



**TAVARES CITY COUNCIL
MEETING MINUTES
SEPTEMBER 16, 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
Jillian Roberts, Deputy 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

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Tom Cavanaugh, First Baptist Church of Mt. Dora

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

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Republic of China (Taiwan) National Day Proclamation

Mayor Boggus made the following presentation:

The City of Tavares and New Taipei, Republic of China (Taiwan) have established and continue to maintain a sister city relationship in furtherance of bilateral economic, trade, and cultural opportunities. Each year the National Day of the Republic of China (Taiwan) is observed on October 10th and the Taipei Economic and Cultural Office in Miami holds ceremonies in celebration of this occasion. Director General David K. C. Chien and the Taipei Economic and Cultural Office (TECO) in Miami requested the City issue a proclamation recognizing Taiwan for this special day.

Mayor Boggus read the proclamation in its entirety.

MOTION

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

Tab 3. Recognize and Proclaim October 5-9, 2020 as Customer Services Week in City of Tavares.

Mayor Boggus made the following presentation:

Recognizing National Customer Service Week, and therefore Proclaiming October 5 through October 9, 2020 as Customer Service Week in the City of Tavares.

Mayor Boggus read the proclamation in its entirety.

MOTION

Roy Stevenson moved to approve the Proclamation, seconded by Troy Singer.

Ms. Houghton stated that all departments have a similar Customer Service Policy on record.

The motion carried unanimously 5-0.

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

Attorney Williams stated there were no Quasi-judicial matters before council.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

VII. CONSENT AGENDA

Council Member Buigas said she would like to pull Tab 4 for discussion. She asked to have a verbatim transcription for Tab12 inserted into the August 19,2020 meeting minutes.

MOTION

Roy Stevenson moved to approve the Consent Agenda minus Tab 4 [August 19, 2020 City Council Regular and Budget Workshop Meeting Minutes – Tab 12 Verbatim], seconded by Lou Buigas.

Attorney Williams stated that under public meeting law the transcription will not be verbatim as a court reporter or stenographer was not present, however staff will do their best. Council Member Buigas acknowledged.

The motion carried unanimously 5-0.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 5. Cares Act Funding Agreement.

Ms. Houghton made the following presentation:

ON March 13, 2020, President Donald Trump, declared a State of Emergency for the Coronavirus (COVID-19) Pandemic.

Subsequently, the State of Florida received CARES Act funding under the Coronavirus Aid Relief, and Economic Security Act (Public Law No. 116-136, div. A, Title V, March 27, 2020) (CARES), and has allocated funds to Florida Counties for eligible expenditures related to the COVID-19 Pandemic. Each County may allocate funds to municipalities within their jurisdiction. Cares Act funding received by municipalities from counties will be deemed subrecipient allocations.

The State of Florida, Division of Emergency Management (State DEM) has awarded CARES funds to Lake County for eligible expenditures (disbursable to the County). Lake County has determined that Lake County will allocate/distribute a portion of awarded funds to Lake County municipalities for eligible expenditures, provided an interlocal agreement has executed by the receiving municipality.

On September 2, 2020, the Tavares City Council approved Resolution 2020-21 which amended Resolution 2020-06 (FEMA authorization) providing expanded authorization to include application and execution of documents for CARES Act funding.

The attached Interlocal Agreement will allow for CARES funds to be reimbursed to the City of Tavares for reimbursable expenditures.

Staff recommends that City Council moves to approve the execution of Interlocal Agreement with Lake County, Florida for CARES Funding.

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

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

MOTION

Lou Buigas moved to approve Option 1 [Execution of Interlocal Agreement with Lake County, Florida for CARES funding], seconded by Roy Stevenson. The motion carried unanimously 5-0.

Tab 6. School Resource Officer Agreement with Lake County School Board

Chief Lubins made the following presentation:

The Lake County School Board (LCSB) provides funding for a police officer to be at Tavares Elementary for security and safety during the school year. This will be the third year in which the School Board and City has entered into this agreement.

During the times when there is no school, the SRO will be available for duties within the department.

Staff recommends that City Council moves to approve the agreement between the City of Tavares and the Lake County School Board to provide a police officer at Tavares Elementary.

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

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

MOTION

Roy Stevenson moved to approve Option 1 [Approve the agreement between the City of Tavares and the Lake County School Board to provide a police officer at Tavares Elementary], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 7. Naming of Baseball Field at Woodlea Sports Complex

Mr. Aldrich made the following presentation:

A request was brought to the city from local Tavares resident, Robert Wolfe to recognize a local baseball player Brady Singer by naming one of the youth baseball fields at Woodlea Sports Complex the “Brady Singer Field” in honor of the accomplishments he has achieved in playing baseball.

Brady started playing baseball at the Woodlea fields when he was 5 years old with the Tavares Babe Ruth League. He continued in our youth league into early adolescence and went on to play with the Tavares High School Varsity Baseball Team from 2012-2014. He was a member of the team that captured the district title for Tavares High School in 2013. After high school, Brady continued to play college baseball for the University of Florida, helping the Gators to win the NCAA Division I Baseball 2017 College World Series. He went on to become a first-round draft pick for the Kansas City Royals and recently made his professional baseball debut.

Staff recommends that City Council moves to approve to direct staff to officially name one of the youth fields at Woodlea Sports Complex the “Brady Singer Field”.

Mayor Boggus opened it up for public comment.

Robert Wolfe, 1308 Lake Shore Blvd, Tavares, said the request came to him from staff member, Carl Simple, who watched Brady Singer grow up while working for the city. He thought it would be nice to honor Mr. Singer for his accomplishments playing baseball at the city, in high school, and now as a professional baseball player. He reached out to Mr. Singer and his family. They were humbled and honored by his request.

Mayor Boggus asked for comments from Council.

MOTION

Lori Pfister moved to approve Option 1 [Direct staff to officially name one of the youth fields at Woodlea Sports Complex the “Brady Singer Field”], seconded by Roy Stevenson.

Council Member Buigas said Brady Singer is a stellar athlete. She noted her concern in naming something historically after a young person. She said she would like a policy implemented on naming streets, parks, lakes and ponds, etc. Council Member Buigas recommended a proclamation and to name a field after him as he progresses with his career.

Council Member Singer said Brady Singer is his nephew and he is proud of his accomplishments. He stated it would be nice for children who are coming up through the leagues to see a person playing in major league baseball. Council Member Singer concurred with Council Member Buigas and suggested postponing the item. He suggested a “Field of Honor” to honor other players that have played in the City of Tavares program and thanked Mr. Wolfe for bringing it to Council. Council Member Singer said he checked with the City Attorney to confirm there was no conflict of interest.

Council Member Stevenson inquired about Mr. Singers character. Mr. Wolfe confirmed that Mr. Singer is a stellar young man. Council Member Stevenson believes Brady will be an inspiration and good example to young players coming behind him from Tavares to the major leagues. He also noted that he would revisit this if Brady violated the trust of Tavares.

Vice Mayor Pfister stated City Pride is important to her as it is in other cities and would like to see it again in Tavares. She noted that there are not enough parks, ball fields and streets named after people because there are not enough examples from Tavares, such as Mr. Singer, for little boys and girls to look up to. Vice Mayor Pfister noted she is

proud of Mr. Singer, he deserves the recognition and can take it away if he does something to compromise his integrity.

Mayor Boggus asked for clarification on which field is being considered. She asked what high school Brady Singer attended. Mr. Drury said Woodlea Baseball Field and confirmed he attended Tavares High School, finishing his senior year at Eustis High School.

The motion carried 4-1 as follows:

Amanda Boggus: Yes
Lori Pfister: Yes
Lou Buigas: No
Troy Singer: Yes
Roy Stevenson: Yes

XII. NEW BUSINESS

XIII. OLD BUSINESS

XV. AUDIENCE TO BE HEARD

Robert Wolfe, 1308 Lake Shore Blvd, Tavares, thanked Council for their consideration.

Mayor Boggus thanked Mr. Wolfe and Mr. Simple. Mayor Boggus closed public comment.

XVI. REPORTS

Tab 10. City Administrator Reports

Mr. Drury noted the list of upcoming events.

Mr. Aldrich stated the Tavares Library is currently recruiting new volunteers.

Mr. Tweedie stated the construction began on the marina earlier in the day.

Tab 11. City Council Member Reports

Council Member Buigas

Council Member Buigas noted she attended and enjoyed the lake clean up event the previous year and said she is unable to attend it this year and hopes it is as successful as the prior year.

Quote of the Day: “Positive anything is better than negative nothing” ~ Elbert Hubbard

Council Member Singer

Council Member Singer thanked Mr. Aldrich for his creative idea for the drive-in movie on October 30th. He also thanked the hard-working staff and team involved in the BUILD grant.

Council Member Stevenson

Council Member Stevenson inquired about Ingraham Park. He recognized Pastor Watkins is present in the audience. Council Member Stevenson thanked Mr. Drury and the police department for all of their efforts. Chief Lubins said the Police Department is working diligently and with the State Attorneys office and is confident the investigation will be completed in the following weeks. Mr. Drury stated he has received phone calls commending the city for the improvements in Ingraham Park.

Mayor Boggus

Mayor Boggus thanked Mr. Dillon for having pot holes filled over the weekend.

Mayor Boggus adjourned the meeting at 4:33 p.m.

Mayor Boggus re-adjourned the meeting at 5:05 p.m.

XI. BUDGET WORKSHOP

Tab 8. Approve Resolution 2020-19 for Adopted Millage Rate for FY2021

Mr. Drury presented a video of Sunday Cool in downtown Tavares in which their sales are better now than the previous year. Mr. Drury made the following highlights.

- Economy is coming back.
- Avalon held a ground-breaking ceremony.
- The charter school just opened and has a waiting list.

- The seaplane manufacturing facility is a full steam and selling seaplanes internationally.
- Flight training operations on the water have taken off, particularly with training airline captains.
- The hospital is at full capacity with all of its employees.
- The surgical centers in the medical park are fully staffed.
- The Big House, all of the courts and fields are full.
- The new 7-11 is open.
- The new restaurants.
- City Council has remained steadfast and fiscally conservative.
- Council lowered the budgets and the tax rate, while maintaining similar level of service.
- Fiscally conservative budget and tax rates.
- Tavares proposed property tax rate is the lowest in 5 years.
- Tavares proposed debt service rate is the lowest in 9 years.
- The proposed budget for FY2021 is 24.7% less than last fiscal year.
- Reserve appropriations have increased.
- Tavares reacts in a measured and conservative way by reducing tax rates and budgets.

Ms. Roberts read the following Resolutions in their entirety on their second and final reading:

RESOLUTION 2020 - 19

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 6.900 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2020-2021; SETTING FORTH THE PERCENT BY WHICH THE MILLAGE RATE IS GREATER THAN THE "ROLLED-BACK" RATE.

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

WHEREAS, the City of Tavares of Lake County, Florida on September 3, 2020, adopted the 2020-2021 Fiscal Year Tentative Millage Rate following a public hearing as required by Florida Statute 200.065.

WHEREAS, the City of Tavares of Lake County, Florida, following due public notice as required by law, held a second public hearing on September 16, 2020, as required by Florida Statute 200.065 on the 2020-2021 Millage Rate; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Lake County has been certified by the County Property Appraiser to the City of Tavares as \$1,051,409,124.

NOW THEREFORE, BE IT RESOLVED by the City of Tavares of Lake County, Florida, that:

1. The City of Tavares Fiscal Year 2020-2021 operating millage rate to be levied is hereby set at 6.900 mills, which millage rate is greater than the rolled back rate of 6.5143 by 5.92%.

2. The voted debt service millage rate is set at .2623 mills for Fiscal Year 2020-2021.

3. This Resolution will take effect immediately upon its adoption.

Attorney Williams confirmed that the Property Appraiser certified \$1,051,409,124.

Ms. Houghton stated all of the required advertising for the millage rate and the budget were printed in the Daily Commercial newspaper on Sunday, September 13, 2020.

Ms. Houghton made the following presentation:

The City Administrator and his staff have developed a budget for Fiscal Year 2021 for Council's consideration totaling \$55,552,953 that is fully balanced. The proposed budget for FY2021 includes, among many other items, the following:

- 1. Similar Level of Service*
- 2. General Fund millage rate decrease (from 6.9500 to 6.900).*
- 3. Debt Service millage rate decrease (from .2932 to .2623).*
- 4. Increased reserve appropriations.*
- 5. Fire Assessment level funded (no rate increase)*
- 6. Employee raises of 2%*
- 7. Healthcare costs increases are shared by employer and the employee.*
- 8. Two new Police Officers that were added in the current year are reflected in the FY2021 budget.*
- 9. One new Firefighter position has been added. The position will not be filled until the latter part of FY2021.*
- 10. Some positions added in FY2020 have been deferred.*
- 11. Street paving is included at a reduced amount.*
- 12. The History Museum is budgeted as part of the Community Services Department; the museum will be staffed by volunteers.*
- 13. The Christmas lighting program is level funded.*
- 14. The July 4th Celebration is level funded.*
- 15. Expanded Programs are deferred or cut.*

Previously the City Council discussed the proposed Fiscal Year 2021 Budget at the following public meetings:

- *July 1st – City Council Budget Workshop – (General Fund Presentation)*
- *July 15th – City Council Budget Workshop – (Enterprise and Special Revenue Funds Presentation)*
- *July 29th – City Council Budget Workshop – (Set Maximum Tentative Millage Rate)*
- *August 5th – City Council Budget Workshop – (Capital Improvement Plan Presentation)*
- *August 19th – City Council Budget Workshop*
- *September 3rd - City Council Adopts Tentative Millage Rate and Tentative Budget for FY2021.*

The Tentative Budget (all funds) were approved by the City Council at the previous Public Hearing (First Reading for Resolution 2020-20) held on September 3, 2020.

This Public Hearing represents the Final Public Hearing (Second Reading - Resolution 2020-20) for Council's consideration to Adopt the FY2021 Budget. Staff recommends that City Council moves to approve Option 1 to Take Public input and approve the Adopted Budget for Fiscal Year 2021 as reflected in Resolution 2020-21.

Mayor Boggus asked for public comment.

Vance Jochum, 12619 Milwaukee Avenue, Lake County, noted his concern of the tax rate and millage rate. He thanked Council Member Pfister for her advocacy on the roll back rate. He included a paper from the property appraiser's office on the proposed roll-back rates.

Mayor Boggus asked for comments from Council.

Council Member Pfister asked for clarification on CARES Act funds. She asked how much was available and if the amount could be applied to the roll back rate.

Mr. said stated there are two phases to the Cares Act funds from the state to the county which the county controls. An individual or business is able to go to the Lake County website and apply for funds:

1. Providing all of the businesses in Lake County and any resident who is having a difficulty paying rent, if the applicant is eligible, they will help you and/or your business.
2. There no money available this fiscal year to do what your suggesting. Next fiscal year, if the money gets through, they are going to allocate funds to each city based on population a certain amount of money for eligible items. Items that

would be included must be a COVID-19 eligible item which Council approved, our submittal of things that are related to COVID-19 such as hand sanitizer, face masks, a utility payment window during a COVID-19 closure. The City anticipates to hear any approvals in November.

Vice Mayor Pfister stated, for the record, she feels that Council could have had the roll back rate.

MOTION

Roy Stevenson moved to approve Resolution 2020-19 setting the final Millage Rate for Fiscal Year 2020-21.

Council Member Singer inquired if the millage rate includes the debt service. Mayor Boggus confirmed.

Seconded by Troy Singer. The motion carried 4-1 at 5:14 p.m. as follows:

Amanda Boggus:	Yes
Lori Pfister:	No
Lou Buigas:	Yes
Troy Singer:	Yes
Roy Stevenson:	Yes

Tab 9. Approve Resolution 2020-20 to Approve the Adopted Budget for FY2021

Ms. Roberts read the following Resolution in its entirety:

**RESOLUTION 2020-20
A RESOLUTION ADOPTING THE FINAL BUDGET
FOR THE CITY OF TAVARES, FLORIDA, FOR THE
FISCAL YEAR 2020 - 2021.**

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

WHEREAS, a public hearing on the tentative 2020-2021 budget was held at the Tavares City Hall Council Chambers in the City of Tavares, Florida, Lake County, Florida on Thursday, September 3rd, 2020 at 5:05 p.m., as required by Florida Statutes 200.065; and

WHEREAS, the general public was given an opportunity to express its views pertaining to the tentative budget, and

WHEREAS, the City Council approved the tentative budget for 2020-2021, and

WHEREAS, a second public hearing on the proposed 2020-2021 budget was held in the Council Chambers at the Tavares City Hall, 201 East Main Street in the City of Tavares, Florida, on Wednesday, September 16, 2020, at 5:05 p.m.,

NOW, THEREFORE, BE IT RESOLVED that the Budget for 2020-2021 fiscal year for the City of Tavares, Florida is hereby adopted by the Tavares City Council in the amount of \$55,552,953 at public hearing this 16th day of September, 2020.

This resolution will take effect immediately upon its adoption.

Ms. Houghton noted the required advertising appeared in the Daily Commercial on Sunday, September 13, 2020. She asked Mayor Boggus if she wanted the same supporting items that support the millage rate also support the budget read into the record. Mayor Boggus stated it was not necessary.

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

Mayor Boggus asked for comments from Council.

Council Member Buigas stated that no City of Tavares of tax payer has made comments regarding the budget.

Council Member Stevenson noted that the budget is approximately 25% less than the prior fiscal year. Mr. Drury confirmed.

MOTION

Roy Stevenson moved to approve Resolution 2020-20 setting the final Budget for Fiscal Year 2020-21, seconded by Lou Buigas. The motion carried 4-1 at 5:27 p.m. as follows:

Amanda Boggus:	Yes
Lori Pfister:	No
Lou Buigas:	Yes
Troy Singer:	Yes
Roy Stevenson:	Yes

XVII. ADJOURNMENT

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

Respectfully,

Jillian Roberts
Deputy City Clerk

