



**AGENDA
TAVARES CITY COUNCIL
April 6, 2022
4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 E MAIN STREET, TAVARES**

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak form available from the City Clerk or at the Council Meeting prior to the meeting being called to order. In addition, the Mayor will ask for comment under the agenda item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or snovack@tavares.org)

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Pastor Dewey Smith, First Baptist Church of Mt. Dora

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 National Library Week 2022 (Mayor)

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 3 Approval of the March 16, 2022 City Council Regular Meeting Minutes (City Clerk)

Tab 4 Cottages at Heritage Grove - Final Plat (Community Development)

VIII. RESOLUTIONS

Tab 5 Resolution 2022-06 - RAISE Grant Application (Public Works)

Tab 6 Resolution 2022-05 - Sister City - Biscarrosse, France (City Administrator)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7 Board Appointments (Mayor)

Tab 8 Economic Development Strategy 2022 Update (Economic Development)

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 9 City Administrator Report

Tab 10 City Council Member Reports

XV. ADJOURNMENT

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

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Dewey Smith, First Baptist Church of Mt. Dora

OBJECTIVE:

Pastor Dewey Smith, First Baptist Church of Mt. Dora, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Dewey Smith, First Baptist Church of Mt. Dora, 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
4/6/2022**

AGENDA TAB NO.: 2

SUBJECT TITLE: National Library Week 2022 (Mayor)

OBJECTIVE:

To request the Council recognize and proclaim April 3-9, 2022 National Library Week in Tavares, Florida.

SUMMARY:

National Library Week is an event sponsored by the American Library Association (ALA) and observed in libraries across the country each April. It is a time to celebrate our nation's libraries, library workers' contributions, and promote the support and use of all types of libraries - school, public, and academic.

The theme for National Library Week 2022 is "Connect With Your Library." Even through the pandemic, our library workers continued to exceed our communities' demands, and adapt resources and services to meet our users' needs during those challenging times.

Whether people visit in person or virtually, libraries offer endless opportunities to transform lives through education and lifelong learning.

OPTIONS:

Request the Mayor read a proclamation designating April 3 through April 9, 2022 as National Library Week in the City of Tavares.

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. National Library Week Proclamation

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



Proclamation National Library Week 2022

WHEREAS, libraries everywhere play a vital role in supporting the quality of life in their communities; and,

WHEREAS, librarians are trained professionals, helping people of all ages and backgrounds find and interpret the information they need to live, learn and work; and,

WHEREAS, libraries and library workers provide a variety of resources and services that transform lives through education and lifelong learning; and,

WHEREAS, libraries connect people to opportunities, resources, and provide professional assistance through online or in-person programs and activities; and,

WHEREAS, libraries, librarians, library workers, and supporters across America are celebrating National Library Week; and,

NOW, THEREFORE, the Tavares City Council hereby proclaims April 3 through 9, 2022 as "National Library Week" and encourages all residents to visit the Tavares Public Library during this week to take advantage of the wonderful library resources available.

PASSED AND DULY ADOPTED by the Tavares City Council this 6th day of April 2022.

Lori A. Pfister, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 3

SUBJECT TITLE: Approval of the March 16, 2022 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

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

SUMMARY:

Attached are the March 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 by the City Clerk.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 03-16-2022 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
MARCH 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
Phil Clark, Utilities Director
Mike Fitzgerald, Community Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
John Rumble, Purchasing Manager
Bob Tweedie, Economic Development Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. David Williamson, Central Florida Freethought Community

David Williams, Central Florida Freethought Community, provided the invocation. Mr. Drury led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Pfister asked if there were any changes to the Agenda. Mr. Drury said the staff had no changes.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Tavares Chamber of Commerce Update

Erika Buigas, CEO and President of the Tavares Chamber of Commerce, provided an update on Chamber activities, including upcoming meetings and events. She said the Chamber received over 150 calls and visitors during February 2022, with four ribbon cuttings to date during 2022. Ms. Buigas said businesses were opening new locations and growing.

Tab 3. Proclamation – Florida’s Hometown USA Program

Mayor Pfister introduced Elliana Castiglione and said her volunteer work included organizing food drives for the Tavares Fire Department and Humane Society. She participated in crafts and activities at Osprey Lodge, the Women’s Shelter, and Terra Vista Rehab Center. She also participated in supply drives for the Ronald McDonald House and Arnold Palmer Children’s Hospital.

Mayor Pfister read a Proclamation in its entirety recognizing Tavares student Elliana Castiglione for her community volunteer work through Florida’s Hometown USA Program. Mayor Pfister and the Council presented Ms. Castiglione with the Proclamation.

Tab 4. Proclamation – Florida Bicycle Month

Mayor Pfister read a Proclamation in its entirety declaring March 2022 as Florida Bicycle Month.

MOTION

Amanda Boggus moved to approve the Proclamation, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 5. Proclamation – Florida Surveyors and Mappers Week

Mayor Pfister read and presented a Proclamation in its entirety declaring March 20 through 26, 2022 Florida Surveyors and Mappers Week.

MOTION

Amanda Boggus moved to approve the Proclamation, seconded by Troy Singer. The motion carried unanimously 5-0.

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

Attorney Holt stated there was one quasi-judicial matter before the Council, Tab 8, Ordinance 2022-02– Rezoning of Approximately 46 Acres Located South of Slim Haywood Avenue, North of Camp Road, West of SR19 – Peace Village LLC. Attorney Holt swore in those who wished to provide testimony.

Attorney Holt asked the Council for any exparte communications. There were none.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

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

RESOLUTION 2021-04

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA; AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE LAKE COUNTY WATER AUTHORITY FOR THE CITY OF TAVARES STORMWATER ENHANCEMENT PROJECT AT THE NEW PUBLIC WORKS PROJECT SITE; AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

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, Seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 6. Approval of the March 2, 2022 City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 7. Approval of Resolution 2022-04 Authorizing Acceptance of LCWA Stormwater Enhancement Grant

Ms. Houghton made the following presentation:

The City of Tavares has been awarded a Stormwater Enhancement Grant from The Lake County Water Authority. The Grant is a locally authorized grant by the Lake County Water Authority and is not a Federal pass-through grant.

The scope of the project is to improve and enhance the pollutant removal capability of the wet retention treatment system serving the Captain Haynes Road watershed. The treatment pond discharges into a wetland system boarding Lake Harris. With the development of the City of Tavares Public Works complex, the existing retention treatment pond will be expanded. The pond will be enlarged to increase its capacity to accommodate the increased impervious are of the new Public Works Complex. In order to improve the quality of the discharge from the larger watershed, the City proposes to add Floating Treatment Wetlands (FTW's) known as Beemats to the construction project. The FTW's will provide additional treatment beyond the minimum requirements set by SJRWMD for permitting.

Various details of the grant include the following:

- *LCWA Agreement for Stormwater Grant Program to Fund City of Tavares Public Works Stormwater Enhancement.*
- *Award Period: 24 months after execution of agreement.*
- *Grant Award: \$100,000*
- *No Match required. City's pro-rata share is identified as \$0 on application for grant.*
- *The grant is NOT identified as a Federal Grant*
- *The grant may be subject to State Single Audit Requirements.*

Staff recommends Option 1, for the Council to approve 2022-04 authorizing the City Administrator to Execute Lake County Water Authority Stormwater Grant Program Agreement for City of Tavares Public Works Stormwater Enhancement.

Council Member Gamble asked if the legislative change to the Lake County Water Authority to a dependent district of the Lake County Board of County Commissioners

would affect the status of the grant. Ms. Houghton said she had was not advised of any changes to the grant.

Council Member Singer asked if \$100,000 would cover the entire expansion. Ms. Houghton said it is solely for the beemat portion.

Council Member Gamble asked who would be responsible for maintaining the beemats. Ms. Houghton said maintenance would fall under the City's Stormwater Department.

Vice Mayor Price referred to the agreement and inquired about the city's pro-rata share language. Ms. Houghton said the pro-rata share was identified as zero.

MOTION

Amanda Boggus moved to approve [Option 1], seconded by Sandy Gamble. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 8. Ordinance 2022-02 – Rezoning of Approximately 46 Acres Located South of Slim Haywood Avenue, North of Camp Road, West of SR19 – Peace Village LLC

Mr. Fitzgerald made the following presentation:

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 force main 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.

The developer shall be entitled to sewer impact fee transmission element credit of \$1,640.00 for each Equivalent Residential Unit (ERU) subject to the City Council's acceptance of a proposed Utility Agreement for relocation of an existing 6" sewer force main 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" force main that is certified by the developer's project engineer and verified by the City of Tavares Utility Department Director.

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).

Council Member Gamble noted a concern regarding exparte communications and said he and Mr. Fitzgerald spoke about the road when discussing another property that would be developed. Mr. Fitzgerald said property to the north was being developed and

would construct a leg of the Captain Haynes extension and believes that is what they were discussing. Mr. Fitzgerald said for the record that Council Member Gamble and himself had not discussed Ordinance 2022-02 outside of the current meeting.

Council Member Gamble said the traffic study shows SR19 would not be impeded. However, there could be a problem with other developments that come in in the future. Mr. Fitzgerald confirmed and said staff is aware that SR19 is a traffic consideration for all development in Tavares. Council Member Gamble noted a concern for ingress/egress on Camp Road. Mr. Fitzgerald said ingress/egress would be addressed with an engineer review for Camp Road and Lane Park Road at the site plan approval.

Council Member Boggus asked for confirmation that the City is changing the zoning of Phase 2. Mr. Fitzgerald confirmed and said Phase 1 is under construction for Park Square for single-family and had already been rezoned.

Council Member Boggus asked if the property had been planned as townhomes under Shanti Niketan. Mr. Fitzgerald said the plan was for condominiums with 10 wings at 12 units each or 120 units. Council Member Boggus said the new zoning would lower the density of the property. Mr. Fitzgerald confirmed and said it is considered a downzoning from RMF-3 to RMF-2. The land use density of the property would not change, and instead, creating downzoning or less intensive use.

Council Member Boggus noted that the developer agreed to develop the rest of Camp Road and asked if lighting was included. Mr. Fitzgerald said he does not believe the developer's agreement provides lighting. Council Member Boggus said that is what she wanted to bring up since the Council has been discussing lighting.

Vice Mayor Price asked if the City had received any new information regarding when SR19 would be widened to help alleviate congestion. Mr. Fitzgerald said no.

Mayor Pfister said Shanti Niketan was an age-restricted development and noted a concern regarding school capacity with single-family homes. She stated concern for City infrastructure handling growth.

Council Member Gamble asked if the City's Fire and Police Departments had enough personnel for the development. Chief Keith and Chief Lubins confirmed and said they saw no issues. Council Member Gamble asked if emergency vehicle access would be impeded in the area. Chief Keith said no.

MOTION

Amanda Boggus moved to approve [Ordinance 2022-02], seconded by Troy Singer.

Council Member Singer asked if the City received information from the Lake County School Board stating there was sufficient capacity. Mr. Fitzgerald confirmed.

Mayor Pfister asked who provided the traffic analysis. Mr. Fitzgerald said the traffic study was completed by a traffic engineer the developer hired. The traffic study was then submitted to staff and forwarded to Griffey Engineering, the City's engineer specializing in traffic engineering. Griffey Engineering reviewed the traffic study to confirm (or deny) the methodology used and whether the City can accept the traffic study.

The motion passed unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 9. Park Square Homes Developer's Agreement for Shanti Niketan Boulevard and Camp Road Improvements

Mr. Fitzgerald made the following presentation:

Park Square Homes is proposing the construction of a residential development together with recreational amenities on vacant property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19. 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. The proposed improvements are consistent with the 2017 Peninsula Area Roadway Study. A Developer's Agreement regarding such traffic mitigation improvements has been presented for City Council consideration.

No immediate fiscal impact. Long-range fiscal impact will be the maintenance of Shanti Niketan Blvd. and Camp Rd. as City roads.

Staff recommends that City Council moves to approve the Park Square Homes Developer's Agreement for the construction of Shanti Niketan Blvd. from Slim Haywood Ave. to Camp Road, and improvements to Camp Road for access to Lane Park Road.

Mr. Drury commended Mr. Fitzgerald for working with different developers and the Lake County School Board to bring the internal service road to fruition. The first piece of the project begins at Dead River Road and is called Captain Haynes Road. Another piece of the project is a future school. The projects are being completed with grants by lake

County or private development, allowing the City Council's limited road budget toward current roads for maintenance and resurfacing projects. The internal service road was planned twenty years ago and is being completed by other entities.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said the state would not commit on a date to widen SR19 and suggested the City lobby the Lake County Board of County Commissioners to stop discounting impact fees. He said the City should also lobby the Florida legislature to expand impact fees or for a way of mandating funding for developers to make road upgrades to a wider area other than road frontage.

Council Member Boggus asked if it would be more effective to move the sewer line. Mr. Clark confirmed and said it would relieve one main station and two pumping stations.

Council Member Boggus asked if the City could look into the lighting while roads are upgraded to capitalize on having all improvements done at the same time. Mr. Drury said the upcoming FY 2023 budget would include a city-wide illumination study for the Council's consideration. The goal is to hire a professional to review the entire City and make sure a plan is in place with lighting prioritization. Then a discussion could incur regarding who will pay for the illumination of a road based on the study. A study would take six months to complete once funding is approved. Mr. Drury said the City would look at public streets. Council Member Boggus noted Pastor Watkins had discussed the lack of lighting on Camp Road, and lighting the road should be considered.

Council Member Gamble inquired about the location of electrical utilities. Mr. Fitzgerald said the City's regulations require all utilities to be placed below ground. Council Member Gamble asked if sidewalks would be placed on both sides of the road. Mr. Fitzgerald said sidewalks would be on both sides of the road at Shanti Niketan Boulevard and Camp Road if there is enough right of way. Any designs would be provided to the City and reviewed by both staff and the City engineer.

MOTION

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

Tab 10. Park Square Homes Developer's Agreement for Capital Sewer Line Improvements

Mr. Fitzgerald made the following presentation:

Park Square Homes is proposing the construction of a residential development together with recreational amenities on vacant property located south of Slim Haywood Ave., north of Camp Rd., west of SR-19. The proposed Park Square Homes development includes 197 single-family homes and 168 townhomes that, upon construction, will connect to City water and sewer service via existing infrastructure and new infrastructure installed by the developer. Per request of

the City's Utility Department, Park Square Homes has agreed to incur the costs to abandon an existing 6" sewer force main, and design, permit, construct, and inspect the installation of a new 6" sewer force main in a more practical location. Pursuant to the City's capital line extension policy, the developer shall be entitled to receive a credit against the transmission element of its utility capital charges for the actual cost of installing the capital utility line extensions. A Developer's Agreement regarding such infrastructure improvements has been presented for City Council consideration.

The developer shall be entitled to sewer impact fee transmission element credit of \$1,640.00 for each Equivalent Residential Unit (ERU) subject to the City Council's acceptance of a proposed Utility Agreement for relocation of an existing 6" sewer force main between lift station #63 and 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" force main that is certified by the developer's project engineer and verified by the City of Tavares Utility Department Director.

Staff recommends that City Council moves to approve the Park Square Homes Developer's Agreement for construction of capital sewer line improvements relocating an existing 6" sewer force main between lift station #63 and Slim Haywood Ave.

MOTION

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

Tab 11. Smart Growth Horizon Team Workshop Update

Mr. Fitzgerald thanked the community members who participated in the recent Smart Growth Horizon Team Workshop held on March 14, 2022. He thanked Mayor Pfister for hosting the Workshop and the Council for attending. He said many people participated in the meeting, and it was well-received. Staff received great feedback from the community and was in the process of compiling the information. Once compiled, Staff would move forward with a Land Development Regulation update for the Planning and Zoning Board to review and for the Council's consideration.

Tab 12. Tavares Babe Ruth League Opening Day Update

Mr. Aldrich made the following presentation:

On Saturday, March 5, 2022, the Tavares Recreation Department hosted the opening day celebration to kick off the Tavares Babe Ruth League spring season. Over 200 families and friends filled the Woodlea Sports Complex to enjoy the day, which included welcome remarks from Mayor Lori Pfister and

Councilmember Troy Singer. Additional activities for the kids included special team introductions, giant bounce houses, and outdoor Rec Rover games. The Tavares Fire Department was on-site to present our nation's colors with a spectacular flag raising and the Tavares Police Department joined our newly re-formed Tavares Babe Ruth Booster Club to offer food and raffle prizes. The day culminated in the first annual Tavares Babe Ruth Coaches vs Tavares Police (and some Fire) charity softball game.

This year's season consists of eleven (11) total teams and 135 participants. This is a 13% increase from spring 2021 and a 6% increase over fall of 2021.

Mr. Aldrich thanked Recreation Department staff members Pete Sherrard, Earl Swift, Billy Saines, and Doug Heaberlin. He extended special thanks to Mayor Pfister, Council Member Singer, Tavares Booster Club, Lieutenant Coursey, Lieutenant Hall, and the entire Council for their support.

Mayor Pfister said ballfields looked beautiful.

XI. NEW BUSINESS

XII. OLD BUSINESS

Vice Mayor Price said he attended the Smart Growth Workshop and received inquiries about arcades in the City. He asked for the status of an ordinance to regulate the number of arcade businesses in Tavares. Attorney Holt said she has been working with the County Attorney, who had made slight changes to their ordinance. An ordinance in line with the County would be ready within the next two City Council meetings.

XIII. AUDIENCE TO BE HEARD

Rosemary Reder – Mr. Drury noted Ms. Reder canceled her request to speak and is not in attendance.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, discussed bond surety lawsuits throughout the country and said he would bring information to the Council in the future.

XIV. REPORTS

Tab 13. City Administrator Report

Mr. Drury noted upcoming events including the FL Vintage Race Boat Spring Regatta, Sunnyland Antique Boat Show, and Planes Tunes and BBQ event. He said the back-to-back events help support downtown businesses.

Tab 14. City Council Member Reports

Council Member Gamble

Council Member Gamble said he was asked to pass on a citizen comment commending Fire Engine 28 for a great job during a recent call.

Council Member Singer

Council Member Singer said Babe Ruth opening day was a wonderful community event and commended the Community Services Department staff. He said it was good to see the Babe Ruth Booster Club.

Council Member Singer thanked and commended Mr. Fitzgerald and the Community Development Department for their work on the Smart Growth Workshop. He said the workshop was well received and he looks forward to hearing more from the citizens and business owners on their desired direction for the City.

Council Member Singer wished those present a Happy St. Patrick's Day.

Council Member Boggus

Council Member Boggus wished those present a Happy St. Patrick's Day.

Vice Mayor Price

Vice Mayor Price provided an update on legislative bills the Florida League of Cities lobbied.

Mayor Pfister

Mayor Pfister said it was exciting to see Babe Ruth grow and the All-Stars partnership with the Booster Club is working well.

Mayor Pfister thanked Mr. Fitzgerald for his efforts on the Smart Growth Workshop. She said the Council needs input from the residents as the Council was elected to represent its constituents.

Mayor Pfister wished those present a Happy St. Patrick's Day.

XV. ADJOURNMENT

There was no further business and Mayor Pfister adjourned the meeting at 5:00 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 4

SUBJECT TITLE: Cottages at Heritage Grove - Final Plat (Community Development)

OBJECTIVE:

To approve the Final Plat for Cottages at Heritage Grove Subdivision located west of Mainsfield Road, north of County Drive.

SUMMARY:

Cottages at Heritage Grove is a proposed age restricted residential subdivision located west of Mansfield Road, north of County Drive. The subject property is 03.42 acres in size, and the proposed Final Plat subdivides the land into 14 lots for the construction of single family dwellings, and 9 lots for the construction of townhomes as permitted under the existing Planned Development zoning approved by City Council on October 17, 2018. The Preliminary Plat for this subdivision was approved by City Council on December 4, 2019. City staff has reviewed the Final Plat and determined that adopted levels of service for all regulated public facilities will be provided. This Final Plat document meets the requirements of the City of Tavares Land Development Regulations and Comprehensive Plan.

OPTIONS:

1. City Council approves the Final Plat for Cottages at Heritage Grove Subdivision located west of Mainsfield Road, north of County Drive.
2. City Council denies the Final Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Final Plat for Cottages at Heritage Grove Subdivision located west of Mainsfield Road, north of County Drive.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Final Plat
2. Property Location Aerial Map
3. Title Opinion
4. Maintenance Bond
5. HOA Declaration of Covenants and Restrictions

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2022-06 - RAISE Grant Application (Public Works)

OBJECTIVE:

To request Council's approval for Resolution 2022-06 authorizing staff in partnership with Lake County Florida and the City of Mount Dora to submit to the Department of Transportation (DOT) a \$25 million 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

SUMMARY:

In FY-21, Tavares City Council authorized the pursuit of a \$25 million RAISE grant for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

In order to apply for the FY-22 RAISE grant program, a new resolution is required authorizing staff in partnership with Lake County Florida, and the City of Mount Dora to submit to the U.S. Department of Transportation (DOT) a \$25 million 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

On March 15, 2022, the Consolidated Appropriations Act, 2022 (Pub. L. 117-103, "FY 2022 Appropriations Act") appropriated an additional \$775 million for the FY 2022 RAISE Grant Program. Therefore, a total of \$2.275 billion in funding is now available for the FY 2022 RAISE Grant Program.

OPTIONS:

1. Move to Approve Resolution No. 2022-06 to apply and accept, in partnership with Lake County Florida and City of Mount Dora to submit to the Department of Transportation (DOT) a \$25 million 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5 and to share the cost of the operation and maintenance of the trail project once completed.
2. Do Not Approve Resolution No. 2022-06, City Council does not authorize the City to apply and accept, in partnership with Lake County Florida and City of Mount Dora to submit to the Department of Transportation (DOT) a \$25 million 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

STAFF RECOMMENDATION:

Move to Approve Resolution No. 2022-06 to apply and accept, in partnership with Lake County Florida, and the City of Mount Dora to submit to the Department of Transportation (DOT) a \$25 million 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application for the planned Wekiva

Trail Extension Project - Segment 1 and Segment 5 and to share the cost of the operation and maintenance of the trail project once completed.

FISCAL IMPACT:

1/3 (\$8,000) of the \$24,000 consultant's cost to submit the Federal Grant application, with Lake County contributing \$8,000 and Mount Dora contributing \$8,000. The City's \$8,000 is coming out of the Public Works budget.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. RAISE Grant Resolution 2022-06_Wekiva Trail Extension LH
2. Lake County RAISE Resolution 2022-36
3. Mount Dora Raise Resolution 2022-15

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

RESOLUTION 2022-06

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA; AUTHORIZING THE CITY OF TAVARES TO PARTNER WITH LAKE COUNTY, FLORIDA, AND THE CITY OF MOUNT DORA, TO SUBMIT A 2022 REBUILDING AMERICA INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT APPLICATION FOR THE WEKIVA TRAIL EXTENSION PROJECT – SEGMENT 1 AND SEGMENT 5 TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION; AUTHORIZING THE CITY ADMINISTRATOR AS THE CITY’S DESIGNEE TO EXECUTE SUPPLEMENTS TO THE APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Further Consolidated Appropriations Act Amendment, 2022 (Pub. L. 117-103, March 15, 2022) (“FY 2022 Appropriations Act”) appropriated Two Billion and Two Hundred Seventy-five Thousand Dollars (\$2,275,000,000) to be awarded by the United States Department of Transportation (US DOT) for National Infrastructure Investments know as Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant on a competitive basis for projects that will have a significant impact on the nation, a metropolitan area or a region; and

WHEREAS, on March 22, 2022, US DOT announced availability of funding for National Infrastructure Investments and requested applications for the 2022 RAISE Grant; and

WHEREAS, Lake County, Florida, the City of Tavares, Florida, and the City of Mount Dora, Florida (the “Agencies”) have an opportunity to submit a 2022 RAISE Grant application to US DOT for the Wekiva Trail Extension Project – Segment 1 and Segment 5; and

WHEREAS, based on the 2010 Census and the 2022 RAISE Grant Notice of Funding Opportunity, the Wekiva Trail Extension Project – Segment 1 and Segment 5 is entirely located outside of the census-designated urbanized area, therefore, it is considered by the US DOT as a rural project and may be awarded up to 100 percent of project costs; and

WHEREAS, the Agencies agree to be responsible and fund costs associated with maintenance and operation of the project in their respective jurisdictional boundaries, should the 2022 RAISE Grant be awarded to the Agencies; and

WHEREAS, The City of Tavares, other Agencies, Lake County, and the City of Mount Dora have determined that they will have sufficient funds to provide necessary cashflow on a grant reimbursement basis during design and construction of the Wekiva Trail Extension Project, should the 2022 RAISE Grant be awarded to the County; and

WHEREAS, the City Council of the City of Tavares, Florida finds that adoption of this Resolution and submission of a 2022 RAISE Grant application in Partnership with Lake County, Florida, and the City of Mount Dora for the Wekiva Trail Extension Project is in the best interest of the public health, safety and welfare of the County.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Tavares, Florida, as follows:

Section 1. The recitals above are incorporated herein.

Section 2. The City Administrator of the City of Tavares, in partnership with Lake County, and the City of Mount Dora, is authorized to execute and deliver on behalf of the City of Tavares City Council a 2022 RAISE Grant application and related documents for the Wekiva Trail Extension Project – Segment 1 and Segment 5. The City Administrator in Partnership with Lake County, Florida, and the City of Mount Dora is further authorized to execute and deliver supplements to such 2022 RAISE Grant application, if needed or advised.

Section 3. If the Agencies are awarded the 2022 RAISE Grant funding for the Wekiva Trail Extension Project – Segment 1 and Segment 5, then the City of Tavares along with Lake County, Florida, and the City of Mount Dora, Florida covenants to budget and appropriate funds for the implementation and operation and maintenance of the Wekiva Trail Extension Project – Segment 1 and Segment 5.

Section 4. Application Cost for submittal of the FY2022 Raise Grant Application is estimated at \$24,000, not to exceed \$40,000 with each member of the partnership paying 1/3 of the cost.

Section 4. This Resolution shall be effective immediately upon its passage and adoption.

PASS AND ADOPTED this ____ day of _____, 2022.

Lori Pfister, Mayor

City Council, City of Tavares, Florida

ATTEST:

Susie Novack, City Clerk

Lindsay Holt, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 6

SUBJECT TITLE: Resolution 2022-05 - Sister City - Biscarrosse, France (City Administrator)

OBJECTIVE:

To discuss and consider approval of Resolution 2022-05 endorsing an invitation to the government and people of Biscarrosse, France to negotiate a plan of activities furthering the implementation of a Sister City relationship.

SUMMARY:

During the February 2, 2022, City Council meeting, the Mayor brought forth a proposal to explore a Sister City relationship with Biscarrosse, France. There was a consensus from the Council for staff to contact the Biscarrosse Mayor and staff and to begin building a Sister City relationship. The Mayor of Tavares contacted the Mayor of Biscarrosse, France, and received positive feedback on the initiative, including an invitation for a delegate visit to Biscarrosse. (see attached letter)

Tavares currently has a Sister City relationship with New Taipei, Taiwan, where exchanges have benefited the City through bilateral visits from students and dignitaries and Dragon Boat racing events. The City and Taipei Economic and Cultural Office in Miami have worked together throughout the years to build a robust and effective Sister City relationship. A Sister City relationship with Biscarrosse, France would enhance the Tavares Sister City program, similar to many cities throughout the country that maintain several Sister City relationships throughout the world.

Sister City relationships are intended to expand, strengthen and deliver great benefits to both parties by encouraging business, trade, education, cultural exchanges, and projects between the twin sister cities.

The City Administrator offers the following as it relates to this Sister City initiative with Biscarrosse, France:

1. The City of Tavares and Biscarrosse, France are both lakeside cities.
2. The City of Tavares and Biscarrosse, France are both aviation seaplane-centric cities and share an "aeronautical history in that respect."
3. The City of Tavares and Biscarrosse, France are similar in population and demographics.
4. Biscarrosse, France is the home of a seaplane museum located at the shores of the lake.
5. The City of Tavares and Biscarrosse, France are both pedestrian-friendly cities with vibrant downtown centers which host community activities, events, and festivities where visitors of all ages can enjoy themselves.
6. The City of Tavares and Biscarrosse, France share in their value and desire to maintain history.
7. The City of Tavares and Biscarrosse, France are destination cities.

Before the Council is Resolution 2022-05, which endorses an invitation to the government and people of Biscarrosse, France to negotiate a Sister City program and appoint the Mayor of Tavares as the

honorary representative for Tavares.

OPTIONS:

1. Approve Resolution 2022-05 and continue to negotiate a Sister City program with the City of Biscarrosse, France.
2. Do not approve Resolution 2022-05.

STAFF RECOMMENDATION:

Option 1, approve Resolution 2022-05 and continue to negotiate a Sister City program with the City of Biscarrosse, France.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2022-05 - Sister City - Biscarrosse France
2. Courrier projet de jumelage TAVARES 8.03

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

RESOLUTION 2022-05

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, RECOGNIZING THE SISTER CITY PROGRAM ESTABLISHED BY THE PRESIDENT OF THE UNITED STATES IN 1956 AND ENDORSING A PRELIMINARY INVITATION TO THE PEOPLE OF BISCARROSSE, FRANCE TO ENTER INTO A SISTER CITY PROGRAM WITH THE CITY OF TAVARES.

WHEREAS, The Sister City program also known as the “People-to-People” Program was inaugurated by the President of the United States in 1956 to establish greater friendship and understanding between the people of the United States and other nations through the medium of direct personal contact, and

WHEREAS, many countries have endorsed this program and have joined with numerous cities of the United States in adopting and implementing programs for the exchange of ideas and visitations of people, and

WHEREAS, the League of Cities and cities, large and small, have endorsed, accepted and adopted the SISTER CITY concept, and

WHEREAS, the City of Tavares, through its established governmental body, does recognize and endorse this program as a means of establishing a lasting friendship between the people of Biscarrosse, France, and the people of Tavares, Florida.

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

- a) On behalf of the people of Tavares, this Council does hereby endorse an invitation to the government and people of Biscarrosse, France to negotiate by mail and personal contact to plan a program of activities furthering the implementation of the “People-to-People” objectives.
- b) The Mayor is hereby appointed Honorary representative for the City of Tavares of the Sister City Program and is authorized to represent the City for this program.
- c) Copies of this resolution will be sent to the Mayor of Biscarrosse, France,

THIS RESOLUTION will become effective upon approval by the Tavares City Council.

PASSED AND RESOLVED this 6th day of April, 2022 by the Tavares City Council.

Lori A. Pfister, Mayor

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY

Lindsay Holt, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 7

SUBJECT TITLE: Board Appointments (Mayor)

OBJECTIVE:

For the Mayor to make appointments to the Tavares Library Advisory Board and the Lake County Library Advisory Board - City Representative and Alternate positions, and the Council to confirm the Mayor's appointment.

SUMMARY:

Tavares Library Board

The City received a letter of resignation from Tavares Library Advisory Board member Duan Dement, whose term expires June 2023. The City advertised the open position in the Daily Commercial and City website. One application was received from Kathy Czynnik. (attached)

Lake County Library Advisory Board

The City received notice from Lake County Library Services advising that the positions of City Representative and Alternate to the Lake County Library Advisory Board expired on February 28, 2022. Norma Emerson served as the City Representative and Amanda Boggus served as the alternate. The new term will be four years, from March 1, 2022, through February 28, 2026. Norma Emerson submitted a request for re-appointment to continue as the City Representative. (attached) Amanda Boggus indicated she would like to open the alternate position to interested parties. The City advertised both positions in the Daily Commercial and City website and received no new applications.

OPTIONS:

1. For the Mayor to make an appointment, and Council to confirm the appointment, to the Tavares Library Board and the Lake County Library Board City Representative positions, and either make a Council member selection for the Lake County Library Advisory Board Alternate position or continue to advertise to the public.
2. Do not make board appointments at this time.

STAFF RECOMMENDATION:

For the Mayor's consideration.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Czyrnik Application to Tavares Library Board
2. Emerson Request for ReAppointment to LCLAB
3. Letter from the Lake County Library Services Director
4. Tavares Library Board Resignation - D. Dement
5. LF-29185017
6. LF-29414869

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 8

SUBJECT TITLE: Economic Development Strategy 2022 Update (Economic Development)

OBJECTIVE:

For City Council to approve the 2022 update of the City's Economic Development Strategy and Focus Area Map

SUMMARY:

Each year the Economic Development Department presents an update to the adopted Economic Development Strategy and Focus Map to the City Council. Attached is a copy of the 2022 update which has been developed and will be presented by the Economic Development Director with a summary of Economic Development activity and growth within the City in the past year.

OPTIONS:

1. Receive the presentation and move to approve the 2022 update to the Economic Development Strategy and Focus Area Map.
2. Receive the presentation and do not move to approve the update to the Economic Development Strategy and Focus Area Map.

STAFF RECOMMENDATION:

Staff recommends option 1

FISCAL IMPACT:

No Fiscal Impact associated with this item.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. CityofTavares2022EDStrategyUpdate
2. Economic DevelopmentFocusAreaMap2022

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 9

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting	April 20, 2022, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	April 21, 2022, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	April 20, 2022, 2:30 p.m., Library Conference Room
Code Enforcement Special Magistrate Hearing	April 26, 2022, 5:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	April 8, 2022, 11:30 a.m., Mount Dora Golf Course
Lake Sumpter MPO Executive Board Meeting	April 27, 2022, 2:00 p.m., 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Luncheon	April 27, 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_3.29.2022

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/6/2022**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform the Council on city-related items.

SUMMARY:

The Council will be offered an opportunity to provide a report at the meeting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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