America's Seaplane City™

AGENDA
TAVARES CITY COUNCIL

December 7, 2016
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak from 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 agendized item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or nbarnett@tavares.org)

I. CALL TO ORDER	**John Drury**
II. INVOCATION	**Carlos Colon, Chaplain**
III. PROCLAMATION OF ELECTION RESULTS	**Nancy Barnett**
IV. SWEARING IN OF NEW COUNCILMEMBERS	**Chief Lubins**
V. CONVENING OF NEW COUNCIL	**John Drury**
VI. ELECTION OF MAYOR	**John Drury**
Tab 1) Election of Mayor	
VII. ELECTION OF VICE MAYOR	**Mayor**
Tab 2) Election of Vice Mayor	
VIII. APPROVAL OF AGENDA	**Mayor**
IX. APPROVAL OF MINUTES	**Mayor**
Tab 3) Approval of Minutes for September 21 and October 5, 2016 City Council Regular Meetings	**Mayor**
X. SUNSHINE LAW / ETHICS LAW UPDATE	

Tab 4) Sunshine & Ethics Law Update	**Attorney Williams**

XI. PROCLAMATIONS/PRESENTATIONS

Tab 5) America in Bloom – Update	**Chris Thompson**
Tab 6) Anti-Bullying Proclamation in Support of Lake County School District	**Mayor**
Tab 7) High School Volleyball Recognition for District Level Competition	**Mayor**
Tab 8) Appreciation Plaque Presentation to City from Tavares Youth Football League (PYFL)	**Mayor**
Tab 9) Tavares Middle School Boys and Girls Cross Country Teams Recognition	**Mayor**
Tab 10) Status of City Projects	**John Drury**

XII. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS

XIII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD	**Nancy Barnett**

XIV. CONSENT AGENDA

Tab 11) Designation of Bank	**Lori Houghton**
Tab 12) Designation of those Authorized to Sign Checks	**Lori Houghton**
Tab 13) Amendment to Railroad Easement for Wooton Park West Project	**Bob Tweedie**
Tab 14) Request for Assistance for Hickory Point Soccer Tournament	**Bob Tweedie**
Tab 15) Approval to Issue Appreciation Plaques to Outgoing Councilmembers	**John Drury**

XV. ORDINANCES/RESOLUTIONS – PUBLIC HEARING
(All Ordinances under First Reading are not discussed, unless otherwise noted, until the Second Reading)

First Reading

Tab 16) Ordinance #2016-34 – Annexation & Rezoning – Whittaker Family Partnership – 9 Acres- North of Slim Haywood Ave. & West of SR 19 — **Jacques Skutt**

Tab 17) Ordinance #2016-35 – Small Scale Future Land Use Amendment – Whittaker Family Partnership – 9 Acres – North Of Slim Haywood Ave. & West of SR 19 — **Jacques Skutt**

Second Reading

Tab 18) Ordinance #2016-30 – Annexation & Rezoning to City Industrial - Vision Conveyor, Inc., Southeast Corner of 448 & Southridge Industrial Drive - 3.14 Acres — **Jacques Skutt**

Tab 19) Ordinance #2016-31 – Small Scale Future Land Use Amendment to City Industrial– Vision Conveyor, Inc. – 3.14 Acres – Southeast Corner of CR 448 and Southridge Industrial Drive — **Jacques Skutt**

Tab 20) Ordinance #2016-33 – Amendment to Police Pension Plan For Compliance with Changes in IRS & Florida Law — **Lori Houghton**

RESOLUTIONS

Tab 21) Resolution #2016-22 – Setting of Equalization Hearing Date for the Sunset View/Three Lakes Water & Wastewater Improvements Assessment — **Lori Houghton**

XVI. GENERAL GOVERNMENT

Tab 22) Request for Waiver of Variance Application Fee — **Jacques Skutt**

Tab 23) Annual School Board Concurrency Meeting – Official Representative — **Mayor**

Tab 24) Utility Agreement with Waterman Hospital – Assignment Of Impact Fees and Payment for Upsizing of Utilities — **Jacques Skutt**

Tab 25) Approval of Contracts with Arcadis for Water and Wastewater Analysis for Lake Hermosa Village — **Brad Hayes**

Tab 26) Appointments to Police & Fire Pension Boards — **Mayor**

Tab 27) Mayor's Youth Council Assignments to Councilmembers — **Mayor**

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. AUDIENCE TO BE HEARD

XX. REPORTS

Tab 28) City Administrator **John Drury**

Tab 29) Council Reports **City Councilmembers**

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) 253-4546.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA ITEM III

SUBJECT TITLE: Proclamation of 2016 Election Results

OBJECTIVE:

The City Clerk will give the election results per the Canvassing Board Certificate.

SUMMARY:

The results of the election for 2016 are:

Amanda Boggus – Seat 1

Bob Grenier – Seat 2

Lori Pfister – Seat 3

OPTIONS:

N/A

STAFF RECOMMENDATION: **to provide the election results**

FISCAL IMPACT: **N/A**

LEGAL SUFFICIENCY:

III - Election Results

"Official"

CANVASSING BOARD CERTIFICATE

STATE OF FLORIDA **LAKE COUNTY**

We, the undersigned, Terry Neal, County Judge; Sandy Minkoff, Representative of the Board of County Commissioners and Emogene W. Stegall, Supervisor of Elections, constituting the County Canvassing Board for said City, do hereby certify that we met on the **8th day of November A.D., 2016**, and preceded publicly to canvass the votes for the **CITY OF TAVARES,** as shown on the returns on file at the Lake County Supervisor of Elections' Office. We do hereby certify said returns:

Tavares City Council Seat 1
(Vote for One)

	Votes
Diana Aten	879
Amanda Boggus	2,469
Ben Johnson	1,450
Lisa Johnson	1,722

Tavares City Council Seat 3
(Vote for One)

	Votes
Bob Grenier	3,260
Gary D. Koerner	1,439
Derek Zappitello	1,568

Tavares City Council Seat 5
(Vote for One)

	Votes
Lori Pfister	3,856
Melanie Vachon	2,415

Terry Neal, County Judge

Jennifer S. Hill, ALTERNATE
Sandy Minkoff, Representative of the Board of County Commissioners

Emogene W. Stegall
Emogene W. Stegall, Supervisor of Elections

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO. 1

SUBJECT TITLE: Election of Mayor

OBJECTIVE:

To elect the position of Mayor of City Council

SUMMARY OF PROCEDURE:

Section 3.04 of the City Charter states that "The council shall elect from its members, a mayor and vice mayor" and "the city administrator shall conduct the election of the mayor". The Council has traditionally followed Roberts Rules of Order when conducting meeting and elections.

Based on the Roberts Rules of Order process, the City Administrator will open up the floor for nominations of Mayor. Council members will be invited to nominate any council member including themselves. No second is required for a nomination. Once nominations have been completed the City Administrator will close nominations.

The City Administrator will then offer an opportunity for any audience member or council member who wishes to speak to make comment at this time.

Upon completion of Council comment and discussion, The Administrator will request a hand vote (raising of the right arm) for each nominee based on the order in which they were received at time of nomination until three or more votes are made for a nominee.

OPTIONS:

1) Have the City Administrator entertain nominations for Mayor and call for the vote in the order in which they are made
2) Make a motion for another method of nominations

STAFF RECOMMENDATION: N/A

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: This has met legal sufficiency.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO. 2
SUBJECT TITLE: Election of Vice Mayor

OBJECTIVE:

To elect the position of Vice Mayor of City Council

SUMMARY:

Section 3.04 of the City Charter states that "The council shall elect from its members, a mayor and vice mayor". The Council has traditionally followed Roberts Rules of Order when conducting meeting and elections.

Base on the Roberts Rules of Order process, the Mayor should open up the floor for nominations of Vice Mayor. Council members should be invited to nominate any council member including themselves. No second is required for a nomination. Once nominations have been completed the Mayor should close nominations.

The Mayor should then offer an opportunity for any audience member or council member who wishes to speak to make comment at this time. Upon completion of Council comment and discussion, The Mayor should request a hand vote (raising of the right arm) for each nominee based on the order in which they were received at time of nomination until three or more votes are made for a nominee.

OPTIONS:

1) Have the Mayor entertain nominations for Vice Mayor and call for the vote in the order in which they are made
2) Make a motion for another method of nominations

STAFF RECOMMENDATION: N/A
FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:
This has met legal sufficiency.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 3

SUBJECT TITLE: Approval of City Council Minutes

OBJECTIVE:

To approve and make any changes to the minutes of September 21, 2016 and October 5, 2016

SUMMARY:

Minutes have been submitted and are attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

Move to approve the minutes of September 21, 2016 and October 5, 2016 with any changes.

FISCAL IMPACT:

None

LEGAL SUFFICIENCY:

Legally sufficient

TAVARES CITY COUNCIL
MINUTES

SEPTEMBER 21, 2016
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT **ABSENT**

Lori Pfister, Mayor
Kirby Smith, Vice Mayor
Bob Grenier, Councilmember
Lisa Johnson, Councilmember
Troy Singer, Councilmember

STAFF PRESENT

John Drury, City Administrator
Robert Q. Williams, City Attorney
Susie Novack, Deputy City Clerk
Lori Houghton, Finance Director
Lori Tucker, Human Resources Director
Richard Keith, Fire Department
Jacques Skutt, Director of Community Development
Stoney Lubins, Police Chief
Brad Hayes, Director of Utilities
Chris Thompson, Director of Public Works

I. CALL TO ORDER

Mayor Pfister called the meeting to order at 5:00 p.m.

II. INVOCATION

Scott Hendrick, Tavares Public Safety Chaplain, gave the invocation and led those present in the Pledge of Allegiance.

Mayor Pfister noted that hearing devices are available at the front table and asked that anyone who wishes to speak on an agenda item, to fill out a Request to Speak form and turn in to the Police Chief.

III. APPROVAL OF AGENDA

Mr. Drury said that he has one change to the agenda. He asked that Tab 4 [Police Pension Plan Buyback Provision Amendment] be tabled until the October 5, 2016 meeting.

MOTION

Kirby Smith moved to approve the agenda with the said changes, seconded by Bob Grenier. The motion carried unanimously 5-0.

IV. APPROVAL OF MINUTES

Tab 1) Deferred.

V.PROCLAMATIONS/PRESENTATIONS

Tab 2) New Taipei National Day

Mayor Pfister read a proclamation, in its entirety, proclaiming October 10, 2016 as the Republic of China (Taiwan) Day.

PROCLAMATION

WHEREAS, The Republic of China (Taiwan) celebrates its 105th National Day on October 10th, 2016; and

WHEREAS, the City of Tavares maintains and enjoys an International Sister City relationship with New Taipei City; and

WHEREAS, The Taipei Economic and Cultural Office in Miami continues the promotion of economic and cultural relations with Tavares, Florida; and

WHEREAS, the United States and Taiwan have maintained an enhanced close friendship over the decades encompassing commercial, cultural, and other interactions based on the "Taiwan Relations Act" of 1979; and

WHEREAS, Taiwan is an important trading partner of the State of Florida, as well as one of the top trading partners in Asia for Florida and the United States, and;

WHEREAS, Taiwan is a meaningful participant in numerous international organizations including the United Nation's International Civil Aviation Organization Assembly which is dedicated to sustainable growth & the development of safety security standards in International Civil Aviation.

NOW, THEREFORE, the City Council of the City of Tavares, proclaims October 10th, 2016, the Republic of China (Taiwan) Day and recognizes its achievements and contributions as a global leader and its commitment to regional peace and security.

Passed and Adopted this 21st Day of September, 2016.

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS

Attorney Williams said there is one land use matter before Council and swore in those who were present to provide testimony or speak on Tab 7) Ordinance 2016-28 – Large Scale Future Land

Use Comprehensive Plan Amendment – 1000 Waterman Way – Florida Hospital Development – 59 Acres. He asked Council if they wished to declare any ex parte communications. There were none.

VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following ordinances by title only:

ORDINANCE 2016-26

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 59.3 ACRES OF LAND GENERALLY LOCATED NORTH OF FLORIDA WATERMAN HOSPITAL, FRONTING ONTO LAKE EUSTIS DRIVE AND ANN ROU ROAD; FROM A MIX OF LANDS DESIGNATED AS HIGH DENSITY RESIDENTIAL, LOW DENSITY RESIDENTIAL AND MEDIUM DENSITY RESIDENTIAL ALL TO MIXED USE COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION NO. 2016-18

A RESOLUTION CONFIRMING WATER AND SEWER SERVICE TO THE SUNSET VIEW AND THREE LAKES PARK (TLP), LOCATED ADJACENT TO TAVARES, LAKE COUNTY, FLORIDA; AND CONFIRMING THAT A SPECIAL ASSESSMENT EQUALIZATION HEARING IS FORTHCOMING

Ms. Novack noted that Resolutions 2016-15 (Final Millage) and 2016-16 (Final Budget) would be read in their entirety at the Budget Hearing scheduled to be held at 5:05 p.m.

VIII. CONSENT AGENDA

Mayor Pfister asked the audience if they wished to speak on any of the consent agenda items.

Mayor Pfister asked if Council wished to discuss any of the consent agenda items.

MOTION

Bob Grenier moved to approve the Consent Agenda [Tab 3) Approval of Airboss Contract for Monster Splash], seconded by Troy Singer. The motion carried unanimously 5-0.

Mayor Pfister noted that the Public Hearing for Millage and Budget [Agenda Item IX, Tab 5) Resolution 2016-15 – Final Millage Rate FY 2016-2017 and Tab 6) Resolution 2016-16 – Final Budget FY 2016-2017] will be held at 5:05 p.m.

X. ORDINANCES/RESOLUTIONS – PUBLIC HEARING

(All Ordinances under First Reading are not discussed, unless otherwise noted, until the Second Reading)

First Reading

None.

Second Reading

Tab 7) Ordinance 2016-26 – Large Scale Future Land Use Comprehensive Plan Amendment – 1000 Waterman Way – Florida Hospital Development – 59 Acres

Mr. Skutt said this is the adoption hearing for Ordinance 2016-26 which is a Large Scale Future Land Use Map Amendment for a portion of the Florida Waterman Hospital property. He said that it changes the designation of approximately 60 acres from a mix of high density, low density and medium density residential to a mixed use commercial designation. This property is generally north of the existing hospital and wraps around Lake Etowah. On July 20, 2016, the City Council voted to transmit the amendment to the State Department of Economic Opportunity for review. The Department reviewed the proposed amendment and identified no comments related to important state resources and facilities. The Planning and Zoning Board voted unanimously to recommend approval at their June 16, 2016 meeting. Staff recommends that City Council moves to adopt Ordinance 2016-26.

Mayor Pfister asked for questions from Council.

Vice Mayor Smith asked Mr. Skutt if he has seen a site plan for the project. Mr. Skutt said that he has seen a site plan for a small phase consisting of an assisted living facility in the vicinity of a demolished apartment complex.

MOTION

Kirby Smith moved to approve Ordinance 2016-26, seconded by Bob Grenier. The motion carried unanimously 5-0.

RESOLUTIONS

Tab 8) Resolution 2016-18 – Confirmation of Utility Services to Residents of Three Lake Park for Florida Public Service Commission

Ms. Houghton said the Resolution before Council is to satisfy a request from the Florida Public Service Commission relating to the Sunset View/Three Lakes Park special assessment program. She provided the following report:

> *The City adopted Resolutions 2014-13, 2014-18, 2014-33, and 2014-34 authorizing the construction of water and sewer infrastructure to the Sunset View Subdivision, and authorizing the Sunset View Special Assessment Note 2014 in the amount of $1,100,000, and authorizing a Preliminary Assessment Roll for the*

Sunset View Subdivision and the Three Lakes Park.

All properties identified on the assessment roll have been connected to the City Water and Sewer Utility.

The City is currently finalizing and closing out the construction and engineering contracts for the final steps in the assessment process which includes an equalization hearing, and authorization from Council for the final amount to be assessed to affected properties.

The City Clerk and the Utility Director have received a request from the Florida Public Service Commission asking the City to provide a resolution listing all connected properties that had been previously serviced by the Three Lakes Park (TLP) private system.

Resolution No. 2016-18 provides the needed information for the Florida Public Service Commission (FL PSC).

Mayor Pfister asked for questions from Council.

MOTION

Bob Grenier moved to approve Resolution 2016-18, seconded by Troy Singer. The motion carried unanimously 5-0.

XI. GENERAL GOVERNMENT

Tab 9) Police Union Contract Update

Mr. Drury said that Council established a Police Labor Bargaining Management Team comprised of Councilmember Singer, John Drury, City Administrator and Chief Lubins. There have been multiple bargaining sessions held between the Union and the Management Team, and it is anticipated that an agreement will be reached prior to the end of September and brought before Council for consideration in October. Mr. Drury said he would like to recommend a four (4%) raise for the Police department employees beginning October 1 should the City's final FY 17 approved budget include a 4% pay increase for all employees.

Councilmember Grenier and Councilmember Johnson noted their support.

Councilmember Singer said that the negotiations are going well and should be completed within a week. He said he would like to see Council move forward with this [four (4%) raise].

MOTION

Troy Singer moved for approval, seconded Bob Grenier. The motion carried unanimously 5-0.

Tab 10) Fire Union Contract Update

Mr. Drury said this is similar to the previously discussed negotiations with a few differences. The Fire Department Labor Bargaining Management Team is comprised of Councilmember Grenier, John Drury, City Administrator and Chief Keith. There have been multiple bargaining sessions between the Union and the Management Team and it is anticipated that an agreement will be reached prior to the end of September and presented to the Council for consideration in October. Mr. Drury said he would like to recommend a four (4%) raise for the Fire department employees beginning October 1 should the City's final FY 17 approved budget include a 4% pay increase for all employees.

Councilmember Grenier said that a 4% increase is above the average of 3% throughout the country.

MOTION

Bob Grenier moved for approval, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 11) Approval of Contract with Jones Edmunds for Lake Francis Water & Wastewater Improvements Phase 2 – Engineering and Design

Mr. Hayes said this is a request to approve a Contract with Jones Edmunds to provide Design assistance for the necessary Water Main upgrades that is a requirement to ascertain a State Revolving Fund construction loan and made the following presentation:

> *The City owns and maintains a Sewer and Water System within the Lake Frances Estates residential development that was constructed in a low lying area with fill from the adjacent lake. Lake Frances Estates was constructed in the 1970s. The subdivision contains approximately 23,000 linear feet of water main and 23,000 linear feet of wastewater lines. The potable water system includes thin-walled PVC piping for the 2-inch, 4-inch, 6-inch, and 8-inch potable water lines. The water distribution system and wastewater collection system serving this development have reached the end of their useful service life and were installed using methods and materials that do not meet modern standards.*
>
> *Water system deficiencies include main breaks due to deteriorated piping, insufficient numbers of isolation valves, and inadequate system looping. Additionally, one of the two existing 6-inch water mains supplying the development runs down a road right-of-way that was included in the original 1970s design known as Spartan Boulevard. Spartan Boulevard itself was not constructed, and the land was re-platted as home lots. This resulted in the 6-inch water main running through private lots and under some homes. The potable water system improvements for Lake Frances Estates will include replacing 3,300 linear feet of existing 2-inch and 4-inch-diameter potable water lines with new 6-inch HDPE water lines. All water service lines to residences will be replaced on the impacted streets. Fire hydrants will be installed as required.*

The City, along with Jones Edmunds have been in the design stages for the wastewater system when we discovered this water main situation. The City asked Jones Edmunds to design the water system upgrades. In April 2016 Council approved the consultant to write and submit to FDEP a Facility Plan. The next step is to start the design and request to be put on the SRF funding list for Pre-construction and construction funding. This contract will be included in the preconstruction monies from the SRF program. The final bid documents will be suitable for use by the City to solicit bids from contractors to construct the replacement line and the related appurtenances for both Water and Wastewater. Staff has negotiated a cost for this design in the amount of $77,472. This price is at the lower end of industry standards for this size project.

Mayor Pfister asked for questions from Council.

Vice Mayor Smith asked if the entire parcel had been reviewed so that there would be no more issues. Mr. Hayes confirmed.

Councilmember Grenier asked if this will complete the entire park's project. Mr. Hayes confirmed.

Councilmember Singer asked if this will alleviate drainage problems. Mr. Hayes said that while it is not a stormwater project, the roads will need to be repaired due to construction damage. The road repairs will benefit the drainage system. Mr. Drury noted it is a potable drinking water project.

Councilmember Grenier asked Mr. Hayes if the piping is no longer underneath the homes. Mr. Hayes confirmed.

MOTION

Kirby Smith moved for approval, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 12) Ruby Street Stormwater Project Mitigation for St. Johns River Water Management District & Army Corps of Engineers

Mr. Hayes provided the following presentation:

To enable construction of the Ruby Street Stormwater Improvement Project, the City had to acquire permits from the St. Johns River Water Management (SJRWMD) and the U.S. Army Corps of Engineers (USACE). As a condition of these permits, the City is required to offset the wetland impacts associated with construction of the new stormwater pond east of Sinclair Avenue.

To meet this condition, the City initially proposed to preserve two undeveloped parcels of land located west of the Dora Canal and south of US 441. During coordination with the SJRWMD and the USACE to record the conservation easement, it was learned that one of the two parcels was already under an

existing conservation easement that was not identified during initial investigations. As a result, preservation of the smaller parcel cannot be used to satisfy any of the wetland mitigation requirements in the SJRWMD or USACE permits. To address this, permit modifications are being prepared for both agencies.

In order to expedite the processing of the modifications, and to address the wetland mitigation requirements while minimizing project delays, staff proposes to purchase mitigation credits from a wetland bank instead of identifying an alternate parcel to be preserved. The USACE and SJRWMD have provided preliminary concurrence with the proposed mitigation .The total mitigation cost for the required forested wetland credits is estimated to be $20,220.00, pending formal concurrence from the agencies.

Mayor Pfister asked for questions from Council.

MOTION

Bob Grenier moved to approve, seconded by Lisa Johnson.

Vice Mayor Smith said he did not feel that the city should have to purchase credits when the project is already designed to help SJRWMD protect the lakes by alleviating contaminate particles and increasing wetlands.

The motion carried 4-1 as follows:

Bob Grenier:	**Yes**
Lisa Johnson:	**Yes**
Lori Pfister:	**Yes**
Troy Singer:	**Yes**
Kirby Smith:	**No**

Tab 13) Purchase of Vac-Tron Trailer Mounted Vactor

Mr. Hayes made the following presentation:

This is a request to consider the approval to purchase a Vac-Tron Trailer Mounted Vactor for various uses by the Utility and Public Works Departments.

It was recently discoverd (after meter gps-ing) that hundreds of meters/meter boxes are buried and full of dirt. In order to manage this valuable asset we need to uncover/clean these out. Our meters should be inspected annually for damage and water/revenue loss. The cost/labor saving device for the meters and our valve exercise program, allows us to better maintain our assets and insure inspection and exercising. On small breaks and leaks in both water and wastewater this piece of equipment is easier to move and locate next to the needed service area. This machine also provides a safer and more effective line location option vs probing. (to pipes and underground utilities)

Mayor Pfister asked for questions from Council.

Councilmember Singer said that he liked that fact that staff found the funds within the current budget. He asked if it would be cost saving in the long run. Mr. Hayes said it is a cost and time saving for the employees. The Vac-Tron can clean a row of meter boxes in 30 minutes verses ¾ of a day for an employee to manually complete the same job.

Councilmember Grenier asked if staff will be to maintain the equipment. Mr. Hayes said Fleet Maintenance will place the equipment in a regular maintenance program.

Councilmember Johnson said that she has personally had three meters in her area cleaned out which was done by hand. She noted her appreciation for due diligence and thanked Mr. Hayes for meeting with her regarding the item.

Vice Mayor Smith thanked Mr. Hayes for a thorough description of the request in the agenda.

MOTION

Kirby Smith moved to approve, seconded by Troy Singer. The motion carried unanimously 5-0.

<u>Tab 14) Purchase of a Reclaim Water Feature for the Utility and Public Works Site</u>

Mr. Hayes made the following presentation:

> *This is a request to create an aesthetic appearance to the City's new buildings utilizing Reclaim Water with a garden atmosphere, which will help educate the residents and students of Tavares about the many uses for reclaim water.*
>
> *In 2014 the City Utility Department moved into a new facility on Capt. Haynes Rd. Plans are in the making for a new Public Works Facility on the side of the Utility Administration Building. Woodlea Sports Complex is around the corner from these buildings and the idea of enhancing this area for a more pleasant viewing of expansion area for our residents and tourists. The Utility Department set up a 55 gallon reclaim water aquarium in the lobby of its building with various fish species to demonstrate the many uses of reclaim water. There are photos on the wall of all the various fish with a description of each fish. (Attachment) This attracts the interest of many visitors to our building and sparks up a lot of questions. The Water Feature will be a stainless steel wall with reclaim water running down it through a recycling mode. It will have plantings and stone rocks surrounding it to beautify this water feature. City crews will help with the final plantings and rock additions to keep the costs down. It will be paid through this year's budget 15/16 which has some left over money due to lower costs in fuel and chemicals this past year that came in less than expected due to the current economy.*

Tavares has registered to participate in a national awards program for towns and cities of all sizes. The program provides a framework for improving the overall quality of life while focusing on community involvement and beautification. That program is called America in Bloom. America in Bloom is the only program of its kind that provides on-site, one-on-one mentoring and coaching by a team of expert judges.

Mayor Pfister thanked Mr. Hayes and noted her support for the project. Mayor Pfister asked for questions from Council.

Councilmember Johnson inquired about the features and elements that will be incorporated in the design. Mr. Hayes said the water feature will consist of a water wall with landscaping and a fish pond utilizing reclaimed water. He noted there will be a photograph and description of each fish.

Vice Mayor Smith noted his concern for spending all remaining monies in the current budget instead of rolling into the next year budget so that the citizens could experience a cost savings.

Councilmember Grenier noted his support and said it is a wonderful enhancement.

MOTION

Bob Grenier moved to approve [Tab 14 – Purchase of a Reclaim Water Feature for the Utility and Public Works Site], seconded by Lisa Johnson.

Councilmember Singer noted his support for the idea, but has a hard time supporting the project and this time in lieu of lowering taxes.

The motion passed 3-2 as follows:

Lori Pfister:	**Yes**
Kirby Smith:	**No**
Bob Grenier:	**Yes**
Lisa Johnson:	**Yes**
Troy Singer:	**No**

Tab 15) Horzion Team Update on Old 441 Bike Path & Railroad Improvements

Mr. Drury made the following presentation:

Previously the Council established a Horizon Project team to address improvements to old 441 made up of Council member Kirby Smith, City Administrator John Drury and Economic Development Director Bob Tweedie.

Improvements to this corridor thus far include actual construction as well as planning initiative. On the construction side, the road has been completely re-paved and the thermal plastic striping will replace the temporary paint in about 60 days. Storm water piping is completed from the wetland, under old 441 and

through Tranquil Park Mobil Home Park just west of Dora Ave. The old auto repair station at the corner of Disston and old Alfred Street has been purchased and is undergoing renovations by Corman and Sons A/C.

On the planning side, the Utility Department is in the planning phases of extending water and sewer lines from David Walker to Mary Road down old 441 towards Bay Road and the city is exploring grants to develop a bike path from Tavares to Mount Dora and improving the view shed along the Rail Road corridor as well as the old 441 road. As it relates to the bike path, previously three studies were conducted about eight years ago as follows:

1. *Alfred Street (old 441) Corridor Study from SR 19 to Bay Road*
2. *Old 441 Preliminary Engineering Study from Bay Road to McDonald Street*
3. *Lake County Trails Master Plan "TAVA-DORA TRAIL" (SEE Exhibit A)*

Each plan, and in particular, the Trails Master Plan called for connecting Down Town Tavares with Down Town Mount Dora with a trail and a connector to the YMCA (See Exhibit A).

The Horizon Team is exploring grant options to complete this trail and improve the view shed along this corridor for the three modes of transportation (trains, bikes and vehicles) One such Grant opportunity is the United States Department of Transportation TIGER Grant program.

In order to apply for this grant, a comprehensive application is required which includes full support from Tavares, Mount Dora, Lake County and the MPO as well as a current preliminary concept design. The Horizon Team has reached out to all three partners (Mount Dora, Lake County and the MPO) to gauge what level of interest there is and thus far all potential partners seem interested in continuing to explore this project and pursuing grant opportunities.

The MPO is interested in taking a leadership role by updating the previously completed studies between the two Cities and will be developing a scope of work and estimated cost to do the work. Once that is complete, the scope and cost will be presented to the partners for consideration in parting on.

The MPO Director is present to add additional information and answer any questions. Staff recommends that City Staff and the Horizon Project Team continue to work with the MPO and partners to move this initiative forward. There are no fiscal impacts at this time, however it is anticipated that after the scope and fee have been negotiated, Tavares will be requested to participate financially its share. That request will be brought back to the Council at a later date.

TJ Fish, Executive Director, Lake Sumter MPO, provided a high level overview and said that FDOT has provided planning funds for a consultant to assist with a project information application package utilized in qualifying for federal and state funding that could be utilized for each phase of a complete corridor/streets project: planning, engineering and right of way. Once

that is completed it will come back to Council for project prioritization. TJ Fish said he would like to have access to both state and federal funding, and noted that state funding would require a 50% local match outside of a TIGER grant. Mr. Fish provided an overview of the Green Mountain Scenic Byway and said there is a possibility of extending that designation into or through Tavares.

Mr. Drury said that the city has been successful in the past securing such funds with an 18 million dollar upgrade to the entire railroad spine from Mount Dora, through Lake County and into Orange County including reconstruction of the Dora Canal bridge. He said Tavares has taken a leadership role in getting projects going, and the MPO has taken a leadership role in getting the partners together. He said Mr. Fish did an excellent job getting Orange County, the City of Orlando, Lake County, Mount Dora, Eustis, Tavares all together to sign a multi-jurisdictional agreement to move forward and complete that project.

Mr. Drury said the corridor is a similar project on a more localized level and the Old 441/Alfred Street extension into Mount Dora needs attention. Together will all of the partners and MPO's leadership it will be a great project for not only the golden triangle area but for all of Lake County by connecting the two cities and creating a destination for our area.

Mr. Fish said the trail project to Mount Dora will eventually connect to the Central Florida Coast to Coast trail which is a 250 mile trail that is 80% built between Cape Canaveral Seashore and Titusville all the way to St. Petersburg. He said the biggest gap in the system is in Lake and Sumter counties.

Mayor Pfister thanked Mr. Fish and said this is another exciting project and the TIGER grant would be helpful.

Mayor Pfister asked Council for questions. There were none.

XII. OLD BUSINESS

None.

XIII. NEW BUSINESS

Mayor Pfister read an anonymous letter from a resident regarding a random act of kindness by Michael Aten who 'paid it forward' by mowing a block of lawns along St. Clair Abrams Avenue. Ms. Pfister thanked Mr. Aten.

Mayor Pfister adjourned the meeting for a break at 4:56 p.m.; Mayor Pfister reconvened the meeting for the Public Hearing of the Fiscal Year 2016-2017 Millage and Budget at 5:04 p.m.

IX. PUBLIC HEARING – FISCAL YEAR 2016-2017 MILLAGE & BUDGET – READING OF MILLAGE & BUDGET RESOLUTIONS – 5:05 P.M.

Tab 5) Resolution 2016-15 – Final Millage Rate – FY 2016-2017

Ms. Novack read Resolution 2016-15 in its entirety:

RESOLUTION 2016 - 15

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 7.1000 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2016-2017; 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 7, 2016, adopted the 2016-2017 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 21, 2016, as required by Florida Statute 200.065 on the 2016-2017 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 $738,313,622.

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

1. The City of Tavares Fiscal Year 2016-2017 operating millage rate to be levied is hereby set at 7.1000 mills, which millage rate is greater than the rolled back rate of 6.3762 by 11.35%.

2. The voted debt service millage rate is set at .3680 mills for Fiscal Year 2016-2017.

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

PASSED AND RESOLVED this 21st day of September 2016 by the City Council of the City of Tavares, Florida.

Mr. Drury noted the following budget workshops and hearings were conducted:

- June 15th – City Council Budget Workshop – (General Fund Presentation)
- July 6th – City Council Budget Workshop – (Enterprise Funds and Special Revenue Funds Presentation)
- July 20th – City Council Budget Workshop (CIP Presented) and City Council sets Maximum Tentative Millage
- August 3th – City Council Budget Workshop

- ✓ *Ruby Street Overhead Lines relocation to underground*
- ✓ *Sidewalk Construction and Repairs*
- ✓ *Road Paving*
- ✓ *Library Expansion Design*

- *The Final Budget maintains a similar level of service.*

Mayor Pfister opened the hearing to public comment. There was none.

MOTION

Kirby Smith moved to approve Resolution 2016-15, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 6) Resolution 2016-16 – Final Budget – FY 2016-2017

Ms. Novack read Resolution 2016-16 in its entirety:

RESOLUTION 2016 - 16

A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE CITY OF TAVARES, FLORIDA, FOR THE FISCAL YEAR 2016 - 2017.

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

WHEREAS, a public hearing on the tentative 2016-2017 budget was held at the Tavares City Hall Council Chambers in the City of Tavares, Florida, Lake County, Florida on Wednesday, September 7th, 2016 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 2016-2017, and

WHEREAS, a second public hearing on the proposed 2016-2017 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, 2016, at 5:05 p.m.,

NOW, THEREFORE, BE IT RESOLVED that the Budget for 2016-2017 fiscal year for the City of Tavares, Florida is hereby adopted by the Tavares City Council in the amount of $39,410,202 at public hearing this 21st day of September, 2016.

This resolution will take effect immediately upon its adoption.

Mr. Drury said that after holding five budget workshops and a public hearing on September 7, 2016, the Council crafted a budget supported by their previously adopted millage rate for FY2017 beginning October 1, 2016 and ending September 30, 2017.

Ms. Houghton said for the record the budget was advertised in the Sunday, September 18, 2016 edition of the Daily Commercial including the full budget with all funds included. The final budget includes a General Fund budget of $16,326,530. Based on assessed property values of $738,313,622 a millage rate previously adopted of 7.100 mils, the budget includes a 4% pay increase for employees, all pension plan contributions are budgeted at the actuarial required amount and health insurance is budgeted at overall 7.65% increase. Several projects are included in the budget.

Mayor Pfister opened the hearing to public input.

Robert Wolfe, 1308 Lakeshore Boulevard, said he would like to see the pavers in front of City Hall placed back into the budget as they are uneven and a tripping hazard. He estimated the cost to repair at $10,000 and said there are monies in the sidewalk and roads budgets.

Mr. Drury said that if Council would like to put the paver bricks back into the budget without raising the budget, then Council will need to agree that the item that is cut (City Hall brick pavers) be put as an eligible expense under the existing sidewalk program with no dollar increase.

Vice Mayor Smith noted his concern that there may be more pressing safety issues with sidewalks throughout the city. Mr. Drury said staff can bring back identified sidewalk projects for Council to prioritize in the next fiscal year.

Councilmember Singer, Councilmember Johnson and Councilmember Grenier noted their support in repairing the brick pavers at City Hall and placing in the sidewalk program budget.

Vice Mayor Smith asked if it will compete with other sidewalk needs; Mr. Drury confirmed.

MOTION

Kirby Smith moved approve Resolution 2016-16, with the said changes of moving the pavers into the sidewalk program to be evaluated with the sidewalks, seconded by Bob Grenier.

Mayor Pfister noted her concern that this may be a more pressing item that needs to be addressed immediately and that it would be prioritized with other sidewalks. Mr. Thompson said that it would qualify at the top of the program and would have to go through a bid process.

Councilmember Grenier noted there are only two weeks left in the current fiscal year and could be addressed immediately.

The motion carried unanimously 5-0.

XIV. AUDIENCE TO BE HEARD

Betty Burleigh

Ms. Burleigh said the inventor of the Vactron Truck is Don Buckner who is a 1980 graduate of Tavares High School. She said he was the president of his Sr. Class and quarterback on the football team. Ms. Burleigh noted his many professional accomplishments.

Vance Jochim

Mr. Jochim noted his concern regarding a recent Planning and Zoning Board meeting and suggested public input should be allowed at both ordinance readings and include local resident mitigation issues when approving development. He suggested adding the fiscal impact to the agenda descriptions on the agenda.

Mayor Pfister and Mr. Drury noted the valid public purposes for having one discussion including time for the public and Council to research and do their due diligence on an upcoming item.

XV. REPORTS

Tab 17) City Administrator

- Noted that the Tavares High School Homecoming Parade (September 23, 2016) and Rifles, Rails and History event were coming up (September 23-25, 2016).

Attorney Williams said Tavares has one of the best Planning and Zoning Boards. He noted the last planning and zoning meeting consisted of approximately 30 audience members, many of which testified. During the hour plus long meeting the board took input, asked questions and the developer met with a number of people after the meeting to answer questions. He said from his perspective the Tavares Planning and Zoning Board is a good functioning board.

Tab 18) Council Reports

Councilmember Grenier

- Provided information and an update on the upcoming Rifles, Rails and History event to be held in Wooton Park on September 23-25, 2016.

Councilmember Johnson

- Noted Tavares' Break Point Alley hosted the Special Olympics Bowling Tournament this past weekend. She said Ms. Adrian Vinyard, (voted Lake County Teacher of the Year) was present and her daughter, Jordan, received 1st place.

Councilmember Singer

- Thanked staff for their hard work and commitment in putting together a budget that Council could approve, and thanked the citizens who contacted him regarding budget and millage concerns.

- Noted September 22nd is the first day of Fall.

Vice Mayor Smith

- Noted it is Tavares High School Homecoming week and invited everyone to attend the upcoming volleyball game on Thursday night and football game Friday night. He noted it is his 30 year homecoming.
- Today is National Pecan Cookie Day.

Mayor Pfister

- Noted she will be a homecoming parade judge.

ADJOURNMENT

There was no further business and the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Susie Novack

Susie Novack, MMC/FCRM
Deputy City Clerk

TAVARES CITY COUNCIL
MINUTES

October 5, 2016
4:00 P.M.
TAVARES CIVIC CENTER

COUNCILMEMBERS PRESENT **ABSENT**

Lori Pfister, Mayor
Kirby Smith, Vice Mayor
Bob Grenier, Councilmember
Lisa Johnson, Councilmember
Troy Singer, Councilmember

STAFF PRESENT

Lori Houghton, Acting City Administrator
Nancy A. Barnett, City Clerk
Lori Houghton, Finance Director
Lori Tucker, Human Resources Director
Richard Keith, Fire Department
Jacques Skutt, Director of Community Development
Chris Thompson, Director of Public Works

I. CALL TO ORDER

Mayor Pfister called the meeting to order. She noted that the meeting's relocation from City Hall to the Civic Center has been posted at the door of City Hall.

II. INVOCATION

Pastor Brooks Braswell of Umatilla Baptist Church gave the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

MOTION

Bob Grenier moved to approve the agenda, seconded by Kirby Smith. The motion was approved unanimously 5-0.

IV. APPROVAL OF MINUTES

Tab 1) Approval of Minutes – City Council Meeting of August 17, 2016

MOTION

Kirby Smith moved to approve the minutes of the August 17, 2016 City Council meeting, seconded by Troy Singer. The motion carried unanimously 5-0.

V. PROCLAMATIONS/PRESENTATIONS

Storm Preparations

Chief Keith thanked the participants for their flexibility in moving from City Hall to the Civic Center. He then discussed the upcoming hurricane with the unknown impacts to the area. He reviewed the shelters that will be open.

Mayor Pfister noted that she had met with the department heads and participated in a conference call with Mr. Drury who was out of town. She asked the audience members if they had questions.

Tab 2) Proclamation in Recognition of Alexander Netwal and Troop 233 for Eagle Scout Project

Mayor Pfister said she would like to defer this item until a future meeting at City Hall when slides can be presented.

MOTION

Kirby Smith moved to table the presentation, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 3) Presentation by Director of Tavares Chamber of Commerce

Mr. Berry discussed the Upcoming Chamber Annual Red Gala and invited those present to attend. He also mentioned the political Hob Nob and fundraiser in Eustis for Emergency Medical Services to benefit the schools. He said there had been an additional six new members join the Chamber last month.

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS

Ms. Barnett swore in those who wished to speak on Tab 9 – Resolution 2016-17 – Variance for Accessory Building.

VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Barnett read the following ordinances and resolution by title only:

ORDINANCE 2016-28

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 3 ACRES OF LAND LOCATED ON THE NORTHWEST INTERECTION OF DAVID WALKER DRIVE AND DORA AVENUE; REZONING SAID PROPERTY FROM LAKE

COUNTY COMMUNITY FACILITY DISTRICT (CFD) TO CITY OF TAVARES GENERAL COMMERCIAL (C-1); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-29

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 3 ACRES OF LAND GENERALLY LOCATED ON THE NORTHWEST INTERECTION OF DAVID WALKER DRIVE AND DORA AVENUE; FROM LAKE COUNTY OFFICE TO CITY OF TAVARES COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-27

A PLANNED DEVELOPMENT ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REVOKING AND REPLACING PORTIONS OF EXPIRED PLANNED DEVELOPMENT ORDINANCES 94-20 AND 2006-05 AS THEY PERTAIN TO APPROXIMATELY 155 ACRES OF UNDEVELOPED LANDS GENERALLY LOCATED WEST OF MOUNT HOMER DRIVE, WESTERLY TO AND PARTIALLY SURROUNDING LAKE HERMOSA, ADOPTING A NEW PLANNED DEVELOPMENT ORDINANCE THAT WOULD ALLOW AND PROVIDE GOVERNING REGULATIONS FOR THE DEVELOPMENT OF A MIXED-USE URBAN VILLAGE, PROVIDING THE BOUNDARY AND LEGAL DESCRIPTION TO WHICH THIS PLANNED DEVELOPMENT IS APPLICABLE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

ORDINANCE NO. 2016-32

AN ORDINANCE OF THE CITY OF TAVARES AMENDING CHAPTER 15, PENSIONS AND RETIREMENT, ARTICLE IV, POLICE OFFICERS' PENSION TRUST FUND, OF THE CODE OF ORDINANCES OF THE CITY OF TAVARES; AMENDING SECTION 15-97, PRIOR POLICE SERVICE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2016-17

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, GRANTING A VARIANCE TO THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS, SECTION 8.8 (D), ACCESSORY USES AND STRUCTURES, BY ALLOWING AN ACCESSORY STRUCTURE TO BE CONSTRUCTED

WITHIN A SIDEYARD IN A RESIDENTIAL DISTRICT, AT PROPERTY LOCATED AT 404 NORTH DISSTON AVENUE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

VIII. CONSENT AGENDA

Tab 4) Appointment to Technical Advisory Committee of the Metropolitan Planning Organization

MOTION

Bob Grenier moved to approve the Consent Agenda Tab 4 [appointment of Antonio Fabre, Planning Coordinator, to the Technical Advisory Committee of the MPO], seconded by Kirby Smith. The motion carried unanimously 5-0.

IX. ORDINANCES/RESOLUTIONS

Tab 5-8 – Ordinances Read for First Reading Only

Tab 9) Resolution #2016-17- Variance to Allow Accessory Building in Side Yard at 404 N. Disston

Mr. Skutt presented the summary for this resolution as follows:

This is a variance application from Jessica Cougler to construct an accessory residential structure in the exterior side yard of her property located at 404 North Disston Avenue. The owner of the property desires to build a 144 square foot detached covered deck beside their existing home. The subject property is a corner lot and the existing home is configured in a manner so that there is a limited rear yard and a substantial side yard. The proposed side yard setback of this accessory structure is greater than 12.5 feet which is the minimum exterior side yard setback for accessory structures located in rear yards on corner lots. The City's Land Development Regulations allow accessory structures only in a rear yard within a residential district.

The property's exterior side yard is fenced from street view and due to the existing home's setbacks, this side yard functions as a rear yard to the house. It is staff's opinion that this variance is appropriate considering the existing conditions. A building permit issued by the City's Building Department will be required for the proposed structure.

Mr. Skutt noted that the Planning and Zoning Board had recommended approval and staff recommended approval.

MOTION

Kirby Smith moved to approve Resolution #2016-17, seconded by Lisa Johnson. The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 10) Historic Monument to Commemorate Alleyway Dedications in Wooton Park –

Contract with Gatorsktch

Ms. Houghton presented the summary for this item as follows:

In 2010, City Council approved the naming of our downtown alleyways after historic figures considered either prominent Tavares or Seaplane pioneers. The individuals were proposed by the Tavares' Historic Society. To further honor these individuals for their achievements and contributions, it was suggested that a Historic Monument be located somewhere in Wooton Park giving a biography of each person to tie together the alleyway dedications.

Councilor Grenier has worked with staff on this project and he and his Dad have completed conceptual sketches of a one-of-a-kind memorial honoring the people and places that we have named our alleyways for.

GatorSktch Corporation has submitted a proposal to design, engineer, bid assist and construction inspect this memorial using Councilor's Grenier conceptual sketches. The proposed contract is for $10,435. $10,000 towards funding of this project was included in the 2015-2016 FY budget and is being carried forward this year.

At this point, it is estimated that the construction cost of this project will be approximately $50,000. This amount will be proposed for inclusion in the 2017-2018 budget.

Mayor Pfister recognized Diana Aten for public comment.

Ms. Aten commended those who developed this project. She asked Council to keep in mind there are many alleyways still in need of brick paving in the city.

Discussion followed regarding the proposed costs to complete the project and where it would be budgeted. Mr. Skutt said that Gatorsktch would be making a presentation with a proposed design and other alternatives for the design could be considered depending on the costs.

Councilmember Grenier said he would like to go ahead with the design plan.

Vice Mayor Smith said he would have liked to see a conceptual plan and although he liked the project he did not like the consultants' fees.

Mayor Pfister suggested an alternative system where each alleyway sign would have a code and then the background information could be pulled up from a web-based system.

MOTION

Kirby Smith moved to not approve the contract with Gatorsktch, seconded by Lisa Johnson. The motion carried 4-1 as follows:

Lori Pfister	**Yes**
Kirby Smith	**Yes**
Bob Grenier	**No**
Troy Singer	**Yes**
Lisa Johnson	**Yes**

Tab 11) Bid Award – Wooton Park Boat Ramp

Mr. Tweedie stated this will be the new boat ramp for the western side of Wooton Park. He provided background on the project. He noted that the initial bids in February came in over budget therefore staff reduced the scope, modified the design and did a re-bid in July with two bid alternates for the parking area.

He said there were two (2) bids received as follows:

Bidder	Base Bid	Base Bid Plus Option 1	Base Bid Plus Option 2	Total Bid
ConstructCo Inc.	$385,850	$701,701	$873,378	$873,378
Villages Construction Inc.	$747,700	$1,197,700	$1,277,700	$1,277,700

The Project Engineer Avcon Inc. has reviewed the bid submittals and recommends the low bidder ConstructCo Inc. as the lowest and responsible bidder. He stated that staff recommends awarding the bid to ConstructCo with Option 1 and authorizing the City Administrator execute the contract. Staff will continue to look for additional funding to increase the parking area.

Discussion followed regarding options for the parking area and materials. Mr. Tweedie confirmed that there may be a potential grant for a pervious parking surface.

MOTION

Kirby Smith moved to approve the award of bid to ConstruCo, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 12) Award of Proposal for Fire Assessment Update

Ms. Houghton presented the following summary:

On August 14, 2016, RFP No. 2016-0020 was issued to secure proposals from Consulting Firms to conduct a Study for update and valuation of the Fire Assessment Assessable Budget and related Fire Assessment Fee and to provide an updated Fee Schedule for the Fee.

The RFP was advertised in the Orlando Sentinel on August 14, 2016, the City Website, and Demand Star Web Portal for Bid opportunities.

All responses to the RFP issued were due back to the City on our before September 15, 2016. A bid opening was held on September 15, 2016 at 2:00 pm in the City Council Chambers at City Hall.

On September 30, 2016, the Selection Committee consisting of the City Administrator, the Finance Director, and the Fire Chief met to review, rank and rank responses to RFP 2016-0020. The City received two responses to the advertised RFP. The two responding firms are as follows:

- *Government Services Group, Inc.*
- *Burton & Associates*

The Selection Committee recommends award of the RFP to Government Services Group. The firms were ranked for 1. Expertise & experience, 2. Approach to tasks to be performed, 3. Quality, professionalism, and conciseness of RFP, 4. References, 5. Cost of Services, and 6. Previous successful implementation.

Ms. Houghton stated the contract was budgeted in Fiscal Year 2016 and will be carried forward to Fiscal Year 2017 budget. She stated that the city is required by statute to update the fire assessment and rolls.

MOTION

Kirby Smith moved to approve the contract with General Services Group for the Fire Assessment Update, seconded by Bob Grenier. The motion carried unanimously 5-0.

XII. OLD BUSINESS

None.

XIII. NEW BUSINESS

None.

XIV. AUDIENCE TO BE HEARD

Marion Harrison of Peninsula Drive stood to speak. She discussed recent radioactive toxic waste [on the west coast] that has been reported as going into the aquifer. She asked how she could test her well water. She asked what the city is doing to make the water safe.

Mayor Pfister responded that Ms. Harrison could have her well water tested by the Lake County Health Department and that the City has mechanisms in place to verify the City's water supply is safe.

XV. REPORTS

Tab 8) Acting City Administrator

Ms. Houghton reminded citizens to continue to check the news and the city's web site regarding hurricane updates.

Mr. Skutt stated he has received approval from the FDOT to construct the westerly feature at the Chris Daniels Pond.

Tab 9) Council Reports

Councilmember Singer

Councilmember Singer thanked the Police Department and Fire Department for their quick

response in clearing City Hall [due to anonymous called re: bomb threat] and said he hoped the person responsible would be located. He thanked the audience for relocating and the staff for their assistance.

Vice Mayor Smith

Vice Mayor Smith said he liked the change in venue. For his history report, Vice Mayor Smith said on this day in 1970 the Public Broadcasting System was established. He added that today is "Do Something Nice Day."

Councilmember Johnson

Councilmember Johnson advised those present to be safe for the storm.

Councilmember Grenier

Councilmember Grenier discussed the Rifles, Rails and History event and stated that at the next Council Meeting a presentation will be made.

Mayor Pfister

Mayor Pfister stated that Rifles, Rails, and History was a great event and she looked forward to having it back next year.

ADJOURNMENT

There was no further business and the meeting was adjourned at 5:20 p.m. by Mayor Pfister.

Respectfully submitted,

Nancy A. Barnett

Nancy A. Barnett, MMC
City Clerk

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO. 4

SUBJECT TITLE: Sunshine Law and Ethics Law Update

OBJECTIVE:

To have the City Attorney present an annual update on the Florida Sunshine Law and Ethics law.

SUMMARY:

The City Attorney annually presents an update on the Sunshine Law including public meeting and public records requirements, the Florida Ethics Law, and any recent legislative changes.

In addition, attached is an expanded list of topics that pertain to City Council governance. Below is a link to the Florida Attorney General web site with a link to the Sunshine Manual which provides detailed information related to public meetings and public documents.

http://www.myfloridalegal.com/sun.nsf/sunmanual

Further information on any of these topics or documents or a printed copy of the Sunshine Manual can be obtained by contacting the City Clerk.

OPTIONS: N/A

STAFF RECOMMENDATION:

That the City Attorney provide highlight to the Council on Florida's sunshine laws and ethics for elected officials.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: Legally sufficient.

Sunshine Law and Ethics Law Update

A. The Law: All materials made or received by an agency in connection with official business which are used to perpetuate, communicate or formalize knowledge.

B. Includes:

1. Anything in writing.
2. Tapes and recordings.
3. Photographs and film.
4. Electronic records (email & computer data storage)

C. Procedures for Production:

1. Public has right to inspect records.
2. Identity of requestor is irrelevant.
3. Must be produced within a reasonable time (allowed to review for exempt information).
4. May charge a fee for cost of reproducing copies and for staff time

D. Exemptions: Too numerous to list.

IV. Code of Ethics:

A. Cannot solicit or accept gifts given for purpose of influencing votes or actions.

B. Cannot do business with own agency.

C. Cannot use position to secure a special privilege or benefit.

D. Cannot hold conflicting employment or contractual relationship.

E. Cannot misuse privileged information.

F. Cannot appoint, employ, promote or advance relatives.

G. Cannot vote on any measure which would inure to the special private gain; otherwise, must vote.

H. Must disclose personal interests, financial interests, clients represented, contributions and honoraria.

I. Penalties include removal from office, forfeiture of salary, censure, demotion, restitution and civil penalty of up to $10,000.

V. Important/Useful Sources of information:

A. Florida Municipal Officials' Manual
B. Government in the Sunshine Manual
C. Guide to Sunshine Amendment and Code of Ethics
D. Roberts Rules of Order
E Florida Statutes Online
F. Municipal Code Corporation Online Codes
G. Florida League of Cities website
H. Florida Municipal Attorney's Association website

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO. 5

SUBJECT TITLE: America In Bloom – Planting Pride in Our Communities

OBJECTIVE:

Provide City Council with an informative introduction to **America in Bloom**, which promotes beautification nationwide through education and community involvement.

SUMMARY:

America in Bloom is an independent, non-profit 501(c)(3) organization established to promote community beautification and involvement. With the use of education and encouragement, towns and cities across the country are blooming into "welcoming and vibrant places to live, work and play - benefitting from colorful plants and trees; enjoying clean environments; celebrating heritage; and planting pride through volunteerism."

Cities who participate in America in Bloom are visited by a volunteer team of experts who are specially trained, providing coaching and mentoring. A detailed consultation report is developed and awards are given each year at the America in Bloom Annual Symposium.

Participants receive information and cultural exchanges with neighboring, national and international communities. Community pride and development bloom with the combined efforts of local government, residents and businesses.

The Public Works Department, on behalf of the City, will present the America in Bloom program to all who are interested at the Public "Takeoff" Meeting scheduled on January 19, 2017, at 4:00pm in City Council Chambers as the City of Tavares begins updating the Downtown Redevelopment Master Plan. The America in Bloom project will be presented in conjunction with that presentation.

OPTIONS: N/A

STAFF RECOMMENDATION:

That Council receive the presentation by America in Bloom

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

This summary meets Legally Sufficiency

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 6

SUBJECT TITLE: Proclamation in Support of Anti-Bullying Campaign

OBJECTIVE:

To have the Mayor read a proclamation in support of the Lake County School Board Safe School Program.

SUMMARY:

The Mayor will read a proclamation in support of the School Board's Safe School Program that also recognizes Florida Bill CS/HB 229 requiring Bullying and Harassment Policies in schools. This proclamation was requested by Robin Douglas of the Stars Clap – Lake County Anti Bullying Division who will attend the meeting.

Attached is information from the Lake County School Board and a copy of Florida Bill CS/HB 229 that was signed into law by Governor Scott.

OPTIONS:

N/A

STAFF RECOMMENDATION: To have the Mayor read the Proclamation in Support of the Anti Bullying Program

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

Legally sufficient.

America's Seaplane City™

PROCLAMATION
Anti- Bullying

Whereas, Bullying in schools is a pervasive problem that can have negative consequences for the school climate and for the right of students to learn in a safe environment without fear; and

Whereas, Bullying other children and being the target of bullies are considered risk factors for youth violence by the National Center for Injury Prevention and Control (of the Centers for Disease Control and Prevention) and other relevant organizations, and bullies whose behavior goes unchallenged may risk ending up as violent adults, engaging in domestic violence and child abuse; and

Whereas, It is important that the community acknowledges and heightens awareness about the serious issues and the negative effects of bullying, including the long-term damage it can cause in our children as well as the risks of teenage suicide; and

Whereas, the Governor of Florida has signed into law legislation requiring each school district to adopt and review a policy prohibiting bullying and to involve students, parents, teachers, administrators, school staff, school volunteers, community representatives, and local law enforcement agencies in reviewing and adopting that policy;

Whereas, it is recognized that the Lake County School Board has adopted an Anti-Bullying Policy and is committed to fostering a safe, positive, productive, and nurturing educational environment for all students and employees and to encouraging all cases of bullying to be reported immediately through it's Safe School program without fear and retaliation; and

WHEREAS, It is time to be "STARS CLAP"- Someone That Acts Responsible Standing on Courage Love Awareness and Positivity united as a community against Bullying!";

Now therefore be it Proclaimed, I _____ Mayor of the City of Tavares on behalf of its citizens do hereby proclaim full support to the Lake County School Board Safe School Program and Florida Bill CS/HB229 "Bullying and Harassment Policies in Schools" in order to afford students a safe physical and emotional environment.

PASSED AND DULY ADOPTED in regular session this 7th day of December 2016.

Safe Schools Department

Bullying or Harassment

Bullying typically consists of behaviors directed against a target or group of targets. The actions must be intentional, repeated and display an imbalance of power. Direct bullying includes physical harm or threats, insults, taunts, name-calling and intentional exclusion. Forms of indirect bullying include rumors or lies about a child, writing hurtful graffiti, and encouraging others to exclude a child. Boys usually engage in direct forms of bullying behaviors while girls usually participate in indirect forms of bullying.

Worldwide research on bullying has demonstrated that there is a higher incidence of bullying among boys, that boys who act as bullies are often the oldest members of their peer groups, and that boys engage in direct bullying four times as often as girls.

Students who act like bullies seem to have a need to feel in control. They appear to enjoy bringing injury and suffering to others, seem to have little concern for their targets and often defend their actions by saying that their targets caused the bullying in some way. Students who regularly display bullying behaviors are generally defiant toward adults and are prone to break school rules.

Bullying is a problem that can affect the academic and social progress of the bully and the target. The signs can be observed at home as well as at school. In order to assist a child that might be a target, parents need to recognize warning signs.

- Reluctance to attend school activities
- Unexplained drop in academic performance
- Reluctance to walk to or from school
- Reluctance to discuss school
- Torn clothing
- Headaches, stomachaches, or other unexplainable illnesses
- Changes in sleep patterns
- Sad or depressed demeanor
- Loss of interest in activities formerly enjoyed

Parents of targets can assist their children by:

- Encouraging their child to tell an adult
- Explaining the difference between tattling and telling
- Encouraging a "buddy" system if a child walks to and/or from school
- Turning off a TV program (or video game) that reinforces the idea of aggression as a way to deal with conflict
- Asking the school for assistance

DISTRICT OFFICE | Get Directions

201 West Burleigh Blvd
Tavares, Fl 32778
TDD: (800) 877-1113

Phone: (352) 253-6500
Fax: (352) 253-6503

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TRANSLATE

Translate this page...

CHAPTER 2016-119

Committee Substitute for House Bill No. 229

An act relating to bullying and harassment policies in schools; amending s. 1006.147, F.S.; requiring each school district to review its bullying and harassment policy at specified intervals; requiring each school principal to implement the bullying and harassment policy in a certain manner and integrate it with the school's bullying prevention and intervention program; requiring the policy to include a procedure for receiving reports of alleged acts of bullying and a list of authorized programs that provide bullying and harassment identification, prevention, and response instruction; providing a short title for chapter 2010-217, Laws of Florida, relating to requirements for health education curricula and district school board policies on teen dating violence and abuse; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (4) of section 1006.147, Florida Statutes, is amended to read:

1006.147 Bullying and harassment prohibited.—

(4) Each school district shall adopt <u>and review at least every 3 years</u> a policy prohibiting bullying and harassment of a student or employee of a public K-12 educational institution. Each school district's policy shall be in substantial conformity with the Department of Education's model policy. The school district bullying and harassment policy shall afford all students the same protection regardless of their status under the law. The school district may establish separate discrimination policies that include categories of students. The school district shall involve students, parents, teachers, administrators, school staff, school volunteers, community representatives, and local law enforcement agencies in the process of adopting <u>and reviewing</u> the policy. The school district policy must be implemented <u>by each school principal</u> in a manner that is ongoing throughout the school year and integrated with <u>the</u> ~~a~~ school's curriculum, <u>bullying prevention and intervention program,</u> ~~a school's~~ discipline policies, and other violence prevention efforts. The school district policy must contain, at a minimum, the following components:

(a) A statement prohibiting bullying and harassment.

(b) A definition of bullying and a definition of harassment that include the definitions listed in this section.

(c) A description of the type of behavior expected from each student and employee of a public K-12 educational institution.

(d) The consequences for a student or employee of a public K-12 educational institution who commits an act of bullying or harassment.

CODING: Words ~~stricken~~ are deletions; words <u>underlined</u> are additions.

(e) The consequences for a student or employee of a public K-12 educational institution who is found to have wrongfully and intentionally accused another of an act of bullying or harassment.

(f) A procedure for receiving reports of ~~reporting~~ an alleged act of bullying or harassment, including provisions that permit a person to anonymously report such an act. However, this paragraph does not permit formal disciplinary action to be based solely on an anonymous report.

(g) A procedure for the prompt investigation of a report of bullying or harassment and the persons responsible for the investigation. The investigation of a reported act of bullying or harassment is deemed to be a school-related activity and begins with a report of such an act. Incidents that require a reasonable investigation when reported to appropriate school authorities shall include alleged incidents of bullying or harassment allegedly committed against a child while the child is en route to school aboard a school bus or at a school bus stop.

(h) A process to investigate whether a reported act of bullying or harassment is within the scope of the district school system and, if not, a process for referral of such an act to the appropriate jurisdiction. Computers without web-filtering software or computers with web-filtering software that is disabled shall be used when complaints of cyberbullying are investigated.

(i) A procedure for providing immediate notification to the parents of a victim of bullying or harassment and the parents of the perpetrator of an act of bullying or harassment, as well as notification to all local agencies where criminal charges may be pursued against the perpetrator.

(j) A procedure to refer victims and perpetrators of bullying or harassment for counseling.

(k) A procedure for including incidents of bullying or harassment in the school's report of data concerning school safety and discipline required under s. 1006.09(6). The report must include each incident of bullying or harassment and the resulting consequences, including discipline and referrals. The report must include in a separate section each alleged ~~reported~~ incident of bullying or harassment that does not meet the criteria of a prohibited act under this section with recommendations regarding such incidents. The Department of Education shall aggregate information contained in the reports.

(l) A list of programs authorized by the school district that provide ~~procedure for providing~~ instruction to students, parents, teachers, school administrators, counseling staff, and school volunteers on identifying, preventing, and responding to bullying or harassment, including instruction on recognizing behaviors that lead to bullying and harassment and taking appropriate preventive action based on those observations.

(m) A procedure for regularly reporting to a victim's parents the actions taken to protect the victim.

(n) A procedure for publicizing the policy, which must include its publication in the code of student conduct required under s. 1006.07(2) and in all employee handbooks.

Section 2. Chapter 2010-217, Laws of Florida, may be cited as "Tayler's Law for Teen Dating Violence Awareness and Prevention."

Section 3. This act shall take effect July 1, 2016.

Approved by the Governor March 25, 2016.

Filed in Office Secretary of State March 25, 2016.

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 7

SUBJECT TITLE: Tavares High School Girls Volleyball Team

OBJECTIVE:

To recognize and receive a presentation from a representative of the Tavares High School Girls Volleyball Team.

SUMMARY:

The Tavares High School Girls Volleyball Team advanced to the District Level competition this year. They would like to thank the City for donating water to the team during the volleyball season.

OPTIONS:

N/A

STAFF RECOMMENDATION:

To receive the presentation.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING:

AGENDA TAB NO: 8

SUBJECT TITLE: Presentation by Tavares Youth Football League

OBJECTIVE:

To receive a presentation by the Tavares Youth Football League.

SUMMARY:

The Tavares Youth Football League has utilized the City's multipurpose field for many years. They would like to present a plaque of appreciation to the city for its support and for providing access to the multipurpose field.

OPTIONS:

N/A

STAFF RECOMMENDATION:

That Council receive this presentation from the Tavares Youth Football League

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: Legally sufficient

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 9

SUBJECT TITLE: Recognition of Tavares Middle School Boys and Girls Cross Country Teams

OBJECTIVE:

To recognize the recent achievements of the Tavares Middle School Boys and Girls Varsity Cross Country Teams

SUMMARY:

The Tavares Middle School Varsity Boys Cross Country Team won the State Title and the Tavares Middle School Girls Varsity Cross Country Team placed sixth in the state in a Florida Youth Running Association competition on October 29th in Lakeland at Holloway Park. The Mayor will recognize both teams and their coaches Kevin Von Maxey, April Von Maxey, and Tony Segreto at the Council Meeting.

Boys Varsity Team Members;

Jackson Babington, Bradley Davies, Cade Straub, Lazarus Seabury, Edgar Trejo, Clayton Carter, Matthew Raucci, and Riley Novack

Girls Varsity Team Members:

Lina Filkin, Zarrah Barbaza, Abbigail Beard, Briana Trejo, Candice Bruinsma, Felicity White, and Mackenzie Mulligan

OPTIONS:

N/A

STAFF RECOMMENDATION:

The Mayor to present Certificate of Appreciation

FISCAL IMPACT: N/A
LEGAL SUFFICIENCY: Legally sufficient

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 10

SUBJECT TITLE: Status Of City Projects for FY17

OBJECTIVE: To provide Council with a high level "dashboard" update of many (not all) of the ongoing City Projects that are "underway".

SUMMARY:

Attached for Councils benefit is a listing of projects underway in Tavares broken up by "City" run and "Privately" run. The staff person assigned and the estimated cost is also identified on most of the city projects.

OPTIONS:

1. Permit the City Administrator an opportunity provide and overview of the projects.
2. Do not go over the projects.

STAFF RECOMMENDATION:

Permit the City Administrator an opportunity provide and overview of the projects

FISCAL IMPACT: None

LEGAL SUFFICIENCY: Legally sufficient

Dashboard
Tavares Projects That are Underway
Current Fiscal Year 2017
Staff Assignment and Estimated Budget

1. **City's Public Projects:**

Alfred/Caroline One Way Pair Landscaping : Pavement, Lighting, signage, signalization, water/sewer and stormwater completed. Landscaping portion under way for both Caroline and Alfred. Jacques Skutt
$450,000

Wooton Park – West (New Boat Ramps): Project under way (Boat Ramp, Boat Trailer Parking, Green space stabilization, Volleyball Courts, Tavlee Trail, Restrooms, Rail Road Crossing signalization/arms). Bob Tweedie
$1.5million

Seaplane Base Master Plan: Project underway and in final approval process: When completed it will make seaplane base eligible for FDOT Aviation Airport grants for improvements including security and aircraft ramps, slips and parking apron. Bob Tweedie
$78,000

Library Expansion Master Plan: Library Expansion Plan at the beginning (Concept Plan completed and Design portion funded by Lake County Library Impact fees). Tamera Rogers
$ 216,000

Tavares Square: Clerks building removed, Professional Commercial Real-estate Brokerage Firm selected to market, promote and sell the property to investors to redevelop the property as envisioned by the peoples Down Town Master Plan. Bob Tweedie
$ (a percentage of sale price)

Public Safety Facility: 90% designed and 100% funded through infrastructure sales tax revenues. Richard Keith
$10.4 million

Public Works Facility: Council selected property off Captain Haynes Road next to Water Administration Building. Funding program to be developed and presented to Council for approval. Chris Thompson
$4 to $5 million

Stormwater/Re-paving Ruby Street: Under Construction. Brad Hayes
$5.5 million

New 441 Gateway Sign: America's Seaplane City Gateway sign and landscaping (east bound) under fabrication. Installation scheduled within three months. Jacques Skutt
$82,000

Paving City Streets: Master Plan identifying every streets condition complete. Public Works to present FY 17 streets to be re-paved to Council in January. Chris Thompson
$275,000

Lake Francis utility line replacement: This project is at 85% designed and aimed at replacing the failing water and sewer lines. It will also result in repaving streets affected by the work. Brad Hayes.
$4.3M for construction

Tavares – Mt Dora Bike Path: MPO has let a contract to develop the concept plan which will be used to obtain grants: Jacques
Funded by MPO

Old 441 Paving, Water and Sewer to Bay Road: Paving complete, ISBA complete, water and sewer being master planned. First section from David Walker to Merry Road under design: Brad Hayes
Cost to be shared by City and Development

Woodlea Sports Park Complex: Master Plan complete, first two new baseball fields complete. Additional improvement programmed including concession stand and restrooms: Tamera Rogers
$400,000 (To be funded by grants)

Lake Ridge Industrial Park: Continued expansion of the industrial park with new business to create jobs. Bob Tweedie
Funded by private developers

Tavares Medical Park: Continued expansion of the Medical Park opposite side of the Hospital to create jobs. Bob Tweedie

Funded by private developers

Historical Society Building: Relocation of Historical Society to the Rail Road Station which is currently occupied by the Fire Department off Alfred Street.: Chris Thompson Partnership between City of Tavares and Historical Society.

State Road 19/561 and 448 Corridor Master Planning: This project is at a "Horizon Team" level where staff is developing a conceptual plan and strategy to present for decision on when to move forward with so as to complement and not conflict with other Master Planning initiatives. Jacques Skutt
No dollars programed – In house initiative

State Road 19 widening: State road 19 is undergoing the FDOT planning process to be widened from Woodlea Road to the Howey Bridge. The project concept plans are complete and the project is now undergoing design. Jacques Skutt
A multi-million dollar project funded by the State

Howey Bridge: The State Bridge between Tavares and Howey-In-The Hills is programmed to be removed and replaced by two bridges. The Preliminary Design & Engineering is complete and Construction scheduled for 2017 for the first replacement bridge.

Burying the Down Town Ruby Street Electric lines: Although a separate project of its own, it has been added to the Ruby Street storm water project so as not to dig up the street twice. Brad Hays
$500,000

Tavares Nature Park Restrooms: This will had public restrooms to the community park. Tamer Rogers
$75,000 ($50,000 Grant / $25,000 Park Impacts)

West Main Street Gateway: The City Planning Department has a Horizon Team to begin the Master Planning for this area.

City Hall Security Upgrades: Project is just about complete. Punch list items and one "pass through" drawer at first floor County remains. - Chris Thompson

2. **City's Private Projects**

Publix Shopping Center (SR 19): Publix is complete and open. City has issued several tenant permits, received numerous other inquiries, and developer is actively seeking to fill the remaining leased spots.

Shanti-Niketan (SR 19 off Slim Haywood): The PD zoning for this 1000 unit development is approved, the land clearing is active, and Building Permits for Phase 1

have been issued and is under construction. Phase 1 includes 222 dwelling units. Phase Two presently under Site Plan review includes an additional 144 dwelling units.

Lake Hermosa Village (Avalon Park - Tavares): Located east behind the Hospital and Etowah subdivision. This project consists of 1,088 dwelling units of varying types. Of these, 788 units are either attached or multi-family in nature. The plan allows supporting, ancillary uses such as a charter school, a village center, senior facilities, self-storage units, medical offices, parks, recreational facilities and pedestrian trails. The PD zoning has been approved and the developer is in the conceptual planning stage. Total build-out of the project is estimated at over $120 million.

The Flowers Bread Distribution Facility: Located at the northeast corner of 441 and Nelson Street. This building is nearing completion. The facility will include a retail component.

Atwater Apartments: A professional workforce housing project located at the corner of Ann Rou and Huffstetler Drive behind the hospital. Building Permit for 240 apartment buildings has been approved and is ready to be issued. Zoning allows for an additional 240 units.

Fountain Inn Nursing and Rehabilitation Center: Located north of Waterman Hospital on hospital property. Includes 120 beds. Ground breaking occurred this past week.

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CITY OF TAVARES
TAVARES CITY COUNCIL
DATE OF MEETING: December 7, 2016

AGENDA TAB NO: 11

SUBJECT TITLE: Designation of Bank for Official Depository

OBJECTIVE:

To consider the designation of Branch, Banking & Trust (BB&T) as the official depository for the City.

SUMMARY:

Council approved BB&T to be the city's official depository on February 1, 2012 and authorized the City Administrator to execute the contract for their services. BB&T is a State of Florida Authorized Depository and provides collateral of U.S. Treasury Securities (specifically designated) for all City of Tavares Deposits.

OPTIONS

1) Move to approve BB&T Bank to be the official depository for the City of Tavares
2) Do not approve BB&T Bank as the official depository.

STAFF RECOMMENDATIONS:

Staff recommends approval of BB&T Bank as the official depository for the City of Tavares.

FISCAL IMPACTS:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

AGENDA SUMMARY
TAVARES CITY COUNCIL
December 7, 2016

AGENDA TAB NO. 12

SUBJECT TITLE: Designation of those Authorized to Sign Checks

OBJECTIVE:

To designate those who are authorized to sign checks for City business.

SUMMARY:

Staff recommends approval of the Mayor, Vice Mayor, City Administrator and the Finance Director as those designated to sign checks. This is consistent with past policy.

City disbursements (checks) will utilize one signature from the Mayor or the Vice Mayor and one signature from the City Administrator or the Finance Director.

OPTIONS: N/A

STAFF RECOMMENDATION:

Move to authorize the Mayor, Vice Mayor, City Administrator and the Finance Director to be authorized to sign checks.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: N/A