



**TAVARES CITY COUNCIL
MEETING MINUTES
MARCH 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
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. She asked those who wished to speak on an agenda item to complete and submit a Request to Speak form.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Tom Cavanaugh, First Baptist Church of Tavares

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

III. APPROVAL OF AGENDA

Mayor Pfister asked if there were any changes to the Agenda. There were none.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Government Finance Professionals Week – March 14-18, 2022

Mayor Pfister read a proclamation in recognition of Government Finance Professionals Week held March 14 through March 18, 2022. She thanked the Finance Department staff for their hard work, professionalism, and dedication.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Ordinance at First Reading by title only:

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.

VII. CONSENT AGENDA

MOTION

Amanda Boggus moved to approve the Consent Agenda [Tab 3. Approval of the February 16, 2022, City Council Regular Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 3. Approval of the February 16, 2022, City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 4. Ordinance 2022-02 – Rezoning Approximately 46 Acres Located South of Slim Haywood Avenue, North of Camp Road, West of SR19 – Peace Village LLC

No discussion at First Reading.

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

Mr. Fitzgerald made the following presentation:

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.

Council Member Singer asked for the changes to the original easement agreement approved in September 2021. Mr. Fitzgerald said Tavares would maintain the easement, no parties could construct on the easement, and expanded indemnity

language with equal hold harmless for both parties. He confirmed the City would continue to own and maintain the easement.

Council Member Singer asked Attorney Holt if she agreed with the agreement language. Attorney Holt confirmed.

MOTION

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

Tab 6. Golden Triangle Regional Park (East Campus) Memorandum of Understanding

Mr. Aldrich made the following presentation:

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.

Mayor Pfister recognized Lake County Commissioner Kirby Smith in the audience and said he is available for questions.

Council Member Gamble noted the agreement did not include an itemization of field maintenance equipment and asked who would be responsible for purchasing the equipment. Mr. Aldrich said a complete list would be developed, negotiated, and brought back to the Council, identifying who would be responsible for each item and funding.

Council Member Gamble said contracting field maintenance services might cost less than purchasing equipment and increasing staff to maintain the fields. He noted his support for the project.

Council Member Singer said he fully supports the project and likes the included amenities such as pickleball courts, aquatic center, and tennis courts. He noted a concern regarding ongoing maintenance and asked if the City could reach out to other Golden Triangle municipalities to see if they would also be interested in a partnership. Council Member Singer said he would like to ensure the ongoing funding is in place with funding options to come back before the Council.

A discussion was held regarding the purchase, lease, staffing, and maintenance of the YMCA property. Mr. Drury said the Memorandum of Understanding (MOU) would initiate the process of exploring the purchase and subleasing of the YMCA property and define the roles of the YMCA, Lake County, and City. An agreement would be negotiated, developed, and then go back to each board for consideration.

Council Member Boggus noted her support and said any liability issues should be clearly identified between the project partners. Mr. Drury said Lake County builds parks throughout the county and leases them for other entities, such as Groveland and Fruitland Park. Those partnership models and agreements would be utilized and built upon with a new private-public YMCA partnership. By adding more partners, the cost is spread out and not as great a burden to the City or County. Mr. Drury said staff would continue to explore other Golden Triangle partnerships.

Council Member Boggus asked if Umatilla maintains the North Lake County Regional Park for the County. Mr. Drury said Lake County runs the park. He said Groveland and Fruitland Park are the two most recent regional parks where the County partnered with the cities. The County made the capital purchases, and the two cities operated the parks. Tavares looked toward adding the YMCA as a partner to spread the cost further. Council Member Boggus recommended the Council visit the Groveland and Fruitland Park regional parks. Mr. Drury noted the Groveland regional park is currently in the procurement process.

Vice Mayor Price asked if maintenance, operation, and utility cost estimates were available. Mr. Drury said the City is working with the YMCA and Lake County to put

together a budget. He noted there would also be an offsetting revenue, and the City would be looking at both revenues and costs. Vice Mayor Price said the concept looks like a wonderful addition to the City, and he would like more financial details. Mr. Drury said if the Council approves the MOU, an agreement would be developed with costs and brought back to the respective boards.

MOTION

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

Tab 7. Request Council Approval for the FY 2022 – 2023 Budget Workshop and TRIM Calendar

Ms. Houghton made the following presentation:

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 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**)*

Mayor Pfister asked for comments from the Council.

Council Member Boggus asked when the City Council Budget Workshop to set the Maximum Tentative Millage Rate on July 27, 2022, would be held. Ms. Houghton said 4:00 p.m. unless the Council would prefer a different time slot.

Council Member Singer said the Council would have enough information to set the Maximum Tentative Millage Rate on July 20, 2022, and would prefer to cancel the July 27, 2022, Budget Workshop and incorporate that business into the July 20, 2022 meeting.

MOTION

Amanda Boggus moved to eliminate the July 27, 2022, City Council Budget Workshop to set Maximum Tentative Millage Rate and roll that business into the July 20, 2022, City Council Regular Meeting and approve the TRIM Calendar, seconded by Troy Singer. The motion carried unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Vance Jochim, 12619 Milwaukee Avenue, Lake County, discussed censorship and social media platforms. He noted he attended a recent rally at the Lake County Historical Building supporting Ukraine and spoke about the development process, including traffic studies. Mr. Jochim discussed recent lawsuits against government bonds. He noted traffic jams on SR19 due to FDOT. He suggested the City put a sign directing questions to FDOT at the construction area on SR19, which had been creating traffic backup issues.

XIV. REPORTS

Tab 8. City Administrator Report

Mr. Drury said an upcoming Smart Growth Workshop scheduled for Monday, March 14, 2022, from 6:00 p.m. to 8:00 p.m. He invited the Council, the public, and anyone interested in how Tavares is growing to attend. Discussions would include the Comprehensive Plan, Land Development Regulations, and Private Property Rights. Mr. Drury said the City has a Smart Growth Horizon Team with Mayor Pfister as the Council representative.

Mr. Tweedie said event season is approaching and provided an update on upcoming events.

Mr. Aldrich said the Babe Ruth opening day was scheduled for Saturday, March 5, 2022, at 10:00 a.m. at the Woodlea Sports Complex. He said 134 participants had registered for the program, including one softball team and ten baseball teams.

Attorney Holt said the Council spent two meetings reviewing ARPA funding and projects. She said she had fielded questions generated from the community regarding using funds for small businesses or housing assistance. Attorney Holt said the Council made a sound decision on their project selections, and the ARPA funding does not allow housing assistance or small business grants. She wanted to clear up any confusion in the case Council may also receive questions.

Tab 9. City Council Member Reports

Council Member Gamble

- He noted Supervisor of Elections Alan Hays mother recently passed away.
- He said he would not be available to attend the Babe Ruth opening day event as he would be attending a celebration of life for Ron Caskey, his youth baseball coach.
- He said he attended the Board of County Commission event supporting Ukraine. He said his heart and prayers go out to Ukraine.

Council Member Singer

- He said Fox 35 Orlando recently recognized Tavares Police Officer Teddy Pearl with a Care Force Award. He said the City has wonderful people in the Tavares Police Department, Fire Department, and City staff and wanted everyone to know what a great team the City has and is happy we can show appreciation whenever possible. He asked Chief Lubins to pass along his congratulations to Officer Pearl.
- He noted Emogene Stegall, former Lake County Supervisor of Elections and longest-serving politician in Lake County, recently passed away. He said she was the epitome of what a public servant is and should be.
- He said he was looking forward to the opening day of Babe Ruth and thanked Mr. Aldrich.

Council Member Boggus

- She said she attended the Ukraine event and it was well attended and moving.
- She said she is looking forward to Babe Ruth opening day and the Sunnyland event.

Vice Mayor Price

- He commended the city departments, who quickly helped arrange the rally to support Ukraine by putting together and approving permits and street closures.
- He said he would not be available to attend Babe Ruth opening day.

Mayor Pfister

- She said she was very proud to live in the City of Tavares.

XV. ADJOURNMENT

There was no further business and Mayor Pfister adjourned the meeting at 4:40 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk