



AGENDA
TAVARES CITY COUNCIL
April 5, 2023
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 Michael Watkins, Friendship C.M.E. Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Proclamation - Water Conservation Month (Mayor)

Tab 3 Presentation - Tavares Transition Training Program Recognition
(Community Services)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 4 Approval of the March 15, 2023, City Council Meeting Minutes
(Mayor)

Tab 5 Cresswind at Lake Harris Phase 1 - Preliminary Plat (Community
Development)

Tab 6 Avalon Park Tavares Phase 2 - Preliminary Plat (Community
Development)

VIII. RESOLUTIONS

- Tab 7 **Resolution 2023-05 - Authorizing Donation Special Revenue Fund (Finance)**

IX. ORDINANCES - PUBLIC HEARING

First Reading

- Tab 8 **Ordinance 2023-06 - Adventure Christian Church - Rezoning of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19 (Community Development)**
- Tab 9 **Ordinance 2023-07 - Adventure Christian Church - Small Scale FLUM Amendment of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19 (Community Development)**
- Tab 10 **Ordinance 2023-05 - Land Development Regulation Amendment - Chapter 13 - Environmental (Community Development)**

Second Reading

X. GENERAL GOVERNMENT

- Tab 11 **Council Member Appointment to the 2023 Election Canvassing Board (Mayor)**
- Tab 12 **Award Bid to the Lowest Responsive Bidder for Woodlea Sports Park Irrigation Improvement (Community Services)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 13 **City Administrator Report**
- Tab 14 **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
4/5/2023**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Michael Watkins, Friendship C.M.E. Church

OBJECTIVE:

Pastor Michael Watkins, Friendship C.M.E. Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Michael Watkins, Friendship C.M.E. Church, 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
4/5/2023**

AGENDA TAB NO.: 2

SUBJECT TITLE: Proclamation - Water Conservation Month (Mayor)

OBJECTIVE:

For the Mayor to read a proclamation declaring April 2023 as Water Conservation Month with adoption by the Tavares City Council.

SUMMARY:

2023 marks the 25-year anniversary since April was first established as Water Conservation Month in Florida. The Florida Section American Water Works Association,(FSAWWA), Florida's Water Management Districts, and the City of Tavares work together to increase awareness about the importance of water conservation and encourage businesses, industries, schools, and citizens to save water and thus promote a healthy economy and community. April has been designated as Water Conservation Month as it is typically a dry month and water demands are most acute.

OPTIONS:

1. The Mayor to read a proclamation declaring April 2023 as Water Conservation Month with adoption by the Tavares City Council.
2. Do not adopt the proclamation.

STAFF RECOMMENDATION:

Option 1, the Mayor to read a proclamation declaring April 2023 as Water Conservation Month with adoption by the Tavares City Council.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Water Conservation Month 2023

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



PROCLAMATION

WATER CONSERVATION MONTH

APRIL 2023

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, the State of Florida, Water Management Districts, and the City of Tavares are working together to increase awareness about the importance of water conservation; and

WHEREAS, the City of Tavares and the State of Florida have designated April, typically a dry month when water demands are most acute, Florida's Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and

WHEREAS, the City of Tavares has always encouraged and supported water conservation, through various educational programs and special events; and

WHEREAS, every business, industry, school, and citizen can help by saving water and thus promote a healthy economy and community; and

NOW, THEREFORE, the Tavares City Council does hereby proclaim the month of April as

Water Conservation Month

PASSED AND DULY ADOPTED by the Tavares City Council on this 5th day of April 2023.

Walter B. Price, Sr., Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 3

SUBJECT TITLE: Presentation - Tavares Transition Training Program Recognition (Community Services)

OBJECTIVE:

To recognize the Tavares High School, Tavares Transition Training Program (T³) and their support of the City of Tavares Recreation Department.

SUMMARY:

The Tavares High School T³ (Tavares Transition Training) is a program for students with significant cognitive disabilities who have deferred their diploma. T³ consists of school-based vocational training “businesses” such as Bulldog Baristas (coffee shop) and Bulldog Bubbles (car wash) plus other “jobs” around campus which include, but not limited to, custodial and clerical assignments. T³ participates in community-based instruction through partnerships with the community. The students in T³ learn life skills, self-determination, self-advocacy and ways to promote independence as much as possible through community-based instruction, instruction in their mock apartment, and instruction in the classroom.

While participating in community-based instruction with the Tavares Recreation Department, the students learned how to read a diagram and set up the Civic Center and TRA room for various meetings. They have learned how to work together to get the job done. Throughout the year, they have become more efficient and quicker with greater accuracy while maintaining appropriate work conversations. The students also learned how to be a part of an assembly line as they got the bags of candy ready for this past year's Boo! Festival.

The T³ (Tavares Transition Training) program is led by Tavares High School, Intensive Support Teacher, Michelle Metheny.

We would like to recognize and thank Michelle and her students for the hard work and support of the City of Tavares Recreation Department.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

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
4/5/2023**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the March 15, 2023, City Council Meeting Minutes (Mayor)

OBJECTIVE:

To consider approval of the March 15, 2023, City Council meeting minutes.

SUMMARY:

Attached are the March 15, 2023, City Council meeting minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council meeting minutes under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 03-15-2023 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
MARCH 15, 2023 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Walter Price, Mayor
Sandy Gamble, Vice Mayor
Bob Grenier, Council Member - *Absent*
Lori Pfister, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Erick Hernandez, Staff Assistant
Mike Fitzgerald, Community Development Director
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
James Dillon, Public Works Director
Mark O'Keefe, Public Communications Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

Mayor Price called the meeting to order at 4:00 p.m. He asked those who wished to speak on an agenda item to complete and submit a Request to Speak form.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Jamison Elder, Umatilla Baptist Church

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

III. APPROVAL OF AGENDA

Mayor Price asked for any changes to the Agenda. Mr. Drury said staff had no changes.

MOTION

Troy Singer moved to approve the Agenda, seconded by Lori Pfister. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Citizen Donation Program

Mayor Price made the following presentation:

The City Council implemented a departmental Citizen Donation Program that not only recognizes and honors someone special in an individual's life, but also helps others through scholarship programs, purchases of new books for the Tavares Library Book Drive, or by donations to the First Responder Memorial Fountain.

Carolyn Cox is the City's first participant in the Citizen Donation Program in honor of her late husband, Randy Cox. Ms. Cox made her donation in the amount of \$250 to the Tavares Youth Recreation Scholarship Program and a 4-inch nameplate will be placed on the Wall of Appreciation at the Woodlea fields. The Tavares Youth Recreation Scholarship Program provides funding for children who cannot afford participation fees and costs.

Mayor Price will present a Citizens Donation Program certificate of appreciation to Carolyn Cox in recognition of her generous donation and being the first participant of the program.

Mayor Price presented a certificate of appreciation to Carolyn Cox.

Ms. Cox said she chose to donate to the Tavares Youth Recreation Scholarship Program in honor of her husband because he spent many hours at Stover Field, where their children played ball while growing up. She thanked the Recreation Department and Council.

Mayor Price, Council Member Singer, and Mr. Drury thanked Ms. Cox.

Tab 3. Tavares Chamber of Commerce Update

Mr. Drury noted the Chamber representative was not in attendance.

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Mr. Hernandez read the following resolutions by title only:

RESOLUTION 2023-03

A RESOLUTION OF CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; AUTHORIZING SECOND AND FINAL AMENDMENT TO SRF LOAN AGREEMENT DW350980 FOR LAKE HERMOSA/AVALON PERMANENT BOOSTER STATION DESIGN ACTIVITIES; SETS THE LOAN AMOUNT; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

RESOLUTION 2023-04

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A JUSTICE ASSISTANCE GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE TO PURCHASE FIVE DOCK CHARGING PORTS FOR THE BODY CAMERA SYSTEM.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion. There were none.

MOTION

Bob Grenier moved to approve the Consent Agenda [Tab 4. Approval of the March 1, 2023, City Council Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 4. Approval of the March 1, 2023, City Council Regular Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 5. Resolution 2023-03 – SRF Lake Hermosa Design Loan DW35080 Second Amendment

Ms. Houghton made the following presentation:

Previously, the City Council Adopted Resolution 2021-14 authorizing the application and acceptance of a State Revolving Loan for Project DW350980, for design activities for the Lake Hermosa Permanent Booster Pump Project. The original loan document was executed on July 15, 2021 with a disburseable loan amount of \$240,000.

On April 21, 2022, the City Council of the City of Tavares adopted Resolution 2022-07 which provided a term extension for completion of the project, set the first repayment date as February 15, 2023.

This amendment, Amendment Two (2) provides additional time for the completion date for the project, and the Amendment changes the date for the first semi-annual loan payment from February 15, 2023 February 15, 2025. (Changes are shown in italics.)

- *Design activities – disburseable amount is \$240,000*
- *Capitalized interest (non-disburseable) amount is \$500*
- *Estimated loan service fee is \$4,800*
- *Semi-annual loan payments are estimated at \$12,972*
- *The first semi-annual loan payment is due February 15, 2025*
- *Loan term is Ten (10) years*
- *Annual loan interest rate is 1.08%*

Staff recommends Option 1, for Council to approve Resolution No. 2023-03 which authorizes the Mayor to execute SRF Loan DW350980 Amendment Two (2).

Mayor Price asked for comments from the Council.

Council Member Singer asked for confirmation the amendment pushes the project date back with no financial changes. Ms. Houghton said the amendment keeps the project's total time the same and allows additional time for administrative items such as final disbursement, invoicing, and closeout. Mr. Clark said Covid pushed the project back minimally and it was generally on time. He said he would bring back additional construction information in the future.

MOTION

Lori Pfister moved to approve [Resolution 2023-03], seconded by Bob Grenier. The motion carried unanimously 4-0.

Tab 6. Resolution 2023-04 – Acceptance of United States Department of Justice Edward Byrne Memorial Justice Assistance Grant

Ms. Houghton made the following presentation:

The City of Tavares Police Department was awarded a United States Department of Justice (US DOJ) Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase four body-worn cameras, one smart upload station, and five dock charging ports to upgrade the current body camera system in place.

Details of the grant include the following:

- *Agreement Number: 8C133.*
- *Pass-through Entity: Florida Department of Law Enforcement.*
- *Subrecipient: City of Tavares.*
- *Grant Award: \$4,062.*
- *No grant match required.*
- *Award Period: 10/1/2022 – 9/30/2023.*

The grant is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200).

Staff recommends Option 1, for Council to approve Resolution 2023-04 authorizing the Chief of Police and Mayor to execute the wireless surveillance camera JAG grant.

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

MOTION

Lori Pfister moved to approve [Resolution 2023-04], seconded by Bob Grenier. The motion carried unanimously 4-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7. Board Appointment – City Representative to the Lake County Arts & Cultural Alliance – Alternate Position

Mayor Price made the following presentation:

An opportunity is provided for the Mayor to recommend the appointment of an Alternate City Representative to the Lake County Arts & Cultural Alliance Committee. The appointment is for a three-year term from March 2023 through March 2026. Currently, Iliana Buigas serves as the City Representative. An application has been received from Erika Buigas to serve as the Alternate. No

other applications have been received. The City advertised the open position in the Daily Commercial and on the City website.

Staff recommends Option 1, for the Mayor to recommend the appointment of Erika Buigas as the Alternate City Representative to the Lake County Arts & Cultural Alliance Committee, with approval from the Council.

Mayor Price recommended the appointment of Erika Buigas to serve as the Alternate City Representative on the Lake County Arts & Cultural Alliance Committee.

MOTION

Troy Singer moved to approve the Mayors recommendation [The appointment of Erika Buigas to serve as the Alternate City Representative on the Lake County Arts & Cultural Alliance Committee.], seconded by Bob Grenier. The motion carried unanimously 4-0.

Tab 8. Updated Interlocal Agreement Between the City of Tavares and Lake Technical College

Mr. Dillon made the following presentation:

On May 4th, 2022, Council approved the interlocal agreement for Lake Technical College to co-locate their student educational, instructional, and certification transportation programs at the City of Tavares' new Public Works Operations Center. Over the past year, Lake Technical College and the City secured an additional \$4 million in State Appropriations and a \$105,000 non-matching grant from Lake County Water Authority. The original agreement describes and agrees to an \$18,875,497 funding program which was depicted in Exhibit B. The revised budget currently equates to \$22,980,497, which reflects the additional \$4,105,000.00 in non-matching grants. Therefore, City Staff is seeking Council Approval of the updated agreement and funding program depicted in Exhibit B. The attached agreement has been developed by City and Lake Tech. Administration and reviewed, edited, and finalized by the two respective City and Lake Tech. attorneys.

Salient points include:

- 1. Identifying the Public Works Director as the project manager and providing an opportunity for Lake Tech to appoint its Project manager.*
- 2. The Architectural Site Plan (Exhibit A) depicting the project has been approved by both parties.*
- 3. Describes the payment process that both parties agree to for architectural and construction services.*
- 4. Describes the collaborative process between City and Lake Tech on approval of the Architectural plans.*

5. Describes and agrees to the \$22,980,497 funding program depicted in (Exhibit B).

Staff recommends Option 1, for Council to approve the revised interlocal agreement, and authorize the City's Administrator to execute the same.

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

MOTION

Lori Pfister moved to approve Option 1 [Approve the revised interlocal agreement and authorize the City's Administrator to execute.] seconded by Bob Grenier. The motion carried unanimously 4-0.

Tab 9. Award Construction Contract for the New Public Works Operations Center

Mr. Dillon made the following presentation:

On November 19th, 2022, An Invitation to Bid for the construction of the new Public Works Operations Center (ITB No. 2023-0005) was opened publicly and closed on January 18th, 2023, at 2:00 pm, resulting in the receipt of three (3) bids. On February 1st, 2023, Council selected DE Scorpio Corporation, who submitted the lowest responsive Construction Bid for the new Public Works Operations Center, and authorized staff to negotiate a contract that is within budget for Council's consideration and approval at a subsequent meeting. At that time, the budget for the construction portion of this project was \$19,489,517, placing Scorpio's bid of \$21,327,007 at 8% above budget (\$1,837,489). City staff is pleased to report that the newly negotiated contract equates to \$19,300,000.00, placing the project below budget. A large portion of contract savings is derived from owner direct purchases which Florida allows government entities to purchase goods and services tax-free if the government entity makes direct payment to the vendor. Additional cost-saving measures include the reduction of furniture, fixtures, and equipment (FF&E), overflow gravel parking in lieu of asphalt parking, and reduced the mezzanine. Therefore, City staff as well as the Architect on record, is seeking the Council's approval to award the contract to DE Scorpio Corporation and authorize the City's Administrator to execute the attached Letter of Intent Award and Contract.

Option #1. Council moves to award the contract to De Scorpio for the construction of the multi-phase Public Works Operations Center including the Lake Tech - Tavares Transportation Facilities in the amount of \$19,300,000.00 and authorize the City's Administrator to execute all pertinent agreements.

Mayor Price asked for comments from the Council.

Mayor Price thanked and commended Mr. Dillon for cutting almost \$2 million dollars from the project as he stated at a previous meeting.

Council Member Singer thanked Mr. Dillon for his hard work and was happy to see the project progress. He said he looks forward to the groundbreaking. He also thanked the Finance team. He it was one of the most significant projects in the City of Tavares. He thanked past Council Member and Mayor Amanda Boggus, who was on the Horizon Team and a considerable driving force in moving the project forward. He thanked Lake Technical College, the State of Florida, Governor DeSantis, Lake County Water Authority, and Lake County, who had a hand in making the project come to fruition. He said the project was the first in the state and possibly the country.

Council Member Grenier said he was proud to be the first and last Council member serving on the projects Horizon Team. He noted receiving all the grant monies was miraculous and looks forward to the groundbreaking ceremony.

Council Member Pfister commended Mr. Dillon. She asked if the entire project would be completed. Mr. Dillon said it would be fully complete except for the mezzanine, which would be completed at a later date. He said the project was designed for future growth.

MOTION

Bob Grenier moved to approve Option 1 [award the contract to De Scorpio for the construction of the multi-phase Public Works Operations Center including the Lake Tech - Tavares Transportation Facilities in the amount of \$19,300,000.00 and authorize the City's Administrator to execute all pertinent agreements], seconded by Lori Pfister. The motion carried unanimously 4-0.

Tab 10. Hurricane Nicole Marina Repair Funding

Ms. Houghton made the following presentation:

Hurricane Nicole made landfall in the early morning hours of November 10, 2022, on the East Coast of Florida and tracked Northwest into Central Florida impacting all of Lake County, including Tavares and our Marina at the Lake Dora waterfront, with sustained tropical storm and hurricane force winds. The high sustained winds created waves of 5 to 6 feet continuously for several hours which resulted in significant, but not catastrophic, damage to sections of the marina floating docks.

Damages to the marina docks include the separation of 8 separate floating dock float compartments from the underside of the docks, (1) one of which requires complete replacement and (7) seven others that need to be reinstalled. In addition, there was approximately 200' of rub rail that was damaged and needs to be replaced as well. This physical damage requires specialized labor involving divers and other certified personnel. Replacement of these floating units are

essential and required to maintain the physical integrity of the entire floating dock system.

Rush Marine LLC, the company that built the Marina, is able to repair the damage at a cost of \$75,944. The City received an insurance settlement of \$33,975 to pay for the repairs. An additional \$44,019 will be required from other available funding sources to complete the repair.

In 2020, Capital Improvement Note 2020 A & B (\$1,915,000) was approved by the City Council for various capital projects. Approximately \$79,679 remains unappropriated and available for use on capital projects. This money must be spent to close out the note; therefore, it is recommended that the City Council appropriate \$44,019 of available funding from Capital Improvement Note 2020 A & B towards the Marina repairs.

Option 1: Authorize staff to award the contract to Rush Marine LLC and appropriate \$44,019 in available funding from Capital Improvement Note 2020 A & B.

Mayor Price asked for comments from the Council.

MOTION

Lori Pfister moved to approve Option 1 [Authorize staff to award the contract to Rush Marine LLC and appropriate \$44,019 in available funding from Capital Improvement Note 2020 A & B.], seconded by Bob Grenier.

Council Member Singer inquired about repayment or refinancing the loan due to the \$79,000 in unappropriated loan funds. Ms. Houghton said a review of the loan proceeds balance indicated available funding for the project, and staff brought it back to the Council to decide on appropriation. Mr. Drury noted the loan was obtained at a lower interest rate than could now be obtained.

The motion carried unanimously 4-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 11. City Administrator Report

City Administrator

Mr. Drury noted upcoming events in the downtown.

Department Directors

Mr. Tweedie said the Planes, Tunes & Barbeque (PTB) event the past weekend was fantastic, with beautiful weather. He provided an update on the event and commended his team, including Operations Coordinator Cheri Moan and Waterfront Operations Manager Ken Cunningham, for an outstanding job executing the event. Mr. Tweedie noted upcoming Florida Vintage Raceboat Regatta, Sunnyland Antique, and Classic Boat Show events.

Ms. Houghton provided an update on scheduled Utility Billing renovations and computer upgrades.

Tab 12. City Council Member Reports

Council Member Pfister

Council Member Pfister said the Planes, Tunes, and Barbeque (PTB) event is better each year. She commended the Economic Development Team and noted each City department assisted in the event.

Council Member Grenier

- Said he said enjoyed participating in a recent Fire Department pinning ceremony for new hires and promotions.
- Noted March 10th was Major Saint Clair Abrams's birth date, and the Tavares Historical Museum included presentations that were well attended.
- Said the Friends of the Tavares Library held a pet parade on March 11th, including dogs, snakes, and a baby goat.

Council Member Singer

- Said he enjoyed attending Babe Ruth opening day events. He thanked and commended Mr. Aldrich and his team for their hard work and said seeing the community come out for the event was great. Council Member Singer noted the Police Department participated in competition against coaches, and the Fire Department made a flag presentation.
- Thanked Ms. Bublitz for hosting the employee appreciation picnic at the Civic Center. He thanked the entire City staff for all their efforts each day.
- Said PTB was a fantastic event, and the drone show was a major hit with their US flag and Tavares logo aerial displays. He commended Ms. Moan for her efforts and noted the bands gave her shout-outs when they would come onstage, which reflected excellent working relationships.
- Wished those present a Happy Saint Patrick's Day.

Mayor Price

- Said he enjoyed attending the opening of Babe Ruth. Mayor Price noted that his son played ball on Stover Field for many years.
- Said it was an honor to attend and participate in the Fire Department pinning ceremony. He noted his son is a firefighter/paramedic.
- Said the PTB event was great, and he enjoyed the drone show. He thanked and commended Mr. Tweedie and his team.

XV. ADJOURNMENT

There was no further business and Mayor Price adjourned the meeting at 4:42 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 5

SUBJECT TITLE: Cresswind at Lake Harris Phase 1 - Preliminary Plat (Community Development)

OBJECTIVE:

To approve the Preliminary Plat for the Cresswind at Lake Harris Subdivision Phase 1 located at the westerly end of Woodlea Rd.

SUMMARY:

The Cresswind at Lake Harris Phase 1 Subdivision is a proposed residential subdivision located at the westerly end of Woodlea Road. Phase 1 of the Cresswind at Lake Harris subdivision is 72.00 acres in size and consists of the Peninsula Drive access road for existing Peninsula residents, a clubhouse and amenity tract, and 148 lots for single family dwellings as permitted under the existing Planned Development zoning approved by City Council on July 20, 2022.

A Preliminary Plat for the Cresswind at Lake Harris Phase 1 Subdivision has been submitted by the developer. This document has been reviewed by City staff and meets the requirements of the City of Tavares Land Development Regulations and the City of Tavares Comprehensive Plan. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities.

This Preliminary Plat is for evaluation purposes, and approval does not constitute subdivision of land. If approved, the developer may proceed with completing the engineering for all necessary infrastructure systems for staff review and must prepare a Final Plat of the property for Council consideration.

OPTIONS:

1. City Council moves to approve the Cresswind at Lake Harris Phase 1 Preliminary Plat.
2. City Council moves to deny the Preliminary Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Cresswind at Lake Harris Phase 1 Preliminary Plat.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Preliminary Plat - Cresswind at Lake Harris Phase 1
2. Environmental Assessment Report

3. Traffic Study
4. School Exemption Application for Age Restricted Community

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 6

SUBJECT TITLE: Avalon Park Tavares Phase 2 - Preliminary Plat (Community Development)

OBJECTIVE:

To approve the Preliminary Plat for the Avalon Park Subdivision Phase 2 located south of Clay Blvd., west of David Walker Dr.

SUMMARY:

The Avalon Park Phase 2 Subdivision is a proposed residential subdivision located south of Clay Blvd., west of David Walker Drive. The subdivision is 87.89 acres in size and consists of 236 lots for single family dwellings and 78 lots for townhomes as permitted under the existing Planned Development zoning approved by City Council on October 19, 2016.

A Preliminary Plat for the Avalon Park Phase 2 Subdivision has been submitted by the developer. This document has been reviewed by City staff and meets the requirements of the City of Tavares Land Development Regulations and the City of Tavares Comprehensive Plan. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities.

This Preliminary Plat is for evaluation purposes, and approval does not constitute subdivision of land. If approved, the developer may proceed with completing the engineering for all necessary infrastructure systems for staff review and must prepare a Final Plat of the property for Council consideration.

OPTIONS:

1. City Council moves to approve the Avalon Park Phase 2 Preliminary Plat.
2. City Council moves to deny the Preliminary Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Avalon Park Phase 2 Preliminary Plat.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Preliminary Plat - Avalon Park Phase 2
2. Environmental Assessment Report
3. Traffic Study
4. School Capacity Reservation

5. School Capacity Reservation - Additional Units
6. School Capacity Reservation Extension - July 31, 2023

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 7

SUBJECT TITLE: Resolution 2023-05 - Authorizing Donation Special Revenue Fund (Finance)

OBJECTIVE:

To adopt Resolution No. 2023-05 which authorizes and establishes a Special Revenue Fund to account for donations received for the City of Tavares Donation Program.

SUMMARY:

In September 2011, as required by the Governmental Accounting Board, the City Council formally adopted GASB Statement number 54 to meet the “highest level decision criteria” for governmental fund reporting. This standard sets forth the requirements needed to establish and account for Special Revenue Funds.

On December 7, 2022, the City of Tavares City Council authorized establishing a Donation Policy Program for accepting donations for various city projects and initiatives and setting up a restricted fund for the management of the Donation Policy Program.

In order to meet GASB Statement No. 54 requirements for the establishment of a Special Revenue Fund for Financial Reporting and disclosure (highest level decision criteria), Resolution No. 2023-05 has been prepared to meet accounting requirements for reporting and disclosure.

OPTIONS:

1. Adopt Resolution No. 2023-05, authorizing the establishment of a Special Revenue Fund titled “Donation Program Fund” to account for donations received for programs, projects, initiatives, and programs.
2. Do not approve Resolution No. 2023-05, and account for donations within the General Operating Fund.

STAFF RECOMMENDATION:

1. Adopt Resolution No. 2023-05, authorizing the establishment of a Special Revenue Fund titled “Donation Program Fund” to account for donations received for program, projects, initiatives, and programs.

FISCAL IMPACT:

There is no fiscal impact to set up a Special Revenue Fund.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. RESOLUTION 2023-05_SpecRev Fund for Donation Program_v3
2. Citizen Donation Form

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 8

SUBJECT TITLE: Ordinance 2023-06 - Adventure Christian Church - Rezoning of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19 (Community Development)

OBJECTIVE:

To consider the rezoning of approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR-19 from Public Facilities District (PFD) to Industrial District (I).

SUMMARY:

The subject property consists of approximately 04.75 acres of property addressed as 1650 Lane Park Cutoff, located north of Lane Park Cutoff, east of SR-19. The property is currently zoned as Public Facilities District (PFD) through Ordinance 1996-20 approved on July 10, 1996. The applicant, Adventure Christian Church, is proposing that the property be rezoned to Industrial District (I).

Ordinance 1996-20 limits the allowable uses of the subject property to a church, school, and daycare facility. The property currently contains one (1) existing building that was being used by Adventure Christian Church as a daycare. The applicant wishes to sell the property, and therefore is proposing a rezoning of the property to industrial to change the allowable uses and make it more marketable. The proposed zoning of Industrial District (I) is compatible with the surrounding zoning, which is a mixture of residential, commercial, industrial, and Public Facilities zoning. The proposed industrial zoning is consistent with the city's economic development initiatives.

Prior to any redevelopment of the property, the property owner must comply with 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 City is concurrently processing a future land use map amendment to re-designate the property from Public Facility / Institutional (PUB) to Industrial (IND) on the Future Land Use Map 2040.

OPTIONS:

1. City Council moves to approve Ordinance 2023-06 rezoning approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR-19 from Public Facilities District (PFD) to Industrial District (I).

2. City Council moves to deny Ordinance 2023-06.

STAFF RECOMMENDATION:

At their March 16th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2023-06.

Staff recommends that City Council moves to approve Ordinance 2023-06 rezoning approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR-19 from Public Facilities District (PFD) to Industrial District (I).

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2023-06
2. Aerial Map
3. Zoning Map
4. 03-16-2023 P&Z Meeting Minutes
5. Newspaper Ad

ORDINANCE 2023-06

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 04.75 ACRES OF PROPERTY LOCATED NORTH OF LANE PARK CUTOFF, EAST OF STATE ROAD 19, FROM PUBLIC FACILITIES DISTRICT (PFD) TO INDUSTRIAL DISTRICT (I); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owners of the property legally described in “**Exhibit A**” of this Ordinance have applied for the rezoning of this land from Public Facilities District (PFD) to Industrial District (I); and

WHEREAS, the City is concurrently processing an amendment to the City's Comprehensive Plan to re-designate the property from Public Facility / Institutional (PUB) to Industrial (IND) on the Future Land Use Map 2040; and

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

WHEREAS, the City Council has reviewed and considered all relevant evidence, information and testimony presented by witnesses, the public, and City staff; and

WHEREAS, the City Council finds this amendment in compliance with the City of Tavares' Land Development Regulations and Comprehensive Plan; now therefore

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

Section 1. Rezoning

The said properties, as legally defined in **Exhibit “A”**, attached hereto and made a part herewith, are hereby rezoned from Public Facilities District (PFD) to Industrial District (I).

Section 2. Severability.

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

Section 3. Effective Date.

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

PASSED AND ORDAINED this _____ of _____, 2023, by the City Council of the City of Tavares, Florida.

Walter B. Price, Sr., Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

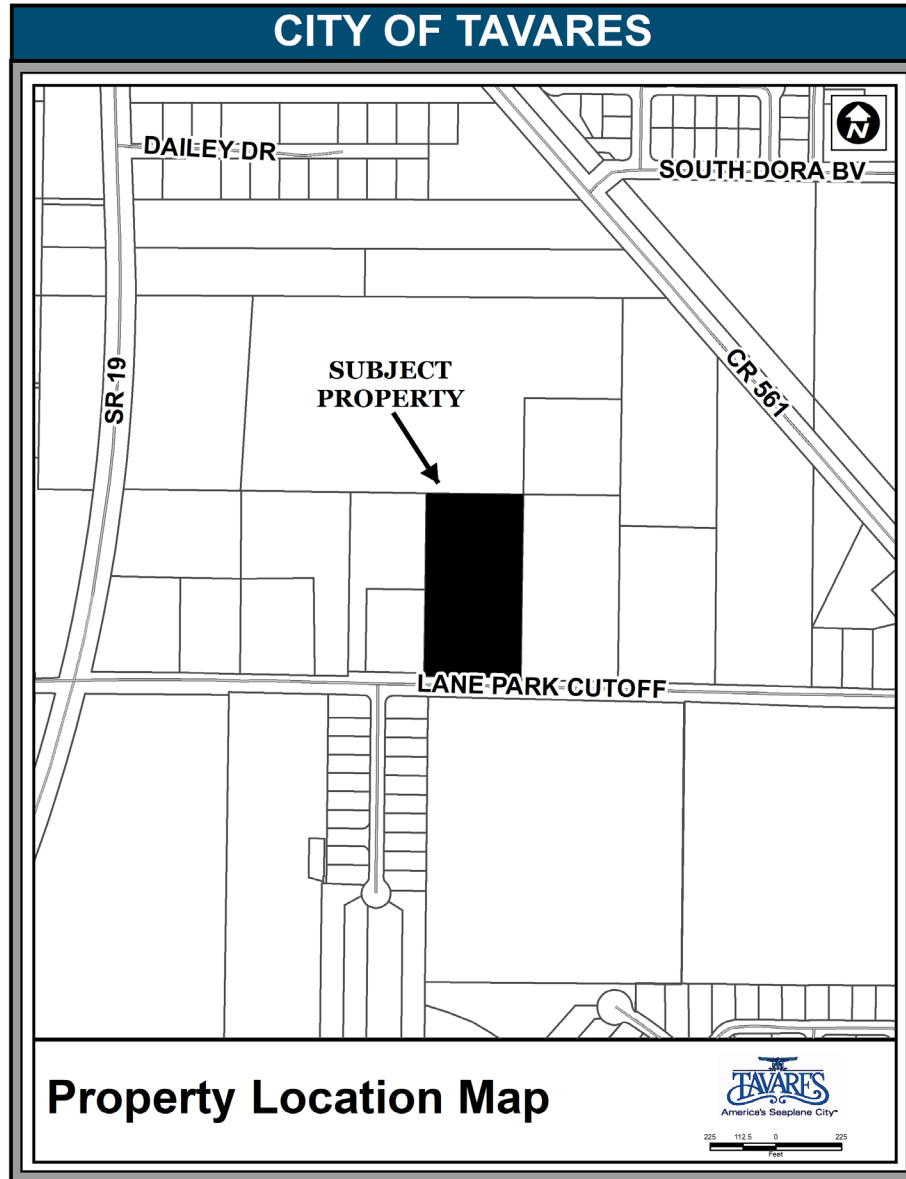
Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C. T. Holt, City Attorney

Exhibit "A"

The South 1/2 of the West 1/4 of the Northeast 1/4 of the Southeast 1/4 of Section 6, Township 20 South, Range 26 East, Lake County, Florida.



Created By: City of Tavares GIS

T:\pzd\DATA\PROJECT FILES\Adventure Christian Church, Rezoning and SSFLUM - PZ2023-01\GIS\GIS_Maps\AD.mxd

Map Created on 2/16/23

**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES
MARCH 16, 2023**

BOARD MEMBERS PRESENT

Gary Santoro, Chairman
Deborah Murphy, Vice-Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Brooke Matthews, Board Member
James Sweezea, Board Member
Dara Treadwell, Board Member

LAKE COUNTY SCHOOL BOARD

Helen LaValley - Absent

STAFF MEMBERS PRESENT

Antonio Fabre – Community Development Deputy Director
Mike Fitzgerald, Community Development Director
Lindsay Holt, City Attorney
Jillian Roberts, Deputy City Clerk

CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

Chairman Santoro added that the “Election of Officers” would be held under Other Business.

Motion

Bruce Peterman moved to approve the addition of ‘Election of Officers’, seconded by Dian Joy. The motion carried unanimously 7-0.

APPROVAL OF MINUTES

Chairman Santoro asked if there are any additions or corrections to the October 20, 2022 Planning and Zoning Board Meeting minutes.

MOTION

James Sweezea moved to approve the minutes of the October 20, 2022 Planning and Zoning Board Meeting.

March 16, 2023 - Planning and Zoning Board Meeting

Board Member Joy stated there was a correction on page 1 under “Board Members Present” to remove “absent” from next to her name as she was present. Board Member Treadwell stated a correction on the last page where it notes the time the meeting is adjourned; a time needs to be added.

Seconded by Dara Treadwell. The motion carried unanimously 7-0.

SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Attorney Holt swore in those who were present and wished to provide testimony.

Attorney Holt asked the Board Members if there were any ex-parte communications. There were none.

PUBLIC HEARING

1) Recommendation on Ordinance 2023-06 – Adventure Christian Church – Rezoning of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property consists of approximately 04.75 acres of property addressed as 1650 Lane Park Cutoff, located north of Lane Park Cutoff, east of SR-19. The property is currently zoned as Public Facilities District (PFD) through Ordinance 1996-20 approved on July 10, 1996. The applicant, Adventure Christian Church, is proposing that the property be rezoned to Industrial District (I).

Ordinance 1996-20 limits the allowable uses of the subject property to a church, school, and daycare facility. The property currently contains one (1) existing building that was being used by Adventure Christian Church as a daycare. The applicant wishes to sell the property and therefore is proposing a rezoning of the property to industrial to change the allowable uses and make it more marketable. The proposed zoning of Industrial District (I) is compatible with the surrounding zoning, which is a mixture of residential, commercial, industrial, and Public Facilities zoning. The proposed industrial zoning is consistent with the city's economic development initiatives.

Prior to any redevelopment of the property, the property owner must comply with 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 City is concurrently processing a future land use map amendment to re-designate the property from Public Facility / Institutional (PUB) to Industrial (IND) on the Future Land Use Map 2040.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-06 rezoning of approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR19 from Public Facilities District (PFD) to Industrial District (I).

Morry Osborn, 13701 Centralia Road, Brooksville, Florida, Executive Minister Adventure Christian Church, applicant, gave a history of the property and noted the suggested use is compatible with the surrounding area. He noted the church received a contract for the property last week and is available for questions.

Chairman Santoro asked if the building on the property will remain, and Mr. Osborn confirmed.

Board Member Sweeza asked which road will be used to access the property, Mr. Osborn stated it would be Lane Park Cutoff.

MOTION

James Sweeza moved to recommend approval of Ordinance 2023-06 seconded by Dian Joy. The motion carried unanimously 7-0.

2) Recommendation on Ordinance 2023-07 – Adventure Christian Church – Small Scale FLUM Amendment of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property is located at 1650 Lane Park Cutoff, north of Lane Park Cutoff, east of State Road 19, and is approximately 04.75 acres in size. The land presently has one (1) building and has a land use designation of Public Facility / Institutional (PUB). The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to Industrial (IND).

Ordinance 2023-07 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Public Facility / Institutional (PUB) to Industrial (IND).

The subject property is adjacent to a mixture of residential, commercial, industrial, and public facilities uses. An application to rezone this property to an Industrial District (I) designation is concurrently under consideration.

The city is required to place a future land use designation on annexed property. The subject property is currently designated Public Facility / Institutional (PUB). An Industrial (IND) designation is compatible with surrounding property and County Future Land Use.

Land surrounding this property is residential, commercial, industrial, and public facilities in nature.

The property currently contains one (1) building.

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

- 1. An Industrial (IND) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*
- 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-07, a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

MOTION

James Sweezee moved to recommend approval of Ordinance 2023-07 seconded by Deborah Murphy. The motion carried unanimously 7-0.

3) Recommendation on Ordinance 2023-05 – Land Development Regulation Amendment – Chapter 13 – Environmental

Mr. Fitzgerald gave the following presentation:

Chapter 13 of the City of Tavares Land Development Regulations provides protective measures to ensure environmental preservation as well as safeguards for the city's principal source of water. Pursuant to the Florida Department of Environmental Protection (FDEP) Ground Water Protection Measures in Wellhead Protection Areas and Water Well Permitting and Construction Requirements, Chapter 13 Sections 13-30, 13-31, 13-32, 13-33 are proposed to be amended. Some key highlights include amending the wellfield protection area, expanding restrictions on types of development within the wellfield protection area, amending restrictions on the siting of new public water wells, and expanding certain exemptions. The proposed changes to Chapter 13 of the city's Land Development Regulations shall bring the chapter into compliance with Florida Administrative Code Chapter 62-521.4 and Chapter 62-532.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-05 approval of the revision of Land Development Regulations - Chapter 13 Environmental.

Chairman Santoro asked for comments from the public. There were none.

Chairman Santoro asked if this ordinance will change his current operations and what will happen to the current well.

Phil Clark, City of Tavares Utilities Director stated a new well location has been identified and noted the Public Works Facility is going away which is where two wells are located currently. Mr. Clark stated placing the well system at the new location is optimum and will do everything the city will need pertaining to water needs. He noted the current wells will be capped for possible future use.

MOTION

James Sweeza moved to recommend approval of Ordinance 2023-05 seconded by Dara Treadwell. The motion carried unanimously 7-0.

OTHER BUSINESS

Chairman Santoro opened the floor for nominations for Chairman.

Deborah Murphy nominated Gary Santoro for the position of Chairman. There were no other nominations.

MOTION

Deborah Murphy moved to nominate Gary Santoro as Chairman, seconded by James Sweeza. The motion carried unanimously 7-0

Chairman Santoro opened the floor for nominations for Vice-Chair.

Dara Treadwell nominated Deborah Murphy for the position of Vice-Chair. There were no other nominations.

MOTION

Dara Treadwell moved to nominate Deborah Murphy as Vice-Chair, seconded by Brooke Matthews. The motion carried unanimously 7-0.

PUBLIC COMMENT

ADJOURNMENT

MOTION

James Sweezea moved to adjourn the meeting at 3:19 p.m., seconded by Bruce Peterman. The motion carried unanimously 7-0.

Respectfully submitted,

Jillian Roberts,
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 9

**SUBJECT TITLE: Ordinance 2023-07 - Adventure Christian Church - Small Scale FLUM
Amendment of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State
Road 19 (Community Development)**

OBJECTIVE:

To consider a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

SUMMARY:

The subject property is located at 1650 Lane Park Cutoff, north of Lane Park Cutoff, east of State Road 19, and is approximately 04.75 acres in size. The land presently has one (1) building and has a land use designation of Public Facility / Institutional (PUB). The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to Industrial (IND).

Ordinance 2023-07 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Public Facility / Institutional (PUB) to Industrial (IND).

The subject property is adjacent to a mixture of a mixture of residential, commercial, industrial, and public facilities uses. An application to rezone this property to an Industrial District (I) designation is concurrently under consideration.

Future Land Use Amendment

The city is required to place a future land use designation on annexed property. The subject property is currently designated Public Facility / Institutional (PUB). An Industrial (IND) designation is compatible with surrounding property and County Future Land Use.

Compatibility

Land surrounding this property is residential, commercial, industrial, and public facilities in nature.

Site Conditions

The property currently contains one (1) building.

Impact on City Services

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

FINDINGS

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

1. An Industrial (IND) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.

2. Impacts of any proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)

OPTIONS:

1. City Council moves to approve Ordinance 2023-07, a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

2. City Council moves to deny Ordinance 2023-07.

STAFF RECOMMENDATION:

At their March 16th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2023-07.

Staff recommends that City Council moves to approve Ordinance 2023-07, a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2023-07
2. FLU Map
3. 03-16-2023 P&Z Meeting Minutes
4. Newspaper Ad

ORDINANCE 2023-07

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2040, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 04.75 ACRES OF PROPERTY FROM PUBLIC FACILITY / INSTITUTIONAL (PUB) TO INDUSTRIAL (IND) FOR PROPERTY LOCATED NORTH OF LANE PARK CUTOFF, EAST OF STATE ROAD 19; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property described in Exhibit “A” attached hereto, is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to Industrial (IND); and

WHEREAS, the property consists of less than fifty acres; and

WHEREAS, the City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

WHEREAS, the City has held such public hearings and the records of the City provide that the owners of the land affected have been notified as required by law; and

WHEREAS, an Industrial Future Land Use designation is compatible with surrounding designations and such designation is compatible with both City of Tavares and Lake County surrounding future land use designations; and

WHEREAS, the City of Tavares Planning and Zoning Board, Local Planning Agency, and City Council held duly noticed public hearings providing opportunity for individuals to hear and be heard regarding the adoption of the proposed map amendment; and,

WHEREAS, the City Council has reviewed and considered all relevant evidence and information and testimony presented by witnesses, the public, and City staff; and,

WHEREAS, the City Council finds this amendment in compliance with Chapter 163, Florida Statutes, and the City of Tavares Comprehensive Plan; and

WHEREAS, adoption of this amendment is in the best interest of the health, safety, and general welfare of the citizens of Tavares.

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

Section 1. Future Land Use Amendment

The Comprehensive Plan and Future Land Use Map of the City of Tavares, Florida, is hereby amended to reflect a re-designation from Public Facility / Institutional (PUB) to Industrial (IND) on certain real property as legally described in Exhibit "A". All provisions of the Comprehensive Plan shall hereby apply to said property.

Section 2. Severability and Conflicts

The provisions of this ordinance are severable and it is the intention of the City Council of Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the decision of such court shall not impair any remaining provisions of this ordinance.

Section 3. Transmittal

The City Administrator is hereby authorized and directed to transmit the adopted Comprehensive Plan amendments to the Florida Department of Economic Opportunity, the East Central Florida Regional Planning Council, the St. Johns River Water Management District, the Department of Environmental Protection, the Florida Department of Transportation, and any other governmental agency in the State of Florida that has filed a written request with the City Council for a copy of the Comprehensive Plan within 10 working days of the adoption of this Ordinance as specified in the State Land Planning Agency's procedural rules.

Section 4. Effective Date

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development

permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

PASSED AND ADOPTED this _____ day of _____, 2023 by the City Council of the City of Tavares, Florida.

Walter B. Price, Sr., Mayor
Tavares City Council

First Reading: _____

Second Reading & Final Adoption: _____

ATTEST:

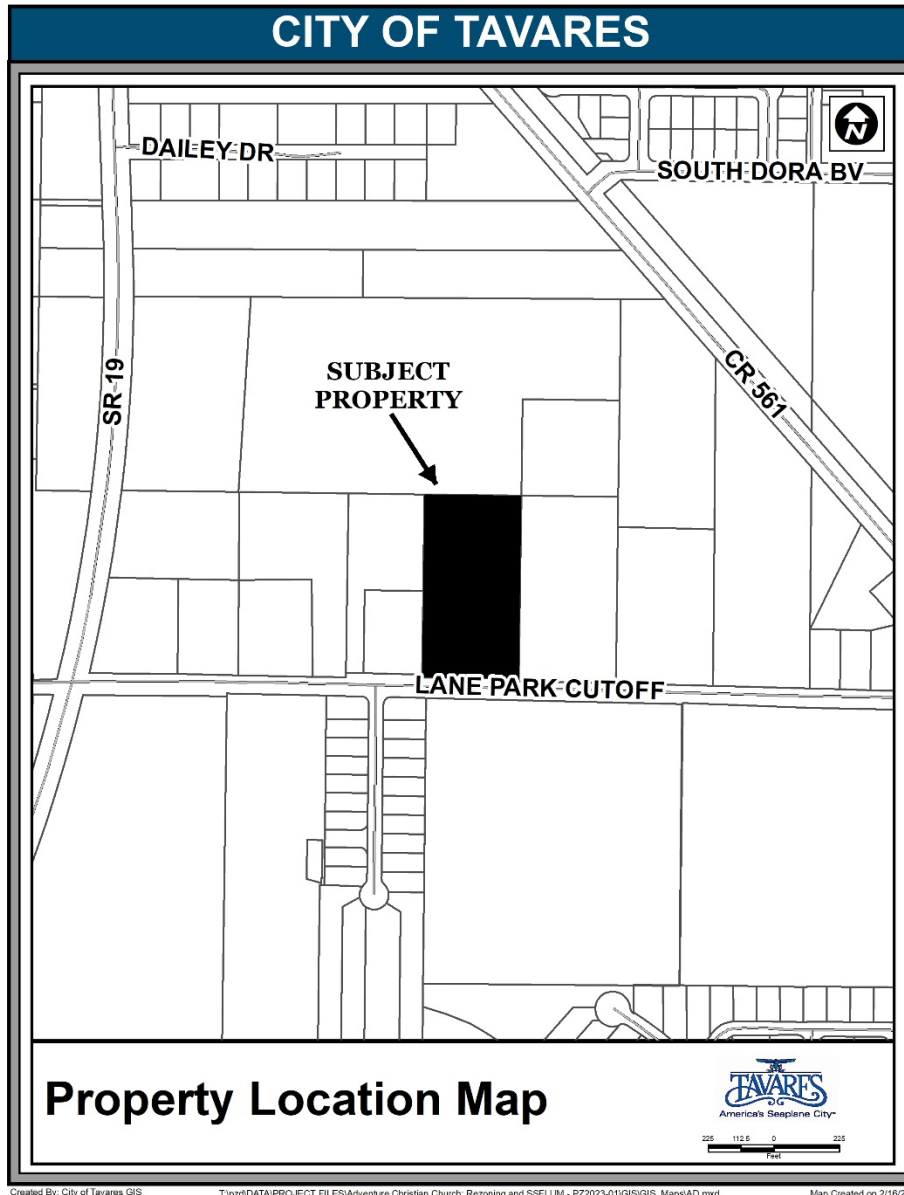
Susie Novack, City Clerk

Approved as to form:

Lindsay C. T. Holt, City Attorney

EXHIBIT "A"

The South 1/2 of the West 1/4 of the Northeast 1/4 of the Southeast 1/4 of Section 6, Township 20 South, Range 26 East, Lake County, Florida.



**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES
MARCH 16, 2023**

BOARD MEMBERS PRESENT

Gary Santoro, Chairman
Deborah Murphy, Vice-Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Brooke Matthews, Board Member
James Sweezea, Board Member
Dara Treadwell, Board Member

LAKE COUNTY SCHOOL BOARD

Helen LaValley - Absent

STAFF MEMBERS PRESENT

Antonio Fabre – Community Development Deputy Director
Mike Fitzgerald, Community Development Director
Lindsay Holt, City Attorney
Jillian Roberts, Deputy City Clerk

CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

Chairman Santoro added that the “Election of Officers” would be held under Other Business.

Motion

Bruce Peterman moved to approve the addition of ‘Election of Officers’, seconded by Dian Joy. The motion carried unanimously 7-0.

APPROVAL OF MINUTES

Chairman Santoro asked if there are any additions or corrections to the October 20, 2022 Planning and Zoning Board Meeting minutes.

MOTION

James Sweezea moved to approve the minutes of the October 20, 2022 Planning and Zoning Board Meeting.

March 16, 2023 - Planning and Zoning Board Meeting

Board Member Joy stated there was a correction on page 1 under “Board Members Present” to remove “absent” from next to her name as she was present. Board Member Treadwell stated a correction on the last page where it notes the time the meeting is adjourned; a time needs to be added.

Seconded by Dara Treadwell. The motion carried unanimously 7-0.

SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Attorney Holt swore in those who were present and wished to provide testimony.

Attorney Holt asked the Board Members if there were any ex-parte communications. There were none.

PUBLIC HEARING

1) Recommendation on Ordinance 2023-06 – Adventure Christian Church – Rezoning of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property consists of approximately 04.75 acres of property addressed as 1650 Lane Park Cutoff, located north of Lane Park Cutoff, east of SR-19. The property is currently zoned as Public Facilities District (PFD) through Ordinance 1996-20 approved on July 10, 1996. The applicant, Adventure Christian Church, is proposing that the property be rezoned to Industrial District (I).

Ordinance 1996-20 limits the allowable uses of the subject property to a church, school, and daycare facility. The property currently contains one (1) existing building that was being used by Adventure Christian Church as a daycare. The applicant wishes to sell the property and therefore is proposing a rezoning of the property to industrial to change the allowable uses and make it more marketable. The proposed zoning of Industrial District (I) is compatible with the surrounding zoning, which is a mixture of residential, commercial, industrial, and Public Facilities zoning. The proposed industrial zoning is consistent with the city's economic development initiatives.

Prior to any redevelopment of the property, the property owner must comply with 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 City is concurrently processing a future land use map amendment to re-designate the property from Public Facility / Institutional (PUB) to Industrial (IND) on the Future Land Use Map 2040.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-06 rezoning of approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR19 from Public Facilities District (PFD) to Industrial District (I).

Morry Osborn, 13701 Centralia Road, Brooksville, Florida, Executive Minister Adventure Christian Church, applicant, gave a history of the property and noted the suggested use is compatible with the surrounding area. He noted the church received a contract for the property last week and is available for questions.

Chairman Santoro asked if the building on the property will remain, and Mr. Osborn confirmed.

Board Member Sweeza asked which road will be used to access the property, Mr. Osborn stated it would be Lane Park Cutoff.

MOTION

James Sweeza moved to recommend approval of Ordinance 2023-06 seconded by Dian Joy. The motion carried unanimously 7-0.

2) Recommendation on Ordinance 2023-07 – Adventure Christian Church – Small Scale FLUM Amendment of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property is located at 1650 Lane Park Cutoff, north of Lane Park Cutoff, east of State Road 19, and is approximately 04.75 acres in size. The land presently has one (1) building and has a land use designation of Public Facility / Institutional (PUB). The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to Industrial (IND).

Ordinance 2023-07 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Public Facility / Institutional (PUB) to Industrial (IND).

The subject property is adjacent to a mixture of residential, commercial, industrial, and public facilities uses. An application to rezone this property to an Industrial District (I) designation is concurrently under consideration.

The city is required to place a future land use designation on annexed property. The subject property is currently designated Public Facility / Institutional (PUB). An Industrial (IND) designation is compatible with surrounding property and County Future Land Use.

Land surrounding this property is residential, commercial, industrial, and public facilities in nature.

The property currently contains one (1) building.

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

- 1. An Industrial (IND) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*
- 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-07, a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

MOTION

James Sweezee moved to recommend approval of Ordinance 2023-07 seconded by Deborah Murphy. The motion carried unanimously 7-0.

3) Recommendation on Ordinance 2023-05 – Land Development Regulation Amendment – Chapter 13 – Environmental

Mr. Fitzgerald gave the following presentation:

Chapter 13 of the City of Tavares Land Development Regulations provides protective measures to ensure environmental preservation as well as safeguards for the city's principal source of water. Pursuant to the Florida Department of Environmental Protection (FDEP) Ground Water Protection Measures in Wellhead Protection Areas and Water Well Permitting and Construction Requirements, Chapter 13 Sections 13-30, 13-31, 13-32, 13-33 are proposed to be amended. Some key highlights include amending the wellfield protection area, expanding restrictions on types of development within the wellfield protection area, amending restrictions on the siting of new public water wells, and expanding certain exemptions. The proposed changes to Chapter 13 of the city's Land Development Regulations shall bring the chapter into compliance with Florida Administrative Code Chapter 62-521.4 and Chapter 62-532.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-05 approval of the revision of Land Development Regulations - Chapter 13 Environmental.

Chairman Santoro asked for comments from the public. There were none.

Chairman Santoro asked if this ordinance will change his current operations and what will happen to the current well.

Phil Clark, City of Tavares Utilities Director stated a new well location has been identified and noted the Public Works Facility is going away which is where two wells are located currently. Mr. Clark stated placing the well system at the new location is optimum and will do everything the city will need pertaining to water needs. He noted the current wells will be capped for possible future use.

MOTION

James Sweezea moved to recommend approval of Ordinance 2023-05 seconded by Dara Treadwell. The motion carried unanimously 7-0.

OTHER BUSINESS

Chairman Santoro opened the floor for nominations for Chairman.

Deborah Murphy nominated Gary Santoro for the position of Chairman. There were no other nominations.

MOTION

Deborah Murphy moved to nominate Gary Santoro as Chairman, seconded by James Sweezea. The motion carried unanimously 7-0

Chairman Santoro opened the floor for nominations for Vice-Chair.

Dara Treadwell nominated Deborah Murphy for the position of Vice-Chair. There were no other nominations.

MOTION

Dara Treadwell moved to nominate Deborah Murphy as Vice-Chair, seconded by Brooke Matthews. The motion carried unanimously 7-0.

PUBLIC COMMENT

ADJOURNMENT

MOTION

James Sweezea moved to adjourn the meeting at 3:19 p.m., seconded by Bruce Peterman. The motion carried unanimously 7-0.

Respectfully submitted,

Jillian Roberts,
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 10

SUBJECT TITLE: Ordinance 2023-05 - Land Development Regulation Amendment - Chapter 13 - Environmental (Community Development)

OBJECTIVE:

To consider approval of the revision of Land Development Regulations - Chapter 13 Environmental.

SUMMARY:

Chapter 13 of the City of Tavares Land Development Regulations provides protective measures to ensure environmental preservation as well as safeguards for the city's principal source of water.

Pursuant to the Florida Department of Environmental Protection (FDEP) Ground Water Protection Measures in Wellhead Protection Areas and Water Well Permitting and Construction Requirements, Chapter 13 Sections 13-30, 13-31, 13-32, 13-33 are proposed to be amended. Some key highlights include amending the wellfield protection area, expanding restrictions on types of development within the wellfield protection area, amending restrictions on the siting of new public water wells, and expanding certain exemptions. The proposed changes to Chapter 13 of the city's Land Development Regulations shall bring the chapter into compliance with Florida Administrative Code Chapter 62-521.4 and Chapter 62-532.

OPTIONS:

1. City Council moves to approve Ordinance 2023-05 revision of Land Development Regulations - Chapter 13 Environmental

2. City Council moves to deny Ordinance 2023-05.

STAFF RECOMMENDATION:

At their March 16th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2023-05.

Staff recommends that City Council moves to approve Ordinance 2023-05 revision of Land Development Regulations - Chapter 13 Environmental

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2023-05
2. Exhibit A - Wellfield Protection
3. 03-16-2023 P&Z Meeting Minutes
4. Newspaper Ad

ORDINANCE 2023-05

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE FOLLOWING SECTIONS OF THE CITY LAND DEVELOPMENT REGULATIONS; CHAPTER 13 ENVIRONMENTAL, SECTION 13-30 DETERMINATION OF THE ZONE OF EXCLUSION AND WELLFIELD PROTECTION AREA, SECTION 13-31 RESTRICTIONS ON DEVELOPMENT, SECTION 13-32 RESTRICTIONS ON SITING OF NEW PUBLIC WATERWELLS, SECTION 13-33 EXEMPTIONS; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 21, 2022, the City of Tavares adopted the Land Development Regulations, specifying therein standards and regulations governing land development within the city; and

WHEREAS, the Land Development Regulations are designed to put forth requirements to ensure that development occurs in a manner that preserves and protects the health, safety, welfare and property values of the community while encouraging economic growth; and

WHEREAS, the City of Tavares has proposed these changes and has determined that these are appropriate and in accordance with protecting the health, safety and welfare of the community; therefore;

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

Section 1. Text Amendments.

The revised City of Tavares Land Development Regulations Chapter 13 attached hereto as Exhibit "A" and incorporated herein by reference are hereby adopted.

Section 2. Severability and Conflicts

The provisions of this ordinance are severable and it is the intention of the City Council of Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the decision of such court shall not impair any remaining provisions of this ordinance.

Section 3. Effective Date

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

PASSED AND ADOPTED this ____ day of _____, 2023 by the City Council of the City of Tavares, Florida.

Walter B. Price, Sr., Mayor
Tavares City Council

Passed First Reading _____

Passed Second Reading _____

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C. T. Holt, City Attorney

**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES
MARCH 16, 2023**

BOARD MEMBERS PRESENT

Gary Santoro, Chairman
Deborah Murphy, Vice-Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Brooke Matthews, Board Member
James Sweezea, Board Member
Dara Treadwell, Board Member

LAKE COUNTY SCHOOL BOARD

Helen LaValley - Absent

STAFF MEMBERS PRESENT

Antonio Fabre – Community Development Deputy Director
Mike Fitzgerald, Community Development Director
Lindsay Holt, City Attorney
Jillian Roberts, Deputy City Clerk

CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

Chairman Santoro added that the “Election of Officers” would be held under Other Business.

Motion

Bruce Peterman moved to approve the addition of ‘Election of Officers’, seconded by Dian Joy. The motion carried unanimously 7-0.

APPROVAL OF MINUTES

Chairman Santoro asked if there are any additions or corrections to the October 20, 2022 Planning and Zoning Board Meeting minutes.

MOTION

James Sweezea moved to approve the minutes of the October 20, 2022 Planning and Zoning Board Meeting.

March 16, 2023 - Planning and Zoning Board Meeting

Board Member Joy stated there was a correction on page 1 under “Board Members Present” to remove “absent” from next to her name as she was present. Board Member Treadwell stated a correction on the last page where it notes the time the meeting is adjourned; a time needs to be added.

Seconded by Dara Treadwell. The motion carried unanimously 7-0.

SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Attorney Holt swore in those who were present and wished to provide testimony.

Attorney Holt asked the Board Members if there were any ex-parte communications. There were none.

PUBLIC HEARING

1) Recommendation on Ordinance 2023-06 – Adventure Christian Church – Rezoning of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property consists of approximately 04.75 acres of property addressed as 1650 Lane Park Cutoff, located north of Lane Park Cutoff, east of SR-19. The property is currently zoned as Public Facilities District (PFD) through Ordinance 1996-20 approved on July 10, 1996. The applicant, Adventure Christian Church, is proposing that the property be rezoned to Industrial District (I).

Ordinance 1996-20 limits the allowable uses of the subject property to a church, school, and daycare facility. The property currently contains one (1) existing building that was being used by Adventure Christian Church as a daycare. The applicant wishes to sell the property and therefore is proposing a rezoning of the property to industrial to change the allowable uses and make it more marketable. The proposed zoning of Industrial District (I) is compatible with the surrounding zoning, which is a mixture of residential, commercial, industrial, and Public Facilities zoning. The proposed industrial zoning is consistent with the city's economic development initiatives.

Prior to any redevelopment of the property, the property owner must comply with 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 City is concurrently processing a future land use map amendment to re-designate the property from Public Facility / Institutional (PUB) to Industrial (IND) on the Future Land Use Map 2040.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-06 rezoning of approximately 04.75 acres of property located north of Lane Park Cutoff, east of SR19 from Public Facilities District (PFD) to Industrial District (I).

Morry Osborn, 13701 Centralia Road, Brooksville, Florida, Executive Minister Adventure Christian Church, applicant, gave a history of the property and noted the suggested use is compatible with the surrounding area. He noted the church received a contract for the property last week and is available for questions.

Chairman Santoro asked if the building on the property will remain, and Mr. Osborn confirmed.

Board Member Sweeza asked which road will be used to access the property, Mr. Osborn stated it would be Lane Park Cutoff.

MOTION

James Sweeza moved to recommend approval of Ordinance 2023-06 seconded by Dian Joy. The motion carried unanimously 7-0.

2) Recommendation on Ordinance 2023-07 – Adventure Christian Church – Small Scale FLUM Amendment of Approximately 04.75 Acres Located North of Lane Park Cutoff, East of State Road 19.

Mr. Fitzgerald gave the following presentation:

The subject property is located at 1650 Lane Park Cutoff, north of Lane Park Cutoff, east of State Road 19, and is approximately 04.75 acres in size. The land presently has one (1) building and has a land use designation of Public Facility / Institutional (PUB). The property owner is requesting an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to Industrial (IND).

Ordinance 2023-07 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Public Facility / Institutional (PUB) to Industrial (IND).

The subject property is adjacent to a mixture of residential, commercial, industrial, and public facilities uses. An application to rezone this property to an Industrial District (I) designation is concurrently under consideration.

The city is required to place a future land use designation on annexed property. The subject property is currently designated Public Facility / Institutional (PUB). An Industrial (IND) designation is compatible with surrounding property and County Future Land Use.

Land surrounding this property is residential, commercial, industrial, and public facilities in nature.

The property currently contains one (1) building.

The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

- 1. An Industrial (IND) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*
- 2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-07, a Future Land Use Map amendment from Public Facility / Institutional (PUB) to Industrial (IND) for 04.75 acres located north of Lane Park Cutoff, east of State Road 19.

MOTION

James Sweezee moved to recommend approval of Ordinance 2023-07 seconded by Deborah Murphy. The motion carried unanimously 7-0.

3) Recommendation on Ordinance 2023-05 – Land Development Regulation Amendment – Chapter 13 – Environmental

Mr. Fitzgerald gave the following presentation:

Chapter 13 of the City of Tavares Land Development Regulations provides protective measures to ensure environmental preservation as well as safeguards for the city's principal source of water. Pursuant to the Florida Department of Environmental Protection (FDEP) Ground Water Protection Measures in Wellhead Protection Areas and Water Well Permitting and Construction Requirements, Chapter 13 Sections 13-30, 13-31, 13-32, 13-33 are proposed to be amended. Some key highlights include amending the wellfield protection area, expanding restrictions on types of development within the wellfield protection area, amending restrictions on the siting of new public water wells, and expanding certain exemptions. The proposed changes to Chapter 13 of the city's Land Development Regulations shall bring the chapter into compliance with Florida Administrative Code Chapter 62-521.4 and Chapter 62-532.

Staff recommends that the Planning & Zoning Board moves to recommend approval of Ordinance 2023-05 approval of the revision of Land Development Regulations - Chapter 13 Environmental.

Chairman Santoro asked for comments from the public. There were none.

Chairman Santoro asked if this ordinance will change his current operations and what will happen to the current well.

Phil Clark, City of Tavares Utilities Director stated a new well location has been identified and noted the Public Works Facility is going away which is where two wells are located currently. Mr. Clark stated placing the well system at the new location is optimum and will do everything the city will need pertaining to water needs. He noted the current wells will be capped for possible future use.

MOTION

James Sweezea moved to recommend approval of Ordinance 2023-05 seconded by Dara Treadwell. The motion carried unanimously 7-0.

OTHER BUSINESS

Chairman Santoro opened the floor for nominations for Chairman.

Deborah Murphy nominated Gary Santoro for the position of Chairman. There were no other nominations.

MOTION

Deborah Murphy moved to nominate Gary Santoro as Chairman, seconded by James Sweezea. The motion carried unanimously 7-0

Chairman Santoro opened the floor for nominations for Vice-Chair.

Dara Treadwell nominated Deborah Murphy for the position of Vice-Chair. There were no other nominations.

MOTION

Dara Treadwell moved to nominate Deborah Murphy as Vice-Chair, seconded by Brooke Matthews. The motion carried unanimously 7-0.

PUBLIC COMMENT

ADJOURNMENT

MOTION

James Sweezea moved to adjourn the meeting at 3:19 p.m., seconded by Bruce Peterman. The motion carried unanimously 7-0.

Respectfully submitted,

Jillian Roberts,
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 11

SUBJECT TITLE: Council Member Appointment to the 2023 Election Canvassing Board (Mayor)

OBJECTIVE:

For the Mayor to select one Council Member and an alternate to serve on the City of Tavares 2023 Election Board of Canvassers.

SUMMARY:

The 2023 City Council election will be held on Tuesday, November 7, 2023, and requires the City's Board of Canvassers to participate in the municipal election cycle. By Code of Ordinances, 2-167, Administration, "the Board of Canvassers shall consist of the City Clerk, City Attorney, and one (1) Council Member who is not a candidate for election during the particular election, to be appointed by the mayor." The Council members eligible to serve on the 2023 Board of Canvassers are Mayor Price, Council Member Pfister, and Council Member Grenier.

Canvassing Board meeting dates will be forthcoming. All Canvassing Board meetings are open to the public per Sunshine Laws and will be noticed per state statutes.

OPTIONS:

1. For the Council to discuss and the Mayor to make selections (Board Member and Alternate) to the 2023 Election Board of Canvassers.
2. For the Mayor to make a selection to the 2023 Election Board of Canvassers.

STAFF RECOMMENDATION:

Option 1 - For the Council to discuss and the Mayor to make selections (Board Member and Alternate) to the 2023 Election Board of Canvassers.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

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
4/5/2023**

AGENDA TAB NO.: 12

SUBJECT TITLE: Award Bid to the Lowest Responsive Bidder for Woodlea Sports Park Irrigation Improvement (Community Services)

OBJECTIVE:

To approve the recommended lowest responsive bidder for the Woodlea Sports Park irrigation improvement and authorize staff to negotiate a contract.

SUMMARY:

On February 12, 2023, the City of Tavares advertised a Request for Proposal for the Woodlea Sports Park irrigation improvements. On March 16, 2023, two bidders responded:

Creative Wall and Landscaping
862 S. Duncan Drive
Tavares, FL 32778

Maverick's Landscaping & Lawn Service, Inc.
P.O. Box 2264
Apopka, FL 32704

It was stated in the pre-bid that the budget was \$100,000.00

Creative submitted a cost of \$138,750.00

Maverick submitted a cost of \$99,433.00

A selection committee was held on March 28, 2023 (attached) and Maverick was selected as the lowest responsive bidder.

OPTIONS:

1. Approve the recommended lowest responsive bidder and authorize staff to negotiate a contract
2. Do not approve

STAFF RECOMMENDATION:

1. Make a motion to approve the recommended lowest responsive bidder, Maverick's Landscaping & Lawn Service, Inc. for the Woodlea Sports Park irrigation improvements and authorize staff to negotiate a contract for the construction.

FISCAL IMPACT:

The contract amount of \$99,433.00 has been approved by council for the FY 2023 budget year.

LEGAL SUFFICIENCY:

Meets legal sufficiency

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Woodlea Irrigation Improvements - RFP selection committee meeting minutes

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 13

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 Meetings	April 19, 2023, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	April 20, 2023, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	April 12, 2023, 4:00 p.m., Tavares Library Conference Room
Code Enforcement Special Magistrate Hearing	April 25, 2023, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	April 14, 2023, 12:00 noon, Mount Dora Golf Course
Lake Sumter MPO Governing Board Meeting	April 26, 2023, 2:00 p.m., Conference Room 206, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	April 26, 2023, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2023 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_2023_EventCalendar_3.30.2023

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
4/5/2023**

AGENDA TAB NO.: 14

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.