THE NORTH LINE OF AN ACCESS ROAD DESCRIBED IN OFFICIAL RECORDS BOOK 4732, PAGE 1956, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, THENCE DEPARTING SAID EAST LINE, RUN ALONG SAID NORTH LINE SOUTH 89°28'57" EAST FOR 473.47 FEET; THENCE DEPARTING SAID NORTH LINE, RUN SOUTH 00°30'14" WEST FOR 30.08 FEET TO A POINT ON THE SOUTH LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5294, PAGE 114, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND ITS WESTERLY EXTENSION THEREOF; THENCE RUN ALONG SAID SOUTH LINE AND ITS WESTERLY EXTENSION SOUTH 89°29'46" EAST FOR 717.11 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF THE UNNAMED ROAD AS SHOWN ON THE PLAT OF "PLAT OF LAND OF LANE AND JACKSON AND OTHERS" AS RECORDED IN PLAT BOOK 7, PAGE 52, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN ALONG SAID WEST RIGHT OF WAY LINE SOUTH 01°03'31" EAST FOR 411.70 FEET TO THE WESTERLY RIGHT OF WAY LINE OF THE FORMER ATLANTIC COAST LINE RAILROAD AS SHOWN ON THE "RIGHT OF WAY AND TRACK MAP, ATLANTIC COAST LINE R.R. CO., LANE PARK BRANCH, STATION 422+40 TO STATION 500+56, DATED REVISED JUNE 30, 1920", AND BEING ON FILE AT C.S.X. RAILROAD, JACKSONVILLE, FLORIDA; THENCE RUN SOUTH 54°00'47" WEST ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 374.63 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 1482.68 FEET; THENCE CONTINUE ALONG SAID WESTERLY RIGHT OF WAY LINE, SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 24°15'10", AN ARC DISTANCE OF 627.61 FEET TO THE INTERSECTION OF SAID WESTERLY RIGHT OF WAY LINE WITH THE NORTH LINE OF GOVERNMENT LOT 10; THENCE RUN SOUTH 89°17'00" EAST ALONG SAID NORTH LINE A DISTANCE OF 115.69 FEET TO THE EASTERLY RIGHT OF WAY LINE OF SAID FORMER ATLANTIC COAST LINE RAILROAD, SAID POINT BEING SITUATED ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 1382.68 FEET, TO WHICH A RADIAL LINE BEARS NORTH 57°54'43" WEST; THENCE RUN SOUTHWESTERLY ALONG SAID EASTERLY RIGHT OF WAY LINE AND THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 07°24'12", AN ARC DISTANCE OF 178.66 FEET TO THE INTERSECTION OF SAID EASTERLY RIGHT OF WAY LINE WITH THE WESTERLY RIGHT OF WAY LINE OF MAINTENANCE OF CAMP ROAD AS SHOWN ON THE "LAKE COUNTY CAMP ROAD 3-3442 MAINTENANCE RIGHT OF WAY MAP, DATED OCTOBER 19, 2004" RECORDED IN MAINTENANCE MAP BOOK 9, PAGES 64 THROUGH 67, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SAID POINT BEING SITUATED ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 881.20 FEET, TO WHICH A RADIAL LINE BEARS NORTH 62°01'10" WEST; THENCE RUN ALONG SAID WESTERLY RIGHT OF WAY LINE OF MAINTENANCE THE FOLLOWING FOUR (4) COURSES AND DISTANCES: SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 09°06'50", AN ARC DISTANCE OF 140.17 FEET TO A NON-TANGENT POINT; THENCE RUN SOUTH 19°56'21" WEST A DISTANCE OF 181.79 FEET; THENCE RUN SOUTH 19°05'05" WEST A DISTANCE OF 87.95 FEET TO A POINT SITUATED ON A NON-TANGENT CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 1190.34 FEET, TO WHICH A RADIAL LINE BEARS SOUTH 73°30'54" EAST; THENCE RUN SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 08°19'14", AN ARC DISTANCE OF 172.87 FEET TO THE NORTH BOUNDARY LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4716, PAGE 1121, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE DEPARTING SAID WESTERLY RIGHT OF WAY LINE, NORTH 89°17'00" WEST ALONG SAID NORTH LINE A DISTANCE OF 317.85 FEET TO THE WEST LINE OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, SAID LINE ALSO BEING THE WEST LINE OF AFORESAID GOVERNMENT LOT 10; THENCE RUN ALONG SAID WEST LINE, NORTH 00°54'50" EAST A DISTANCE OF 192.80 FEET TO THE NORTH RIGHT OF WAY LINE OF VACATED ASTATULA STREET PER OFFICIAL RECORDS BOOK 54, PAGE 93 THROUGH 95, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AS SHOWN ON THE PLAT OF "TOWN PLAT OF LANE PARK", AS RECORDED IN PLAT BOOK 1, PAGE 39, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA, AND ALSO SHOWN ON THE LAKE COUNTY TAX MAP; THENCE DEPARTING SAID WEST LINE, RUN NORTH 89°15'38" WEST ALONG SAID NORTH VACATED RIGHT OF WAY LINE A DISTANCE OF 784.72 FEET TO A POINT ON THE EAST BOUNDARY LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4878, PAGE 648, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, THENCE RUN NORTH 00°31'03" EAST ALONG SAID EAST LINE, A DISTANCE OF 655.32 FEET TO THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4718, PAGE 146, PUBLIC RECORDS LAKE COUNTY, FLORIDA: FROM SAID SOUTHWEST CORNER, RUN SOUTH 89°28'57" EAST ALONG THE SOUTH LINE OF SAID LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4718, PAGE 146, A DISTANCE OF 714.60 FEET TO A POINT ON THE WEST BOUNDARY LINE OF AN ACCESS ROAD DESCRIBED IN OFFICIAL RECORDS BOOK 4732, PAGE 1956, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN ALONG THE WESTERLY BOUNDARY LINE OF SAID ACCESS ROAD THE FOLLOWING EIGHT (8) COURSES AND DISTANCES: SAID POINT BEING A POINT ON A NON-TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 105.00 FEET, TO WHICH A RADIAL LINE BEARS SOUTH 00°31'03" WEST, THENCE RUN ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00", AN ARC DISTANCE OF 164.93 FEET TO THE POINT OF TANGENCY; THENCE RUN NORTH 00°31'03" EAST A DISTANCE OF 773.89 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 105.00 FEET, THENCE RUN ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00", AN ARC DISTANCE OF 164.93 FEET TO THE POINT OF TANGENCY; THENCE RUN SOUTH 89°28'57" EAST FOR A DISTANCE OF 82.92 FEET TO THE POINT OF BEGINNING.

LESS:

COMMENCE AT THE EAST 1/4 CORNER OF SECTION 1, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; THENCE RUN ON A BEARING RELATED TO FLORIDA STATE PLANE COORDINATES, EAST ZONE, ALONG THE EAST LINE OF SAID SECTION 1, ALSO BEING THE WEST LINE OF SECTION 6, TOWNSHIP 20 SOUTH, RANGE 26 EAST, SOUTH 00°59'22" WEST A DISTANCE OF 1105.03 FEET TO THE NORTH LINE OF GOVERNMENT LOT 10 OF SAID SECTION 6; THENCE RUN SOUTH 89°17'00" EAST ALONG SAID NORTH LINE A DISTANCE OF 544.22 FEET TO A POINT ON THE EASTERLY LINE OF LANDS DESCRIBED IN EXHIBIT 'A' OF THE CITY OF TAVARES ORDINANCE 2004-06 PASSED AND ORDAINED ON MAY 5, 2004, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID NORTH LINE SOUTH 89°17'00" EAST A DISTANCE OF 54.65 FEET TO THE EASTERLY RIGHT OF WAY LINE OF FORMER ATLANTIC COAST LINE RAILROAD AS SHOWN ON THE "RIGHT OF WAY AND TRACK MAP, ATLANTIC COAST LINE R.R. CO., LANE PARK BRANCH, STATION 422+40 TO STATION 500+56, DATED REVISED JUNE 30, 1920", AND BEING ON FILE AT C.S.X. RAILROAD, JACKSONVILLE, FLORIDA; SAID POINT BEING SITUATED ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 1382.68 FEET, TO WHICH A RADIAL LINE BEARS NORTH 57°54'43" WEST; THENCE RUN SOUTHWESTERLY ALONG SAID EASTERLY RIGHT OF WAY LINE AND THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 07°24'12", AN ARC DISTANCE OF 178.66 FEET TO THE INTERSECTION OF SAID EASTERLY RIGHT OF WAY LINE WITH THE WESTERLY RIGHT OF WAY LINE OF MAINTENANCE OF CAMP ROAD AS SHOWN ON THE "LAKE COUNTY CAMP ROAD 3-3442 MAINTENANCE RIGHT OF WAY MAP, DATED OCTOBER 19, 2004" RECORDED IN MAINTENANCE MAP BOOK 9, PAGES 64 THROUGH 67, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SAID POINT BEING SITUATED ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 881.20 FEET, TO WHICH A RADIAL LINE BEARS NORTH 62°01'10" WEST; THENCE RUN ALONG SAID WESTERLY RIGHT OF WAY LINE OF MAINTENANCE THE FOLLOWING FOUR (4) COURSES AND DISTANCES: SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 09°06'50", AN ARC DISTANCE OF 140.17 FEET TO A NON-TANGENT POINT; THENCE RUN SOUTH 19°56'21" WEST A DISTANCE OF 181.79 FEET; THENCE RUN SOUTH 19°05'05" WEST A DISTANCE OF 87.95 FEET TO A POINT SITUATED ON A NON-TANGENT CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 1190.34 FEET, TO WHICH A RADIAL LINE BEARS SOUTH 73°30'54" EAST; THENCE RUN SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 08°19'14", AN ARC DISTANCE OF 172.87 FEET TO THE NORTH BOUNDARY LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4716, PAGE 1121, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE DEPARTING SAID WESTERLY RIGHT OF WAY LINE RUN NORTH 89°17'00" WEST ALONG SAID NORTH LINE A DISTANCE OF 56.26 FEET TO A POINT ON THE SAID EASTERLY LINE OF LANDS DESCRIBED IN EXHIBIT 'A' OF THE CITY OF TAVARES ORDINANCE 2004-06 PASSED AND ORDAINED ON MAY 5, 2004, SAID POINT BEING SITUATED ON A NON-TANGENT CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 2,306.26 FEET, TO WHICH A RADIAL LINE BEARS SOUTH 66°23'59" EAST, THENCE RUN ALONG SAID EASTERLY LINE THE FOLLOWING FOUR (4) COURSES. (1) NORTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 4°44'14" AN ARC DISTANCE OF 190.69 FEET TO A POINT OF TANGENCY; (2) THENCE RUN NORTH 18°51'41" EAST A DISTANCE OF 242.52 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 1,231.30 FEET, (3) THENCE RUN NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 13°59'35" AN ARC DISTANCE OF 300.71 FEET TO A POINT OF TANGENCY; (4) THENCE RUN NORTH 32°51'16" EAST 28.62 FEET TO THE POINT OF BEGINNING.



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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 5**

**SUBJECT TITLE: Revised Easement Agreement between the City of Tavares and Orange County granting a 20' access easement across City-owned property located north of Woodlea Road, west of Captain Haynes Road (Community Development)**

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**OBJECTIVE:**

To approve a revised Access Easement Agreement between the City of Tavares and Orange County granting a 20' access easement across City-owned property located north of Woodlea Road, west of Captain Haynes Road

**SUMMARY:**

On September 8, 2021, City Council approved a 20' Access Easement in favor of Orange County across City-owned property located north of Woodlea Road, west of Captain Haynes Road. The property served by the easement is to be conveyed by the current owner to Orange County and classified as conservation land. Subsequent to the September 8th approval by City Council, Orange County determined upon further review that some of the language contained in the Access Easement needed to be amended prior to recording. A revised Access Easement has been submitted to the City of Tavares for consideration and has been reviewed for legal sufficiency by the City Attorney. This revised easement request has been reviewed by City staff, and it has been determined that the changes are non-substantive and do not affect the location, size, or purpose of the easement. The easement does not conflict with the sports park's future expansion nor the future wastewater facilities expansion.

**OPTIONS:**

1. That City Council moves to approve the revised Access Easement Agreement between the City of Tavares and Orange County granting a 20' access easement across City-owned property located north of Woodlea Road, west of Captain Haynes Road.
2. That City Council moves to deny the revised Access Easement Agreement.

**STAFF RECOMMENDATION:**

Staff recommends that City Council moves to approve the revised Access Easement Agreement between the City of Tavares and Orange County granting a 20' access easement across City-owned property located north of Woodlea Road, west of Captain Haynes Road.

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

This revised Access Easement Agreement has been reviewed by the City Attorney and approved for

legal sufficiency.

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Revised Access Easement Agreement
2. Easement Location Map

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

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 6**

**SUBJECT TITLE: Golden Triangle Regional Park (East Campus) Memorandum of Understanding (Community Services)**

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**OBJECTIVE:**

To enter into a Memorandum of Understanding with Lake County and the Central Florida Young Men's Christian Association (YMCA) to pursue and develop an agreement for the purchase, design, construction, and operation of the Golden Triangle Regional Park - East Campus.

**SUMMARY:**

At the February 17, 2021 meeting, Council discussed and approved the concept of exploring a public/private partnership between Lake County, the City of Tavares, and the YMCA to further expand City Community Center offerings, including senior services and youth programs. A concept was developed to work with Lake County for their goal of establishing a regional park within the Golden Triangle area as depicted in the County's Parks and Trails Master Plan. Working with the City Horizon Team, this concept has developed into an established Memorandum of Understanding (MOU) between the County, City, and YMCA in order to develop a community regional park as follows:

- Golden Triangle Regional Park - East Campus located at the YMCA property
- Golden Triangle Regional Park - West Campus located at the Woodlea Sports Complex

The County, City, and YMCA have a shared interest in providing recreational facilities for the residents of Lake County, the City, and the Golden Triangle area. The recommended MOU will be in place as the parties work together to determine the needs for development, planning, design, construction, and operation of the East Campus. The MOU verifies the interest of each party and outlines the requested amenities, improvements, and areas of responsibility. After each party has completed its due diligence and determines if the project will move forward, separate agreements with their fiscal impacts will be brought back to their respective boards for further consideration and approval.

At their regularly scheduled meeting on February 22, 2022, the Lake County Board of County Commissioners voted unanimously to approve the MOU and move forward with the project. Additionally, at their meeting also held on February 22, 2022, the Central Florida YMCA Board of Directors voted to approve the MOU as well.

**OPTIONS:**

1. Move to approve the Memorandum of Understanding
2. Do not approve the Memorandum of Understanding

**STAFF RECOMMENDATION:**

1. Move to approve the Memorandum of Understanding

**FISCAL IMPACT:**

No fiscal impact on signing the Memorandum of Understanding

**LEGAL SUFFICIENCY:**

Legally sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. MOU - Golden Triangle Regional Park (East Campus)

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

**GOLDEN TRIANGLE REGIONAL PARK - EAST CAMPUS  
MEMORANDUM OF UNDERSTANDING (MOU)**

**THIS MOU** is made between **LAKE COUNTY, FLORIDA**, a political subdivision of the State of Florida (“County”), the **CITY OF TAVARES, FLORIDA**, a municipal corporation organized under the laws of the State of Florida (“City”), and the **CENTRAL FLORIDA YOUNG MEN’S CHRISTIAN ASSOCIATION, INC.**, a Florida not for profit corporation (“YMCA”).

**WHEREAS**, County, City and YMCA are all interested in providing recreational facilities for the residents of Lake County including Tavares and the Golden Triangle area; and

**WHEREAS**, County is desirous of locating a regional park in the Tavares area which may include a “West Campus” and an “East Campus” (hereinafter the “Project”); and

**WHEREAS**, City desires to purchase certain real property located at 1465 David Walker Drive, Tavares, Florida, more particularly described in **Exhibit A-1**, from YMCA (hereinafter referred to as “Property”); and designate this property as the Golden Triangle Regional Park – East Campus; and

**WHEREAS**, County and City agree to work together to get an appraisal of the Property and desire to pay an amount satisfactory to the YMCA and its mortgage lender with any excess value being contributed as equity to the project; and

**WHEREAS**, County and City desire to cooperate in the renovation and development of the Property to build recreational facilities and a regional park conceptually depicted in **Exhibit A-2** ; and

**WHEREAS**, City is interested in operating and maintaining recreational facilities, a Senior Center and trailhead at a regional park located within Tavares; and

**WHEREAS**, City desires to sublease the operations and maintenance of certain parts of the recreational facilities on the Property to be known as the Golden Triangle YMCA to the YMCA under the terms and conditions acceptable to the YMCA, City and County; and

**WHEREAS**, the parties are authorized to enter into agreements.

**NOW, THEREFORE**, the County, City, and YMCA agree to pursue, negotiate and develop a mutually acceptable agreement over the next year which includes terms and conditions effectuating the intent of this MOU including but not limited to the following:

**1. TERMS**

- a. City and YMCA agree to explore entering into a separate purchase agreement for the Property.
- b. County agrees to explore providing funding to the City so that the City can purchase Property.

**GOLDEN TRIANGLE REGIONAL PARK - EAST CAMPUS AGREEMENT**

c. County and City agree to work together to design, plan and finance the park project, which shall be reduced to writing in a separate interlocal agreement.

d. County agrees to explore providing construction funding to the City for the purposes of renovating or rebuilding a facility and park improvements at the Property including, but not limited to:

- i. A 30,000 square foot Community Health & Wellness and Aquatic Center to be known as the Golden Triangle YMCA that provides amenities typically found in “state-of-the-art” YMCA facilities (fitness center, locker-rooms, health and wellness, swimming pool, aerobic rooms, racquetball courts, indoor running track, childcare, offices, snack bar, etc.).
- ii. A 20,000 square foot Recreation Complex and Senior Center, with a Trailhead that is comparable to facilities typically found in quality community recreation centers (game rooms, basketball gymnasiums, offices, meeting rooms, etc.) along with bicycle repair facilities and lake activities (fishing, paddling, kayaking, canoeing, etc.).
- iii. Parking lot/garage.
- iv. Outdoor lighted multi-use recreational fields/courts for youth and adult programs (basketball, tennis, pickleball courts, etc.).
- v. Outdoor playground structures.
- vi. An ADA accessible dock and paddle house along the lake.
- vii. A camping area to include but not limited to ten (10) small, air-conditioned cabins, pavilion, rope courses, climbing walls, pump bike park, dog park, and other ancillary items and equipment to support an overnight youth camp program.

e. County and City agree to explore funding options for Furniture, Fixtures & Equipment (FF&E) including, but not limited to:

- i. Furniture and fixtures for facilities (lights, counters, lockers, benches, gymnasium bleachers, cabin amenities, kitchen equipment, office desks, file cabinets, aquatic center amenities, etc.).
- ii. Sport courts and recreational field fixtures (basketball systems, volleyball net systems, tennis court net systems, soccer goals, ropes course amenities, etc.).

f. The Property would serve as the east campus of a regional park and major trailhead serving the Central Lake County area for the duration of this agreement.

g. The City would manage, program, and operate the Property.

h. The City would have the right to enter into subleases and operating agreements, subject to the conditions set forth herein, with others including, but not limited to the YMCA of Central Florida, AdventHealth Waterman Hospital and/or a Senior Center Operator.

i. Once the Project amenities are open for public use, the City would provide the County with an annual stewardship report to include monthly usage related to activities, usage and events.

**2. FUNDING.**

a. County would be responsible for full costs of the purchase of the Property, design, construction, and development of the Property; provided, however, that the level of funding for construction and improvements each fiscal year will be at the sole discretion of the County based upon available funding for this type of project.

b. County, City, and YMCA would agree to work with the community to obtain donations and grants which may be used to add additional improvements to the Property or provide enhancements to the Property.

c. City would be responsible for all costs of operation, maintenance and repairs of the Property.

d. Any funding contribution to be provided by the County for purchase, construction or improvements would be at the County's sole discretion and will be subject to annual appropriations by the Board of County Commissioners.

**3. DESIGN AND CONSTRUCTION.** County and City would manage the development, design, planning and construction of any capital improvements to the Property.

**4. OPERATION, ADMINISTRATION AND FACILITY SERVICES.**

a. City would operate and manage the Property.

b. City would be responsible for all utilities, as well as the repair and maintenance of the Property so that it functions properly and remains in good condition. City would also maintain the complex, landscape, lawns and sports turf/athletic fields in an attractive, healthy and uniformly manicured manner.

**5. TERM.** This Agreement would commence on the agreement's effective date and will continue for a thirty (30) year period

**6. ENTITIES**

**COUNTY:**

Lake County  
Attn: County Manager  
P.O. Box 7800  
Tavares, Florida 32778

**CITY:**

City of Tavares  
Attn: City Administrator  
P.O. Box 1068  
Tavares, Florida 32778

GOLDEN TRIANGLE REGIONAL PARK - EAST CAMPUS AGREEMENT

**YMCA:**

Central Florida Young Men's Christian Assn, Inc.  
Director/CEO  
433 N. Mills Avenue  
Orlando, Florida 32803

7. **INTENT OF MOU.** The intent of the MOU is to verify the interest of each party to engage in further discussions regarding the planning, development, and funding of the Golden Triangle Regional Park – East Campus. Nothing herein shall bind or obligate the parties. The parties hereby agree that all obligations and responsibilities will be further set forth in separate agreements after each has completed its due diligence and determined the Project will move forward.

IN WITNESS WHEREOF, the parties have signed this MOU through their authorized representatives on the dates under each signature.

**CITY OF TAVARES, FLORIDA**

\_\_\_\_\_  
**John Drury**, City Administrator

This \_\_\_\_\_ day of \_\_\_\_\_ 2022.

ATTEST:

\_\_\_\_\_  
Susie Novack, City Clerk

Approved as to form and legality:

\_\_\_\_\_  
Lindsay Holt, City Attorney

ATTEST:

**LAKE COUNTY, through its  
BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
**GARY J. COONEY**, Clerk  
Board of County Commissioners  
of Lake County, Florida

\_\_\_\_\_  
**SEAN M. PARKS**, Chairman

This \_\_\_\_ day of \_\_\_\_\_, 2022.

Approved as to form and legality:

\_\_\_\_\_  
**MELANIE MARSH**  
County Attorney

**CENTRAL FLORIDA YOUNG MEN'S  
CHRISTIAN ASSOCIATION, INC.**

By: \_\_\_\_\_  
Kevin Bolding, President & CEO  
Central Florida YMCA

This \_\_\_\_\_ day of \_\_\_\_\_ 2022.

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

1

**Exhibit A-1**

**\*\*Description of the Property**

**CENTRAL FLORIDA YOUNG MEN'S CHRISTIAN ASSOCIATION**

PASADENA PARK REPLAT THAT PART OF TRACT 2 DESC AS FOLLOWS:  
FROM NW COR SW 1/4 OF 22-19-26 RUN S 01-03-0 E ALONG THE W  
LINE OF SAID SEC 22 A DIST OF 2342.99 FT TO POB, RUN N  
68-17-23 E 801.16 FT TO A POINT ON THE W R/W OF COUNTY ROAD  
3-4355 & PT A, RETURN TO POB, S 0-12-25 E ALONG W LINE OF  
SECS 22 & 27-19-26 A DIST OF 1298.14 FT TO S LINE OF N 990  
FT OF GOV LOT 1 OF SEC 27, S 89-33-0 E ALONG SAID S LINE A  
DIST OF 753.27 FT TO W R/W LINE OF MERRY RD, N 0-24-02 W  
ALONG SAID R/W LINE TO PT A, BEING PART OF TRACT 2 & PART OF  
LAND LYING WITHIN GOV LOT 1 IN SEC 27 PB 11 PG 69  
ORB 902 PG 2331 ORB 1251 PGS 7 51 ORB 1345 PGS 2165 2168

TOGETHER WITH:

E 10 FT OF SE 1/4 LYING S OF S'LY R/W LINE OF TAVARES EUSTIS HWY ORB 2936 PG 1695

a/k/a Alternate Key 2853042/Parcel Number 22-19-26-0705-002-00001

**\*\*Legal description to be confirmed by a survey.**

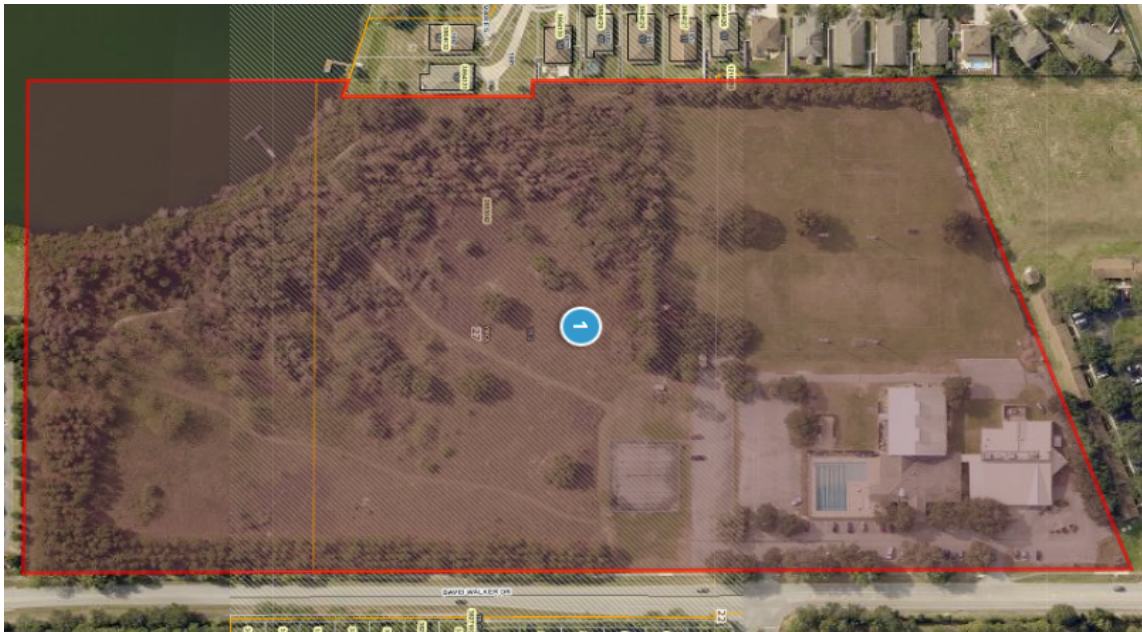


Exhibit A-2

Preliminary Conceptual Site Plan for the Property



Golden Triangle Regional Park - East Campus

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 7**

**SUBJECT TITLE: Request Council Approval for the FY 2022 - 2023 Budget Workshop and TRIM Calendar (Finance)**

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**OBJECTIVE:**

To approve the budget workshop calendar for the City Council for the FY 2022/2023 Operating Budget and TRIM (Truth in Millage) Requirements.

**SUMMARY:**

Attached is the proposed comprehensive calendar for the Fiscal Year 2022 - 2023 Budget and TRIM process. The calendar includes the presentation of the General Fund Budget at a Regular City Council meeting, the presentation of the Enterprise Funds Budgets at a Regular City Council Meeting, and the presentation of the Capital Improvement Plan and Special Funds Budgets at a Regular City Council meeting.

The Proposed Calendar for the FY 2022-2023 budget process includes an additional meeting on July 27, 2022 for the Council to set the Maximum Tentative Millage Rate. Finally, the calendar includes two public hearings for adoption of the budget and millage rate (September). The first and second public hearing dates are proposed for September 7, 2022 (Wednesday) and September 21, 2022 (Wednesday). Both public hearing dates are Regular City Council Meeting dates.

Truth in Millage (TRIM) statutes require that the first public hearing for the budget and millage rate (Tentative Budget Hearing) be held not less than 65 days after the first day of TRIM (July 1st). TRIM requirements also state that the City of Tavares Budget Hearings are not be held on the same hearing dates that are scheduled for the County and the School Board budgets. The City anticipates receiving the Certification of Taxable Value from the Property Appraiser for determining the FY2022 Maximum Millage rate calculations on June 30, 2022.

Below are the the proposed workshop and public hearing dates:

1. July 6, 2022 - Proposed Budget Presentation to City Council (General Fund)
2. July 20, 2022 - Proposed Budget Presentation to City Council (Enterprise Funds & Special Funds), and City Council Budget Workshop.
3. July 27, 2022 - City Council Budget Workshop to set Maximum Tentative Millage Rate (**Not a Regular Council Meeting Date**)
4. August 3, 2022 - Proposed CIP Budget Presentation and City Council Budget Workshop
5. August 17, 2022 - City Council Workshop
6. September 7, 2022 -First Public Hearing to Adopt Tentative Millage Rate and Tentative Budget (**5:05 PM**)
7. September 21, 2022 - Second Public Hearing to Adopt Final Millage Rate and Final Budget (**5:05 PM**)

**OPTIONS:**

1. **Move to Approve** the Proposed Fiscal Year 2022 Budget and TRIM Calendar as submitted, which meets the requirements of TRIM.
2. **Move for Further** discussion of the FY 2022 Proposed TRIM Calendar.

**STAFF RECOMMENDATION:**

1. **Move to Approve** the Proposed Fiscal Year 2022 Budget and TRIM Calendar as submitted, which meets the requirements of TRIM.

**FISCAL IMPACT:**

There is no fiscal impact.

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. TRIM Calendar FY2022\_Proposed\_\_Council 030220222\_3

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

**CITY OF TAVARES**  
**UPDATED TRIM COMPLIANCE CALENDAR**  
**SCHEDULE**  
**For Fiscal Year 2023 Proposed Budget**

|                             |                                                                                                                                                                                                                                                                              |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January 19, 2022            | Council sets Broad Budget Priorities                                                                                                                                                                                                                                         |
| March 1, 2022               | Budget Memo and Handbooks distributed to departments                                                                                                                                                                                                                         |
| March 1, 2022               | Budget Module opened for department budget entry                                                                                                                                                                                                                             |
| March 25, 2022              | Budget Module closes for department entry                                                                                                                                                                                                                                    |
| April 6 –<br>April 29, 2022 | City Administrator Department Budget Workshops with Finance and Department Directors (including CIP)                                                                                                                                                                         |
| May 27, 2022                | Receive Property Appraiser “Best Estimate” of taxable values for FY 2022 (2022 Tax Year)                                                                                                                                                                                     |
| June 30, 2022               | Receive Certified DR-420 (Taxable Value from Lake County Property Appraiser)                                                                                                                                                                                                 |
| July 1, 2022                | Official start of Department of Revenue TRIM Calendar                                                                                                                                                                                                                        |
| July 1 -2, 2022             | Deliver electronic budget and printed proposed budget binders to City Council                                                                                                                                                                                                |
| July 6, 2022                | Proposed Budget Presentation to City Council ( <b>General Fund</b> )                                                                                                                                                                                                         |
| <b>July 11 - 15, 2022</b>   | Individual Budget Meetings with Council Members with Proposed Budget Summary                                                                                                                                                                                                 |
| July 20, 2022               | Proposed Budget Presentation to City Council ( <b>Enterprise Funds &amp; Special Funds</b> ) <b>Discuss GENERAL FUND</b>                                                                                                                                                     |
| July 20, 2022               | City Council Budget Workshop - 4:00 PM (City Council Meeting)Discuss <b>GENERAL FUND</b>                                                                                                                                                                                     |
| July 27, 2022               | <b>Budget Workshop (Not a Regular City Council Meeting day)</b><br><b>City Council Budget Workshop to set <u>Tentative Maximum Millage Rate for DR-420 Submittal</u>.</b> The proposed millage rate may be lowered after submitting the DR-420, but it may not be increased. |

## FY 2022 TRIM COMPLIANCE CALENDAR – Page 2

|                           |                                                                                                                               |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>August 1, 2022</b>     | <b>DR-420 Maximum Millage Form due to Property Appraiser</b>                                                                  |
| August 3, 2022            | Proposed CIP Budget Presentation to City Council (City Council Meeting)                                                       |
| August 17, 2022           | City Council Budget Workshop to finalize budget in anticipation of First Public Hearing – 4:00 PM (City Council Meeting)      |
| <b>September 7, 2022</b>  | <b>First public hearing to adopt Tentative Millage Rate and Tentative Budget (5:05 PM)</b>                                    |
| <b>September 18, 2022</b> | <b>Advertise the Final Hearing to adopt Millage Rate and Final budget. SUNDAY Advertisement.</b>                              |
| <b>September 21, 2022</b> | <b>Hold second public hearing to adopt Millage rate and Final Budget (5:05 PM)</b>                                            |
| September 23, 2022        | Deliver resolution adopting budget, and resolution adopting millage rate (electronic submission) <b>(3 DAYS OF ADOPTION).</b> |
| <b>October 3, 2022</b>    | <b>Complete E-TRIM Final Certification for DR-422</b>                                                                         |
| <b>October 15, 2022</b>   | Forward certification to the State of Florida Department of Revenue, Property Tax Administration Program.                     |

***Municipal Budget Hearings are prohibited by state statutes from being held on the same dates that County and School Board Hearings will be held.***

1. 2022 School Board Hearing Dates: July 25, 2022 & September 12, 2022 (subject to change)
2. 2022 Lake County Budget Hearing Dates: September 13, 2022 & September 27, 2022

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 8**

**SUBJECT TITLE: City Administrator Report**

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**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 of Tavares Smart Growth Workshop       | March 14, 2022, 6:00 p.m. to 8:00 p.m., City Council Chambers |
| City Council Meeting                        | March 16, 2022, 4:00 p.m., City Council Chambers              |
| Planning & Zoning Board Meeting             | March 17, 2022, 3:00 p.m., 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., City Council Chambers              |

**OUTSIDE AGENCY MEETINGS:**

|                                               |                                                              |
|-----------------------------------------------|--------------------------------------------------------------|
| Lake County League of Cities                  | March 11, 2022, 11:30 a.m., Mount Dora Golf Course           |
| Lake Sumter MPO Executive Board Meeting       | April 27, 2022, 2:00 p.m., 1300 Citizens Boulevard, Leesburg |
| Tavares Chamber of Commerce Business Luncheon | March 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\_2.22.2022

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

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
3/2/2022**

**AGENDA TAB NO.: 9**

**SUBJECT TITLE: City Council Member Reports**

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**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.*