



**TAVARES CITY COUNCIL
MEETING MINUTES
JULY 15, 2020 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lori Pfister, Vice Mayor
Lou Buigas, Council Member
Troy Singer, Council Member
Roy Stevenson, Council Member**

STAFF PRESENT

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

TAVARES CHAMBER OF COMMERCE

J. Scott Berry, Executive Director

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Mike Ellis, Umatilla Baptist Church

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

III. APPROVAL OF AGENDA

Mr. Drury said staff would like to add Tab 10A, Request to Purchase City Property, to the Agenda.

MOTION

Lori Pfister moved to approve the Agenda with the addition of Tab 10A [Request to Purchase City Property], seconded by Lou Buigas. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. 2020 Election Proclamation

Mayor Boggus read a 2020 Election Proclamation in its entirety:

PROCLAMATION BY ORDER OF THE MAYOR OF THE CITY OF TAVARES

NOTICE OF ELECTION

The 2020 City Election will be held on Tuesday, November 3, 2020 at the City Hall Council Chambers (Precinct 39), First United Methodist Church (Precinct 19), Lake County Agriculture Center (Precinct 42), Lake Frances Estates Clubhouse (Precinct 48), Imperial Terrace (Precinct 69), and Royal Harbor Social Hall (Precinct 99), for the purpose of electing three non-partisan Councilmembers to Seat 1, Seat 3 and Seat 5 to serve at large for 2020-2022.

Voters must be registered with the Lake County Supervisor of Elections on or prior to October 5, 2020 at 5:00 p.m.

Nominations to Seat 1, Seat 3 or Seat 5 shall be by petition signed by at least twenty-five (25) qualified electors of the City of Tavares and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition, along with all other required election documents, must be filed with the City of Tavares City Clerk within the period beginning August 1, 2020 at 12:00 noon and ending August 15, 2020 at 12:00 noon. If August 15th should fall on a weekend day or holiday the deadline will be extended to the next business day at 12:00 noon. Election packets may be

obtained from the City Clerk from 8:00 a.m. to 5:00 p.m. Monday through Friday.

Tab 3. ELKS 90 Year Anniversary Proclamation

Mayor Boggus said the Benevolent and Protective Order of the Elks of the United States of America (ELKS) is a fraternal organization that has been serving people and communities throughout the United States for over 150 years. The Eustis Elks Lodge #1578 has over 900 members and supports the community through Veteran services, scholarships, Florida Elks Youth campers, LSCO Dare program, are ROTC programs, along with many other causes.

Mayor Boggus read a proclamation in celebration of the Eustis Elks Lodge #1578 90th anniversary on July 11, 2020, and for their hard work and generosity to the Citizens of Tavares and surrounding communities.

MOTION

Lori Pfister moved to approve the Proclamation, seconded by Roy Stevenson. The motion carried unanimously 5-0.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following resolutions by title only:

RESOLUTION NO. 2020-15

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA ACCEPTING THE PROPOSAL OF TRUIST BANK TO PURCHASE THE CITY'S \$225,000 CAPITAL IMPROVEMENT REVENUE NOTE, SERIES 2020A AND \$1,690,000 CAPITAL IMPROVEMENT REVENUE NOTE, SERIES 2020B, TO FINANCE THE CITY'S COST OF ACQUIRING EQUIPMENT AND ACQUIRING AND CONTINUING OTHER CAPITAL ASSETS CONSTITUTING THE PROJECT AS DESCRIBED BELOW; AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT WITH SAID BANK TO SECURE THE REPAYMENT OF THE 2020 NOTES; PROVIDING FOR THE PAYMENT OF THE 2020 NOTES FROM THE CITY'S COVENANT TO BUDGET AND APPROPRIATE NON AD VALOREM REVENUES, ALL AS PROVIDED IN THE LOAN AGREEMENT; AUTHORIZING THE PROPER OFFICIALS OF THE CITY TO DO ANY OTHER ADDITIONAL THINGS DEEMED NECESSARY OR ADVISABLE IN CONNECTION WITH THE

EXECUTION OF THE LOAN AGREEMENT, THE 2020 NOTES, AND THE SECURITY THEREFORE; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS IN CONNECTION WITH THE 2020 NOTES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2020-16

A RESOLUTION OF CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; AUTHORIZING AND APPROVING CLOSEOUT AMENDMENT NINE (9) FOR SRF LOAN AGREEMENT SW350940 FOR CRA STORWATER PHASE 1 IMPROVEMENTS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

RESOLUTION 2020-17

A RESOLUTION OF THE CITY OF TAVARES, LAKE COUNTY, FLORIDA; REQUESTING PLACEMENT OF THE TAVARES TO EUSTIS PHASE I SECTION OF THE NORTH LAKE RIVER TO HILLS BIKE TRAIL ON THE LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION'S PRIORITY PROJECT LIST.

VII. CONSENT AGENDA

Council Member Buigas said she would like to pull Tab 5 for discussion.

MOTION

Lori Pfister moved to approve the Consent Agenda with Tab 5 pulled [Tab 4, Approval of the July 1, 2020 City Council Regular Meeting and Budget Workshop Meeting Minutes], seconded by Roy Stevenson. The motion carried unanimously 5-0.

Tab 4. Approval of the July 1, 2020 City Council Regular Meeting and Budget Workshop Minutes

Approved on the Consent Agenda.

Tab 5. Authorization to Use Forfeiture Funds

Council Member Buigas inquired about forfeiture funding. Ms. Houghton said forfeiture funds are collected as a result of Police activity. The funds collected are held in a liability account until awarded by a court. Once a court awards the funds they are recognized as revenue. When the Police Department wishes to spend the awarded funds it is brought to Council for consideration and the budget is amended at that time.

Council Member Buigas asked if the \$5,800 forfeiture funds in FY 2019-2020 are waiting to see what is acquired and the city will front the dollars. Ms. Houghton confirmed.

Mayor Boggus asked if forfeiture funds are from the Tavares Police Department or a law enforcement pool from state-wide arrests. Chief Lubins said the forfeiture funds are Tavares.

MOTION

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

VIII. RESOLUTIONS

Tab 6. Resolution 2020-17 to Support Trail from Tavares to Eustis

Mr. Drury said Resolution 2020-17 provides support to the Lake-Sumter Metropolitan Planning Organization (MPO) for a trail north and south of Tavares and through Eustis. He said the bicycle trails can support quality of life and promote economic development. Lake County has implemented and executed a comprehensive bicycle trails development plan.

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

MOTION

Roy Stevenson moved to approve [Resolution 2020-17], seconded by Lou Buigas. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7. 2020 Census Information Gathering Location

Mr. O'Keefe made the following presentation:

The U.S. Census Bureau has asked the City to provide interior table space for use by the Census Bureau to assist residents in completing forms. The 2020 Census will mark the 24th time the country has counted its population since 1790.

The count is mandated by the Constitution and conducted by the U.S. Census Bureau, a nonpartisan government agency. The 2020 Census counts the population in the United States and five U.S. territories (Puerto Rico, American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands).

The census is only taken once every ten years and this year 2020, is the year.

The Census Bureau began mailing paper questionnaires in mid-April to homes that had not yet responded. Responses have been low in our area. As a result, the Census Bureau is seeking:

- 1. Use of inside space as a 2020 U.S. Census Questionnaire Assistance Site - where, on an extended, temporary basis between **August 3rd and September 18th** a Census worker may be assigned there, weekly or every few days (**Monday through Friday 8-5**); to assist those needing help in filling out the 2020 Decennial Survey. This can be as simple as setting up a card table. It is generally promoted so the public knows they can go there for assistance with the survey.*
- 2. Holding a Recruiting Event - The U.S. Census Bureau is still seeking workers to assist in completing all the many tasks that go in compiling the many thousands of surveys coming in this year. The pay rate is 14.50 per hour, and is meant for 10 hours a week, or up to 35 or 40 hours. You only have to be at least 18 years old or older and it is ideal for those retired, still in school, or someone desiring to supplement their existing income.*

The calendar indicates the TRA room is available from 8 to 5, Monday through Friday during the requested dates, however some evenings are scheduled for other groups. This would necessitate the Census Bureau to remove of all materials daily. Additionally, the Census Bureau indicated they would not be using the space every day.

Staff recommends granting the Census Bureau use of the TRA room space request under the government rate (no fee) on a temporary basis between August 3, 2020 and September 18, 2020 Monday through Friday between the hours of 8 to 5 with the Census Bureau removing all materials daily.

Council Member Stevenson inquired about the location of the TRA room. Mr. O'Keefe noted the room is located in the Tavares Library complex.

MOTION

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

Tab 8. Naming of Wooton Park West Brick Road

Mr. Tweedie made the following presentation:

In 2018, the Wooton Park West enhancement project was completed with the previously planned addition of new sand volleyball courts; new double wide boat ramp with paved and non-paved boat trailer parking; new restrooms; new recreational trail.

Thanks to the successful efforts of the Utilities Department in seeking additional FDEP grant funding, the additional construction of a red brick roadway connecting the property at the South End of Joanna, adjacent to Kaluah Hale Beach Bar to the West boat ramp parking area was added (see attached aerial photo).

This one way, west bound road provides egress from the lower portion of Joanna, pocket parking areas and future marina vehicle drop off/pick up cul-de-sac area, as well as providing a means of circulating vehicle & boat trailer traffic through the overflow grass boat trailer parking area.

As the City approaches the beginning of construction of the new marina facilities, it will be necessary to provide a name for this road in order to facilitate accurate and current GPS navigation for drivers and potential emergency response needs. Staff is requesting that Council choose and approve an appropriate name for this public road. Below is a short list of names as a point of beginning to get the discussion going for Council's benefit:

- 1. Marina Cove Street*
- 2. Flight Line Avenue*
- 3. Eco Street*
- 4. Air Boss Alley*
- 5. Waypoint Avenue*

The following suggestions were made by the Council:

Council Member Singer:

- Recreation Way
- Recreation Drive

Council Member Buigas:

- Waterfront Way

Vice Mayor Pfister:

- Landing Lane

Council Member Stevenson:

- Flightline Avenue
- Drury Lane

Mayor Boggus:

- Shoreline Drive
- Park Drive
- West End Way

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

Mayor Boggus asked for comments from the Council.

Vice Mayor Pfister suggested providing an opportunity for citizen input. Discussion was held and each Council Member chose one name each as follows:

1. Recreation Way
2. Waterfront Way
3. Landing Lane
4. Flightline Avenue
5. West End Way

MOTION

Roy Stevenson moved to place the names on social media for citizen input, seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 9. Approve Award of Financing Bid and Approve Resolution 2020-15 Authorizing Execution of Loan Documents for Cap Imp Rev Note, Series 2020 A & B with Trust Bank

Ms. Houghton made the following presentation:

On May 6, 2020 the City Council authorized the issuance of an RFP for debt financing in the amount of \$1,925,000. The table below reflects the authorized projects, and the terms for each project group. \$60,000 was originally estimated for Cost of Issuance. Final estimated cost of issuance is reduced to \$50,000. The table below provides a summary of the projects to be funded from the note.

FY2020 Budgeted
Projects - Debt
Issuance

10 Yr Note

7 Yr Note

TOTAL

Wayfinding Signs downtown	43,000.00		
Cemetery Restrooms	100,000.00		
Seaplane Base/Mariana Rebuild Reconstruction	360,000.00		
Wootton Wonderland Reconstruction	650,000.00		
Splash Pad Rehabilitation at Splashpark	275,000.00		
Bocce Ball Courts	72,000.00		
Pickle Ball Courts	30,000.00		
History Museum	100,000.00		
Contingency	<u>16,000.00</u>		
	1,646,000.00		1,646,000.00
Police Vehicles -5		<u>219,000.00</u>	
		219,000.00	219,000.00
Total - Final Request for Debt Issuance			Total
Projects cost	1,646,000.00	219,000.00	1,865,000.00
Cost of issuance - estimated	<u>44,000.00</u>	<u>6,000.00</u>	<u>50,000.00</u>
	1,690,000.00	225,000.00	1,915,000.00

RFP 2020-0018 for debt financing to be secured by a Covenant to Budget and Appropriate in the amount of \$1,925,000 was issued on May 15, 2020. RFP 2020-0018 was advertised on the City website, DemandStar.com, and the Orlando Sentinel.

On May 15, 2020, the City issued RFP No. 2020-0018 for short term financing for the purchase of five police vehicles, wayfinding signs, cemetery restrooms, Seaplane Base reconstruction, splashpad rehabilitation at the Splashpark, bocce ball courts, pickle ball courts, and history museum improvements. \$16,000 was included for capital project contingency. The RFP stated that the debt would be issued as a CBA (covenant to budget and appropriate). The RFP included the following requested elements:

- Amount: not to exceed \$1,925,000*
- Security: CBA – Covenant to Budget and Appropriate*
- Rate: fixed*
- Term: 7 years for police vehicle*
- Term: 10 years for the capital projects*

On June 18, 2020, all received bids were opened publicly. Four proposals were received. BB&T was selected for submittal to the City Council for award of proposal and for request of approval to execute a loan in the amount of \$1,915,000 (reduced from \$1,925,000 due to decrease in issuance costs).

- 1. BB&T (Truist Bank)– 1.48% (7 year); 1.79% (10 year)*
- 2. Key Government Finance - 2.65% (7 year); 2.376% (10 year)*
- 3. Pinnacle Public Finance - 2.80% (7 year); 2.90% (10 year)*
- 4. Bank Funding, LLC – **no bid** for 7 year; 1.65% (10 year);*

The bids were reviewed and evaluated by the City's Financial Advisor, Mark Galvin, of Hilltop Securities, and City Staff. Proposals were ranked according to RFP requirements and overall benefit to the City of Tavares. It was determined that BB&T provided the best overall benefit to the City of Tavares. A copy of the bid review and recommendation from the City's Financial Advisor, Mark Galvin, of Hilltop Securities is attached for your review.

Resolution 2020-15 and the Loan Agreement for Capital Improvement Note have been prepared by the City's Bond Council, Mike Williams, Esq. of Akerman. The City Attorney (Bob Williams), and City staff have reviewed the documents for any required changes.

Staff recommends Option 1, for the Council to award Bid No. 2020-0018 to Branch Banking & Trust Co. (BB&T), and approve Resolution No. 2020-15, and authorize the execution of the Capital Improvement Revenue Note, Series 2020 A & B with Truist Bank (BB&T) in the amount of \$1,915,000. This will be a CBA Lease/Loan Obligation (Covenant to Budget and Appropriate) requiring Lease Payments to be budgeted and appropriated for annually. Lease Payments for Fiscal Year 2020 have been appropriated and budgeted.

Mike Williams, Bond Counsel, Akerman, said he is available for questions.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, commended staff for obtaining low interest rates, and said Council should consider deferring until after the November elections or the first of the year [2021] due to COVID.

Mayor Boggus asked for comments from the Council.

Council Member Singer inquired about the benefit of debt vs. pay as you go. Mr. Drury said if the city finances over a 7-10 period, new residents who move into the community contribute to the cost of the items they enjoy. If you 'pay as you go,' the residents of today are paying for a project the residents of tomorrow will enjoy, saddling current residents with the total cost. He said Wooton Wonderland had a wonderful life that far exceeded its expectations. Small low interest loans financed over 7-10 years allow the city to spread the cost among all taxpayers who will benefit. Council Member Singer noted a majority of the loans have been budgeted. He asked if some of the projects

could be deferred if there are budget changes. Mr. Drury said the Council previously approved all of the projects with public input, including seeking low interest debt service. He said staff is coming back with the final results. If Council wishes to defer projects to another year it could be done. However, delaying the loan may result in a higher interest rate. He noted the bid competitors rates came in double the rate. Council Member Singer asked for the annual debt service for the two loans. Ms. Houghton said \$30,108 Note A, and \$161,899 Note B has been included in the FY2021 budget.

Mayor Boggus asked if there would be a penalty for paying the loans early.

Mark Galvin, Hilltop Securities, said the seven-year loan has no prepayment penalty, and the ten-year loan can be prepaid any time in whole with a 1% prepayment penalty in the first four years of the loan and no prepayment penalty afterwards. Mr. Galvin said the closing is scheduled Friday.

Vice Mayor Pfister noted her support for the quality of life projects and said the city has been working on the projects for a long time. She thanked the Finance Department for their hard work.

MOTION

Lori Pfister moved to approve Option 1 [Award Bid No. 2020-0018 to Branch Banking & Trust Co. (BB&T), and approve Resolution 2020-15, and authorize the execution of the Capital Improvement Revenue Note, Series 2020 A & B with Truist Bank (BB&T) in the amount of \$1,915,000], seconded by Lou Buigas. The motion carried unanimously 5-0.

Tab 10. Approve Resolution 2020-16 – SRF Stormwater Loan SW350950 Amendment Nine and Loan Closeout

Ms. Houghton made the following presentation:

Previously, the City Council authorized application and acceptance of a State Revolving Loan Application for Project SW350940, the downtown Stormwater Improvement Project. The original loan document was executed on March 31, 2014 (disbursable amount \$247,416).

A timeline summary of previously approved amendments for this loan are as follows:

- Amendment One (1) was executed on June 10, 2015 which provided for additional time for project completion.*
- Amendment Two (2) was executed on March 11, 2016 which provided for additional funding and amended the disbursable loan amount by \$1,697,194.*

- *Amendment Three (3) was executed on October 19, 2016 which provided for additional funding and amended the disburseable loan amount by \$2,107,035.*
- *Amendment Four (4) was executed on December 16, 2016 changing the term of the loan from 20 years to 30 years.*
- *Amendment Five (5) was executed on November 14, 2017 which provided for additional funding and amended the disburseable loan amount by \$999,245.*
- *Amendment Six (6) was executed on January 23, 2018 which provided for additional funding and amended the disburseable loan amount by \$193,213*
- *Amendment seven (7) was executed on June 6, 2018 which provided for addition funding and amended the disburseable loan amount by \$412,569.*

Amendment Eight (8) was executed on September 5, 2018 which provided for additional funding and amended the disburseable loan amount by \$2,398,224.

This amendment, Amendment Nine (9) finalizes the loan for the downtown CRA Stormwater Project, Phase 1, and sets the final disburseable loan funding at \$6,986,411, excluding capitalized interest. Amendment Nine (9) reflects a decrease in the total disburseable loan amount of \$1,068,485. The amendment provides for the following final loan elements:

- *Disburseable funding for the project in the amount of \$6,986,411, excluding capitalized interest (a decrease of \$1,068,485)*
- *Capitalized Interest (non-disburseable) in the amount of \$29,188*
- *Loan service fee of \$139,728 (a decrease of \$21,369)*
- *Semi-Annual loan payments of \$123,563.84 (decrease of \$19,872)*
- *Semi-Annual loan payments are due on June 15th and December 15th each year until all amounts due have been fully paid.*

Staff recommends approval of Option 1, approve Resolution No. 2020-16 which authorizes final SRF Loan SW350940 Amendment Nine (9) which decreases the final disburseable loan principal from \$8,054,896 to \$6,986,411, and authorizes the Mayor or Vice Mayor to execute the loan amendment documents.

Mayor Boggus asked for comments from the Council.

Vice Mayor Pfister asked if the savings could be passed on to the Utility customers. Ms. Houghton said a rate study previously presented to Council changed some of the rates. The rate study and the changes included the expected decrease for the project. The rate payers will receive a benefit for the next five years due to the decrease.

Mayor Boggus asked where the \$1 million dollar savings came. Ms. Houghton said during the finalization of the project several grants were leveraged. Staff went back to the grant agencies to ensure they honored the full grant amounts that they agreed which allowed the City to borrow less than anticipated.

Council Member Singer said the debt service reduction helps offset the previous loan resolution approved. He thanked Ms. Houghton and the Finance Department Team.

MOTION

Lori Pfister moved to approve Option 1 [Approve Resolution No. 2020-16 which authorizes final SRF Loan SW350940 Amendment Nine (9) which decreases the final disbursable loan principal from \$8,054,896 to \$6,986,411, and authorizes the Mayor or Vice Mayor to execute the loan amendment documents], seconded by Roy Stevenson. The motion carried unanimously 5-0.

10A. Request to Purchase City Property

Mr. Drury said the City received a request from Rick Gonzalez, Commercial Real Estate Broker, to purchase City property on Caroline Street that is currently designated to be the future site of the downtown short term RV campground to support special events. Mr. Drury read the request into the record as follows:

I am a commercial real estate broker currently working with a client who is interested in evaluating the city property on Caroline Street for an apartment complex. My client would be interested in purchasing at a fair market value based on appraisal and subject to due diligence period. Prior to entering into a purchase and sales agreement and putting down earnest money, my client wishes to know if the city is interested in selling the property. Thanks for your consideration.

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

Mayor Boggus asked for comments from the Council.

Council Member Singer asked how much would be added to the tax base for apartments. Mr. Drury said it would depend on the value of the apartments. He said an estimate can not be calculated because the dollars that will be invested and what the appraised value is unknown.

Council Member Buigas said she would like to know the value and expressed her preference that all requests be considered. Mr. Drury said land is usually worth 20% more than the Property Appraiser's calculated value and the subject property is five acres. The developer would then build an apartment complex which would have a different value after the investment.

Vice Mayor Pfister noted her support for the property's original intent as a downtown short-term RV park. She said it will set Tavares apart from other cities and is a service needed in the downtown and would like to move forward with the original plan and not sell the property.

Mayor Boggus said she believes downtown real estate will become a premium. She noted her support to use city property that is downtown for the best purpose for most citizens, and stated the property would be better suited to be an RV campground.

Council Member Stevenson said that once the property is sold you cannot get it back and noted his caution to move forward.

Council Member Buigas said she would like more information.

Mr. Drury said it is his understanding the Council is not willing to move forward with the request. He said he would advise Mr. Gonzalez that the Board is not willing to sell at this time but will research and discuss in the future.

MOTION

Lori Pfister moved to not entertain selling the property, seconded by Roy Stevenson.

Council Member Singer asked if this a one-time consideration to sell the property. Vice Mayor Pfister said the Council made plans for the property and voted on those plans. She said she would like to move forward with the existing plans. Mr. Drury said it was a priority identified by the Council and asked Staff to move forward during the budget process.

Council Member Buigas asked if the city has explored hookups with the Health Department and if permits can be obtained. Mr. Drury said he believes the property would accommodate an RV park and tie into the city's existing water and sewer lines. Vice Mayor Pfister said a lot of the work can be completed in-house.

Council Member Singer said he is comfortable not accepting the offer right now, but does not want to move forward on a motion eliminating future opportunities. Mayor Boggus asked for clarification that the Council wishes to reject the current offer but not all potential offers. Vice Mayor Pfister said the motion is to reject the offer on the table and move forward with the original plans. Mayor Boggus said that does not prohibit future offers. Vice Mayor Pfister confirmed.

Council Member Singer asked if a motion is needed. Mr. Drury said a motion is appropriate to dispose of this item so the broker and individual can seek other properties for purchase. The campground concept will come back to Council 2-3 times in the future.

The motion carried unanimously 4-1 as follows:

Amanda Boggus:	Yes
Lori Pfister:	Yes
Lou Buigas:	Yes

Troy Singer: No
Roy Stevenson: Yes

XI. BUDGET WORKSHOP

Tab 11. Budget Workshop – Present Enterprise and Special Fund Budgets, and Discuss the General Fund Budget

Ms. Houghton made the following presentation:

Previously, at the July 1st City Council meeting, Council was presented the General fund budget, and staff will now deliver the Utility Funds and Special Funds Proposed Budgets for FY2021 after which an opportunity will be provided to discuss the previously delivered General Fund budget as well as the Utilities and Special Fund budgets.

The Utility funds include: Water, Wastewater, Stormwater, Solid Waste, and the Seaplane Base/Marina. Special Funds include Community Redevelopment (TIF), Infrastructure Sales Tax, Grants, Debt Service, and the Pavilion Fund.

The maximum tentative millage rate will be set at the July 29th, 2020 budget workshop. The Five Year Capital Plan will be delivered, presented and discussed at the August 5th, 2020 budget workshop. An additional Council budget workshop is scheduled for August 19th to discuss all budgets followed by two Public Hearings on the budget on September 3rd 2020 (this is the THURSDAY after the regularly scheduled City Council meeting on Wednesday September 2nd 2020) and September 16th, 2020.

Ms. Houghton presented a PowerPoint presentation on the Utility Funds and Special Funds proposed Budget for FY2021.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, said the Stormwater Department shows two transfers of money to the General Fund and SRF. He said the transfer to the General Fund is \$390,000 or 9.61% which is profit of the operations for stormwater. Mr. Drury said all enterprise funds are managed by General Fund staff and equipment. There is a transfer from those funds to the General Fund to offset those costs. Ms. Houghton said the General Fund does the billing for stormwater. Mr. Drury said each city in the state uses a formula to offset the costs to manage facilities and it is appropriate for the Utility Funds to pay their proportionate fair share of the cost to manage. Mr. Jochim suggested adding a line for overhead charges. Mr. Drury said the city uses general government standard accounting principles (GFOA) and terminology that the auditors look for.

Mr. Jochim said the Pavilion reflects revenues and then a \$214,000 contribution from the General Fund. He said the revenues and expenses balance out at \$682,000. It is not clear to most that the city subsidizes the Pavilion by \$214,000 which is 31. Mr. Drury said the Pavilion Fund is close to break even when it comes to operating and

expenses. The debt service is handled by the General Fund. The economic impact of the downtown by the Pavilion as an economic driver fills the hotels, restaurants, hotels, flower shops, hair dressers, and catering companies, and particularly during the off-season with weddings and events. The Pavilion generates an economic impact and creates jobs for the downtown. Operationally revenues and expenses break even.

Mayor Boggus asked for comments from the Council.

Council Member Singer thanked the Finance Department for a fantastic job. He said he would like to see road resurfacing fund increased.

Council Member Buigas inquired about passing credit card processing fees to the customers. Mr. Drury said there are two categories of credit card processing fees; utilities, and everything else including building permits and recreation programs. Most of the revenues from credit cards come from paying utility bills and there is legislation that allows the city to receive a lower interest rate if the processing fees are not passed on to customers. Ms. Houghton said the current rate paid by the city is 1.68%. If the city did not have the special rate the cost would be at least 2.81% to the credit card providers. In 2018 the city collected \$5,088,345 in credit cards. It helps in the collectability to maintain the low rate. For General Fund permit charge and services in 2018 there were 559 transactions in the amount of \$57,982 and the city paid 2.81% of acceptance fees up to 3.98%. She said a convenience fee could be implemented on General Government to recover some of those fees. Mr. Drury said the high-level math be in fee collections would be approximately \$10,000-15,000. Ms. Houghton confirmed. Council Member Buigas said it is something to be considered and stated Lake County and other municipalities pass on those costs. Mr. Drury asked if the Board is interested at this time to pass on the 2.2% credit card fee. Mayor Boggus asked staff to bring back for discussion on a later agenda with additional information so citizens can provide input.

Council Member Buigas asked if liability insurance is pro-rated by the city's umbrella policy or a particular policy for Police/Fire. Ms. Houghton said the city has an umbrella policy for General Liability which covers the full city. She said cost drivers are used for allocation such as the number of employees and amount of expenditures and capital expenditures that are weighted to determine who pays how much.

Council Member Buigas referred to page 65 of the budget regarding expenditures for Council FRS retirement contribution. She said that is a new item in the budget and difficult to allot those dollars to a Council (\$4,412) given the current economic climate. Mr. Drury said item was included in the Council budget goals Mayor Boggus said the goal was to have all city employees switch to FRS and we under that umbrella. Mr. Drury said it is for the remainder of the employees and City Council. Mayor Boggus asked if Council could opt out as it would be de minimis each year. Mr. Drury said each Council Member would choose to opt out or opt in. If Council moves forward each member would have a personal choice. Mayor Boggus asked if FRS could be added to other items being researched for future discussion. Mr. Drury confirmed.

XII. NEW BUSINESS

None.

XIII. OLD BUSINESS

Naming of Wooton Park West Brick Road

Vice Mayor Pfister recommended naming the Wooton Park West brick road to Land and See Way or Lane as 'Land and See' fits in with the City's branding initiative and logo tag line.

Mayor Boggus asked Vice Mayor Pfister if she would like to withdraw her choice from Landing Lane to Land and See Lane, or have two choices. Mr. Drury noted America's Seaplane City, Land and See were trademarked ten years ago. He said the United States Trademark Patent Office approved the trademark for another ten years this week. Vice Mayor Pfister said she would like to rescind her previous motion approved for Tab 8.

MOTION

Lori Pfister moved to rename the Wooton Park West brick road to 'Land and See Way,' seconded by Roy Singer. The motion carried unanimously 5-0.

Labor Day/4th of July Festivities

Council Member Buigas asked if Council should reconsider the Labor Day weekend festivities postponed from July 4, 2020 due to COVID-19. She said the city is preparing to spend \$75,000 to \$100,000 on an event which may be affected by COVID-19 and the funds could be placed in reserves. Mayor Boggus asked if a discussion on the event could be agendaized for a future meeting. Mr. Drury said the city is preparing to enter into contracts and a decision would need to be made during the meeting. He noted a trending increase in COVID-19 cases.

Council Member Singer said it is a tough decision and noted his support in cancelling the festivities until the next year and placing the funds toward road resurfacing.

Vice Mayor Pfister said she would be in support of pushing the event further into the fall.

Council Member Stevenson said he is in support of holding an event once a vaccine is available.

Mayor Boggus noted her support in placing the funds in reserves and use determined at a later date.

MOTION

Roy Stevenson moved to cancel the Labor Day celebrations, set the money aside, and at an appropriate time and party in the streets of Tavares.

Council Member Buigas said she would second the motion, but would like the caveat that the money be placed into Reserves, and not use \$100,000 for a street party.

Lori Pfister seconded the motion.

Council Member Buigas said she would like Council to consider placing the money back to into Reserves, and not include how the money will be spend in the motion. Mr. Drury said if the motion passes, the funding would come back to Council for consideration at a future date to decide how much and what the monies will be spent.

The motion carried 5-0.

XIV. AUDIENCE TO BE HEARD

Karen Ortega, 4345 Abaco Drive, Tavares, said she is a new resident in a neighborhood zoned single family residential. She said a neighboring home is operating as an Airbnb that has reduced her family's quality of life due to vehicle and traffic and attracting residents with crime records. Ms. Ortega said the garage of the home was converted into living space with no permits or licenses, creating a multi-family home in a single-family neighborhood. She asked the city to pass an ordinance that would help homeowners in residential areas.

Mr. Drury said permitting of the home would be difficult to ascertain as the Code Enforcement Officer must witness the violation by being invited into the home. Discussion was held and Mr. Drury said the Council will review Airbnb regulations at a future meeting.

XV. REPORTS

Tab 12. City Administrator Report

Mr. Drury noted there is a balance in keeping services and business open during COVID-19. He said Tavares is open for business and invited everyone to enjoy the restaurants and community.

Ms. Novack stated November 3, 2020 Candidate Election Packets were available in the City Clerk's office.

Tab 13. City Council Members Reports

Council Member Singer

Council Member Singer said he looks forward to joining Council Meetings in person, and thanked the Council for their understanding.

Council Member Buigas

Council Member Buigas thanked Mr. Drury, Ms. Houghton, and the Finance Team for their work on the Budget.

Quote of the Day: "Be brave to stand for what you believe in even if you stand alone."
~Roy T. Bennett

Council Member Stevenson

Council Member Stevenson wished Council Member Singer well.

Mayor Boggus

Mayor Boggus noted she had an upcoming meeting scheduled with Mr. Drury and Ms. Houghton to review her budget questions.

XVI. ADJOURNMENT

There was no further business and Mayor Boggus closed the meeting at 6.22 pm.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk