AGENDA
TAVARES CITY COUNCIL
August 18, 2010
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Mark Andrews, Bridges

III. APPROVAL OF AGENDA

(The City Council Agenda is subject to change at the time of the Tavares City Council Meeting)

IV. APPROVAL OF MINUTES

Tab 1) City Council Special Meeting, July 20, 2010

V. PROCLAMATIONS/PRESENTATIONS

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS

VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD — Susie Novack

VIII. CONSENT AGENDA

Tab 2) Library Internet Policy — **Tammy Rogers**

IX. 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 3) Ordinance #2010- 18 Amendment to Golf Cart Ordinance to Not Require Drivers License	John Drury
Tab 4) Ordinance #2010-16 – Annexation – 15125 Classique Lane	Jacques Skutt
Tab 5) Ordinance #2010-17– Small Scale Future Land Use Amendment – 15125 Classique Lane	Jacques Skutt
Tab 6) Ordinance #2010-12 – Charter Referendum – Four Year Terms	John Drury

RESOLUTIONS

Tab 7) Resolution #2010-07 – Budget Amendment	Lori Houghton

X. GENERAL GOVERNMENT

Tab 8) Approval of Request for Proposals for Gateway Signs	Jacques Skutt
Tab 9) Interlocal Agreement with Lake County for Library Expansion Impact Fees Award	Tammy Rogers
Tab 10) Award of Bid to Second Ranked Vendor for Alleyway Pavers	Chris Thompson
XI. (Tab 11) FISCAL YEAR 2010-2011 BUDGET WORKSHOP	John Drury

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

Tab 12) City Administrator	John Drury
Tab 13) Council Reports	City Councilmembers

This Agenda is provided to the City Council only as a guide, and in no way limits their consideration to the items contained hereon. The Council has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting.

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.

The Language of Local Government
Definition of Terms

agenda – A list of items to be brought up at a meeting.

annexation – The process by which a municipality, upon meeting certain requirements, expands its corporated limits.

bid – Formal quotation, based on common specifications, for the provision of goods or services. Opened at public for meeting consideration and award.

budget – A comprehensive financial plan to sustain municipal operations during a given year with related explanation

buffer – A strip of land, vegetation and/or opaque wall that sufficiently minimizes the physical or visual intrusion generated by an existing or future use.

call for the question – Term used to end the discussion and vote on the motion.

capital outlay – Expenditures made to acquire fixed assets or additions to them usually made from the general fund or utility fund where the assets are to be used.

conflict of interest – A term used in connection with a public official's relationship to matters of private interest or personal gain and which prohibits participation in the discussion under decision.

consent agenda – A policy of the governing body to approve, in one motion, routine and/or non-controversial items, which can be determined prior to the meeting

contiguous – Sharing a common boundary.

contingency – An appropriation of funds to handle unexpected events and emergencies which occur during the course of the fiscal year.

DCA – Department of Community Affairs

density – The number of families, individuals, dwellings units, or housing structures per unit of land.

development – A physical change, exclusive of new construction and substantial improvement, to improved or unimproved real estate, including, but not limited to mining, dredging, filling, grading, paving, excavating or drilling operations.

easement – An interest in land owned by another that entitles its holder to a specific limited use or enjoyment

emergency measure – An ordinance recognized by the legislative body as requiring immediate passage.

FDOT – Florida Department of Transportation

general fund – The general operating fund of the municipality used to account for all financial resources except those required to be accounted for in a special fund.

impact fees – Set aside fees collected from developers to pay for infrastructure improvements. Monies used as new development further impacts the municipalities.

infrastructure – The facilities and systems shared or used by all citizens such as transportation, water supply, wastewater and solid waste disposal systems.

intergovernmental agreements – Contract between two or more public agencies for the joint exercise of powers common to the agencies.

intergovernmental revenues – Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

line item – A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue, expenditure and justifications are reviewed, anticipated and appropriated at this level.

non-conforming – A use which does not comply with present zoning conditions but which existed lawfully and was created in good faith prior to the enactment of the zoning provisions.

ordinance – An enforceable municipal law, statute or regulation which applies to all citizens within that municipality; penalty provisions may apply.

public hearing – Provides citizens the opportunity to express their position on a specific issue, both pro and con, as mandated by either statute or by order of proper authority after due notice.

PUD – Planned Unit Development

quasi-judicial – A governmental body that hears sworn testimony, obtains evidence and provides for cross examination of witnesses, with the decision based solely on the evidence presented.

quorum – The prescribed number of members of any body that must be present to legally transact business.

request for proposals – RFP – Notice and related information from a municipality requesting proposals for professional services.

resolution – A decision, opinion, policy or directive of a municipality expressed in a formally drafted document and voted upon.

right-of-way – Strip of land owned by a government agency over which the public has right of passage such as streets, parkways, medians, side walks, easements and driveways constructed thereon.

Sunshine Law – Legislation providing that all meetings of public bodies shall be open to the public (a/k/a open public meeting law).

vacate – To annul; to set aside; to cancel or rescind.

variance – Modification from the provisions of a zoning ordinance granted by a legislative body upon submission of an application and a hearing.

CITY OF TAVARES
SPECIAL CITY COUNCIL MEETING
EXPANSION OF WOOTON PARK

July 20, 2010
TAVARES CITY HALL COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT **ABSENT**

Robert Wolfe, Mayor
Lori Pfister, Vice Mayor
Sandy Gamble, Councilmember
Robert Grenier, Councilmember
Kirby Smith, Councilmember

STAFF PRESENT

John Drury, City Administrator
City Attorney Robert Williams
Nancy Barnett, City Clerk
Tammy Rogers, Director of Community Services
Bill Neron, Economic Development Director

Mayor Wolfe called the Council Meeting to order at 4:00 p.m.

Presentation by Bill Neron, Director of Economic Development

Mr. Neron discussed the schematic drawings that had been provided to Council for the proposed waterfront expansion and presented the following report:

Over the past three years, significant activity has taken place with regard to the planning, permitting, design and construction of the Tavares Seaplane Base, Marina and Special Events area along the down town water front on the shores of Lake Dora. Specifically the following activities have been designated at the down town water front property:

1. *Wooton Wonderland play ground*
2. *Seaplane themed children's Splash Park*
3. *Special Events Pad and vender pads*
4. *Seaplane Base*
5. *Marina*
6. *Ship Store*
7. *Trail Head Facility*
8. *Pier and Pavilion*

Accommodating seaplanes and boat trailers on the paved ramp is challenging at times due to the volume of boat and seaplane traffic. Accommodating music venues is challenging at times due to the popularity of the venues and the number of attendees. Accommodating the Special Events activities and Air shows is challenging at times due to the volume of spectators and limited space in the Park.

At its May 19, 2010 City Council meeting, the Council approved a recommendation from Vice Mayor Lori Pfister to direct the City Administrator and staff to see if there are additional properties available to expand the water front property for public purposes and public use and bring back their findings to the City Council for consideration.

Staff has identified property owned by Tavares Station along the water front south of the rail road tracks as a possible area to accommodate the above referenced challenges. The benefits of acquiring this property include:

1. *Separating the Seaplane activity from the Boat Trailering activity*
2. *Providing a small 3,200 seat music Amphitheater for music events, H.S. graduations, commitment addresses, philharmonics, plays etc…*
3. *Provides additional space for Special Events, viewing airshows over the lake, and additional public access to the Lake Dora waterfront.*
4. *Converts the property to public use and removes the potential for private development.*
5. *Purchasing and improving the property now versus later provides potential cost savings in acquisition and development costs.*
6. *If left to be developed by a private developer for private use then the city will in all likelihood never be in a position to afford acquiring it in the future for public use.*

Staff has solicited assistance from The Trust For Public Lands to assist in the due diligence process of what it would take/cost to acquire this property and they are here to give a overview of how they can assist should the Council desire to move forward.

The estimated cost of the property is $4.5 million and the estimated cost to improve the property is $4.3 million. Staff is recommending that the Council discuss its interest in pursuing or not pursuing the property and if interested in pursuing it that they authorize the TPL to assist and that the voters make the decision by referendum on November 2, 1010.

Mr. Neron stated that staff recommendation is to pursue the acquisition of the identified property and improvements by referendum and solicit assistance from the Trust for Public Lands.

Mayor Wolfe asked if the referendum will state the tax increase to the Tavares taxpayer. Mr. Drury responded that staff estimates that it will be .8192 of a mil which would equate to a $150,000 homesteaded property owner with the $50,000 exemption, paying $81.92 a year or $6.83 per month. He said if Council moves to go forward, staff will look at the bond

market and anticipate when the bond will be issued and then have a better knowledge of the rate.

Mayor Wolfe brought up the issue of whether the city could charge residents a discounted fee for city sponsored events in the amphitheater.

Attorney Williams said that was legally allowable. Mayor Wolfe suggested that would be a selling point for the referendum.

Councilmember Grenier asked about the promotional campaign.

Mr. Drury responded that Ms. Ross has had experience with six other referendums in Charlotte County and will bring back her proposed public education program at the next meeting. He noted that the Trust for Public Land also has a voter information program.

Councilmember Smith asked if the profit made from an event would go back to pay off the bond sooner. Mr. Drury said he anticipated Council making decisions as to the type of venues, what would be charged and/or whether it would be a free concert. He said the revenues from the amphitheater would first go to its operation and maintenance and any additional revenues would go to pay off debt service.

Vice Mayor Pfister said she did not think every event could be free to a city resident because that would limit the type of entertainment. She said she thought a reduced rate for the residents would be appropriate. She said she supported the referendum because it is working with existing property and the citizens would become owners of valuable lakefront property.

Councilmember Gamble said he had questions about how the property would be maintained but he understood that the revenue from the events will assist with some of the maintenance costs. He noted that when there are no events being held it will have an impact on the budget. He said it would be important to be able to maintain the property. He asked about the length of the bond.

Mr. Drury said a 30 year bond will probably be recommended.

Mayor Wolfe asked for comment from the audience.

Councilmember Smith said he applauded staff for making the recommendation to take it to the voters. Councilmember Grenier concurred.

Councilmember Gamble asked how much tax revenue would be lost annually by acquiring the property. Mr. Drury estimated $6,250 if it was valued at one million. Mr. Neron added that if the project is developed it is anticipated that it will spur development in the rest of the downtown.

Councilmember Gamble asked about the residents in the Tavares Mobile Home Park and whether there would be a noise problem with the location of the amphitheater. Mr. Drury said there was an event held on the same property for two or three months with a stage and there were two or three complaints from the park. He said when it is built it will need to be designed so that the music stays within the site as much as possible.

Mayor Wolfe requested a motion to determine Council direction.

Mr. Drury said that staff needs council direction to work with the Trust for Public Lands and to move forward with a referendum on this project at the November election. In addition he said staff needs direction on whether to include a 50% deduction for gate fees for city sponsored events.

Attorney Williams said this is considered to be a general obligation bond which pledges the full faith and credit of the city. The state's constitution requires this to be approved by referendum because it is proposed for taxes. He said staff will prepare the ordinance and bring that back to Council. He said the fee could be codified in the ordinance but it did not need to be included in the referendum ballot.

MOTION

Lori Pfister moved to pursue the acquisition and improvements of the identified property by voter referendum and to direct staff to prepare an ordinance to continue with the referendum, seconded by Kirby Smith.

Councilmember Grenier asked if Ms. Pfister's motion would include direction to work with the Trust for Public Lands. Attorney Williams answered that was understood to be part of the process.

The motion carried unanimously 5-0.

Attorney Williams stated that TPL is a nonprofit organization that helps with securing public lands to remain public property. He said it would be customary to ask them for assistance and that would he would like Council to authorize the Mayor's signature on a letter to the Public Trust requesting this. He read the proposed letter. He said that TPL is a not profit and there would be no cost to the City but that they require a formal letter of request from the City.

Vice Mayor Pfister asked if representatives from TPL were present

Mr. Neron stated Becky Neilson was present as well as Pegeen Hanrahan.

Ms. Nielsen said she is a program manager and noted they are a national nonprofit organization with four offices in Florida and have been incorporated for 38 years. She said their primary mission is to conserve land for the public She described her duties and those

of Ms. Hanrahan.

Vice Mayor Pfister asked about the survey. Ms.Hanrahan said that TPL will be working with the citizens and staff to determine their interest and tax tolerance. She said they will try to make this a locally driven effort that will require a local committee headed by local individuals. She said the bigger elections are usually better for citizen response. She complimented the city on the work done to this point.

MOTION

Sandy Gamble moved to authorize the Mayor to execute the letter to the Trust for Public Lands, seconded by Lori Pfister. The motion carried unanimously 5-0.

Mr. Drury said he would like to have clarity on the issue of offering 50% discount to the residents because of the tight time frame to market the referendum. He asked if Council would like to have further discussion or continue with this at the next meeting.

Councilmember Smith said there had been two proposals: one was "free" and the other was for 50% off for city sponsored events. He asked if that would be for three or four city sponsored events. Mr. Drury said currently there are four city events. Mr. Neron said he would suggest it should be the music events at the amphitheater, not all city events.

Vice Mayor Pfister said she hoped to see more events. Councilmember Smith said he hoped they would be private events where the City would contract the use of the amphitheater.

Councilmember Grenier stated he agreed with the discount for the residents.

Attorney Williams stated he understood it would be important to know the details for the presentation but that it did not need to be determined at this meeting for the referendum ballot. He said he understood Council's desire for some fee reduction for Tavares residents. He said h thought that would be confusing if it was part of the ballot question.

Mr. Drury said having council direction in this matter would assist those who will be developing the public communications program.

Councilmember Smith said he did not envision the city sponsoring every event. Mr. Drury said that would be up to Council; staff will bring both types of events to Council for their determination. He said if the referendum is approved, staff will develop polices and procedures for other events.

Councilmember Gamble asked how it would be determined who was a city resident and who was county. Mr. Drury said staff will start with the model that was used for the Splash Park and would develop the process to ensure the residents receive the discount.

Mayor Wolfe said he would not want anyone to be charged for the 4th of July event. Vice Mayor Pfister said she was thinking of new events in the amphitheater.

MOTION

Lori Pfister moved to have a 50% discount for residents for city-sponsored events held in the amphitheater, seconded by Bob Grenier. The motion carried unanimously 5-0.

Adjournment

There was no further business and the meeting was adjourned at 5:48 p.m.

Respectfully submitted,

Nancy A. Barnett

Nancy A. Barnett, C.M.C.
City Clerk

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 18, 2010

AGENDA TAB NO. 2

SUBJECT TITLE: Lake County Library Policy, LCC-45 Lake County Library System Internet Access Policy

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OBJECTIVE: To approve the revision to Lake County Library Policy LCC-45 as presented.

SUMMARY: Periodically, the Lake County Library System reviews and updates its policies, and with each revision, approval by the governing bodies of the member libraries is required.

The main changes to the policy are the inclusion of the county-operated branch libraries and the addition of provisions for wireless ("Wi-Fi") access at all of the member and branch libraries.

This policy revision was recommended and reviewed by member library directors, and approved by the Lake County Library Advisory Board at its regular meeting on January 28, 2010.

OPTIONS:

1) Approve the recommended change to the policy
2) Do not approve

STAFF RECOMMENDATION:

Move to approve the amendments to Lake County Library Policy LCC-45 as presented.

FISCAL IMPACT: n/a

LEGAL SUFFICIENCY: n/a

cc: Tammy R. ✓

MEMORANDUM

PUBLIC RESOURCES DEPT.
Library Services Division
2401 Woodlea Rd.
Tavares, FL 32778

LAKE COUNTY
FLORIDA

P: 352.253.6180
F: 352-253-6184
www.lakecountyfl.gov

RECEIVED
AUG 3 2010

To: Ralph Bowers, City Manager, City of Fruitland Park
Brenda Brasher, Town Clerk, Town of Howey-in-the-Hills
Juli D'Agostino, Town Clerk, Town of Montverde
✓John H. Drury, City Administrator, City of Tavares
Jay Evans, City Manager, City of Leesburg
Glenn A. Irby, City Manager, City of Umatilla
Kristen Kollgaard, Town Manager, Town of Lady Lake
Jan McDaniel, Acting City Manager, City of Minneola
Michael Quinn, City Manager, City of Mount Dora

From: Thomas L. Merchant, Library Services Director TLM

Date: July 30, 2010

Subject: Revision of Lake County BCC Policy LCC-45, "Lake County Internet Access Policy"

Enclosed please find a revision of Lake County BCC Policy LCC-45, "Lake County Internet Access Policy". The revision has been edited and approved by the library directors (January 28, 2010) and the Lake County Library Advisory Board (June 17, 2010). We would appreciate you presenting the revised policy to your governing body for approval. You may want to have the policy approved by your library advisory board, as well.

The main changes to the policy are the inclusion of the county-operated branch libraries and the addition of provisions for wireless ("Wi-Fi") access at all of our member and branch libraries. Also, with changes in technology, we now can allow patron downloading and uploading of information. Finally, since it now is common practice to load our policies to our web site, we have elected to upload this policy in its entirety, eliminating the need for a separate disclaimer.

If at all possible, please notify me by August 31, 2010 of your governing body's action on this request, so that I can place the policy on the September 21, 2010, agenda for the Lake County Board of County Commissioners. If substantive changes are recommended, the review process will be repeated.

Thank you for your continued assistance in the growth and improvement of library services in Lake County.

Enclosure

cc: Welton Cadwell, Chairman, Lake County Board of County Commissioners
Linda Stewart, District 4 Commissioner and Library Advisory Board Liaison
Sanford Minkoff, Interim County Manager
Wendy Breeden, Public Resources Director
Member Library Directors

LAKE COUNTY
BOARD OF COUNTY COMMISSIONERS
County Policy

RECEIVED
AUG 3 2010

Title: **LAKE COUNTY LIBRARY SYSTEM INTERNET ACCESS POLICY**

Number: LCC-45

Cancels: LCC-45, dated December 15, 1998

Approved: June 18, 2002

I. OBJECTIVE

This document constitutes system-wide policy for public access to the Internet using equipment owned and administered by the Lake County Board of County Commissioners on behalf of the Lake County Library System.

II. DEFINITIONS AND REFERENCES:

A. Member Libraries – Libraries which meet the "Guidelines and Minimum Standards for Public Libraries Entering the County Library System," Lake County Policy Number LCC-7; and which through their local governing bodies, have entered into an Interlocal Agreement with Lake County to provide library service to the residents of Lake County.

B. Branch Libraries – Libraries which are funded and operated solely by Lake County Board of County Commissioners to provide library service to its residents and fall under the Library Services Division of the Department of Public Resources.

C. Lake County Library System – A public library cooperative made up of the Lake County Library Services Division unit, its branches and member libraries.

D. Internet Blocking Measure – A specific technology that blocks Internet access.

III. DIRECTIVES

A. The Lake County Library System is pleased to bring Internet access to the residents of Lake County and believes that the Internet offers vast, diverse and unique resources to patrons. Computerized access to information has become an integral part of many library activities. The library plays a unique role in promoting intellectual freedom and serves as a point of voluntary access to information and ideas.

B. Acceptable Use – Acceptable use includes Internet access supporting the instructional, cultural, social, and recreational information needs of the patron. Access to the Internet may only be used for legal purposes. Acceptable and unacceptable use criteria extends to use of e-mail and interactive messaging programs such as chat rooms. Text, graphics, or other files retrieved for research purposes may be viewed on screen, saved to personal media, or printed.

C. Parental Responsibility – Parents or legal guardians of minor children are responsible for their children's use of the Internet through the Library's connection. Parents and legal guardians are encouraged to read *Child Safety on the Information Highway* and adopt *My Rules for Online Safety* for their children. Both documents are incorporated in the policy as "Attachment A" and in the Internet Policy posted on the Lake County Library System website; reprinted and distributed with permission of the National Center for Missing and Exploited Children.

D. Wireless Internet Access – The Lake County Library System provides free wireless Internet access for the user's personal laptop computer. Users must have a wireless enabled laptop. Service instructions include:

1. Users need to supply and configure their own equipment. Lake County Library System libraries do not check out wireless cards or PDAs.

2. Printing and software programs are not available through the wireless connection.

3. Library staff cannot provide instruction or assist with setting up the equipment.

4. As with most public wireless "hot spots", the wireless connections at the libraries are not secure. User's information is not protected while using the wireless connection unless they are connected to a web page that employs encryption. The user is responsible for the security of their files or laptop.

5. This Internet Use Policy applies to wireless use also.

6. The Lake County Library System libraries do not guarantee the availability of electrical outlets for public use.

7. Users may not connect equipment directly to the Library System's computer network.

8. The number of Users who may connect to the wireless access at any one time may be restricted.

E. The Lake County Library System uses Internet blocking measures. As the law requires, the library will provide unfiltered Internet access to persons 17 or older who request it for research or any other lawful purpose.

F. Unacceptable Use – Examples of unacceptable purposes include, but are not limited to, the following:

1. Destruction of, or damage to, equipment, software, or data belonging to the library or other users;

2. Disruption or unauthorized monitoring of electronic communications;

3. Unauthorized access, including "hacking";

4. Any display of images, sounds or text to intentionally create an atmosphere of discomfort or harassment for others;

5. Unlawful activities including, but not limited to, access of visual depictions that are obscene, child pornography – or with respect to the use of computers with Internet access by minors – harmful to minors.

6. Unauthorized reproduction or dissemination of copyright-protected material;

7. Unauthorized disclosure, use, and dissemination of personal information regarding minors.

8. Using library card numbers, computer accounts, access codes, or network identification codes assigned to others.

G. Sanctions – Violators of the Internet Access Policy may be subject to discipline. Illegal acts involving Library computing resources may also be subject to prosecution by local, state, or federal authorities. Standards of library behavior extend to Internet use and are governed by *Lake County Policy LCC-34: Patron Guidelines Governing the Use of the Lake County Library System Libraries.* Use of library computers to access the Internet constitutes agreement to abide by this policy.

H. Disclaimer – Since the Internet is a global electronic network not under the control of the Lake County Library System, the Library System cannot regulate the nature of content of the information accessed. Not all sources on the Internet provide accurate, complete, or current information. Users need to be good information consumers, questioning the validity of the information. Internet searchers are responsible for defining the constraints of the search. The availability of information

via the Lake County Library System's Internet service does not constitute endorsement of the content of that information by the Lake County Library System.

The Lake County Library System makes no warranties of any kind, whether express or implied, for the Internet service it is providing. The Lake County Library System assumes no responsibility for any damages, direct or indirect, arising from the use of its WWW server or from its connections to other Internet services. The Lake County Library System and its Libraries shall not be held accountable for the accuracy or quality of information retrieved via the Internet.

I. The Lake County Library System does not provide electronic mail accounts for patrons.

J. Member and Branch Libraries within the Lake County Library System shall be responsible for developing procedures to implement this policy and may establish additional procedures to prevent overuse of connect time, printing facilities or processing capacity.

K. Member Libraries shall be responsible for setting policy and procedures for public access to the Internet provided that access is using equipment owned and administered by the Member Library.

L. Most Member and Branch libraries limit the time users may use the computers in the libraries. To access the internet at these libraries, the user must use his or her own library card number or guest pass number.

M. The Lake County Library System shall not disclose personally identifiable information about library users except for the purposes of recovering overdue items and fines or to law enforcement authorities as required by law.

N. This policy shall be available for distribution to patrons on the Lake County Library System Web Page, www.mylakelibrary.org

IV. RESERVATION OF AUTHORITY

The authority to issue or revise this Policy is reserved to the Lake County Board of County Commissioners.

Welton G. Cadwell

Chairman, Board of County Commissioners

Lake County

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 18, 2010

AGENDA TAB NO. 3
SUBJECT TITLE: Ordinance #2010-18 – Amendment of Golf Cart Ordinance #2009-08 to Not Require Drivers License

OBJECTIVE:

To consider the approval of Ordinance #2010-18 to amend the golf cart ordinance to not require a drivers license.

SUMMARY:

At the previous Council Meeting, staff was directed to bring back an amendment to the golf cart ordinance which would keep the minimum age of 16 but would not require a drivers license to operate golf carts in Tavares.

OPTIONS:

1) Move to approve Ordinance #2010-18
2) Do not approve Ordinance #2010-18

STAFF RECOMMENDATION:

Move to approve Ordinance #2010-18

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY: Legally sufficient.

ORDINANCE 2010-18

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES CODE OF ORDINANCES, SECTION 13-63; SECTION 13-64 AND SECTION 13-65; REQUIRING THAT DRIVERS BE AT LEAST 16 YEARS OF AGE AND DELETING THE REQUIREMENT FOR A DRIVERS LICENSE; PROVIDING FOR SEVERABLILITY AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. That Section 13-64 and Section 13-65 of the City of Tavares Code of Ordinances is hereby created as follows:

Sec. 13-63. Operation of Golf Carts in the Community Redevelopment Area

(f) *Operation.* ~~Drivers of a golf cart must possess a valid drivers license within the United States.~~ The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.

Sec. 13-64. Operation of Golf Carts on Public City Roads

(a) *Definitions*

"Golf cart". Pursuant to F.S. § 320.01(22), a "golf cart" is defined as a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.

"Public City Road" shall mean any thoroughfare maintained by the City of Tavares that is commonly used for vehicular traffic.

(b) *Authorization to operate golf carts on Public City Roads.* Golf carts meeting the definition set forth in subsection (a) may be operated on all public city roads within the City limits where the posted speed limit is thirty-five (35) miles per hour or less. Golf carts may not operate on or cross State Highways unless authorized by the Department of Transportation pursuant to F.S. § 316.212(2).

(c) *Equipment and minimum standards.* All golf carts operated on public city roads shall meet the minimum equipment standards established by state statutes. Golf carts

that are operated between the hours before sunrise and after sunset must be equipped with headlights, brake lights, rear view mirror, turn signals, and a windshield.

(d) *Hours of operation.* Golf carts meeting the equipment standards established in subsection (c) for operation between the hours before sunrise and after sunset may be operated at anytime during the day or night. Golf carts that do not meet these additional standards shall only be operated during the hours between sunrise and sunset.

(e) *Compliance with traffic laws.* Golf carts shall comply with all applicable local and state traffic laws, and may be ticketed for traffic and parking violations in the same manner as motor vehicles.

(f) *Operation.* ~~Drivers of a golf cart must possess a valid driver's license within the United States.~~ Drivers of golf carts must be at least sixteen (16) years of age. The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.

(g) *Enforcement.* The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws.

(h) *Conflicts.* All resolutions or parts of resolutions in conflict with any of the provisions of this section are hereby repealed. This section shall not repeal prior resolutions or provisions that established specific golf cart communities, nor prevent the establishment of additional golf cart communities within the city.

Sec. 13-65. Operation of Golf Carts on County Roads

(a) *Definitions*

"Golf cart". Pursuant to F.S. § 320.01(22), a "golf cart" is defined as a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.

"County Road" shall mean any thoroughfare maintained by the Lake County that is commonly used for vehicular traffic.

(b) *Authorization to operate golf carts on County Roads.* Golf carts meeting the definition set forth in subsection (a) may be operated on the following County Roads within the City limits where the posted speed limit is thirty-five (35) miles per hour or less. Golf carts may not operate on or cross State Highways unless authorized by the Department of Transportation pursuant to F.S. § 316.212(2).

(1) Alfred Street within the Community Development Area

(2) Dora Avenue
(3) Dead River Road
(4) Other County Roads that may receive future designation for this use from Lake County pursuant to F.S. § 316.212(1).

(c) *Equipment and minimum standards.* All golf carts operated on County Roads shall meet the minimum equipment standards established by state statutes. Golf carts that are operated between the hours before sunrise and after sunset must be equipped with headlights, brake lights, rear view mirror, turn signals, and a windshield.

(d) *Hours of operation.* Golf carts meeting the equipment standards established in subsection (c) for operation between the hours before sunrise and after sunset, may be operated at anytime during the day or night. Golf carts that do not meet these additional standards shall only be operated during the hours between sunrise and sunset.

(e) *Compliance with traffic laws.* Golf carts shall comply with all applicable local and state traffic laws, and may be ticketed for traffic and parking violations in the same manner as motor vehicles.

(f) *Operation.* ~~Drivers of a golf cart must possess a valid driver's license within the United States.~~ Drivers of golf carts musts be at least sixteen (16) years of age. The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.

(g) *Enforcement.* The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws.

(h) *Conflicts.* All resolutions or parts of resolutions in conflict with any of the provisions of this section are hereby repealed. This section shall not repeal prior resolutions or provisions that established specific golf cart communities, nor prevent the establishment of additional golf cart communities within the city.

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 , 2010 by the City Council of the City of Tavares, Florida.

_____
Robert Wolfe, Mayor
Tavares City Council

First Reading: August 4, 2010

Passed Second Reading: _____

ATTEST:

_____
Nancy A. Barnett, City Clerk

Approved as to form:

_____
Robert Q. Williams, City Attorney

Orlando Sentinel/Lake Sentinel
Sunday, August 8, 2010 Edition
Ordinance 2010-18 – Second Reading

Legal Notices

Advertisements for Bid

CITY OF TAVARES

NOTICE IS HEREBY GIVEN that the Tavares City Council will consider the Ordinance 2010-18, Second Reading, on August 18, 2010 at 4:00 p.m. Tavares City Hall, 201 E. Main Street, Tavares, FL 32778.

ORDINANCE 2010-18

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES CODE OF ORDINANCES, SECTION 13-63; SECTION 13-64 AND SECTION 13-65; REQUIRING THAT DRIVERS BE AT LEAST 16 YEARS OF AGE AND DELETING THE REQUIREMENT FOR A DRIVERS LICENSE; PROVIDING FOR SEVERABLILITY AND PROVIDING AN EFFECTIVE DATE.

The Ordinance may be inspected by the public at the office of the City Clerk, at the Tavares City Hall, 201 E. Main Street, Tavares, Florida, between the hours of 8 a.m. and 5 p.m. on business days. All interested parties may appear at the meeting and be heard or submit their comments prior to the meeting.

LAK1080973 8/8/2010

AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 18, 2010

AGENDA TAB NO. 4 **SECOND READING**

SUBJECT TITLE: **Ordinance 2010-16**
Annexation – Dale Bartch Property- Classique Lane

OBJECTIVE:

To consider the annexation of 1.4 acres of property located on the east side of Classique Lane, approximately 500 feet south of the intersection of East Burleigh Boulevard and Classique Lane.

BACKGROUND:

Applicant/Owner: Dale Bartch
Location: 15125 Classique Lane, (behind Massey Service Corp. and across from bowling alley)
Acreage: 1.4 acres
Request: Annexation into City

SUMMARY:

The subject property is 1.4 acres in size, located on the east side of Classique Lane, south of US 441, across from Classique Bowling Center. A small, metal, industrial type building is located on the property. The building is divided into three rental units. The property is zoned Planned Commercial Development within the County. This County designation permits most of the same uses allowed by city commercial zonings as well as warehousing and other uses that the city would consider to be light industrial. The owner acknowledges that the most appropriate future land use for this property is Commercial, and is concurrently applying for a small scale future land use amendment. The owner is not seeking a specific underlying city zoning at this time. This will be sought prior to redevelopment or enlargement of the existing building. Until then, allowable uses for this property will be broadly governed by the Commercial Future Land Use designation. The light industrial, warehousing, storage and other uses established by the present County zoning will be "grandfathered" in and allowed to continue until otherwise rezoned.

The annexation of this property meets all statutory requirements as set forth in Chapter 171, Florida Statutes, for a voluntary annexation:

- the property is contiguous to the City's municipal boundaries;
- the property is reasonably compact;
- annexation of this property does not result in the creation of an enclave; and
- the City is in a position to provide municipal services to the property.

OPTIONS:

1. That City Council moves to approve Ordinance 2010-16.
2. That City Council denies the proposed annexation.

PLANNING & ZONING BOARD RECOMMENDATION

At its July 15th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2010-16

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve Ordinance 2010-16 as presented.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

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

ORDINANCE 2010-16

AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES, FLORIDA, BY ANNEXING APPROXIMATELY 1.4 ACRES OF LAND GENERALLY LOCATED ON THE EAST SIDE OF CLASSIQUE LANE APROXIMATELY 500 FEET SOUTH OF THE INTERSECTION OF EAST BURLEIGH BOULEVARD AND CLASSIQUE LANE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the owner of the property described in **Exhibit "A"** has voluntarily petitioned to annex into the City of Tavares, and

WHEREAS, the property legally defined in **Exhibit "A"** is contiguous with the corporate limits of the City of Tavares and the annexation of said property will not result in the creation of any enclave; and

WHEREAS, the City of Tavares, Florida, is in a position to provide municipal services to the property described herein; and,

WHEREAS, the City Council of the City of Tavares, Florida, deems it in the best interest of the City to accept said petition and to annex said property; therefore

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

Section 1. Annexation

The property legally defined as and depicted in **Exhibit "A"** attached hereto, situated in Lake County, Florida, is hereby incorporated into and made a part of the City of Tavares, Florida, pursuant to the voluntary annexation provisions of Section 171.044, Florida Statutes.

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 _____day of _____, 2010, by the City Council of the City of Tavares, Florida.

_____
Robert Wolfe, Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

_____
Nancy Barnett, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Robert Q. Williams, City Attorney

Exhibit "A"
Legal Description

Parcel 1

The South 17 feet of the East 112 feet of the following described parcel:

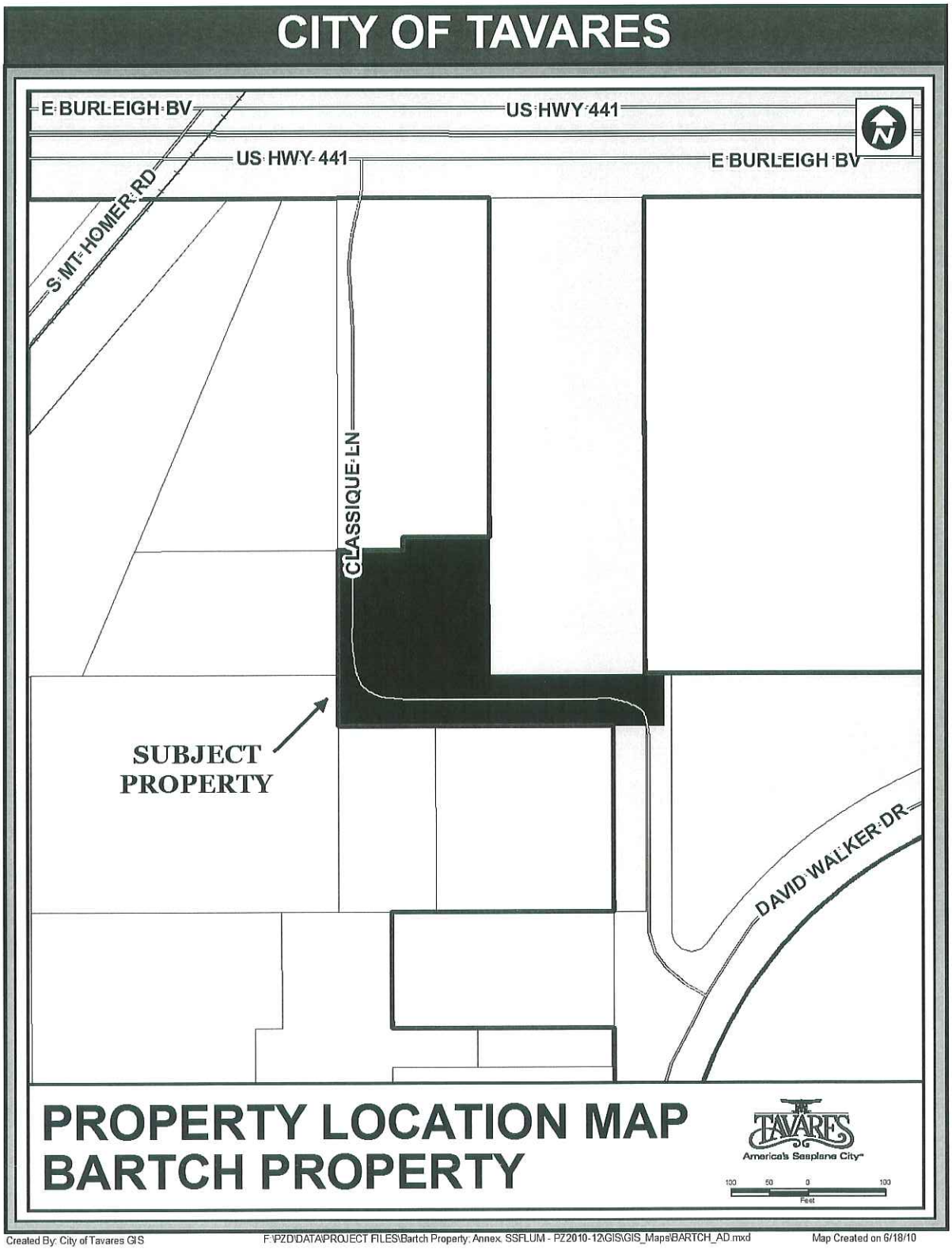
The East 196 feet of the West 592 feet of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 22, Township 19 South, Range 26 East, in Lake County, Florida, LESS right-of-way for U.S. Highway 441 on the North side thereof, and further LESS the South 160 feet thereof.

Parcel 2

The South 160 feet of the East 196 feet of the West 592 feet of the N 1/2 of the NW 1/4 of the SW 1/4, Section 22, Township 19 South, Range 26 East, Lake County, Florida.

Parcel 3

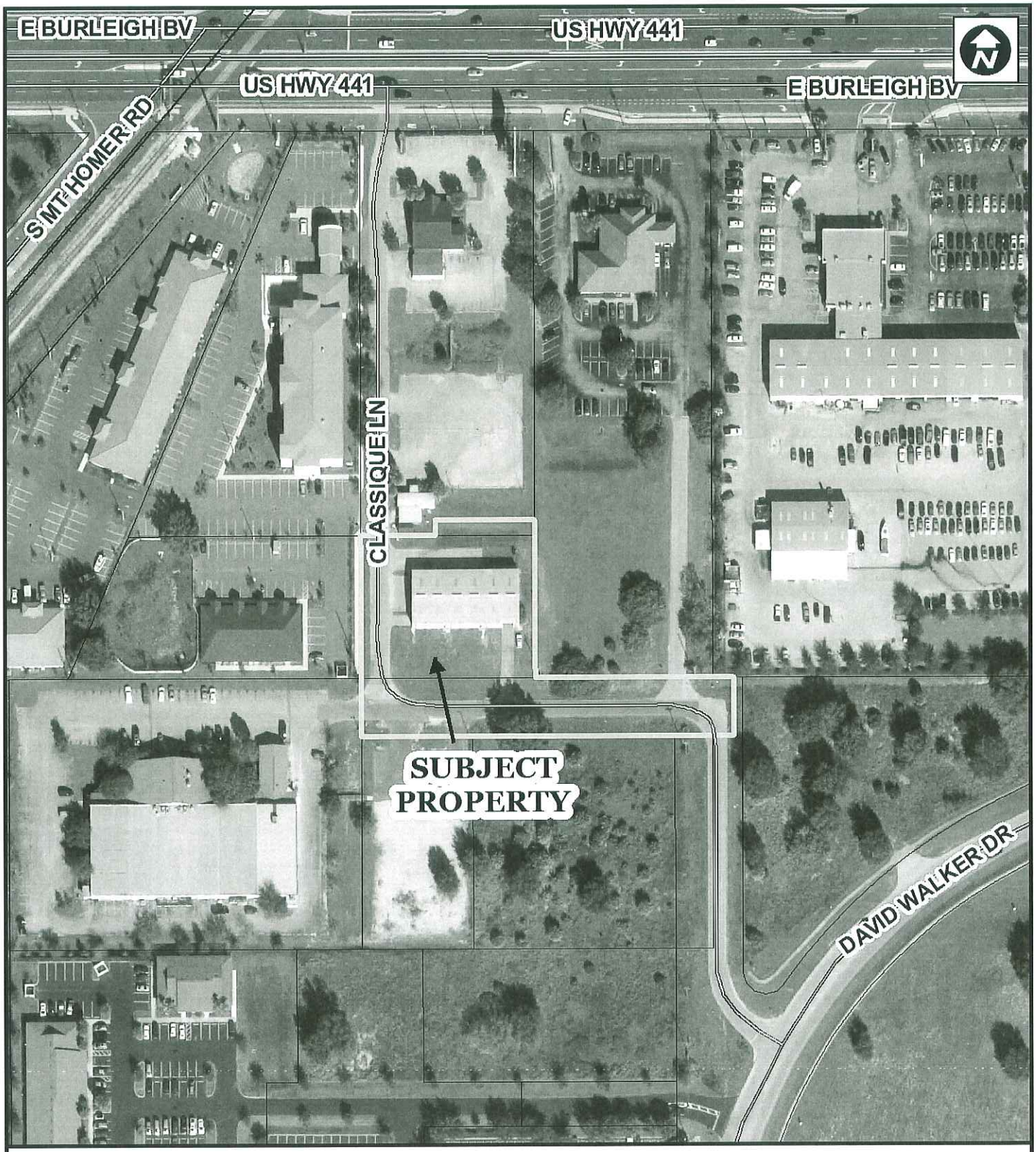
The North 66 feet of the East 419.64 feet of the West 815.64 feet of Tract 1 of the Replat of Pasadena Park, according to the plat thereof as recorded in Plat Book 11, page 69, Public Records of Lake County, Florida.



Created By: City of Tavares GIS F:\PZD\DATA\PROJECT FILES\Bartch Property; Annex, SSFLUM - PZ2010-12\GIS\GIS_Maps\BARTCH_AD.mxd Map Created on 6/18/10

1

CITY OF TAVARES



PROPERTY LOCATION MAP
BARTCH PROPERTY

TAVARES
America's Seaplane City

100 50 0 100
Feet

Created By: City of Tavares GIS

F:\PZD\DATA\PROJECT FILES\Bartch Property: Annex, SSFLUM - PZ2010-12\GIS\GIS_Maps\BARTCH_AD.mxd

Map Created on 6/18/10

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Orlando Sentinel

Publication Date: 07/12/2010

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This E-Sheet(R) is provided as conclusive evidence that the ad appeared in The Orlando Sentinel on the date and page indicated. You may not create derivative works, or in any way exploit or repurpose any content.

Seniors on the go

Airlines cash in on formerly free services

By Ed Perkins
TRIBUNE MEDIA SERVICES

American Airlines is the latest convert to the airlines' current gimmick du jour: new "bundles" of formerly "free" features that it thinks it can sell you.

American's "Your Choice" bundle consists of early boarding – just after high-ranking frequent flyers – plus the ability to change a nonrefundable ticket for $75, half the usual fee, and the ability to stand by for other flights on your ticketed travel day without paying the usual fee. The Your Choice option costs from $9 to $19 each way, depending on trip distance.

The main everyday benefit is early boarding: Now that most airlines are charging for checked baggage, early boarding means you're much more likely to find available space in the overhead bin for your carry-on than if you wait. Whether you'd ever use the other options depends on how frequently you travel and how much flexibility you require.

Similar deals are available from two other big lines:

■ Southwest: early boarding, $10 each way.

■ United: "Premier Line" priority check-in, security, and boarding; starting at $19 each way.

So far, United still offers the longest list of extra bundles: "Travel Options by United" package components range from priority boarding to extra-legroom seating, entry to a Red Carpet airport lounge club, and a yearly charge for checking two bags on every flight, available in several combinations.

Although the individual programs differ, the airlines' basic objective is the same: Get you to pay for something that adds nothing to their costs, but instead brings in more revenue by giving you some important priorities over those who don't pay extra. The winners in this deal are obviously the airlines that rake in extra cash; the losers are travelers who don't buy into the extras. This concept has to appeal mightily to airline treasurers, which means you can be sure other airlines will copy.

■ The overall average satisfaction score for seven named airlines plus an "all other" category stands at 66 on a scale of 100, up slightly from a low of 62 in 2008 but well below the pre-1997 "baseline" score of 72.

■ Southwest, at 79, continues its 15-year run at the top.

■ "All others" follow, at 75, with Continental scoring well at 71.

■ American, Delta, US Airways, Northwest (now part of Delta), and United are closely bunched at the bottom of the range, with scores of 60 to 63.

Send e-mail to Ed Perkins at eperkins@mind.net.

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THE CITY OF TAVARES
NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Ordinance 2010-16 titled as follows:

ORDINANCE 2010-16

AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES, FLORIDA, BY ANNEXING APPROXIMATELY 1.4 ACRES OF LAND GENERALLY LOCATED ON THE EAST SIDE OF CLASSIQUE LANE APROXIMATELY 500 FEET SOUTH OF THE INTERSECTION OF EAST BURLEIGH BOULEVARD AND CLASSIQUE LANE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

Proposed Ordinance 2010-16 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board meeting on July 15, 2010, at 3 p.m., and
2. Tavares City Council meeting on August 4, 2010, at 4 p.m. (Introduction and First Reading by Title Only); and
3. Tavares City Council meeting on August 18, 2010, at 4 p.m. (Second Reading)

All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

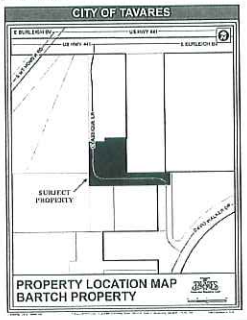
Proposed Ordinance 2010-16 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinances. It is City Council policy to limit public discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Jacques Skuff, Community Development Director, at 742-6404.

CITY OF TAVARES



PROPERTY LOCATION MAP
BARTCH PROPERTY

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CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES COUNCIL CHAMBERS
JULY 15, 2010

BOARD MEMBERS PRESENT
John Adams, Chairman
James Gardner, Vice Chairman
Sam Grist
Dolores Russ
Norman Hope
Jimmy Horner
John Tanner

STAFF MEMBERS PRESENT
Jacques Skutt, Comm. Dev. Director
Alisha Sullivan, Senior Planner
Mike Fitzgerald, Zoning Technician
Bob Williams, City Attorney
Nancy Barnett, City Clerk

LAKE COUNTY SCHOOL BOARD
Dawn McDonald, Absent

CALL TO ORDER

John Adams, Chairman, called the meeting to order at 3:00 p.m. and the pledge of allegiance was recited.

APPROVAL OF MINUTES OF MAY 20, 2010

Chairman Adams asked if there were any changes or additions to the minutes of May 20, 2010. He noted that the minutes were approved as submitted.

SWEARING IN OF THOSE GIVING TESTIMONY

Bob Williams, City Attorney, gave the oath to staff and those members of the audience who indicated they would be giving testimony.

OLD BUSINESS - There was none.

CASES TO BE HEARD

1) Bartch Property – Annexation – Ordinance #2010-16

Mr. Skutt stated that the property is owned by Dale Bartch and is approximately 1.4 acres. The property is located south of US 441 and is across the street from the bowling alley on Classique Lane.

Located on the property is a small metal industrial building which is divided into three rental units. The property is presently zoned as Planned Commercial Development under County zoning and under that designation, the allowable uses are similar to the City commercial zonings. In addition it allows warehousing and other uses that the City would consider to be Light Industrial. The owner agrees with the Future Land Use of Commercial but until the

property is ready for redevelopment, the owner desires to rent out the existing building for the uses presently allowed under the County zoning. Therefore a City zoning is not being applied for at this time and the present County zoning will continue until redevelopment. The owner wishes to connect to City water and sewer. He is currently applying for a Small Scale Future Land Use Amendment of Commercial for this property. The annexation meets all statutory requirements and staff recommends that the Board recommend approval of this ordinance.

Chairman Adams asked if those in the audience wished to give testimony.

Board Discussion

Mr. Horner questioned the issue of annexing without assigning a zoning. Mr. Skutt said it was previously done for Fisherman's Cove therefore there is a precedent.

John Tanner commented on the current uses permitted by the County. Mr. Skutt said he believed the owner could have continued to rent out the building with the uses under the County zoning, however the owner preferred to not zone it City commercial at this time.

Mr. Horner asked about the effect on the road (Classique Lane). Mr. Skutt said that is a private road but there is an easement and that any of the property owners that abut that road have access agreements. He said whether it is in the City or the County will not affect their access to the property.

Mr. Gardner asked if a time limit should be set regarding continuing to use the County zoning. Attorney Williams said that the concurrent application for the Comprehensive Plan Amendment will ensure that the land use is Commercial. He said any uses that the property currently has (whether the city zones it or not), can all be continued.

Mr. Skutt added that if the property were to be redeveloped or changed in any way it would then have to receive the appropriate City zoning. He said he will be modifying the staff report for City Council to reflect Attorney Williams' comments.

MOTION

Sam Grist moved to recommend the approval of Ordinance #2010-16, seconded by Jimmy Horner. The motion carried unanimously 7-0.

2) Bartch Property – Small Scale Future Land Use Amendment – Ordinance #2010-17

Mr. Skutt reported this is the same property as discussed under the first case. The current Land Use in the County is Urban and the City proposes to change it to City Commercial. This is the most compatible land use for the surrounding area. Staff recommends approval.

Chairman Adams asked if anyone in the audience wished to give testimony.

Ms. Russ asked why the amendment was brought up separately as an ordinance. Mr. Skutt responded that normally annexations are done as a separate ordinance from the Future Land Use amendment which must be submitted to the Department of Community Affairs.

AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 18, 2010

AGENDA TAB NO. 5 **SECOND READING**

SUBJECT TITLE: **Ordinance 2010-17**
Small Scale FLUM Amendment –
Dale Bartch Property- Classique Lane

OBJECTIVE:

To consider a Future Land Use Map amendment for 1.4 acres of property located on the east side of Classique Lane, approximately 500 feet south of the intersection of East Burleigh Boulevard and Classique Lane.

BACKGROUND:

Applicant/Owner: Dale Bartch
Location: 15125 Classique Lane, (behind Massey Service Corporation and across from bowling alley)
Acreage: 1.4 acres
Existing Future Land Use: County Urban
Proposed Future Land Use: Commercial (City)

SUMMARY:

Ordinance 2010-17 proposes a small scale amendment to the Future Land Use Map of the Comprehensive Plan.

The subject property (Parcel Identification Numbers 062026000100001105, 221926000300002700 and 221926070000100009) is 1.4 acres in size, located on the east side of Classique Lane, south of US 441. The property abuts Massey Service Corporation, Classique Bowling Center and Bel-Tel Credit Union. A small, metal, industrial type building is located on the property. An application to annex this property is concurrently under consideration. This ordinance would amend the current Future Land Use Designation from County Urban to City Commercial.

Future Land Use Amendment
The city is required to place a future land use designation on annexed property. The subject property is currently designated County Urban. A City Commercial designation is most compatible with surrounding property.

Compatibility
This property and the adjacent bank property are essentially a County enclave within the city. Land surrounding this enclave is designated Commercial under our comprehensive plan.

Site Conditions

A small, metal, industrial type building is located on the property. The applicant is proposing to continue to utilize the existing building for uses permitted under the existing county zoning of Planned Commercial Development. No building expansions or site modifications will be permitted without appropriate environmental assessment and permitting.

Impact on City Services

The subject property is located in the City's Utility Service Area. The City of Tavares has municipal water and sewer services available to 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. Since the property is currently designated Urban under the County's Comprehensive Plan, 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. A Commercial Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.6.

2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 7A)

OPTIONS:

1. That City Council moves to approve Ordinance 2010-17.
2. That City Council denies the proposed small scale future land use amendment.

PLANNING & ZONING BOARD RECOMMENDATION

At its July 15th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2010-17.

STAFF RECOMMENDATION:

Staff recommends that Council moves to approve Ordinance 2010-17 as presented.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

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

ORDINANCE 2010-17

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2010, PROVIDING FOR A CHANGE OF THE FUTURE LAND USE DESIGNATION ON APPROXIMATELY 1.4 ACRES OF LAND LOCATED ON THE EAST SIDE OF CLASSIQUE LANE, APPROXIMATELY 500 FEET SOUTH OF THE INTERSECTION OF EAST BURLEIGH BOULEVARD AND CLASSIQUE LANE; FROM LAKE COUNTY URBAN TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the property legally defined as and depicted in **Exhibit "A"** attached hereto, has been incorporated into and made a part of the City of Tavares, Florida, pursuant to the voluntary annexation provisions of Section 171.044, Florida Statutes; and

WHEREAS, the City of Tavares has initiated proceedings to amend the Future Land Use Map designation pertaining to said property from Lake County Urban to City Commercial; and

WHEREAS, the City desires to encourage commercial uses in this particular area of the City; and

WHEREAS, a Commercial Future Land Use designation is compatible with surrounding 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, the 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 Lake County Urban to City of Tavares Commercial on certain real property as described in **Exhibit "A"**, attached hereto and incorporated herein by reference.

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 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 these Comprehensive Plan amendments shall be the date a final order is issued by the State Land Planning Agency determining this adopted amendment to be in compliance in accordance with Section 163.3184(9), Florida Statues, or until the Administration Commission issues a final order determining the adopted amendments to be in compliance in accordance with section 163.3184(10), Florida Statutes (2002), whichever occurs earlier. No development orders, development permits, or land uses dependent upon this amendment may be issued or commence before it has become effective. If the Administration Commission issues a final order of noncompliance, 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 State Land Planning Agency.

PASSED AND ORDAINED this _____ day of _____, 2010, by the City Council of the City of Tavares, Florida.

_____
Robert Wolfe, Mayor
Tavares City Council

First Reading: _____

Second Reading: _____

ATTEST:

_____
Nancy A. Barnett, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Robert Q. Williams, City Attorney

Exhibit "A"
Legal Description

Parcel 1

The South 17 feet of the East 112 feet of the following described parcel:

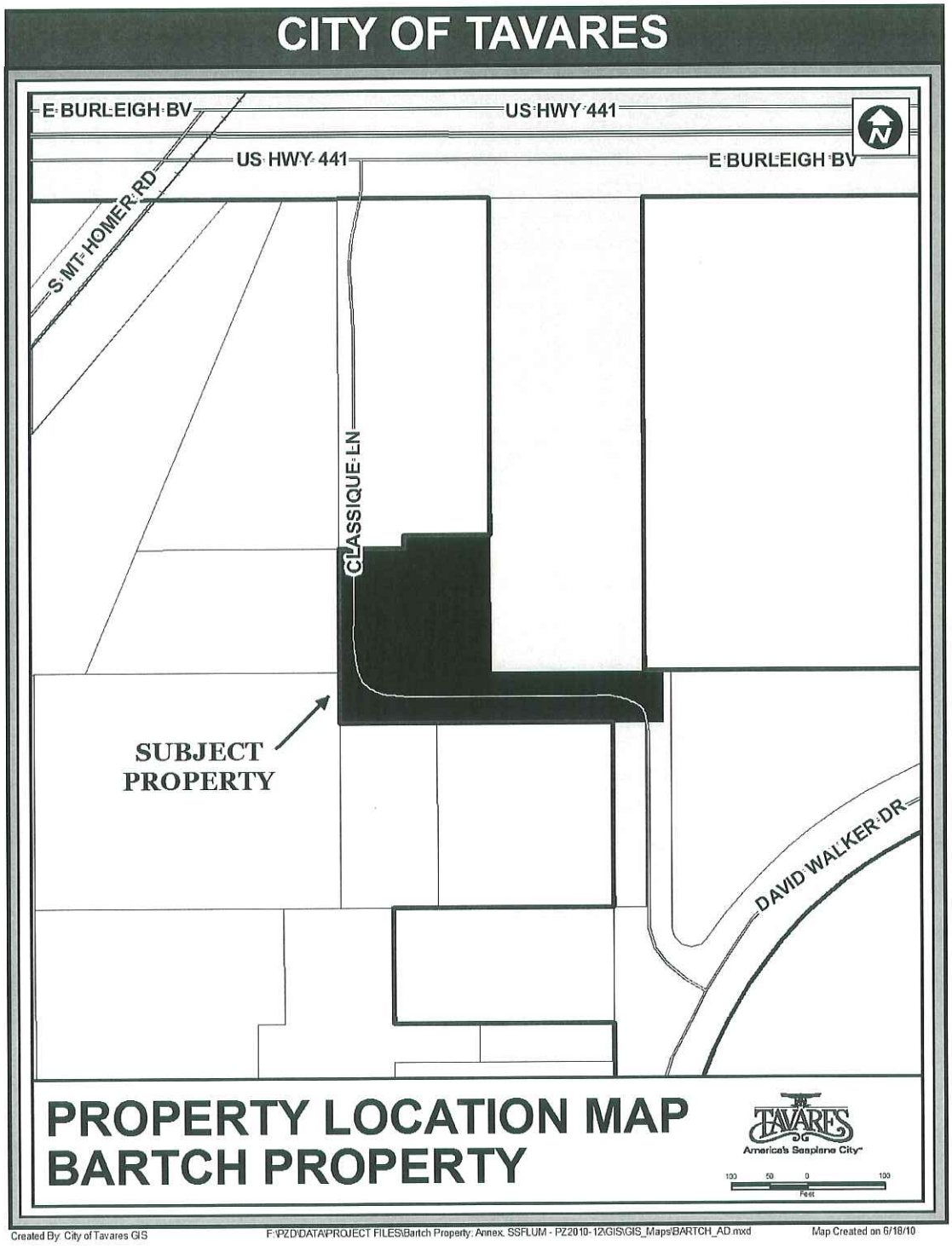
The East 196 feet of the West 592 feet of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 22, Township 19 South, Range 26 East, in Lake County, Florida, LESS right-of-way for U.S. Highway 441 on the North side thereof, and further LESS the South 160 feet thereof.

Parcel 2

The South 160 feet of the East 196 feet of the West 592 feet of the N 1/2 of the NW 1/4 of the SW 1/4, Section 22, Township 19 South, Range 26 East, Lake County, Florida.

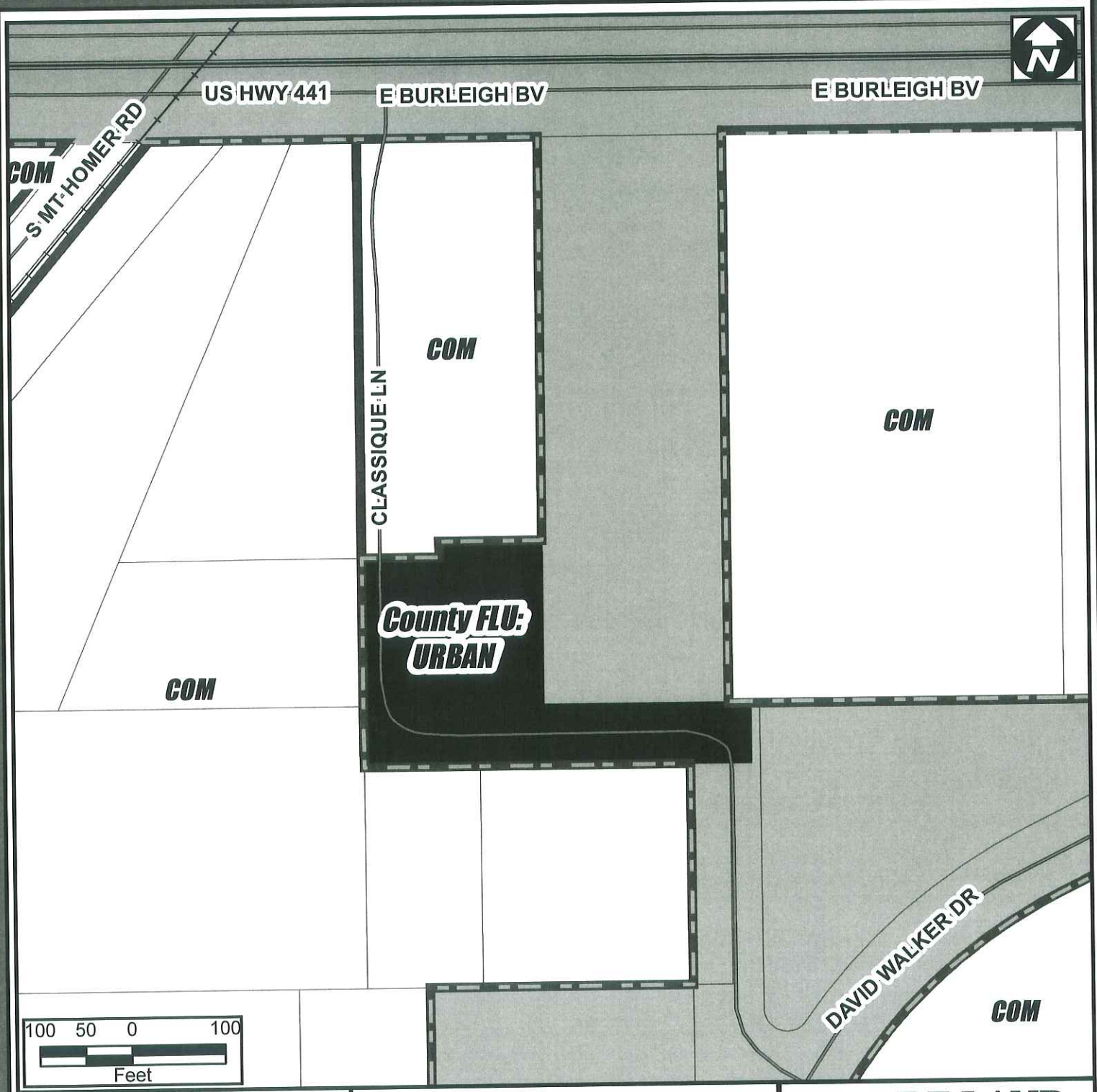
Parcel 3

The North 66 feet of the East 419.64 feet of the West 815.64 feet of Tract 1 of the Replat of Pasadena Park, according to the plat thereof as recorded in Plat Book 11, page 69, Public Records of Lake County, Florida.


CITY OF TAVARES
E BURLEIGH BV
US HWY 441
US HWY 441
E BURLEIGH BV
S MT HOMER RD
CLASSIQUE LN
SUBJECT PROPERTY
DAVID WALKER DR
PROPERTY LOCATION MAP
BARTCH PROPERTY
TAVARES
America's Seaplane City
100 50 0 100
Feet
Created By: City of Tavares GIS
F:\PZD\DATA\PROJECT FILES\Bartch Property: Annex, SSFLUM - PZ2010-12\GIS\GIS_Maps\BARTCH_AD.mxd
Map Created on 6/18/10

1

CITY OF TAVARES ORDINANCE # 2010-17



SUB	Suburban	3.0 DU/Acre
SUB EX	Suburban Expansion	4.0 DU/Acre
LOW	Low Density	5.6 DU/Acre
MOD	Moderate Density	10 DU/Acre
MED	Medium Density	12 DU/Acre
HD	High Density	12-25 DU/Acre
MH	Mobile Home	8.7 DU/Acre
MUN	Mixed Use Neighborhood	12 DU/Acre
MUC	Mixed Use Commercial	25 DU/Acre
COM	Comercial	
CD	Commercial Downtown	25 DU/Acre
IND	Industrial	
PUB	Public Facility/Institutional	
CONS	Westlands & Conservation	

Current FLU:
County URBAN

Proposed FLU:
City COM

01.4 ± Acres

FUTURE LAND USE MAP

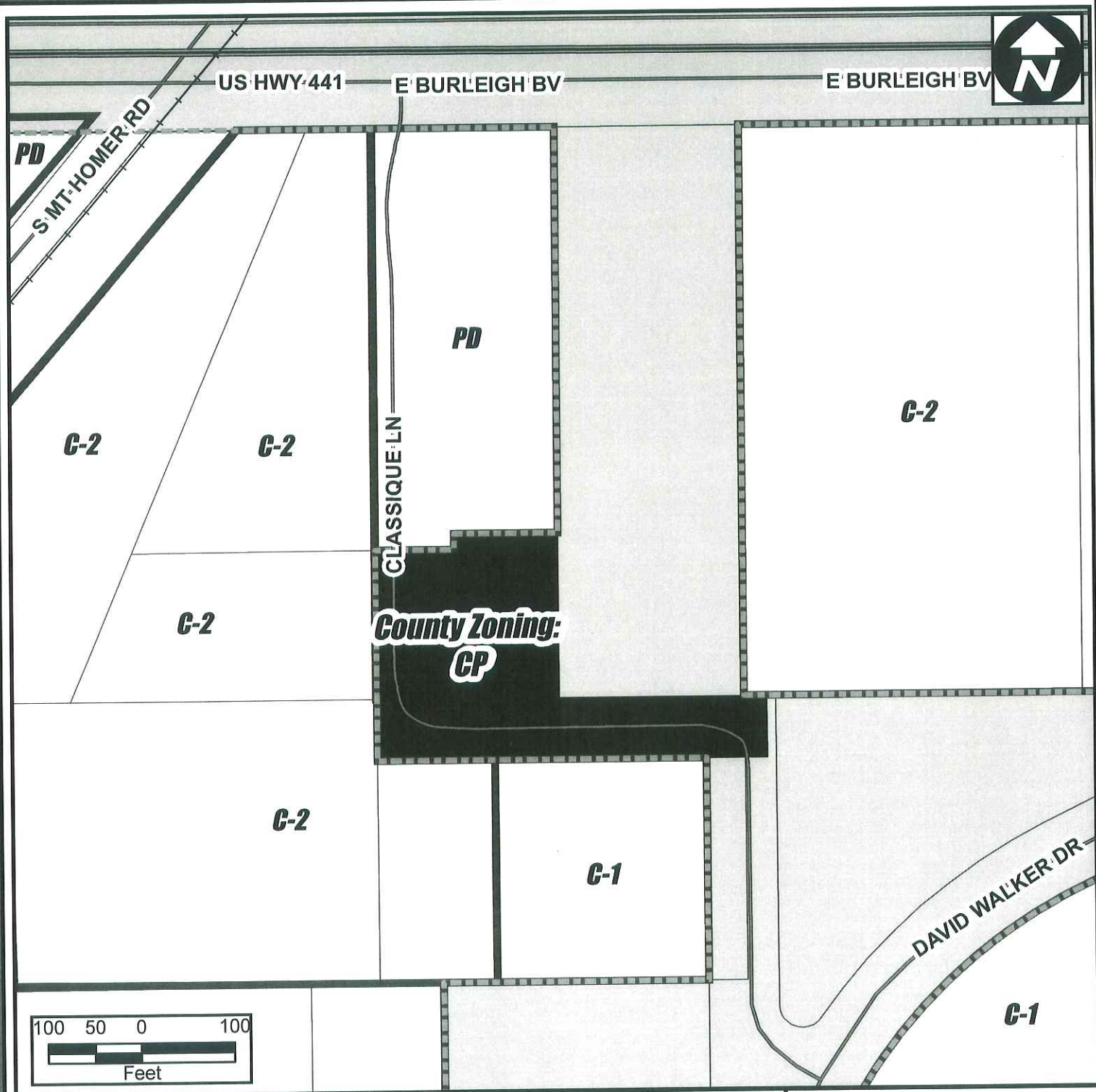
BARTCH PROPERTY

Legend

- CITY BOUNDARY
- FLU
- SUBJECT PROPERTY
- UNINCORPORATED
- MAJOR ROADS
- STREETS
- CONS/WETLANDS
- PARCELS

DRAFTED BY: CITY OF TAVARES GIS F:\PZD\DATA\PROJECT FILES\Bartch Property; Annex, SSFLUM - PZ2010-12\GIS\GIS_Maps\BARTCH_FLU_PT.mxd MAP CREATED ON 6/18/10

CITY OF TAVARES



RSF-A Residential Single Family
RSF-1 Residential Single Family
RMF-2 Residential Multi-Family
RMF-3 Residential Multi-Family
RMH-S Residential Manufactured Home Sub.
RMH-P Residential Manufactured Home Park
PD Planned Development District
MU Mixed Use District
C-1 General Commercial
C-2 Highway Commercial
CD Commercial Downtown District
I Industrial District
PFD Public Facilities District

Current Zoning:
County CP
(Planned Commercial District)

01.4 ± Acres

ZONING MAP

BARTCH PROPERTY

Legend

CITY BOUNDARY
ZONING
SUBJECT PROPERTY
UNINCORPORATED
MAJOR ROADS
STREETS
PARCELS
CONS/WETLANDS

DRAFTED BY: CITY OF TAVARES GIS F:\PZD\DATA\PROJECT FILES\Bartch Property; Annex, SSFLUM - PZ2010-12\GIS\GIS_Maps\BARTCH_ZONE_PT.mxd MAP CREATED ON 6/18/10

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BOAS

FROM PAGE D1

day's events and doing lazy breaststrokes through the still water. Ralph was mid-sentence when I interrupted him.

"Do you hear that?" I asked, somewhat anxiously. "I think it's about to rain on us."

No more than two minutes after Ralph turned his head to look where I was pointing, a wave of coolness swept over us. As the temperature dipped, the sky darkened and a noise not unlike the sound of oncoming traffic grew louder.

"It's either rain or a train heading our way," he replied.

Instinctively, we turned around and began swimming back home. The shore in front of our house seemed farther away than usual. As we increased the speed of our strokes, raindrops began to dot the water just south of where we were swimming.

"Here it comes," I said, pointing to the curtain of droplets quickly closing in on us.

Moments later, percussive pellets of water landed on our heads. The downpour had caught up with us.

"Good thing we're already wet," I said. "Otherwise, we'd be soaked."

Ralph smiled and looked my way. I could see that his glasses had begun to fog up. On the shore our towels were waiting, but by the time we reached the beach, I knew they'd be too wet to do us much good. We stopped talking and swam on. The noise of the falling rain would have made conversation impossible anyway.

Eventually we touched bottom, stood up and stepped out of the warm lake. Despite the rain, we'd been comfortable while swimming. But exposed to the air, our bodies felt chilled. We grabbed our wet towels and ran to the house.

Since I've been living in Florida, I've seen it rain on one side of a street and not on the other. I've watched dark walls of precipitation fall from distant clouds and rainbows appear after showers. I've driven through thunderstorms so intense that I had to pull over because my windshield wipers couldn't keep up. I've seen the dry soil soak up water like a sponge and large puddles evaporate in the summer sun. I've played in the rain with my children and bounced on the trampoline while rain splashed around us. But until recently, I had never experienced a rainstorm while swimming.

"I'm glad it was just a shower and not a thunderstorm," Ralph said, once we were back on land and toweled dry.

I couldn't have agreed more.

Sherry Boas can be reached at simplyliving@beautifulbamboo.com. Her columns can be found online at OrlandoSentinel.com/lake. Her new book is "Rowing Through The Mist: The Everyday Pleasures of Simply Living."

REUNIONS

August

Leesburg High School classes of 1968-72 (classmates and teachers), reunion will be Aug. 27-29. Details: at lhsclassof1970.com.

September

Eustis High School class of 1970, 40th reunion will be the weekends of Sept. 3 and Oct. 1. E-mail addresses or phone numbers of classmates are needed. Contact Denise Dodson Trenfield at georgestrenfield@yahoo.com or Ron and Linda (Kulpan) Prevatt at 352-357-0609.

Eustis High School class of 1990, 20th reunion will be Sept. 3-4. Contact Kimberly Walker Updike at walker_k@yahoo.com.

USS Salem (CA-139) Association, 22nd annual reunion will be Sept. 23-26 in Quincy, Mass. All former officers, crew members and Marine Detachment members are invited. Contact Eileen Daniels, 21605 Queen Elizabeth Court, Leesburg, FL 34748, 352-326-5377 or bedaniels53@aol.com.

October

Eustis High School class of 2000 is planning its reunion for October. To register with the reunion committee and receive information, e-mail EHSClass2000@live.com and include name and address.

Mail items to Reunions, Orlando Sentinel, 1898 E. Burleigh Blvd., Tavares, FL 32778-4366, or fax it to 352-742-5938.

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THE CITY OF TAVARES NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Ordinance 2010-17 titled as follows:

ORDINANCE 2010-17

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2010, PROVIDING FOR A CHANGE OF THE FUTURE LAND USE DESIGNATION ON APPROXIMATELY 1.4 ACRES OF LAND LOCATED ON THE EAST SIDE OF CLASSIQUE LANE, APPROXIMATELY 500 FEET SOUTH OF THE INTERSECTION OF EAST BURLEIGHBOULEVARD AND CLASSIQUE LANE; FROM LAKE COUNTY URBAN TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

Proposed Ordinance 2010-17 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board meeting on July 15, 2010, at 3 p.m.; and
2. Tavares City Council meeting on August 4, 2010, at 4 p.m. (Introduction and First Reading by Title Only); and
3. Tavares City Council meeting on August 18, 2010, at 4 p.m. (Second Reading)

All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

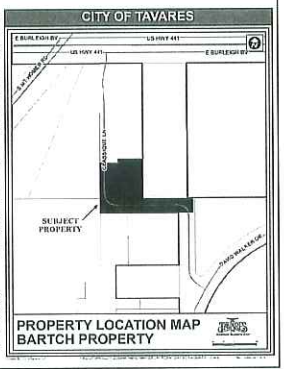
Proposed Ordinance 2010-17 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinances. It is City Council policy to limit public discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department: City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing; if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Jacques Skutt, Community Development Director, at 742-6404.

CITY OF TAVARES



PROPERTY LOCATION MAP
BARTCH PROPERTY

Your All Occasion Gift Store
Come in & check out new merchandise from
PANDORA Jewelry,
Spartina Purses,
SwitchFlops, Votivo Candles & More!
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property is ready for redevelopment, the owner desires to rent out the existing building for the uses presently allowed under the County zoning. Therefore a City zoning is not being applied for at this time and the present County zoning will continue until redevelopment. The owner wishes to connect to City water and sewer. He is currently applying for a Small Scale Future Land Use Amendment of Commercial for this property. The annexation meets all statutory requirements and staff recommends that the Board recommend approval of this ordinance.

Chairman Adams asked if those in the audience wished to give testimony.

Board Discussion

Mr. Horner questioned the issue of annexing without assigning a zoning. Mr. Skutt said it was previously done for Fisherman's Cove therefore there is a precedent.

John Tanner commented on the current uses permitted by the County. Mr. Skutt said he believed the owner could have continued to rent out the building with the uses under the County zoning, however the owner preferred to not zone it City commercial at this time.

Mr. Horner asked about the effect on the road (Classique Lane). Mr. Skutt said that is a private road but there is an easement and that any of the property owners that abut that road have access agreements. He said whether it is in the City or the County will not affect their access to the property.

Mr. Gardner asked if a time limit should be set regarding continuing to use the County zoning. Attorney Williams said that the concurrent application for the Comprehensive Plan Amendment will ensure that the land use is Commercial. He said any uses that the property currently has (whether the city zones it or not), can all be continued.

Mr. Skutt added that if the property were to be redeveloped or changed in any way it would then have to receive the appropriate City zoning. He said he will be modifying the staff report for City Council to reflect Attorney Williams' comments.

MOTION

Sam Grist moved to recommend the approval of Ordinance #2010-16, seconded by Jimmy Horner. The motion carried unanimously 7-0.

2) Bartch Property – Small Scale Future Land Use Amendment – Ordinance #2010-17

Mr. Skutt reported this is the same property as discussed under the first case. The current Land Use in the County is Urban and the City proposes to change it to City Commercial. This is the most compatible land use for the surrounding area. Staff recommends approval.

Chairman Adams asked if anyone in the audience wished to give testimony.

Ms. Russ asked why the amendment was brought up separately as an ordinance. Mr. Skutt responded that normally annexations are done as a separate ordinance from the Future Land Use amendment which must be submitted to the Department of Community Affairs.

MOTION

James Gardner moved for approval of recommendation of Ordinance #2010-17, seconded by Delores Russ. The motion carried unanimously 7-0.

3) Kriz Plaza Subdivision – Vacate – Resolution #2010-05

Mr. Skutt stated that this was a vacation of an old subdivision plat that is located on the north side of Dead River Road, next to Fern Avenue. He said the portion of Fern Avenue that runs north of Dead River Road is an unimproved dirt lane that provides access to several properties to the west and north. He said the portion that runs adjacent to Kris Plaza is not within the platted right of way. Until recently that lane was a private easement. The City has now received and recorded deeds for a strip of property that overlays the existing lane that will enable Fern Avenue to be shifted by about 30 feet to the west. He said the owner is in the process of replatting the land for townhomes and the new plat will locate and dedicate Fern Avenue in is correct location. As part of the subdivision process the developer will improve Fern Avenue to meet city standards.

Chairman Adams asked for comment from the audience.

Mr. Holloway, Off-site Manager of Tiki Village Mobile Home Park

Mr. Holloway said in addition to his role as manager, he was also representing Joanne Ehler who owns adjacent property and his daughter Melinda Rink who owns an easement going to the property.

Mr. Holloway asked how many lots are in the current subdivision plat. Mr. Skutt answered currently there are 12 lots. Mr. Holloway asked how many units would be placed there with current zoning and questioned the density. Mr. Skutt said it would be a maximum of 30. Mr. Skutt said the property has a zoning of RMF-3 which is multi family, therefore the zoning for that density is already in place. He said a new plat will be overlaid on the property and approval of the plat will go before Council.

Mr. Holloway asked if the owner would have been required to keep the 12 homes if the vacate was not done. Mr. Fitzgerald answered that the owner can replat over the current plat. This is to vacate the current plat just to correct the legal descriptions for the future.

Mr. Holloway asked if the green space and a study for traffic would be done and presented to Council. Mr. Skutt responded that staff has been reviewing the site plan and that those issues will have to reviewed by staff. He aid site plans are approved on a staff level. He said he would be happy to meet with Mr. Holloway if he had concerns.

Attorney Williams reiterated that the replat will have to come back before the Planning & Zoning Board and City Council and that before the plat can be approved, the owner will have to meet concurrency which includes traffic capacity, utilities, etc.

Mr. Tanner said it was his impression that the density could be achieved currently and that this issue was just to clarify the access issues.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 18, 2010

AGENDA TAB NO 6
SUBJECT TITLE: Ordinance #2010-12 – Charter Referendum to Extend Council Terms

OBJECTIVE:

To consider the approval of Ordinance #2010-12 to place a charter referendum on the 2010 election ballot

SUMMARY:

At the previous Council Meeting, Council directed staff to develop a charter referendum ordinance for the upcoming election to extend the council terms from two years to four years.

If passed the election candidates for 2010 would receive a four year term to 2014; the candidates whose terms are up for reelection in 2011 would have those terms extended to the 2012 election

OPTIONS:

1) Move to approve Ordinance #2010-12 to place a charter referendum on the ballot in 2010 to extend the councilmember terms to four years
2) Do not approve Ordinance #2010-12

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY: Legally sufficient

ORDINANCE 2010 - 12

AN ORDINANCE AMENDING THE CITY OF TAVARES CHARTER PERTAINING TO TERMS AND ELECTIONS OF COUNCILMEMBERS; PROVIDING FOR FIVE (5) COUNCIL SEATS TO BE ELECTED AT LARGE; CHANGING THE TERM OF OFFICE FOR COUNCILMEMBERS FROM TWO (2) YEARS TO FOUR (4) YEARS; PROVIDING FOR MUNICIPAL ELECTIONS IN EVEN NUMBERED YEARS;PROVIDING FOR TRANSITION; PROVIDING FOR A REFERENDUM; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in 1984, the Tavares City Charter was substantially amended to provide for a council-manager form of government, and

WHEREAS, under the 1984 Charter, councilmembers run for election at large, without particular designated seats, and are elected to office for a two (2) year term; and

WHEREAS, the City Council desires to place on the ballot at the upcoming general election in November a proposed amendment to the Tavares City Charter providing for five (5) distinct council seats, to be elected at large by the electors of the City, and further providing for the extension of councilmember terms from two (2) years to four (4) years; and

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

Articles III and X of the City of Tavares Charter are hereby amended to provide as follows:

Section 3.01. City Council; powers and compositon.

There shall be a city council of five (5) members who shall be electors of the city, elected <u>at large</u> by the electors of the city <u>to one of five (5) seats.</u> All powers of the city shall be vested in the council, except as otherwise provided by law or this Charter, and the council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the city by law.

Section 3.02. Qualifications.

An elector of the city shall be eligible to hold the office of city councilmember. The council shall be the judge of the election and qualifications of its members.

Section 3.03. Election and terms.

Terms for newly elected councilmembers shall commence at the first regular meeting following the general municipal election. The members of the city council shall hold their

office for the term of ~~two (2)~~ four (4) years or until their successors are elected and qualified.

Section 3.04. Mayor and vice mayor.

The council shall elect from its members, a mayor and vice mayor. Election of the mayor and vice mayor shall be held annually at the first regular meeting following the~~general municipal election~~ first Tuesday in November. The city administrator shall conduct the election of the mayor. The mayor shall preside at meetings of the council, and shall have the power to enforce such rules as may be adopted by the council for its government, and shall be recognized as the head of city government for service of process, execution of contracts, deeds and other documents, and as the city official designated to represent the city in all agreements with other governmental entities or certifications to other governmental entities, but shall have no administrative duties except as required to carry out the responsibilities herein. The vice mayor shall act as mayor during the absence or disability of the mayor.

Section 3.05. Vacancies; forfeiture of office; filling of vacancies.

(a) Vacancies. The office of a councilmember shall become vacant upon death, resignation, removal from office in any manner authorized by law or forfeiture of the office, such forfeiture to be declared by the remaining members of the council.

(b) Forfeiture of office. A councilmember shall forfeit the office if the member lacks at any time during the term of the office, any qualification for the office prescribed by this Charter or by law, or if the member fails to attend four (4) consecutive regular council meetings. A member charged with conduct constituting grounds for forfeiture of the office shall be entitled to a public hearing on demand before the city council, and notice of such hearing shall be published in one (1) or more newspapers of general circulation in the city at least one (1) week in advance of the hearing. A member may be removedfrom office upon an affirmative vote of four-fifths of all councilmembers.

(c) Filling of vacancies. Should a vacancy occur on the city council, themayor shall appoint an elector of the city to fill the vacancy. This appointment is subject to the appoval by a majority of the remaining members of the city council. The appointee approved in such a manner shall serve in the office until the next general city election at which time a councilmember shall be elected for the unexpired portion of the existing term or to a full term, whichever is applicable.

Section 3.06. Procedure.

(a) Meetings. The council shall meet regularly at least once in every month at such times and places as the council may prescribe by rule. Special meetings may be held on the call of the mayor, or of a majority of the members and, whenever practicable, upon no less than twelve (12) hours' notice to each member and the public.

(b) Rules. The council shall determine its own rules and order of business.

(c) Voting. Voting on ordinances and resolutions shall be by roll call on final action and shall be recorded in the minutes. A majority of the council shall constitute a quorum; but a smaller number may adjourn from time to time and may compel the attendance of absent members in the manner and subject to the penalties prescribed by the rules of the council. No action of the council shall be valid or binding unless adopted by the affirmative vote of the majority of a quorum present.

Section 10.01. Nonpartisan elections.

All qualifications and elections for the office of city council shall be conducted on a nonpartisan basis without regard for or designation of political party affiliation of any nominee on any nomination petition or ballot.

Section 10.02. Qualifications.

Candidates for the office of city council shall qualify for such office by the filing of a written petition with the designated city official in the following manner:

Any elector of the city may quality for election~~as a councilmember at large~~ to one of the five (5) council seats by a petition signed by twenty-five (25) or more electors of the city. An elector may qualify and run for only one (1) seat in any given election.The signatures to a petition need not all be affixed to one (1) paper, but toeach separate paper of a petition, there shall be attached an affidavit executed by its circulator stating the number of signers of the paper, that each signature of it was affixed in the elector's presence, and that the elector believes each signature to be the genuine signature of the person whose name it purports to be. Each petition shall name the individual, the~~office~~ particular council seat sought, and the election date. Each candidate so qualified, shall sign a sworn statement that the candidate shall serve if elected. The signatures shall be executed in ink or indelible pencil. Each signed shall indicate next to the signature, the date of the signing and place of residence.

Candidates must file the petition by noon on August 15 prior to the date of election. If this day should fall on a Saturday, a Sunday or a legal holiday, then the petition is required to be filed by noon on the next working day following August 15.

Section 10.03. Form of ballots.

The council by ordinance, shall prescribe the form of the ballot including the method for listing candidates for city council elections and any other city election. A Charter amendment, to be voted on by the city, shall be presented for voting by ballot title. The ballot title of a measure may differ from its legal title and shall be a clear, concise statement describing the substance of the measure without argument or prejudice. There shall be a method by which voters can indicate "Yes" for approval, or "No" for disapproval of ballot items.

Section 10.04. Elections.

(a) General election. A general election shall be held on the first Tuesday after the first Monday in November of each even-numbered year to choose a successor to each councilmember whose term will expire before the next general election and, except as provided in the city Charter, to fill each vacancy in elective office for the unexpired portion of the term.

(b) Council positions. For each council ~~positions, if only one (1) council position~~ seat that is up for election, the candidate who receives the highest number of votes cast for the office shall be declared elected. ~~If two (2) council positions are up for election, the two (2) candidates who receive the highest number of votes cast for the office shall be declared elected. If three (3) council positions are up for election, the three (3) candidates who receive the highest number of votes cast for the office shall be declared elected. In case two (2) or more persons shall receive an equal number of votes for the same office, a runoff election shall be held on the fourteenth day after the general election. In the event it is necessary to elect a councilmember to fill the remainder of an unexpired term pursuant to Section 3.06(c), the candidate receiving the third or fourth highest number of votes (depending upon the number of two-year positions that are up for election) shall be declared elected to fill the remaining unexpired term. For instance, if two (2), two year council seats and one(1) one year unexpired council term are all up for election, the two (2) candidates receiving the highest number of votes shall be declared elected to the two year council seats, and the candidate receiving the third highest number of votes shall be declared elected to fill the one year, unexpired term.~~

TRANSITIONAL PROVISIONS.

In the event Charter Referendum #1 is approved by the voters at the November, 2010, election, the Councilmembers elected in November, 2010, shall be randomly assigned either Seat One, Seat Three or Seat Five. The Councilmembers not standing for election in November, 2010, shall be randomly assigned either Seat Two or Seat Four. Beginning at the election in November, 2012, and continuing for each election thereafter, candidates for election to Council shall qualify for a specific seat.

In the event Charter Referendum #1 is approved by the voters at the November, 2010, election, the terms of Councilmembers holding Seats Two and Four shall be extended until the general election in November 2012, at which time those seat shall stand for election. Thereafter, Seats Two and Four shall be elected every four (4) years. The term of Council Seats One, Three and Five shall run for four (4) years, and they shall stand for election in November, 2014, and the Councilmembers elected to those seats shall be elected every four (4) years thereafter.

The Charter amendments set forth in this Ordinance shall become effective on November __, 2010, at the adjournment sine die of the regular council meeting held that date, only if they are approved by a majority of the City of Tavares electors voting at the November, 2010 general election. The Charter amendment referendum questions are

independent of one another, and any or all of them may approved by the electors. The following referendum questions shall be placed on the ballot for that election:

CHARTER REFERENDUM #1

DO YOU FAVOR AN AMENDMENT TO THE CITY OF TAVARES CHARTER THAT WOULD PROVIDE FOR FIVE (5) SEPARATE COUNCIL SEATS, TO BE ELECTED AT LARGE TO A TERM OF FOUR (4) YEARS?

_____ YES FOR APPROVAL

_____ NO FOR DISAPPROVAL

PASSED AND ORDAINED this _____ day of _____, 2010, by the City Council of the City of Tavares

_____
Robert Wolfe, Mayor
Tavares City Council

ATTEST:

_____
Nancy A. Barnett
City Clerk

Passed First Reading: August 4, 2010

Passed Second Reading _____

_____
Approved as to form:
City Attorney

Orlando Sentinel

City Of Tavares
PO BOX 1068
CITY OF TAVARES
TAVARES, FL 32778-1068

Before the undersigned authority personally appeared Ann Carpenter/Tamela Vargas/Deborah M. Toney, who on oath says that s/he is the Legal Advertising Representative of Orlando Sentinel, a daily newspaper published in Lake County, Florida; that the attached copy of advertisement, being a Legal Notices in the matter of Ordinance 2010-12 in the Lake County _ Court, was published in said newspaper in the issue(s); of

08/01/10

Affiant further says that the said Orlando Sentinel is a newspaper published in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, each week day and has been entered as second-class mail matter at the post office in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that s/he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

The foregoing instrument was acknowledged before me this 3 day of August, 2010, Ann Carpenter/Tamela Vargas/Deborah M. Toney, who is personally known to me and who did take an oath.

Tamela Vargas

DEBORAH M. TONEY
(seal) NOTARY PUBLIC
STATE OF FLORIDA
Comm# DD936521
Expires 11/18/2013

1080556

CITY OF TAVARES

NOTICE IS HEREBY GIVEN that the Tavares City Council will consider Ordinance 2010-12, for Second Reading, on August 18, 2010 at 4:00 p.m. Tavares City Hall, 201 E. Main Street, Tavares, FL 32778.

ORDINANCE 2010 - 12

AN ORDINANCE AMENDING THE CITY OF TAVARES CHARTER PERTAINING TO TERMS AND ELECTIONS OF COUNCILMEMBERS; PROVIDING FOR FIVE (5) COUNCIL SEATS TO BE ELECTED AT LARGE; CHANGING THE TERM OF OFFICE FOR COUNCILMEMBERS FROM TWO (2) YEARS TO FOUR (4) YEARS; PROVIDING FOR MUNICIPAL ELECTIONS IN EVEN NUMBERED YEARS; PROVIDING FOR TRANSITION; PROVIDING FOR A REFERENDUM; PROVIDING FOR AN EFFECTIVE DATE

The Ordinance may be inspected by the public at the office of the City Clerk, at the Tavares City Hall, 201 E. Main Street, Tavares, Florida, between the hours of 8 a.m. and 5 p.m. on business days. All interested parties may appear at the meeting and be heard or submit their comments prior to the meeting.

LAK1080556 8/1/2010

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 18, 2010

AGENDA TAB NO 7

SUBJECT TITLE: Resolution #2010-07 - FY2009-2010 Fourth Budget Amendment,

OBJECTIVE:

To approve Resolution 2010-07, amending Fiscal Year 2009-2010 City of Tavares Annual Operating Budget.

SUMMARY:

The attached resolution represents increases and/or decreases to the adopted and revised budget for Fiscal Year 2010. Appropriation increases represent previously approved reserve appropriations. In addition the Resolution also reflects transfers between individual accounts within the adopted budgets for all departments.

This resolution represents the FOURTH AMENDMENT to the Adopted Budget for Fiscal Year 2009-2010.

OPTIONS:

1. Approve Resolution 2010-07 amending the FY 2009-2010 City of Tavares Annual Operating Budget.

2. Do not approve Resolution 2010-07.

STAFF RECOMMENDATION:

Move to approve Resolution 2010-07, amending the Fiscal Year 2009-2010 City of Tavares Annual Operating Budget.

FISCAL IMPACT: Estimated final budget amounts are included with the budget detail for this amendment.

LEGAL SUFFICIENCY:

The resolution has met legal sufficiency.

,RESOLUTION 2010 - 07

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2010 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING ADUSTMENTS TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR, AND CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

Section 1. That the adopted budget for the City of Tavares for Fiscal Year 2010 should be increased from $38,355,850 to $38,698,803 in both revenues and expenditures where the increase represents an increase in General Fund miscellaneous revenues and changes in reserve appropriations in operating funds, and appropriations include net transfers between expenditure accounts within total department appropriations, and the change represents the Fourth amendment to the adopted budget for fiscal year 2010. (Exhibit A)

Section 2. Any resolution or portion of a resolution in conflict with this resolution or any portion of this resolution is hereby repealed.

Section 3. If any section, sentence, clause, phrase or word of this resolution is held invalid by a court of competent jurisdiction, the remainder of the resolution shall not be affected and remain in full force and effect.

Section 4. This resolution shall be effective upon its adoption.

Fund Name	Fund Number	Original Budget	Revised Estimated Revenues	Reserve Appropriations or (Non-Appropriated Revenues)	Revised Estimated Appropriations
General Fund	001	$ 11,573,388	$ 11,605,553	$ 270,019	$ 11,875,572
Water/Wastewater Utility	401	7,215,025	7,215,025	(84,554)	7,130,471
Water/Wastewater Impacts	441	200,000	200,000	1,182,307	1,382,307
W/WW RR&I Fund	443	201,000	201,000	(195,720)	5,280
W/WW SRF Construction	444	-	3,571,466	-	3,571,466
W/WW SRF Loan	445	678,857	678,857	-	678,857
Sanitation	402	2,186,817	2,217,865	(31,048)	2,186,817
Stormwater	403	446,608	446,608	227,202	673,810
Marina/Seaplane Base	405	-	275,995	-	275,995
Police Education	102	3,343	2,900	443	3,343
Police Automation	103	15,000	15,000	10,300	25,300
Community Redevelopment	105	255,735	255,735	163,522	419,257
Special Events	106	4,000	17,500	(13,500)	4,000
Police Impacts	110	30,500	30,500	(30,500)	-
Fire Impacts	111	56,000	56,000	60,021	116,021
Forfeiture Fund	112	-	-	8,400	8,400
Park Impacts	114	5,300	5,300	34,400	39,700
Infrastructure Sales Tax	150	974,779	974,779	964,835	1,939,614
Grant Fund	151	606,132	789,587	51,232	840,819
Debt Service Fund	201	272,522	272,522	-	272,522
Capital Project Fund	301	-	-	6,903,547	6,903,547
Dental Insurance Fund	501	69,690	66,880	2,825	69,705
Municipal Police Pension	601	499,595	499,595	(367,121)	132,474
Firefighter's Pension	602	1,376,708	1,376,708	(1,234,350)	142,358
Mildred Hunter Trust	605	168	168	-	168
Woodlea Park Playground Trst	606	170	170	830	1,000
		$ 26,171,168	$ 30,775,713	$ 7,923,090	$ 38,698,803

Original Budget Amount does not include reserve appropriations or reserve addtions.

PASSED and ADOPTED this 18th day of August, 2010, by the City Council of the City of Tavares, Florida.

Robert Wolfe , Mayor
Tavares City Council

ATTEST:

Nancy A. Barnett
City Clerk

Approved as to form:
Robert Q. Williams
City Attorney

AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 18, 2010

AGENDA TAB NO. 8
SUBJECT TITLE: Wayfinding and Gateway Signing Project Approval of RFP ranking

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OBJECTIVE:

To approve the ranking of the top three firms for the engineering, fabricating and installation of the City of Tavares' Wayfinding and Gateway signage system.

SUMMARY:

In April of 2010, Wilesmith Advertising, as part of the City's Branding initiative, completed the design of a Public Wayfinding System for the city. This design was presented to Council on May 5, 2010. At that meeting, City Council authorized staff to issue a request for proposals for firms to engineer, fabricate and install the signs using this design. The RFP was posted and the City received proposals from 15 firms. A selection committee composed of the city's Senior Planner, Public Communications Coordinator and the Director of Community Services, Parks and Recreation was formed. The proposals were reviewed by the committee on the basis of technical skill, experience and creativity.

The Committee ranked the top three proposals in the following order:

1. Don Bell Signs
2. Architectural Graphics
3. Bunting Graphics

The Committee unanimously agreed that Don Bell Signs presented the best response to the RFP and conveyed to the committee that they are the best firm for this project.

Staff proposes that the Wayfinding and Gateway signage program be conducted in a phased approach with the planned kiosks being the first phase, the main directional signs being the second phase, the vehicular directional signs being the third phase, and the gateway signs and seaplane replica being conducted in the fourth and final phase. This phasing approach is intended to guide funding priorities and scheduling. Completion of the program will be a multi-year project depending on funding availability. The Downtown Business Community requested that the kiosks be installed this fiscal year and Council moved the Capital Wayfinding Implementation Program to FY 2010 with the funding source to be determined at the time the project is ready to go out for bids.

Based on the phased approach recommended, the fiscal impact of this decision is $31,767 for phase 1 and 2 of this project in the 2010 Fiscal Year. This funding would come from infrastructure and sales tax.

OPTIONS:

1. That Council moves to instruct staff to proceed to negotiate a contract with the top three ranked firms in order of their ranking with Don Bell Signs being the first choice to engineer, fabricate and install the Wayfinding signage.
2. That Council does not approve the ranking.

STAFF RECOMMENDATION:

Staff recommends that Council moves to instruct staff to proceed to negotiate a contract for execution by the City Administrator with Don Bell Signs (ranked number one by the Selection Committee) and if this firm elects not to participate, to proceed to negotiate a contract with the second and third ranked firms in order of their ranking.

FISCAL IMPACT:

Based on the phased approach recommended, the fiscal impact of this decision is $31,767 for phase 1 and 2 of this project in the 2010 Fiscal Year. This funding would come from infrastructure and sales tax.

The Government Financial Officers' Association recommends that at a minimum, general-purpose local governments, regardless of size, maintain unreserved fund balances of an amount no less than three months of regular operating expenditures. The Infrastructure Sales Tax Fund is a Special Revenue Fund and unreserved fund balance for operating purposes does not apply.

The estimated unreserved and un-appropriated fund balance as of August 12, 2010 is $1,142,434. Of this amount $654,914 has been included in the draft budget for fiscal year 2011. Available balance is $349,223.

LEGAL SUFFICIENCY:

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

Price Summary

		Vehicular Direction	City Orientation	Main Directional	Gateway (2)	Seaplane (2)	TOTAL
1.	Henry Inc GA	$29,516	$18,149	$28,530	$38,554	$39,744	$154,493
Note: Plane is flat sign							
2.	Entera Inc Panama City	$40,513	$17,325	$21,465	$32,569	$88,000	$199,872
Note: No indication of plane material given							
3.	Fabrications Tavares FL	$33,496	$25,000	$29,775	$72,578	$101,816	$262,665
4.	MDI Creative Inc. GA	$49,300	$19,800	$40,440	$46,700	$129,330	$285,570
5.	Don Bell signs Inc Port	$48,314	$16,824	$19,149	$61,254	$158,312	$303,853
6.	Industries Inc Leesburg FL	$84,592	$35,572	$40,641	$77,986	$118,016	$356,807
7.	Architectural Graphics INC	$59,143	$28,852	$55,446	$94,288	$146,448	$384,177
8.	Bunting Graphics PA	$91,239	$34,412	$47,469	$95,536	$184,060	$452,716
9.	Pathway Sytems Delray Beach FL	$97,325	$25,400	$133,500	$195,000	$125,000	$576,225
Note: Plane is a sculpture							
10.	DCL/Heery Design	$38,250	$28,500	$53,850	$131,850	$380,000	$632,450
11.	Adcon Signs CO	$134,996	$42,190	$48,660	$117,600	$297,890	$641,336
12.	Townsend Neon Inc. MI	$136,000	$32,000	$66,000	$168,000	$240,000	$642,000
13.	Gables Signs MD	$117,249	$51,240	$89,472	$106,682	$301,638	$666,281
14.	Integrated Sign &	$167,960	$54,240	$58,125	$144,000	$330,000	$754,325
15.	United Signs and Signals	$99,110	$36,868	$55,617	$132,032	$438,128	$761,755

Administration & Customer Service

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ADVERTISEMENT/ INVITATION RFP 2010-0014

CITY OF TAVARES
RFP 2010-0014
FOR THE DESIGN, ENGINEERING AND CONSTRUCTION OF GATEWAYS AND DOWNTOWN DIRECTIONAL SIGNS
FOR THE CITY OF TAVARES

Sealed proposal are invited by the City of Tavares, to be received at the office of the City Clerk, 201 East Main St., Tavares, Florida 32778 so as to be received not later than 2:00 PM on Thursday, July 15, 2010. Responses received after this specified time and date will not be considered. Please submit one (1) original, nine (9) copies and one (1) digital copy, preferably in pdf format.

There will be a NON- MANDATORY Pre-Bid Conference held on Tuesday, June 15, 2010 at 10:00 am in the City of Tavares Council Chamber, 201 East Main Street, Tavares, FL.

Scope
The City of Tavares, Florida, is seeking responses to a Request for Proposal for a Proposed Agreement to engineer, fabricate and install Gateway signs, a Full-Scale Seaplane Replica /Model and Wayfinder kiosks throughout the downtown using graphic depictions provided by Wilesmith Advertising Inc, which was selected for the City's rebranding.

Copies of documents consisting of Response requirements, a proposed agreement and conditions of the agreement may be obtained by emailing jrumble@tavares.org or examined at City Hall, 201 East Main Street, Tavares, Florida, 32778, and telephone (352) 742-6131. Responders with access to DemandStar.com can obtain the front end documents by calling 1-800-711-1712 or on the web at http://www.demandstar.com.

John Rumble
Purchasing Manager
City of Tavares

LAK1070177 5/30/10

CITY OF TAVARES

MINUTES OF BID OPENING
July 15, 2010
Request for Proposals
Gateway Signs and Engineering – RFP NO. 2010-0014

TAVARES CITY HALL Conference Room 3

PRESENT

John Rumble, Purchasing Manager
Judy Shwarz, Assistant, Finance

Mr. Rumble noted today's date as Thursday, July 15, 2010. This is the opening of submission packages received in response to RFQ 2010-0016, RFP for Gateway Signs and Engineering
There were thirteen proposals received. The list of Submitters is attached

Mr. Rumble noted the packages would be forwarded to the committee members for review and evaluation. The bid opening concluded at approximate 5:05 p.m.

Respectfully submitted,

John Rumble

City of Tavares Purchasing Manager

Submitted Bids 2010-0014

Gateway Signs and Engineering – RFP NO. 2010-0014

1.	Gables Signs 7440 Ft Smallwood Rd Baltimore MD 21226	8.	Architectural Graphics INC 2655 International Pkwy Virginia Beach VA 23452
2.	Treadway Industries Inc 111 Weber Ave Leesburg Fl 34748	9.	Henry Inc 2285 Park Central Blvd Decatur GA 30035
3.	Townsend Neon Inc. 31550 Gosset Rockwood MI 48173	10.	Entera Inc 1200 Bell Ave Panama City Fl 32401
4.	Integrated Sign & Graphic 5801 Kingpost Ct Lexington KY 40509	11.	United Signs and Signals 28248 CR 561 Tavares Fl 32778
5.	Guidance Pathway Sytems 1300 NW 17th Ave Delray Beach Fl 33445 Suite 118	12.	Bunting Graphics 20 River Road Verona PA 15147
6.	Adcon Signs 3725 Canal Drive Ft Collins CO 80524	13.	DCL/Heery Design 10611 Satellite Beach Blvd Orlano Fl 32837
7.	Don Bell signs Inc 365 Oak Place Port Orange Fl 32127	14.	Spencer Fabrications 29511 CR 561 Tavares Fl 32778
		15.	MDI Creative Inc. 4344 Shackelford Road Norcross GA 30093

CITY OF TAVARES
MINUTES OF RFP EVALUATION
August 9th, 2010
Gateway Signs Design and Installation
RFP 2010-0014

TAVARES CITY HALL CONFERENCE ROOM 3

PRESENT

Tamera Rogers, Community Services Director\
Joyce Ross, Communications Director
Alisha Maraviglia, Senior Planner
John Rumble, Purchasing Manager

Mr. Rumble convened the meeting by staff at 9:00 a.m. for the purpose of reviewing and evaluating the RFPs received in response for the Gateway Signs Design and Installation.
Mr. Rumble stated that the committee was there to narrow down the choices and determine if there was a leading firm that could be awarded. It was indicated that there was a firm $100,000.00 for the first phase. Mr. Rumble then opened the discussion to the committee members. The committee members discussed the details and merits of each proposal package. The Specific items discussed were: implementation schedule; experience of the firms, overall quality of proposal packages and cost of construction and installation. There were several firms such as Integrated Graphics who attempted to revise the design as presented by Wilesmith Design. Mr. Rumble collected the rating sheets and left to total them. The results were as follows:

1	Don Bell signs Inc 365 Oak Place Port Orange Fl 32127	111.00	9	Henry Inc 2285 Park Central Blvd Decatur GA 30035	95.00
2	Architectural Graphics INC 2655 International Pkwy Virginia Beach VA 23452	110.00	10	Spencer Fabrications 29511 CR 561 Tavares Fl 32778	94.00
3	Bunting Graphics 20 River Road Verona PA 15147	105.00	11	Entera Inc 1200 Bell Ave Panama City Fl 32401	88.00
4	Gables Signs 7440 Ft Smallwood Rd Baltimore MD 21226	102.00	12	United Signs and Signals 28248 CR 561 Tavares Fl 32778	77.00
5	Treadway Industries Inc 111 Weber Ave Leesburg Fl 34748	98.00	13	Townsend Neon Inc. 31550 Gosset Rockwood MI 48173	70.00
6	Guidance Pathway Systems 1300 NW 17th Ave Suite 118 Delray Beach Fl 33445	98.00	14	Adcon Signs 3725 Canal Drive Ft Collins CO 80524	46.00
7	MDI Creative Inc. 4344 Shackelford Road Norcross GA 30093	98.00	15	Integrated Sign & Graphic 5801 Kingpost Ct Lexington KY 40509	19.00
8	DCL/Heery Design 10611 Satellite Beach Blvd Orlando Fl 32837	97.00			

The committee members then discussed the merits of the top 5 as ranked by the score sheets. Several matters were discussed including the two local firms that submitted. It was determined that United Signs and Signals had submitted a cost prohibitive proposal being the most expensive of 15 proposals. The other firm, Spencer Fabrications, did not appear to have the depth of other firms in sign fabrication showing only infrastructure buildings in their examples.

The committee then went through the top 5 ranked firms discussing the merits of each. The proximity of the submitters entered the discussion with Ms Maraviglia expressing concerns that a distant firm may not be as responsive to the needs of the city. Length of time in business was also considered as a factor. It was stated that the firms that submitted the shop drawings seemed to show a better grasp of the concept and were deemed more responsive .Price considerations were examined reflecting on what could be accomplished with the existing funding.

It was determined after further discussion that Don Bell Signs, who had complete shop drawings, met the price point and possessed design experience to accomplish the task.

There being no more discussion the meeting adjourned at 9:45 am

The results of the evaluation will be presented to City Council along with the submittals

Respectfully submitted,

John Rumble
Purchasing Manager

AGENDA SUMMARY
TAVARES CITY COUNCIL
August 18, 2010

AGENDA ITEM NO. 9

SUBJECT TITLE: Interlocal Agreement to Accept Library Impact Fee Award

---

OBJECTIVE: To consider entering into an Interlocal Agreement with Lake County government to accept a library impact fee award in the amount of $40,000.00 for the purpose of planning and designing a potential expansion of the library into the existing civic center.

SUMMARY: Previously, in 2007, the City applied for and was awarded library impact fee funds from Lake County in the amount of $17,732.00 to purchase 10 laptop computers and one projector to provide basic computer training to the community.

Recently, city staff applied for and was awarded $40,000.00 in impact fee funds for the purpose of planning and designing a potential expansion of the library into the Civic Center. A possibility exists for this expansion once the pavilion in Wooton Park is completed.

Based on estimates that staff has received, the cost of planning and designing a potential expansion would be $40,000.

It should be noted that growth statistics support the use of impact fee money.

OPTIONS:

1. Enter into an Interlocal Agreement with Lake County to accept the library impact fee award for the purpose of planning and designing a potential expansion of the library into the civic center
2. Do not enter into an Interlocal Agreement with Lake County.

STAFF RECOMMENDATION: Move to enter into an Interlocal Agreement with Lake County to accept the library impact fee award for the purpose of planning and designing a potential expansion of the library into the civic center.

FISCAL IMPACT: n/a

LEGAL SUFFICIENCY: Meets legal sufficiency

LAKE COUNTY
Library System

RECEIVED
AUG 4 2010

August 3, 2010

John H. Drury, City Administrator
City of Tavares
P O Box 1068
Tavares, FL 32778

Dear Mr. Drury:

I am pleased to enclose two originals of the *Interlocal Agreement Between Lake County, Florida and the City of Tavares Regarding the City of Tavares Public Library Expansion*. After the agreements are signed by the mayor of Tavares, please return both originals to my attention. Once the agreements are fully executed, an original will be forwarded to your attention.

Thank you for being a vital part of the Lake County Library System. Your continued support of library services for the citizens of Tavares and Lake County is appreciated.

Sincerely,

Thomas L. Merchant

Thomas L. Merchant
Library Services Director

Enclosure

TLM/kg

cc: Welton. G. Cadwell, Chairman, Lake County Board of County Commissioners
Linda Stewart, District 4 Commissioner and Library Liaison
Wendy R. Breeden, Public Resources Director
Beth Sindler, Director, City of Tavares Public Library

P.O. BOX 7800 ◆ 2401 WOODLEA ROAD ◆ TAVARES, FLORIDA 32778 ◆ P 352.253.6180 ◆ F 352.253.6184
Board of County Commissioners ◆ www.mylakelibrary.org

JENNIFER HILL *District 1* | ELAINE RENICK *District 2* | JIMMY CONNER *District 3* | LINDA STEWART *District 4* | WELTON G. CADWELL *District 5*

INTERLOCAL AGREEMENT

BETWEEN

LAKE COUNTY, FLORIDA

AND

THE CITY OF TAVARES

REGARDING

THE CITY OF TAVARES PUBLIC LIBRARY EXPANSION

THIS INTERLOCAL AGREEMENT is made by and between Lake County, Florida, a political subdivision of the State of Florida, hereinafter the "County," and the City of Tavares, Florida, hereinafter the "City," for use of library impact fee monies for the City of Tavares Public Library expansion.

WHEREAS, Ordinance No. 2003-99, approved November 18, 2003, created a library impact fee for the purposes of providing a source of revenue to fund the construction or improvement of the County library system; and

WHEREAS, Section 22-61, Lake County Code, states that library impact fee money shall be used solely for the purpose of constructing or improving the county library system, including, but not limited to, design and construction plan preparation, permitting and fees, land acquisition, construction and design of new facilities, and acquisition of collection items, public access computers and other capital equipment; and

WHEREAS, Policy LCC-7 sets forth the minimum guidelines for entry into the Lake County Library System as a member library; and

WHEREAS, the City entered into an interlocal agreement with the County on October 11, 2007, to become a member of the Lake County Library System; and

WHEREAS, Policy LCC-63 sets forth the process for distribution of funds from the Library Impact Fee Trust Fund; and

WHEREAS, the City now desires to enter into this Interlocal Agreement pursuant to Policy LCC-63 to request impact fee funds for the planning and design of a library expansion within the City limits;

NOW, THEREFORE, in consideration of the mutual benefits, covenants and agreements set forth herein, the parties hereby agree as follows:

1. Recitals. The foregoing recitals are true and correct and incorporated herein by reference.

2. County Obligations. The County agrees to provide funding in the maximum amount of **Forty Thousand Dollars and 00/100 cents ($40,000.00)** to the City from the Library Impact Fee Trust Fund for the purpose of planning and designing the expansion of the Tavares Public Library building, which is located within the City limits at 314 N. New Hampshire Avenue, Tavares, Florida 32778. Payments shall be made on a reimbursement basis with the submittal of an invoice and proper documentation. Invoices shall be submitted to Lake County Library Services Director at P.O. Box 7800, Tavares, Florida 32778. Payments shall be made in accordance with Part VII, Chapter 218, Florida Statutes, known as the Florida Prompt Payment Act.

3. City Obligations. The City shall be solely responsible for design, permitting, construction and inspection of the Project. The City shall comply with all applicable provisions of the Florida Statutes regarding the bidding of professional services and construction services, including Section 255.0525, Section 255.20, and Section 287.055, Florida Statutes. The County shall have the right to review the competitive bidding process utilized by the City and shall additionally have the right to review all bids received. In the event that the County determines that the bidding process is insufficient, the County shall require the City to reject all bids and re-bid the Project. However, if the City refuses to reject the bids and re-bid the Project, then the City may continue with the Project at the City's sole cost and expense and the County shall have the option to terminate this Agreement.

4. Allowable Uses of Impact Fee Money. The City shall use the impact fee money granted herein for the purposes set forth in Section 22-61, Lake County Code. Further, the City, by executing this Agreement, certifies that the Project qualifies as a capital facility need resulting from new development and is not being constructed to remedy an existing deficiency in library services, as such terms are defined with the adopted Lake County Comprehensive Plan, Capital Improvement Element.

5. County Library System Member Requirement. A facility that is constructed with Library Impact Fee Trust Fund money must be maintained as a member library for a period

of ten (10) years. In the event the City withdraws from the Lake County Library System, the City shall repay the money granted herein. For each year the City maintains its member status, the amount to be repaid shall be reduced by 10%. For example, if the City withdraws from the County Library System after one (1) year from the effective date of this Agreement, the City shall repay the County 90% of the funding contribution that has been made to that point; after five (5) years, the City shall repay 50% of the funding contribution, etc.

6. Indemnification. The City shall, for good and valuable consideration, to the extent permitted by Florida law, protect, defend, indemnify, and hold the County, its officers, commissioners, employees and agents from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, including a reasonable attorneys' fee or other expenses or liabilities, of every kind and character resulting from any error, omission, or negligent act of the City, its agents, employees, or representatives in the performance of the obligations under this Agreement.

7. Termination. The County shall have the right to terminate this Agreement in the event the City does not comply with the bidding procedures. Otherwise, either party shall have the right to terminate this Agreement for cause with thirty (30) days written notice to the other. In the event of termination by the County, the City shall be entitled to reimbursement of work up to and including the day of termination, as long as such work qualifies for impact fee money.

8. Modifications. Unless otherwise specified herein, no modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless contained in a written document executed by the parties hereto, with the same formality and of equal dignity herewith.

Remainder of Page Intentionally Left Blank

9. Notices.

A. All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when in writing and addressed as follows:

	COUNTY	CITY
	County Manager P.O. Box 7800 Tavares, Florida 32778	John H. Drury City Administrator P.O. Box 1068 Tavares, Florida 32778
cc:	Tom Merchant Library Services Director P.O. Box 7800 Tavares, Florida 32778	Beth Sindler Library Director 314 N. New Hampshire Ave. Tavares, Florida 32778

B. All notices required, or which may be given hereunder, shall be considered properly given if (1) personally delivered, (2) sent by certified United States mail, return receipt requested, or (3) sent by Federal Express or other equivalent overnight letter delivery company.

C. The effective date of such notices shall be the date personally delivered, or if sent by certified mail, the date the notice was signed for, or if sent by overnight letter delivery company, the date the notice was delivered by the overnight letter delivery company.

D. Parties may designate other parties or addresses to which notice shall be sent by notifying, in writing, the other party in a manner designated for the filing of notice hereunder.

10. Incorporation. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document.

11. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it shall be considered deleted here from, and shall not invalidate the remaining provisions.

12. Effective Date. This Agreement shall become effective on the first day following execution of the Agreement by both parties.

IN WITNESS WHEREOF, the parties hereto have made and executed this Interlocal Agreement on the respective dates under each signature: Lake County, through its Board of County Commissioners, signing by and through its Chairman, authorized to execute same by Board action on the _____ day of _____, 2010 and by the City of Tavares, signing by and through its Mayor, its representative duly authorized to execute the same.

CITY

_____
Robert Wolfe, Mayor

This ___ day of _____, 2010.

ATTEST:

_____
Nancy Barnett, City Clerk

COUNTY

ATTEST:

BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA

_____

Neil Kelly, Clerk of the
Board of County Commissioners
of Lake County, Florida

_____

Welton G. Cadwell, Chairman
This ___ day of _____, 2010.

Approved as to Form & Legality:

_____

Melanie N. Marsh
Acting County Attorney

A SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING:
August 18, 2010

AGENDA TAB NO. 10
SUBJECT TITLE: Re-Award bid for the Alleyway Paving Project to the second lowest bidder.

OBJECTIVE: To enter into a legal contract to brick pave four alleyways within the City:

1. ALLEY # 3 – runs from N. New Hampshire Ave. to N. Rockingham Ave. in between (parallel with) E. Caroline St. and E. Ianthe St.

2. ALLEY # 7 - runs from W. Caroline St. to W. Ianthe St. in between (parallel with) Texas Ave. and N. Joanna Ave.

3. ALLEY # 8A & 8B – runs from W. Alfred St. to W. Caroline and W. Caroline to W. Ianthe St. (2 blocks) – in between (parallel with) N. Joanna Ave. and N. New Hampshire Ave. *(W. Caroline to W. Ianthe is the first priority on this two block alley).*

SUMMARY:

On October 7, 2009, Council directed staff to begin the bidding process for four alleyways to be paved using pervious pavers. On December 16, 2009, Council approved Griffey Engineering to do the design, surveying, and construction oversight of the project. During the June 16th, 2010 City Council meeting, staff recommended and the City awarded a contract in the amount of $126,162 to the lowest bidder (Sunshine Hardscapes, Inc.) utilizing the alternate design (aqua-flow pavers). This alternate design was chosen based on the recommendation of Griffey Engineering to minimize rutting problems incurred with the previously used base design.

However, Sunshine Hardscapes, Inc. was unable to obtain the Performance Bond for this project and had to withdraw their bid. **A Performance Bond is required by the City of Tavares, as it guarantees the project can be completed (performed) if the contractor is unable to.** Not requiring a performance bond would put the City at risk should the contractor fail to complete the project . Therefore, it has been the policy of the city to require performance bonds and therefore Staff is now recommending that Council accept and approve

the second lowest bidder (utilizing the alternate design, aquaflow pavers), submitted by Pillar Construction Group in the amount of $152,929.05.

CONTRACTOR	BASE DESIGN (PERVIOUS PAVERS)				
	Alley #3	Alley #7	Alley #8A	Alley #8B	TOTAL
Pillar Construction Group	$25,903.32	$29,878.46	$26,587.25	$30,042.17	**$112,411.20**
Sunshine Hardscapes, Inc.	$27,923.00	$29,596.00	$27,139.00	$28,642.00	$113,300.00
Paqco, Inc.	$39,500.00	$44,500.00	$39,500.00	$41,500.00	$165,000.00
Anglin Construction Co.					$182,499.00
Construct Two Group	$61,310.00	$60,117.00	$57,860.00	$62,535.00	$241,822.00

CONTRACTOR	ALTERNATE DESIGN (AQUAFLOW PAVERS)				
	Alley #3	Alley #7	Alley #8A	Alley #8B	TOTAL
Sunshine Hardscapes, Inc.	$31,106.00	$33,022.00	$30,134.00	$31,900.00	**$126,162.00**
Pillar Construction Group	$36,040.56	$40,057.04	$36,625.96	$40,205.49	$152,929.05
Anglin Construction Co.					$185,770.00
Paqco, Inc.	$52,500.00	$54,500.00	$50,000.00	$51,000.00	$208,000.00
Construct Two Group	$77,229.00	$75,507.00	$72,801.00	$78,576.00	$304,113.00

OPTIONS:

1. Allow Sunshine Hardscapes Inc. to construct the project without a Performance Bond in the amount of $126,162.00.
2. Award Pillar Construction Group the contract to construct the project in the amount of $152,929.05 with a performance bond.

STAFF RECOMMENDATION:

Move to withdraw the bid award to Sunshine Hardscapes, accept the second bid and award the contract to Pillar Construction Group in the amount of $152,929.05 using the alternate material (aquaflow pavers).

FISCAL IMPACT:

Sufficient funds remain in the Capital Projects Fund (Paving)

LEGAL SUFFICIENCY:

This is legally sufficient.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 18, 2010

AGENDA ITEM NO. 11

SUBJECT TITLE: FY 11 Budget Workshop

OBJECTIVE:

To discuss the proposed FY 11 (October 1, 2010 - September 30, 2011) budget.

SUMMARY:

Previously the City Council discussed the proposed FY 11 Budget at its March 2, March 17th, July 28th and August 4th meetings. At the July 28th meeting the Council set the tentative maximum millage rate at 6.95 mills which resulted in a balanced General Fund budget of $11,266,112. This equates to a $695 tax payment for a homesteaded home valued at $150,000 ($150,000-$50,000/1000X6.95).

The General fund included those salient items identified on Exhibit A. The other enterprise fund budgets were presented as follows:

1. Water/Wastewater/Reclaim $6,697,149
2. Sanitation/Garbage $2,350,825
3. Stormwater $673,810

At the Council's August 4th Budget Workshop Council reviewed all budgets including those cuts identified on exhibit (B) totaling $2,998,093, and then asked that staff bring back the following information at the next budget meeting:

1. Estimated cost to contract out 911 services to the Sheriff. (This will be available at the next Budget Workshop on September 8, 2010.)

2. Information related to responding with a pick-up truck vs. a fire truck to medical calls (EXHIBIT "C").

3. Information related to not responding to minor medical calls and letting EMS respond (EXHIBIT "C").

4. Information related to going from basic life support to advanced life support services (EXHIBIT "C").

5. Information related to providing garbage service to the small mobile home parks (EXHIBIT D)

6. Information related to water/sewer base rates for house rentals when vacant. (EXHIBIT E).

7. An analysis of the cost for a vacant lot to remove a meter to get out of base rates vs keeping a meter (availability of water) and the associated base rate cost.(STAFF IS CONTINUING TO PREPARE INFORMATION AND WILL BRING TO NEXT BUDGET WORKSHOP SEPTEMBER 8).

8. Time to review the Five Year Capital Plan (EXHIBIT F).

OPTIONS:

1) Discuss the FY 11 budgets.
2) Do not discuss the FY 11budgets.

STAFF RECOMMENDATION: That staff present the information identified above to Council and Council discuss.

FISCAL IMPACT: At this point all budgets are balanced. Changes will be reflected dependent upon Council changes.

Exhibit A

FY 11 Budget Salient Points

1. Tax revenues will decrease by $406,489 (From $4,940,287 in FY 10 down to $4,533,798 in FY 11).
2. Budget cuts for all enterprises totaling $2,998,093 were instituted (See Exhibit B). These cuts include items that were in the current FY 10 budget as well as proposed items for FY 11.
3. Total General Fund budget will be reduced from $11,220,749 down to $11,266,112 (See Exhibit C).
4. The General fund reserve fund balance is proposed at $1,711,933 or 14.4% of the budget. No reserves are being used to balance the proposed budget. GFOA recommends a 5%-20% reserve fund for government enterprises with smaller cities like Tavares maintaining above the 12.5% midpoint.
5. The employee furlough program will end September 30, 2010.
6. All employees will receive a 2% increase in pay (COLA) six months into next year's budget on April 1, 2011.
7. There will be no increased costs to employees for benefits. (Note: The Fire and Police pension funds are outside the scope of the Council as they are managed by the Pension Boards).
8. All employee benefits stay the same. . (Note: The Fire and Police pension funds are outside the scope of the Council as they are managed by the Pension Boards).
9. The following vacant positions will remain unfilled:
   - City Administrator's Executive Administrative Assistant
   - Planning and Zoning Director's Administrative Assistant
   - One Information Technology Computer position
   - One Police Officer
10. The following capital projects are moving forward this current year and are programmed to move forward into the next fiscal year.
    - Amphitheater on the water front (Voter Referendum G.O. Bond Issue)
    - Pier and Pavilion ($1.5 million previously budgeted through infrastructure sales tax loan).
    - Woodlea Sports Park ($300,000 previously budgeted by city and $250,000 by County to grade and permit the fields).
    - Public Safety Complex ($500,000 grant to begin the design).
11. The recommended millage rate to support the above is **6.9500** mills for FY 11. This equates to a $695 tax payment for a homesteaded home valued at $150,000 ($150,000-$50,000/1000X6.95).

EXHIBIT A

Exhibit B

Existing = E
Proposed = P

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES
EXHIBIT B

		SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
		CITY COUNCIL							
		Sister City Program	40-10 1101		(5,000)				(5,000)
		Total City Council		-	(5,000)	-	-	-	(5,000)
E		CITY ADMINISTRATOR – Exec Adm Ass							
		Regular Salaries & Wages	12-10 1201	(41,340)					(41,340)
		FICA and Medicare Taxes	21-10 1201	(3,163)					(3,163)
		Florida State Retirement	22-20 1201	(4,452)					(4,452)
		Health Insurance	23-10 1201	(5,842)					(5,842)
		Dental Insurance	23-15 1201	(486)					(486)
		Life Insurance	23-20 1201	(248)					(248)
		Dependent Health	23-30 1201	(4,777)					(4,777)
		Dependent Dental	23.35 1201	(360)					(360)
		Long Term Disability	23-40 1201	(227)					(227)
		Workers' Compensation	24-10 1201	(66)					(66)
		Travel and Per Diem	40-10 1201	(1,075)					(1,075)
		Christmas Bonus	52-10 1201	(510)					(510)
		Books, Pubs, Subs & Mem	54-10 1201	(720)					(720)
		Total City Administrator		(63,266)	0	0	0	0	(63,266)
E		FINANCE/INFORMATION TECHNOLOGY							
		Contractual Svs - Software for Cost of Goods Sold	34-10 1302		(7,000)				(7,000)
		Contractual Svs - Cost Allocation Plan	34-10 1302		(3,000)				(3,000)
		Operating Supplies - City Shirts	52-10 1302		(400)				(400)
		Regular Salaries & Wages - Computer Services	12-10 1302	(58,650)					(58,650)
		FICA and Medicare Taxes - Computer Services	21-10 1302	(4,487)					(4,487)
		Florida State Retirement - Computer Services	22-20 1302	(6,317)					(6,317)
		Health Insurance - Computer Services	23-10 1302	(5,842)					(5,842)
		Dental Insurance - Computer Services	23-15 1302	(486)					(486)
		Life Insurance - Computer Services	23-20 1302	(360)					(360)
		Dependent Health - Computer Services	23-30 1302	(4,777)					(4,777)
		Dependent Dental - Computer Services	23.35 1302	(360)					(360)
		Long Term Disability - Computer Services	23-40 1302	(331)					(331)
		Workers' Compensation - Computer Services	24-10 1302	(94)					(94)
		Voice over internet Protocol Phone System	64-15 1302			(55,000)			(55,000)
		Total Finance/IT Costs		(81,704)	(10,400)	(55,000)	0	0	(147,104)
F		COMMUNITY DEVELOPMENT							
		Regular Salaries & Wages - Admin Assist	12-10 1501	(33,917)					(33,917)
		FICA and Medicare Taxes - Admin Assist	21-10 1501	(2,595)					(2,595)
		Florida State Retirement - Admin Assist	22-20 1501	(3,653)					(3,653)
		Health Insurance - Admin Assist	23-10 1501	(5,842)					(5,842)
		Dental Insurance - Admin Assist	23-15 1501	(486)					(486)
		Life Insurance - Admin Assist	23-20 1501	(209)					(209)
		Dependent Health - Admin Assist	23-30 1501	(4,777)					(4,777)
		Dependent Dental - Admin Assist	23.35 1501	(360)					(360)
		Long Term Disability - Admin Assist	23-40 1501	(191)					(191)
		Workers' Compensation - Admin Assist	24-10 1501	(55)					(55)
		Engineering	34-10 1501		(500)				(500)
		Future Projects	34-10 1501				(200,000)		(200,000)
		Total Community Development		(52,085)	(500)	0	(200,000)	0	(252,585)
P		CITY CLERK							
P		Equip - Dehumidifier for Records Room	64-15 1601			(5,000)			(5,000)
P		Microfilming for Records Room	64-23 1601			(10,000)			(10,000)
		Digital Imaging	64-23 1601			(60,000)			(60,000)
		Total City Clerk		0	0	(75,000)	0	0	(75,000)
P		HUMAN RESOURCES							
P		Click2Gov Applicant Tracking	34-10 1701		(4,056)				(4,056)
P		City Appreciation	48-10 1701		(5,550)				(5,550)
		Advertising	49-10 1701		(2,500)				(2,500)
		Total Human Resources		0	(12,106)	0	0	0	(12,106)
E		FLEET MAINTENANCE							
E		Vehicle Repair/Maint	46-30 1901		(5,000)				(5,000)
E		Uniiforms - Polo Shirts	52-25 1901		(120)				(120)
P		New Equip - Balancer & Tire Life	64-15 1901			(7,325)			(7,325)
P		New Equip - Kit for Tire Changer	64-15 1901			(435)			(435)
		Total Fleet Maintenance		0	(5,120)	(7,760)	0	0	(12,880)
E		POLICE SERVICES							
		Uniform Division							
		Regular Salaries & Wages - Police Officer	12-10 2101	(33,600)					(33,600)

Exhibit B

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES
EXHIBIT B

SERVICE DESCRIPTION		DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
FICA and Medicare Taxes - Police Officer	21-10	2101	(2,570)					(2,570)
Police Pension - Police Officer	22-20	2101	(6,747)					(6,747)
Health Insurance - Police Officer	23-10	2101	(5,842)					(5,842)
Dental Insurance - Police Officer	23-15	2101	(486)					(486)
Life Insurance - Police Officer	23-20	2101	(209)					(209)
Dependent Health - Police Officer	23-30	2101	(4,777)					(4,777)
Dependent Dental - Police Officer	23.35	2101	(360)					(360)
Long Term Disability - Police Officer	23-40	2101	(191)					(191)
Workers' Compensation - Police Officer	24-10	2101	(860)					(860)
Code Enforcement Data Sharing	34-10	2101		(13,312)				(13,312)
Equipment Repairs	46-15	2101		(13,522)				(13,522)
Fire Arm Supplies	52-35	2101		(7,000)				(7,000)
Firearm Replacement	64-13	2101			(3,000)			(3,000)
Video Cam	64-13	2101			(5,000)			(5,000)
Vehicle (cut prior year)	64-11	2101			(25,000)			(25,000)
Vehicle (cut prior year)	64-11	2101			(25,000)			(25,000)
Total Police Uniform Division			(55,642)	(33,834)	(58,000)	0	0	(147,476)

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES
EXHIBIT B

SERVICE DESCRIPTION		DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
Communication/Dispatch Division								
Spillman Software (MOVED to Automation)	64-23	2102			(12,563)			(12,563)
Total Police Dispatch/Communication Division			0	0	(12,563)	0	0	(12,563)
Code Enforcement								
Total Code Enforcement Division			0	0	0	0	0	0
Total Police Department			(55,642)	(33,834)	(70,563)	0	0	(160,039)
FIRE SERVICES								
E Operating Supplies	52-10	2201		(10,000)				(10,000)
E Durable Goods - Hoses	52-11	2201		(2,000)				(2,000)
E Uniforms - Bunker Gear	52-25	2201		(4,000)				(4,000)
E Training	52-50	2201		(2,000)				(2,000)
P Fire Truck	64-11	2201			(300,000)			(300,000)
Total Fire Department			0	(18,000)	(300,000)	0	0	(318,000)
GENERAL SERVICES								
P Regular Salaries & Wages - Tradesworker I	12-10	4101	(34,421)					(34,421)
FICA and Medicare Taxes - Tradesworker I	21-10	4101	(2,633)					(2,633)
Florida State Retirement	22-20	4101	(3,707)					(3,707)
Health Insurance - Tradesworker I	23-10	4101	(5,842)					(5,842)
Dental Insurance - Tradesworker I	23-15	4101	(486)					(486)
Life Insurance - Tradesworker I	23-20	4101	(215)					(215)
Dependent Health - Tradeworker I	23-30	4101	(4,777)					(4,777)
Dependent Dental - Tradesworker I	23.35	4101	(360)					(360)
Long Term Disability - Tradesworker I	23-40	4101	(198)					(198)
Workers' Compensation - Tradesworker I	24-10	4101	(2,120)					(2,120)
Contractual Svcs - Moved to Fund 405	34-10	4101		(600)				(600)
E Telephone decrease	41-10	4101		(5,773)				(5,773)
E Wooton Park Maintenance	46-10	4101		(10,500)				(10,500)
Repairs & Maint Ship Store - MOVE to 405	15-10	4101		(200)				(200)
Repairs & Maint Gazebos - MOVE to 405	15-20	4101		(120)				(120)
E Sidewalks	63-20	4101				(30,000)		(30,000)
E Alleyway Improvements	64-25	4101				(250,000)		(250,000)
P Street Resurfacing	64-25	4101				(500,000)		(500,000)
Total General Services			(54,759)	(17,193)	0	(780,000)	0	(851,952)
ECONOMIC DEVELOPMENT								
Total Economic Development			0	0	0	0	0	0
LIBRARY SERVICES								
P Regular Salaries & Wages - Youth Svcs Spec	12-10	7101	(30,719)					(30,719)
FICA and Medicare Taxes -Youth Svcs Spec	21-10	7101	(2,350)					(2,350)
Florida State Retirement - Youth Svcs Spec	22-20	7101	(3,308)					(3,308)
Health Insurance - Youth Svcs Spec	23-10	7101	(5,842)					(5,842)
Dental Insurance - Youth Svcs Spec	23-15	7101	(486)					(486)
Life Insurance - Youth Svcs Spec	23-20	7101	(185)					(185)
Dependent Health - Youth Svcs Spec	23-30	7101	(4,777)					(4,777)
Dependent Dental - Youth Svcs Spec	23.35	7101	(360)					(360)
Long Term Disability - Youth Svcs Spec	23-40	7101	(168)					(168)
Workers' Compensation - Youth Svcs Spec	24-10	7101	(62)					(62)
P Carpet for the Lirary	64-25	7101				(20,000)		(20,000)
Total Library Services			(48,257)	0	0	(20,000)	0	(68,257)
PARKS AND RECREATION								
Parks								
P Contractual Svcs - Hydraulogical Assessment	34-10	7201		(5,000)				(5,000)
Telephone decrease	41-10	7201		(739)				(739)
E Electric, Water, Gas - Remove Splash Pk Elec	43-10	7201		(7,440)				(7,440)
Electric, Water, Gas - Remove Splash Pk Water	43-10	7201		(10,482)				(10,482)
Electric, Water , Gas - Adjust Electric	43-10	7201		(29,018)				(29,018)
Miscellaneous Repairs & Maintenance	46-14	7201		(2,000)				(2,000)
30 Tables	52-11	7201		(3,900)				(3,900)
P 200 Folding Chairs	52-11	7201		(4,000)				(4,000)
30 60' Round Tables	52-11	7201		(3,800)				(3,800)
2 F-250 4x2 Trucks	64-11	7201			(43,000)			(43,000)
P Resurface Ingraham Basketball Court	64-25	7201				(4,000)		(4,000)
Flag Pole & Lights at Cemetery	64-25	7201				(3,000)		(3,000)
P Bleachers for Woodlea Football Field	64-25	7201				(30,000)		(30,000)
Total Parks Services Division			0	(66,379)	(43,000)	(37,000)	0	(146,379)
Recreation								
P Outdoor Movie Screen System - Support/Maint	44-10	7202		(3,200)				(3,200)
Durable Goods - Storage Shed	52-11	7202		(800)				(800)
Tell-All Phone Service for Babe Ruth	52-11	7202		(800)				(800)

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES
EXHIBIT B

SERVICE DESCRIPTION		DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
Program Costs - Spring Ball	55-20	7202		(7,000)				(7,000)
Outdoor Movie Screen System	64-15	7202			(16,000)			(16,000)
RecPro Software	64-15	7202			(15,000)			(15,000)
Inflatable Acoustic Band Shell	64-15	7202			(12,000)			(12,000)
Total Recreation Division			0	(11,800)	(43,000)	0	0	(54,800)
Total Parks & Recreation Department			0	(78,179)	(86,000)	(37,000)	0	(201,179)
TOTAL GENERAL FUND			(355,713)	(180,332)	(594,323)	(1,037,000)	0	(2,167,368)
								(2,167,368)
WATER/WASTEWATER								
Water Treatment								
Uniforms - City Shirts & Boots	52-25	3301		(310)				(310)
Total Water Treatment Division			0	(310)	0	0	0	(310)
Water Transmission Division								
Uniforms - City Shirts	52-25	3302		(280)				(280)
Total Water Transmission Division			0	(280)	0	0	0	(280)
Total Water Department			0	(590)	0	0	0	(590)

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES
EXHIBIT B

SERVICE DESCRIPTION		DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
WASTEWATER								
Wastewater Treatment Division								
Total Wastewater Treatment Division			0	0	0	0	0	0
Wastewater Lab Division								
Uniforms - City Shrits	52-75	3503		(400)				(400)
Total Wastewater Lab Division			0	(400)	0	0	0	(400)
Wastewater Collection								
Operating Supplies - Bottled Water	52-10	3504		(650)				(650)
Uniforms - City Shrits	52-75	3504		(280)				(280)
Total Wastewater Collection Division			0	(930)	0	0	0	(930)
Total Wastewater Department			0	(1,330)	0	0	0	(1,330)
SANITATION								
Landfill Costs	43-20	3401		(10,000)				(10,000)
Vehicle Repairs & Maintenance	46-30	3401		(6,400)				(6,400)
Reimbursement to General Fund	59-20	3401					(30,000)	(30,000)
Vehcile to Replace Vehcile #616	64-11	3401			(258,500)			(258,500)
Total Sanitation Department			0	(16,400)	(258,500)	0	(30,000)	(304,900)
STORMWATER								
Durable Goods - Hand Tools	52-11	3801		(500)				(500)
Uniforms - City Shirts	52-25	3801		(280)				(280)
Equipment Replacement	64-10	3801			(120,000)			(120,000)
Sinclair Ave. Drainage Improvements	64-25	3801				(403,125)		(403,125)
Total Stormwater Department			0	(780)	(120,000)	(403,125)	0	(523,905)
TOTAL ENTERPRISE FUND OPERATIONS			0	(19,100)	(378,500)	(403,125)	(30,000)	(830,725)
TOTAL ALL CITY WIDE DELETIONS			(355,713)	(199,432)	(972,823)	(1,440,125)	(30,000)	(2,998,093)

MEMORANDUM

August 12, 2010

To: John Drury; City Administrator
From: Richard Keith, Fire Chief
Subject: City Council Inquiry into Fire Department Cost-Reduction Initiatives

Mr. Drury;

At the August 4, 2010 meeting of City Council and the budget workshop that followed the meeting, the following inquiries arose from council members with regards to reduction of Fire Department operating costs:

1. *Provide information related to responding with a pick-up truck vs. a fire truck to medical calls.*

2. *Provide information related to <u>not</u> responding to minor medical calls and letting EMS respond.*

3. *Provide information related to going from basic life support to advanced life support services.*

Since the questions raised in this issue are interrelated and affect each other, I will respond in this one document. These inquiries were made in conjunction with discussion on how to reduce operating costs in the City of Tavares Fire Department. As you will see in the following paragraphs, only question 2 has a chance of reducing operating costs, but that reduction in cost will be relatively small. This particular change will constitute a reduction in current service, albeit one that can be accomplished relatively easily.

On the other hand, questions 1 and 3 are, in my opinion, expanded and new service, and as such will actually cost new money that has not been budgeted. Please know that I appreciate Council Members for broaching these topics and their fiduciary responsibility to do so. These operational issues are important, and accurately reflect the areas in which the City of Tavares Fire Department should expand its service

Exhibit C

delivery. These services are in our mid-range plan for the future, and I look forward to the day when we implement them. However, with current budget concerns, implementation in fiscal year 2011 is not recommended.

The questions that arose from Council discussion, and my recommendation in answer to that question, are presented below in bold type. "Bottom-Line" readers might find it helpful to fast-forward to the areas of bold-type, and refer back to the regular type for detailed information and justification.

Question 1*: Provide information related to responding with a pick-up truck vs. a fire truck to medical calls.*

Pro:

- This new vehicle would be smaller.
- This new vehicle would be less expensive than a fire truck.
- This new vehicle would likely use less fuel than a fire truck, but that difference might be negligible.
- The City did operate a Rescue Truck in the past, but staffing became an issue when Station 2 was opened.
- Staffed properly, a rescue truck could result in helping decrease (improving) the City's Insurance Services Office (ISO) rating.

Con:

- This vehicle would need to be more than just a "pick-up" truck as it would need to carry rescue and medical equipment in secured cargo bins or compartments.
- The city does not currently have a vehicle in the fleet that could fulfill this need without major alteration.
- A vehicle would need to be purchased (although this could be a "used" vehicle).

- The cost of these used rescue trucks could start as low as $10,000, but that would be a very old truck with a questionable remaining service life.

- A reasonably sound rescue vehicle would cost in the $30,000 to $50,000 range.

- Current staffing level is insufficient to properly staff a fire truck and a rescue truck, without closing a station.

- Inadequate staffing of response vehicles and/or closing a station could result in an increased (worse) ISO rating.

- There are Collective Bargaining Agreement implications for staffing levels that would need to be addressed.

- The fire truck has become a "tool box" of sorts, holding a great deal of equipment that we might be called upon to use at a moment's notice. Dividing our resource among two vehicles increases the potential of not having the equipment we truly need on any given response scene.

- If we have a rescue truck at Station 1, responding to medical calls, and a fire truck at Station 2, and we are responding the rescue truck to all medical calls within the City first, the rescue truck will now be traveling to every part of the city, including the area currently covered by Station 2. This situation may erase any savings in fuel we had expected to realize by using the rescue truck in place of the engine for medical response, as well as result in increased response times.

Discussion:

The National Fire Protection Association's (N.F.P.A.) Standard 1710, *Standard for the organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, 2010 Edition lists the minimum staffing level for a fire truck (engine or ladder truck) as four (4) personnel. (The standard does not speak specifically to staffing levels for "rescue" trucks. It states instead that the amount of personnel on the vehicle has to be adequate to address the mission of the unit.)

Our current minimum staffing level at Tavares Fire Department is three personnel on the engine at Station 1, and two personnel on the ladder truck at Station 2. These staffing levels are set as minimum levels in the Collective Bargaining Agreement (CBA)

or contract, with the Union. In 2009, the Union, through the normal contract negotiation process, agreed to reduce the minimum staffing level at Station 1 to two personnel, with Station 2's staffing level remaining at two personnel. This was the City's proposal, directed at saving money by reducing overtime. This reduction in staffing was negotiated to sunset on October 1, 2010, at which time the minimum staffing level at Station 1 returns to three personnel.

With regard to Department staffing, the Department currently has 22 employees; 19 on 24-hour shift, one Fire Chief, one Captain in Fire Prevention/Life Safety, and one part-time administrative assistant. Our 19 shift personnel are distributed over our three shifts, with seven personnel on "C" Shift, and six personnel each on "A" and "B" Shifts. Over the last few years of budget cycle, the Department has been seeking funding and authorization to fill the two empty firefighter positions, one on "A" Shift, the other on "B". Obviously, the budget has not allowed the filling of those positions, and overtime is often necessary to bring us to minimum staffing levels on those two shifts. This staffing level becomes important as we develop the discussion on staffing a rescue truck.

When the City of Tavares ran a rescue truck in years gone by, it did so with two personnel on-duty covering both the engine and the rescue truck. Also, this took place prior to the addition of Station 2 to the City's inventory, so this on-duty crew of two was the only firefighting crew on-duty in the city. If a medical call came in, the two on-duty personnel moved their personal protective equipment to the rescue truck, and responded to the incident. If a fire response or automobile accident call came in, the same crew moved their equipment to the engine and responded. If the crew was out of the station in the rescue vehicle and a fire-type call came in, the crew had to return to the fire station in an emergency response (lights and siren), move their equipment to the engine, and then respond to the fire incident. The reverse held true if the crew members were in the engine and a rescue call came in. From time to time, the crew returning to get the proper vehicle would drive past the scene of the call causing confusion to the person's waiting for emergency service.

To return to this operational method, in my opinion, would be a tremendous step backwards in our response to emergencies and our service delivery. To operate in this manner would result in an increase of driving time in "lights and siren" mode, an increase in overall response times, and an increase in fuel consumption.

Ideally, and as my plan for the future of our Department includes, the use of a rescue truck to respond to medical calls is desirable. However, to provide this service in a minimally-safe manner, the engine at Station 1 would have a minimum staffing of two

personnel, and the rescue truck would be staffed at Station 1 with an additional two personnel. In this way, we essentially develop a response team of four at Station 1, which, even though they are spread evenly between two vehicles, still meets the intent of NFPA Standard 1710, and gives us a much-improved staffing credit with I.S.O. By doing this, we develop a situation in which the rescue truck can respond to medical emergencies, leaving the engine staffed but unassigned and free to respond to other emergencies, an effective and efficient use of resources.

As stated previously, this does not hold the promise of reducing operational costs in F/Y 2011. In fact, this option will cost the city additional money. In order to accomplish this, we would need an additional five personnel and the rescue truck. Two of these five personnel are the two positions mentioned earlier. These are the positions that our Department is already short. The other three positions would be new employees necessary to implement the rescue truck response.

One last consideration to this question is the possibility of closing Station 2. If Station 2 closes, we would bring all personnel to Station 1. We then could staff an engine and a rescue truck with existing personnel. However, the need for the rescue-type vehicle remains, and the ramifications of closing Station 2 would be great. This would be especially true for any citizens residing or businesses operating south of Dora Canal, as response times to those areas would be increased.

Staff Recommendation:

Make no changes now. Continue to have Fire Department personnel plan for, and work toward, implementing a rescue truck program in the future that will result in a rescue truck responding to medical emergencies within our jurisdiction, including procurement of a proper rescue truck and adequate personnel to staff the vehicle, without diminishing current service level.

Question 2: ***Provide information related to not responding to minor medical calls and letting EMS respond.***

Pro:

- Not responding to minor medical calls would decrease our number of responses, which results in a savings in fuel.

- Not responding to minor medical calls creates an additional barrier of safety for our personnel as they will be on the road less.

- Our responses to medical facilities, such as doctor's offices and walk-in clinics should be considered with this issue as we are dispatched to these facilities.

Con:

- There is always the very real possibility that the priority dispatch system, which functions completely on information received from the 9-1-1 caller, will rank a call as "Alpha" or non-emergency, when in fact it was an emergency all along. We have experienced this, although the occurrence is rare.

- Occasionally, the ambulance responding to the "Alpha" medical call is coming from a distance. When they are coming non-emergency, the wait for the patient and the patient's family can be extremely long and lonely. When units of Tavares Fire Department respond non-emergency, we at least get a responder to the side of the patient, assess and calm the patient, and advise the ambulance crew as to the patient's actual condition.

Discussion:

Our Fire Department is currently dispatched by Lake / Sumter Emergency Medical Services Communications Center. That dispatch center uses a method to rank medical responses into a specific "priority". The lowest priority is "A" or "Alpha" (flu symptoms, for example), and the highest or most critical priority is "E" or "Echo" (cardiac arrest, respiratory arrest, etc.).

The dispatch center personnel create this priority determination based on the answers they get to a series of pre-written and validated questions they ask of the caller. Based on the answers provided, the call could receive a priority rating of "A", or "Alpha". This rating means the call is considered to be a "non-emergency", and as such, the fire engine and ambulance will still respond, but will respond in a non-emergency manner, not using lights and siren, and using routine traffic patterns. While this does not save in a response, it does allow the responders to travel in a slower and safer manner. The caller still gets medical care, but the response time is longer.

If, in the process of the call taking, the dispatcher is not able to get answers to the questions for any reason, the call will not be rated as an "Alpha", and as such receives a standard response ranking that has responding units using lights and siren.

The City of Tavares could consider amending our response procedure such that Tavares Fire Department would not respond to "Alpha" responses. Based on current responses, this would be about 200 of our typical 2,500+ per-year responses. The financial resource savings developed by not responding comes from the fuel not used for those 200 responses.

Closely related to this is the fact that occasionally, an ambulance is requested to a medical facility such as a doctor's office or a walk-in medical clinic. When these requests for service are made, they are dispatched as any other medical call, and units of Tavares Fire Department respond. Medical facilities are different in that they are staffed with medically trained individuals, doctors and nurses.

Staff Recommendation:

The Fire Chief recommends that the Tavares Fire Department will develop a policy that, effective October 1, 2010, fire department resources will stop responding to those medical calls originating from a medical facility, such as a doctor's office or walk-in medical clinic. Fire Department personnel will continue to evaluate the responses to "Alpha" medical calls and will not respond on those occasions when we are confident our service is not needed.

Anticipated savings: $1,000 to $1,500 per year (fuel budget line).

Question 3: Provide information related to going from basic life support to advanced life support services.

Pro:

- Becoming an Advanced Life Support (A.L.S.) organization is desirable.
- We already have language in the Collective Bargaining Agreement to implement Advanced Life Support and the recognition of Paramedics in our Department.

($1.93 per hour pay incentive above regular hourly pay rate for Paramedics – Collective Bargaining Agreement – Articles 2 and 33).

- Currently, to help offset the expenses associated with providing A.L.S. service, Lake County will return a portion (.1 per mil) of the county-wide ambulance service fee (collected by the tax assessor's office for that jurisdiction) to Fire Departments that operate at the Advanced Life Support level. For Tavares, that would probably be around $60,000 to $70,000 per year. For comparison and quantitative value, the following list shows the dollar amounts the listed municipalities are planning to receive back from the County through this assistance program in Fiscal Year 2011:

  - Minneola $ 39, 985
  - Groveland $ 47,445
  - Eustis $ 84,346
  - Mt. Dora $ 92,023
  - Leesburg $127,008
  - Clermont $190,921

Con:

- There is an initial start-up cost of becoming A.L.S. as certain equipment, such as 12-Lead E.K.G. / Defibrillators have to be purchased.

- The Department currently has no Operations-Division personnel certified at the Paramedic level. There are costs involved with putting existing employees into Paramedic training (approximately $2,500 per trainee), as well as the time delay of approximately one year for the training and certification processes.

- The tax money given to the fire departments by the County is not guaranteed nor statutorily mandated, and there have been discussions at the County level about stopping these payments to the various departments who currently receive them.

Discussion:

Becoming an advanced life support (A.L.S.) organization is an idea similar to the rescue truck idea in that it is definitely an operational change that Tavares Fire Department needs to move towards. Likewise, just as the addition of rescue truck service costs

money rather than save, taking Tavares Fire Department up to the service level of Advanced Life Support will also cost money.

One potential option that bears mentioning and should be researched is the possibility of hiring three (3) "single-certification" Paramedics into those three new employee positions. A "single-certified" Paramedic holds a Paramedic license only, and does not hold "firefighter" certification. Single-cert Paramedics could be hired immediately to expedite the entrance of the City of Tavares into an Advanced Life Support provider. The Paramedics can be used to augment the firefighters functioning at a fire, as long as they do not enter a burning building, but their primary function would be as the Paramedic for the Department, and assigned to the Rescue Truck.

Closely linked to the issue of becoming an Advanced Life Support provider, and briefly mentioned at the last budget workshop, was the issue of transporting of medical patients. Currently, Lake / Sumter E.M.S. is the only agency in Lake County certified to transport patients, and they have every intention of keeping it that way. For any agency that does so, there is the opportunity to develop patient transporting into a revenue-producer through direct billing for services, reimbursements through insurance companies, and Medicare and Medicaid.

However, the start-up costs for this degree of service are potentially huge as ambulances and equipment has to be purchased, medical direction must be provided, and liability insurances have to be obtained. Closely related to this is the fact that once an emergency vehicle is labeled "A.L.S." by the Florida State Department of Health, it has be maintained at the level of Advanced Life Support. That being the case, the vehicle cannot be reduced to a Basic Life Support (B.L.S.) status temporarily, just because the Paramedic is not there. Another Paramedic has to be working on the vehicle in order to keep it at its A.L.S. service level, even if that Paramedic has to be paid overtime.

Staff Recommendation:

Make no changes now. Continue to have Fire Department personnel plan for, and work toward, upgrading the service provided by the City of Tavares Fire Department to Advanced Life Support level. City Council can help in this process by indicating that this should be a priority for Fiscal Year 2012.

Side Note:

The Fire Chiefs of the Golden Triangle; Rex Winn of Eustis, Ron Snowberger of Mt. Dora, and Richard Keith of Tavares, have been meeting regularly, on the topic of coordinating as many of our work processes as possible. The coordination we envision includes working closely together operationally in the field, but also administratively.

All of the issues discussed in this document, are being routinely discussed by the three fire chiefs as part of a business plan being developed for the three represented jurisdictions. Benefits from these discussions have already manifested themselves as the three departments have begun to train together on a regular schedule and are coordinating on operational (fire ground) policies. The discussions among the three fire chiefs have included other potentially money-saving changes, such as operating just one ladder / aerial truck and one or two rescue trucks for all three cities, as opposed to the current arrangement of each city having its own ladder truck, and the sharing of personnel to reduce overtime for all three Departments. Discussions between the three fire chiefs have included the possibility of developing new revenue streams for the cities that, heretofore, have not been there, or have gone to other agencies.

The three fire chiefs have found the development of this business plan to be a slow process, and have intentionally kept it at that slow pace. Being relatively new to the development of a business plan of this magnitude, and with the realization that the resulting plan is going to eventually go before three separate city councils, as well as the County Commission, the three fire chiefs have elected to proceed steadily, but cautiously.

Summation:

In summary, the questions about cost saving that arose at the August 4 budget workshop were good questions, and represented appropriate fiduciary responsibility. However, as the Fire Chief for the City of Tavares, the only true money-saving initiative that arose from the discussion is the possibility of Tavares Fire Department no longer responding to medical calls that are priority ranked as a non-emergency "Alpha" or to medical facilities such as doctor's offices or walk-in medical clinics. The other two initiatives, addition of a rescue truck service, and upgrading our current B.L.S. service level to Advanced Life Support (A.L.S.) are both great goals for the City of Tavares Fire Department of the near-future, but are not viable as cost-saving initiatives for the Fiscal Year 2011 budget.

MEMO

Date: August 12, 2010

TO: John Drury, City Administrator

FROM: Chris Thompson
Interim Director of Public Works

RE: Solid Waste Collection System for 8 Mobile Home Parks and Estimate of Savings if Service Provided by City

The Mobile Parks presently under the Waste Management contract are:

1. Tween Waters – 210 S. Lake Avenue (43 units)
2. Dora Canal Court – 224 S. Lake Avenue (15 units)
3. Riverest – 429 S. Lake Avenue (128 units)
4. L & M – 420 S. Lake Avenue (8 units)
5. Les Chateau – Dead River Rd. (66 units)
6. Tiki Village – 1300 Dead River Rd. (206 units)
7. Tranquil Court – 729 Lake Dora Dr. (25 units)
8. Lake Dora Park – 120 Dora Avenue (41 units)

Attached is a letter from the City Attorney concerning the present contract the City has with Waste Management. This contract expires **Oct. 31, 2011** and there is no early termination clause or other exit clause in the agreement. There is always the possibility of approaching Waste Management with the suggestion that we reopen the contract. If the City is unable to negotiate a change to the contract for the coming fiscal year, staff intends to revisit this when the present contract expires in 2011.

The City's current contract with Waste Management to provide service to these 8 mobile home parks costs the City approximately. $127,000. Staff has been researching the possibility of resuming City service to these parks for the last several months and the calculations indicate that the City could conservatively realize a savings of $70,000 annually with no additional trucks or staff (assuming the 1 pick up per week is left in place). These funds could possibly be set aside in a vehicle replacement fund.

Staff calculations are as follows:

Exhibit D

The 8 mobile home parks are estimated to generate 790 tons per year. This figure was arrived at by taking the National Waste Average of 4.4 lbs. per person per day (assuming 2 people per unit). This extrapolates to a tipping fee of $32,000. The fuel is estimated to be approximately 60 gallons per week @ $3.75 per gallon on fuel x 52 weeks which would be $11,700. Added vehicle maintenance was estimated by the Fleet Maintenance Department to cost the City an additional $10,000.

Tipping Fees	$32,000
Fuel	$11,700
Vehicle Maintenance	$10,000
Total	**$53,700**

Waste Management Contract	$127,000
City cost to provide the service	$53,700
Savings to the City	**$73,300**

Fax: 352-742-6351

From: Bob Williams [mailto:rqw@wssattorneys.com]
Sent: Monday, February 09, 2009 11:48 AM
To: Lori Houghton; John Drury
Subject: Waste Management Contract

At $Lori's request, I have reviewed the City's contract with Waste Management for commercial dumpster and residential recycling service. The original 5-year contract was dated November 6, 2002. A 5-year extension was executed on January 4, 2006. Lori's question was whether the City had the right to terminate the agreement so that we could re-bid or re-negotiate the service.

The agreement, as modified, is for a flat 5 year term which will now not expire until October 31, 2011. There is no early termination clause or other exit clause in the agreement. The only method of termination provided for in the contract would be based on a default by the hauler in its obligations under the agreement. In the event of a default, and upon proper notice, the City can terminate the agreement. But there is no "at will" or convenience termination provision.

If we are receiving adequate service, the only way to get out of the agreement would be to negotiate some sort of separation. If the City were to unilaterally cancel the agreement, I think the hauler could make a claim for damages for the remaining term of the contract. The City's exposure in such an instance could be monetary damages and attorneys fees. The fact that we might be able to get the service from another provider now, for less money, is not a defense to such a claim.

My suggestion would be contract the hauler directly and discuss this issue. Please contact me if you have any questions.

Robert Q. Williams
Williams, Smith & Summers, P.A.
380 W. Alfred Street
Tavares, Florida 32778
(352) 343-6655
(352) 343-4267 Fax

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TO: Council

FROM: John Drury

DATE: August 7, 2010

RE: FY 11 Budget Workshop information on Vacant House Rentals and Base rates

From time to time an owner desires to turn on the meter of a vacant house rental to conduct maintenance to the house. Staff will permit the owner of such a house to turn on and off the meter between rentals upon receipt of a written request that includes the following statement and assurances from the owner of the house:

"As owner of the below residential rental properties I hereby request approval from the city to turn on and off the city meters that serve those residential properties listed below during those times when they are not rented (vacant) to assist me with my maintenance and preventative maintenance work that requires water.

During times of vacancy I further:

1. **Request that no city lock be placed on the meter.**
2. **Agree to pay the water bill captured by those meters.**
3. **Agree to pay for a new meter should I break it.**
4. **Waive any claims against the city for unauthorized taking of water through the unlocked meter that serves my property."**

On another but related matter, below is a comparison of base rates between Eustis and Tavares:

EUSTIS/TAVARES

Water/Sewer/Stormwater/Garbage residential monthly base rates

Tavares:

Water $13.68 + Sewer $16.73 + Stormwater $4.50 + garbage $20.69 = Total $55.60

Eustis:

Water $8.53 + Sewer $24.43 + Stormwater $6.50 + garbage $ 17.66 = Total $57.12

Exhibit E

Notes:

1. Neither city permits an "I'm on vacation please don't charge me the base rate hold" program (Tavares used to offer this program but stopped last year).
2. Neither City provides free water to go along with the base rate.
3. Both city's use the base rate to pay for fixed cost - the mortgages/loans on the infrastructure and equipment including the Water Plant, Sewer Plant, Storm Water piping system and garbage trucks. These are fixed cost regardless of whether or not one uses the service.
4. Tavares provides garbage cans to each resident for free. In Eustis residents have to purchase their own cans. Tavares replaces, repairs and maintains everyone's cans.
5. Tavares offers the following for the $20.69 monthly garbage service:
   - Twice a week curbside garbage pick-up
   - Once a week curbside yard waste pick-up (6x3x2 pile)
   - Once a week curbside recycling pick-up
   - 4 times a year curbside bulk items pick-up limit 2 Cubic Yards per collection at no charge (washer/dryer etc…)
   - Co-mingling of garbage in the can (yard waste with garbage)
   - Unlimited yard waste disposal at the landfill (you haul to land fill)
   - Unlimited curbside pick-up of bulk items at a cost of $5.25 per cubic yard
   - Bi-annual leaf/yard debris collection (bagged only no limitation of quantity)
   - Annual city wide clean up (No limitation of quantity)
6. Eustis offers the following for their $17.66 monthly charge
   - Twice a week curbside garbage pick-up
   - Once a week brush /yard waste collection
   - Once a week recycling pick-up
   - Bulk is on an on call basis
   - Quarterly City wide clean up

CAPITAL LISTING

ALL FUNDS

Budget Summary

ACCOUNT	ACCOUNT NO.	BUDGET
TOTAL LAND	XXX-XXXX-XXX.61-10	0
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION	XXX-XXXX-XXX.62-20	0
TOTAL STREET SIGN REPLACEMENT	XXX-XXXX-XXX.63-10	5,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION	XXX-XXXX-XXX.63-20	3,000
TOTAL PAVING	XXX-XXXX-XXX.63-30	0
TOTAL STORM DRAINAGE REPAIR	XXX-XXXX-XXX.63-40	0
TOTAL LANDSCAPING	XXX-XXXX-XXX.63-60	0
TOTAL TRAFFIC SIGNALS	XXX-XXXX-XXX.63-70	0
TOTAL EQUIPMENT REPLACEMENT	XXX-XXXX-XXX.64-10	190,192
TOTAL EQUIPMENT REPLACEMENT - VEHICLES	XXX-XXXX-XXX.64-11	0
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS	XXX-XXXX-XXX.64-13	0
TOTAL NEW EQUIPMENT - COMPUTERS	XXX-XXXX-XXX.64-14	0
TOTAL NEW EQUIPMENT	XXX-XXXX-XXX.64-15	365,569
TOTAL NEW EQUIPMENT - VEHICLES	XXX-XXXX-XXX.64-17	0
TOTAL DURABLE GOODS	XXX-XXXX-XXX.64-20	700
TOTAL SOFTWARE	XXX-XXXX-XXX.64-23	5,389
TOTAL FUTURE PROJECTS	XXX-XXXX-XXX.64-25	2,570,730
TOTAL ROAD CONSTRUCTION	XXX-XXXX-XXX.65-80	0
TOTAL STANDING ORDER - NATIONAL LIBRARY	XXX-XXXX-XXX.66-10	2,994
TOTAL MAJOR COLLECTION BOOKS	XXX-XXXX-XXX.66-20	35,942
TOTAL CAPITAL EXPENDITURES - ALL FUNDS		**3,179,516**
Total Funding from Operations - Pay as you go		879,167
Total Funding from Infrastructure Sales Tax		1,135,630
Total Funding from Grants		82,319
Total Funding from Water/Wastewater Impacts		1,041,700
Total Funding from Police Impacts		12,000
Total Funding from P&R Impacts		28,700
Total Funding from Other		0
Total Funding from Debt Service		0
Total Funding from Capital Lease		0
TOTAL FUNDING		**3,179,516**

Exhibit F

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2011
ALL CAPITAL ACCOUNTS					
LAND					
No Amount Requested					0
TOTAL LAND			**XXX-XXXX-XXX.61-10**		**0**
BUILDINGS					
No Amount Requested		Oper	401-3504-535.62-20	Pay as you go	
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION			**XXX-XXXX-XXX.62-20**		**0**
STREET SIGN REPLACEMENT					
Purchase Signs and Associated Hardware		Oper	001-4101-541.63-10	Pay as you go	5,000
TOTAL STREET SIGN REPLACEMENT			**XXX-XXXX-XXX.63-10**		**5,000**
SIDEWALK REPAIR/CONSTRUCTION					
City-wide Repair and Construction of Sidewalks		Oper	001-4101-541.63-20	Pay as you go	3,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION			**XXX-XXXX-XXX.63-20**		**3,000**
PAVING					
No Amount Requested					0
TOTAL PAVING			**XXX-XXXX-XXX.63-30**		**0**
STORM DRAINAGE REPAIR					
No Amount Requested					
TOTAL STORM DRAINAGE REPAIR			**XXX-XXXX-XXX.63-40**		**0**
LANDSCAPING					
No Amount Requested					0
TOTAL LANDSCAPING			**XXX-XXXX-XXX.63-60**		**0**
TRAFFIC SIGNALS					
No Amount Requested					0
TOTAL TRAFFIC SIGNALS			**XXX-XXXX-XXX.63-70**		**0**
EQUIPMENT REPLACEMENT					
Kubota Mowers - 2 at $11,335 each			001-7201-572.64-10	Pay as you go	22,670
High Service Pump and Motor for Plant #1			401-3301-533.64-10	Pay as you go	15,000
Fire Hydrant Replacements (4 at $1,600)			401-3302-533.64-10	Pay as you go	6,400
Valve Replacements (5 at $500)			401-3302-533.64-10	Pay as you go	2,500
Motors and Pumps for Woodlea & Caroline Plants			401-3501-535.64-10	Pay as you go	36,000
Flow Meter Replacement			401-3501-535.64-10	Pay as you go	9,000
Digester Air Diffusers			401-3501-535.64-10	Pay as you go	1,200
Digester Blower			401-3501-535.64-10	Pay as you go	35,000
SCADA Ethernet Switches			401-3501-535.64-10	Pay as you go	3,000
Contingency Amount for Equipment Replacement			401-3503-535.64-10	Pay as you go	2,562
DR2800 Spectrophotometer			401-3503-535.64-10	Pay as you go	3,260
Lift Station Electrical Control Panels (6 at $6,000)			401-3504-535.64-10	Pay as you go	36,000
Above-Grount Breathing Apparatus			401-3504-535.64-10	Pay as you go	5,800
Air Compressor (Truck #829)			401-3504-535.64-10	Pay as you go	1,800
Spare Pumps for Lift Stations			401-3504-535.64-10	Pay as you go	10,000
TOTAL EQUIPMENT REPLACEMENT			**XXX-XXXX-XXX.64-10**		**190,192**
EQUIPMENT REPLACEMENT - VEHICLES					
No Amount Requested					
TOTAL EQUIPMENT REPLACEMENT - VEHICLES			**XXX-XXXX-XXX.64-11**		**0**
EQUIPMENT REPLACEMENT - COMPUTERS					
No Amount Requested					
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS			**XXX-XXXX-XXX.64-13**		**0**
NEW EQUIPMENT - COMPUTERS					
No Amount Requested					
TOTAL NEW EQUIPMENT - COMPUTERS			**XXX-XXXX-XXX.64-14**		**0**

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2011
NEW EQUIPMENT					
Challenger Model X-10 Twin Post Vehicle Lift			001-1901-549.64-15	Pay as you go	3,200
200 Gallon Spray Tank (Removable from Truck)			001-7201-572.64-15	Pay as you go	3,950
SRT Tactical Gear			110-2101-521.64-15	Police Impacts	500
SRT Magazines			110-2101-521.64-15	Police Impacts	250
SRT Rifle/Handgun Accessories			110-2101-521.64-15	Police Impacts	2,000
SRT Gas Masks			110-2101-521.64-15	Police Impacts	600
SRT Spike Strips			110-2101-521.64-15	Police Impacts	800
SRT Vehicle Lights			110-2101-521.64-15	Police Impacts	550
SRT AR15			110-2101-521.64-15	Police Impacts	3,400
SRT Ammo			110-2101-521.64-15	Police Impacts	2,000
SRT Magazine Couplers			110-2101-521.64-15	Police Impacts	400
SRT Taser			110-2101-521.64-15	Police Impacts	1,500
Special Response Team Equipment			151-2101-521.64-15	Grants	8,619
Central Air Conditioner at Plant #4			401-3301-533.64-15	Pay as you go	4,500
Replace Logo on Water Tower			401-3301-533.64-15	Pay as you go	5,500
TOKAY Line to H.T.E. (possible roll over)			401-3302-533.64-15	Pay as you go	2,500
6" Insertion Valves (4 at $5,500)			401-3302-533.64-15	Pay as you go	22,000
Fire Hydrant (2 at $2,500)			401-3302-533.64-15	Pay as you go	5,000
Power Utility Chain Saw			401-3302-533.64-15	Pay as you go	2,900
Valve Installation Program			401-3302-533.64-15	Pay as you go	3,000
Pole Barn Enclosure (Distribution Share)			401-3302-533.64-15	Pay as you go	2,500
Portable Concrete Mixer			401-3302-533.64-15	Pay as you go	2,900
Track-Hoe (Distribution Share)			401-3302-533.64-15	Pay as you go	15,000
Track-Hoe (Wastewater Treatment Share)			401-3501-535.64-15	Pay as you go	7,500
Effluent Pump			401-3501-535.64-15	Pay as you go	17,500
Track-Hoe (Wastewater Collection Share)			401-3504-535.64-15	Pay as you go	7,500
SCADA Panels (12 at $15,000 each)			401-3504-535.64-15	Pay as you go	180,000
Wire, Masts, etc. for Panel Installation			401-3504-535.64-15	Pay as you go	30,000
Kuboata RTV 900			403-3801-538.64-15	Pay as you go	14,500
Track-Hoe (Stormwater Share)			403-3801-538.64-15	Pay as you go	15,000
TOTAL NEW EQUIPMENT			**XXX-XXXX-XXX.64-15**		**365,569**
NEW EQUIPMENT - VEHICLES					
No Amount Requested					0
TOTAL NEW EQUIPMENT - VEHICLES			**XXX-XXXX-XXX.64-17**		**0**
DURABLE GOODS					
Banner Signs for Special Events			001-7202-572.64-20	Pay as you go	700
TOTAL DURABLE GOODS			**XXX-XXXX-XXX.64-20**		**700**
SOFTWARE					
ARC View Concurrent Use Primary Maintenance			001-1501-515.64-23	Pay as you go	585
ARC Editor Single Use Primary Maintenance			001-1501-515.64-23	Pay as you go	1,500
ARC GIS Server Basic Workgroup			001-1501-515.64-23	Pay as you go	1,254
ARC Editor Single Use Secondary Maintenance			001-1501-515.64-23	Pay as you go	1,200
ARC View Single Use Secondary Maintenance			001-1501-515.64-23	Pay as you go	300
SCADA Control Monitorin System			401-3301-533.64-23	Pay as you go	550
TOTAL SOFTWARE			**XXX-XXXX-XXX.64-23**		**5,389**
FUTURE PROJECTS					
Aesop's Park Furniture			001-7201-571.64-25	Pay as you go	10,000
Dog Park			114-7201-572.64-25	P&R Impacts	28,700
Dora Canal Bridge			150-4101-541.64-25	Infrastructure Tax	384,000
Dora Canal Bridge			150-5901-559.64-25	Infrastructure Tax	384,000
Woodlea Ballfield (Carry forward from prior year)			150-7201-572.64-25	Infrastructure Tax	280,240
Floating Docks (Carry forward from FY2009)			150-7201-572.64-25	Infrastructure Tax	25,290
Woodlea Design Phase I (Carry forward from FY2009)			150-7201-572.64-25	Infrastructure Tax	12,640
Grading, Design and Permitting - Woodlea (Carry forward)			150-7201-572.64-25	Infrastructure Tax	49,460
Aesop's Park CDBG Grant			151-7201-572.64-25.	Grants	73,700
Reclaimed Water Master Plan			401-3502-535.64-25	Pay as you go	25,000
Rebuild Lift Station #5 - Piping and Rails			401-3504-535.64-25	Pay as you go	27,000
Fox Run North Storm Drainage Improvements			403-3801-538.64-25	Pay as you go	220,000
Aesop's Park Drainage Ditch			403-3801-538.64-25	Pay as you go	9,000
Lake Francis Project (Carry forward from FY 2010) - Engineering			441-3501-535.64-25	WW Impacts	100,000
Lake Francis Project (Carry forward from FY 2010) - Construction			441-3501-535.64-25	WW Impacts	150,000
Lift Station #11 Rebuild (Carry forward from FY 2010) - Engineering			441-3501-535.64-25	WW Impacts	30,000

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2010-2011

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	QTY	PROJ	GL ACCOUNT	FUNDING	FY 2011
Lift Station #11 Rebuild (Carry forward from FY 2010) - Construction			441-3501-535.64-25	WW Impacts	95,000
Lift Station #10 Rebuild (Carry forward from FY 2010) - Engineering			441-3501-535.64-25	WW Impacts	30,000
Lift Station #10 Rebuild (Carry forward from FY 2010) - Construction			441-3501-535.64-25	WW Impacts	60,000
Smoke Testing Imperial Terrace Hwy 441 (Carry forward from FY2010)			441-3501-535.64-25	WW Impacts	37,000
Smoke Testing Groves at Baytree (Carry forward from FY2010)			441-3501-535.64-25	WW Impacts	27,000
Utility Assessment (Carry forward from FY 2009)			441-3501-535.64-25	WW Impacts	23,550
Force Main Repair (Lift Station 14)			441-3501-535.64-25	WW Impacts	85,000
Additional Disgester			441-3501-535.64-25	WW Impacts	100,000
Sluice Gate Repair/Replacement (Ditch #1)			441-3501-535.64-25	WW Impacts	25,000
Grit Pump Modification (Carry forward from FY 2009)			441-3501-535.64-25	WW Impacts	39,575
Lift Station Upgrades (Carry forward from FY 2009)			441-3501-535.64-25	WW Impacts	39,575
Aerator for Dissolved Oxygen			441-3501-535.64-25	WW Impacts	200,000
TOTAL FUTURE PROJECTS			**XXX-XXXX-XXX.64-25**		**2,570,730**
ROAD CONSTRUCTION					
No Amount Budgeted					0
TOTAL ROAD CONSTRUCTION			**XXX-XXXX-XXX.65-80**		**0**
STANDING ORDER - NATIONAL LIBRARY					
Reference Books for Library			001-7101-571.66-10	Pay as you go	2,994
TOTAL STANDING ORDER - NATIONAL LIBRARY			**XXX-XXXX-XXX.66-10**		**2,994**
MAJOR COLLECTION BOOKS					
Books for Library			001-7101-571.66-20	Pay as you go	35,942
TOTAL MAJOR COLLECTION BOOKS			**XXX-XXXX-XXX.66-20**		**35,942**
TOTAL CAPITAL EXPENDITURES - ALL FUNDS					**3,179,516**

Total Funding from Operations - Pay as you go	**879,167**
Total Funding from Infrastructure Sales Tax	**1,135,630**
Total Funding from Grants	**82,319**
Total Funding from Water/Wastewater Impacts	**1,041,700**
Total Funding from Police Impacts	**12,000**
Total Funding from P&R Impacts	**28,700**
Total Funding from Other	**0**
Total Funding from Debt Service	**0**
Total Funding from Capital Lease	**0**

*****Other Funding Sources include State Revolving Loan Fund, Bond Financing, Police Automation, Bank Loans, FDOT and/or Grants.***

CITY OF TAVARES

2011

Five – Year Capital Improvement Plan

For the Current Fiscal Year
And Fiscal Years 2011, 2012, 2013, 2014 & 2015

TAVARES
America's Seaplane City™

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

TAVARES

America's Seaplane City™

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

OVERVIEW OF REQUESTED PROJECTS

CAPITAL PROGRAM DEFINED

The Government Finance Officer's Association defines "capital assets" as assets of significant value and having a useful life of several years. Capital assets are also called fixed assets. A "Capital Improvement Program" is a plan for capital expenditures to be incurred each year over a fixed period of several years (usually five or six) setting forth each capital project and identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of paying for those expenditures.

SUMMARY OF RECOMMENDED PROJECTS

The proposed 2011-2015 Capital Improvement Program includes 76 projects in ten major categories with a total estimated cost of $137,572,028. The following represents the percentage of total funding that each defined category will need allocated: Public Buildings/Facilities 7.9%, Parks & Parks & Recreation Facilities 10.2%, Transportation Improvements 14.7%, Water Facilities 16.6%, Sewer Facilities 7.1%, Sanitation .5%, Beautification 1.1%, Economic Development 23.8%, Reuse/Reclaimed Water 8.9% and Stormwater Improvements 9.0%.

Twenty Revenue Sources have been identified as possible funding sources utilitizing five types of financing options: pay-as-you-go, debt issuance, capital lease and grants, and mixed (or a combination of funding sources).

The City of Tavares has implemented an Econcomic Development initiative which includes an Economic Development Department with a grant writing component which should enhance the City's ability to secure various grant funding opportunities.

SUMMARY OF MAJOR PROGRAMS

The following table presents a summarized breakdown of the costs of the various projects recommended for funding categorized by major category for each of the five years covered by the Capital Improvement Program.

Table 1
Capital Improvement Program
2010/11 - 2013/15
Summary of Recommended Capital Projects by Function

	Program	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	Total
1	Beautification	20,000	100,000	750,000	350,000	350,000	-	1,570,000
2	Econcomic Development	-	2,500,000	6,658,000	15,633,000	8,834,000	-	33,625,000
3	Public Buildings & Facilities	-	776,250	7,420,335	266,667	386,666	2,000,000	10,849,918
4	Parks & Recreation	410,500	116,620	2,175,000	200,000	-	11,229,000	14,131,120
5	Transportation	31,500	61,200	6,833,075	7,084,729	3,786,465	2,500,000	20,296,969
6	Water Facilities & Improvements	2,603,140	3,088,000	7,166,000	6,011,000	4,011,000	-	22,879,140
7	Wastewater Facilities & Improvements	1,041,200	1,741,123	3,724,930	2,619,480	706,980	-	9,833,713
8	Water Reuse/Reclaimation	2,144,217	2,126,384	542,300	542,300	6,889,787	-	12,244,988
9	Sanitation	-	-	340,000	-	340,000	-	680,000
10	Stormwater	-	2,720,000	2,525,000	2,700,000	4,500,000	-	12,445,000
	Total Programs	$ 6,250,557	$ 13,229,577	$ 38,134,640	$ 35,407,176	$ 29,804,898	$ 15,729,000	$ 138,555,848

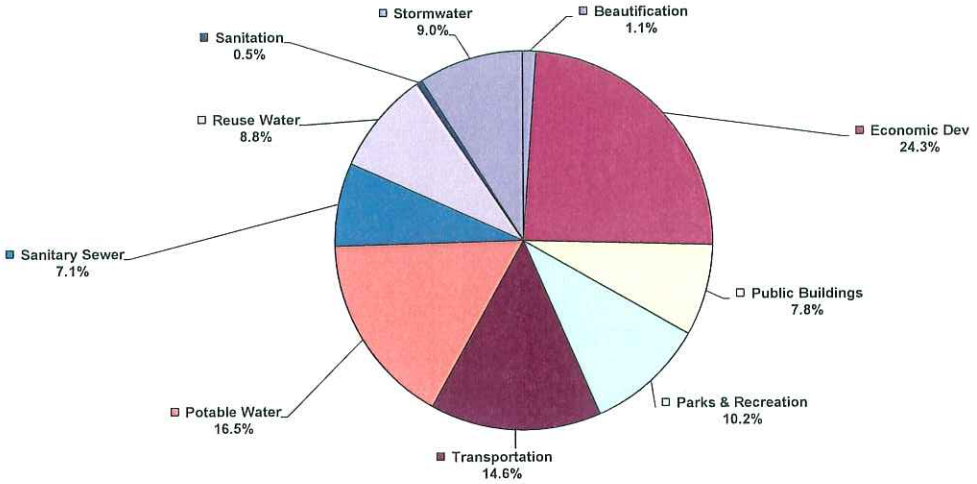
Table 2
Capital Improvement Program
2010/11 - 2013/15
Schedule of Capital Projects by Recommended Funding Source

	Funding Source			2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Total
1	General [4]	Pay-as-you-go	General Oper	$ 31,500	$ 131,820	$ 120,493	$ 34,729	$ 36,465	$ -	$ 355,007
2	General Long Term Debt [2]	Debt	General Debt	-	-	6,486,250	-	-	-	6,486,250
3	Water/Wastewater	Pay-as-you-go	W/WW Oper	851,200	603,163	1,193,750	28,500	16,000	-	2,692,613
4	State Revolving Loan Fund/USDA [1]	Debt	W/WW Debt	2,144,217	2,126,384	542,300	542,300	6,889,787	-	12,244,988
5	ARRA - American Recovery & Reinvestment Act	Grants	Grants	2,253,140	-	-	-	-	-	2,253,140
6	USDA Subsidized Loans	USDA	USDA	-	2,500,000	2,500,000	1,000,000	-	-	6,000,000
7	Sanitation Capital Lease	Capital Lease	Sanitation Debt	-	-	340,000	-	340,000	-	680,000
8	Stormwater	Pay-as-you-go	Stormwater Oper	-	220,000	-	-	-	-	220,000
9	Park Impacts	Pay-as-you-go	Park Impacts	-	-	-	-	-	-	-
10	Infrastructure Sales Tax	Pay-as-you-go	Sales Tax	330,500	50,000	750,000	750,000	750,000	100,000	2,730,500
11	Grants	Grants	Grants	-	1,992,250	11,158,000	19,083,000	14,834,000	14,129,000	61,196,250
12	Lake County CDBG	Grants	Grants	80,000	10,900	-	-	-	-	90,900
13	National Park Svc-Land & Water Conservation	Grants	Grants	-	-	-	-	-	-	-
14	FRDAP Grants	Grants	Grants	-	69,100	-	-	-	1,500,000	1,569,100
15	FDOT - FL Dept of Transportation	Grants	Grants	-	-	-	-	-	-	-
16	USDA Grants	Grants	Grants	-	-	3,067,000	3,067,000	3,067,000	-	9,201,000
17	Lake County Board of County Commission	Grants	Grants	-	1,200,000	-	-	-	-	1,200,000
18	Water/Wastewater Impacts [3]	Pay-as-you-go	W/WW Impacts	540,000	4,225,960	4,630,180	3,534,980	1,634,980	-	14,566,100
19	Lake County Library Impacts	Pay-as-you-go	Lib Impacts	-	-	346,667	266,667	386,666	-	1,000,000
20	Lake County Trans Impacts	Pay-as-you-go	Tran Impacts	-	-	6,000,000	5,000,000	-	-	11,000,000
21	Mixed	Mixed	Mixed	20,000	100,000	1,000,000	2,100,000	1,850,000	-	5,070,000
	Total Funding Sources			$ 6,250,557	$ 13,229,577	$ 38,134,640	$ 35,407,176	$ 29,804,898	$ 15,995,667	$ 138,555,848

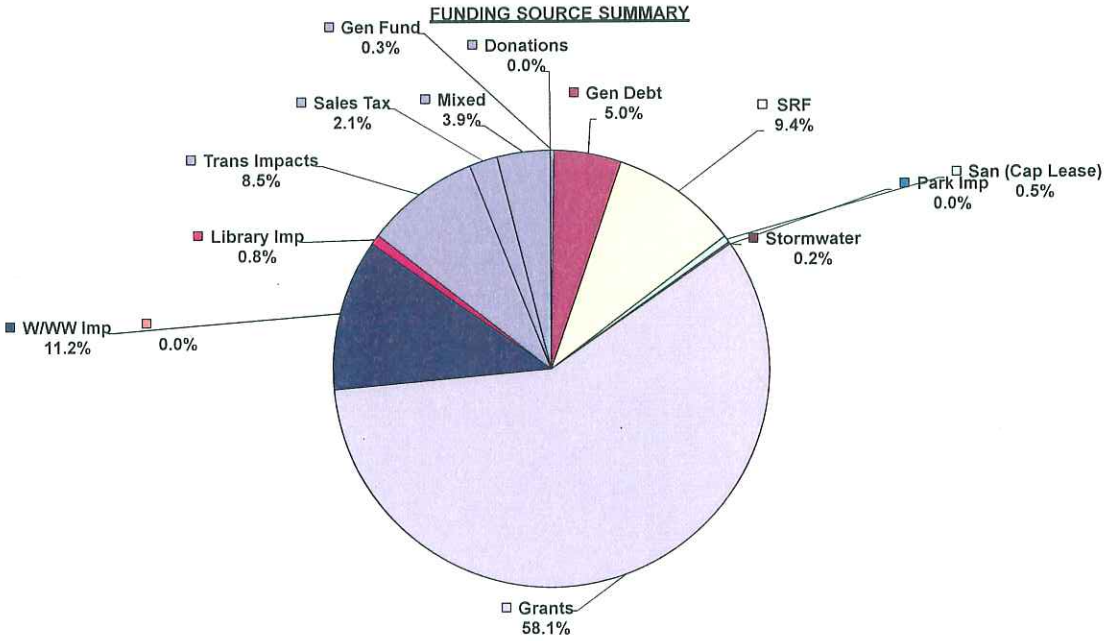
[1]Woodlea Sports Project has been included with grant funding in the above table as needed debt for this project may not be sustainable with current revenue constraints
[2]Impact Fees will be used to offset debt service obligations for the SRF projects, therefore W/WW Impact projects may need to be held until sufficient resources exist
[3]Impact Fee Projects listed above have not been included in the fund schedule for expenditures for Water/Wastewater as funding will need to be determined on a year to year basis due to debt and cash flow variables
[4]Grants include: FRDAP, LCBCC, CDBG, USDA, FDEP, FDOT, ARRA Funding, LWC, SJRWMD, etc.
[5]Mixed Funding - identified projects that will utilize various funding options that will be determined at a future date.

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

5-YEAR CAPITAL CATEGORY PERCENTAGES



FUNDING SOURCE SUMMARY



CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

Table 3
Capital Improvement Program
2010/11 - 2013/15
Schedule of Recommended Capital Projects

No.	Program		Dept	Funding	Status	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Total
	Beautification											
2	Streetscape Design Manual (2e)	2e	5901	MIXED	OG	$ -		$ 150,000	$ -		-	$ 150,000
75	Kiosks for Wayfinding		5901	MIXED	OG	$ 20,000	$ -	$ -	$ -	-	-	$ 20,000
2	Streetscape Improv on-going(3d)	3d	5901	MIXED	OG	-		500,000	250,000	250,000	-	1,000,000
3	Gateways (ongoing) (3h)	3h	5901	MIXED	OG	-	100,000	100,000	100,000	100,000	-	400,000
	Total Beautification					**$ 20,000**	**$ 100,000**	**$ 750,000**	**$ 350,000**	**$ 350,000**	**$ -**	**$ 1,570,000**
	Economic Development											
1	Update LDR's (1a)	1a	5901	MIXED	C	-	-	-	-			-
1	Comprehensive Plan Amend(1b)	1b	5901	MIXED	OG	-	-	-	-			-
14	Wooton Park Proj (3b)	3b	7201	LWC GRANT	OG	-	-	-	-			-
14	Wooton Park Proj (3b)	3b	7201	FRDAP GRANT	OG	-	-	-	-			-
14	Wooton Park Proj (3b)	3b	7201	FRDAP GRANT	OG	-	-	-	-			-
14	Wooton Park Proj (3b)	3b	7201	GEN DEBT	OG	-	-	-	-			-
9	Tavares Square Const Docs(2c)	2c	5901	MIXED	F	-	-	250,000	250,000			500,000
9	Tavares Square Const (3f)	3f	5901	MIXED	F	-	0	0	1,500,000	1,500,000		3,000,000
58	WestMainstreet Traffic Circle		5901	LCBCC	F	-	1,200,000	-	-	-		1,200,000
52	Wooton Park Proj-Trailhead		7201	FDOT	C	-	-	-	-	-		-
53	Freight Village-conseptual design		5901	GRANTS	F	-	-	75,000	-	-		75,000
55	Parking Garage - 2nd Dwntwn (2d)	2d	5901	GRANTS	F	-	-	-	6,800,000	-		6,800,000
56	RailRoad Station		5901	GRANTS	F	-	-	-	-	1,000,000		1,000,000
57	Bury Downtown Elec Lines		5901	GRANTS	F	-	-	-	750,000	-		750,000
76	Dora Canal RR Bridge		4101	GRANTS	P	-	1,216,000	-	-	-	-	1,216,000
76	Dora Canal RR Bridge		4101	GEN			84,000	-	-	-	-	84,000
54	Rail Road Infrastructure Imprv		5901	GRANTS	F	-	-	6,333,000	6,333,000	6,334,000		19,000,000
	Total Economic Development					**$ -**	**$ 2,500,000**	**$ 6,658,000**	**$ 15,633,000**	**$ 8,834,000**	**$ -**	**$ 33,625,000**
	Public Buildings & Facilities											
5	Pub Safety Facility - Design		2201/2101	GRANTS	F	-	776,250	-	-	-		776,250
5	Pub Safety Facility - Const		2201/2101	GRANTS	F	-	-	500,000	-	-		500,000
5	Pub Safety Facility - Const		2201/2101	GEN DEBT	F	-	-	6,486,250	-	-		6,486,250
59	Public Works Facility - Design		4101	GRANTS	F	-	-	-	-	-	200,000	200,000
59	Public Works Facility - Const		4101	GRANTS	F	-	-	-	-	-	1,800,000	1,800,000
6	Library Facility Expansion		7101	LC LIB IMPACTS	F	-	-	346,667	266,667	386,666		1,000,000
7	City Hall Roof Replacement		4101	GEN	F	-	-	87,418	-	-		87,418
8	Waterfront Ent Dist (2a)		5901	MIXED		-	-	-	-	-	-	-
10	Mixed Used Trans Fac Docs(2d)		5901	MIXED		-	-	-	-	-	-	-
10	Mixed Used Trans Fac Con (3a)		5901	MIXED		-	-	-	-	-	-	-
	Total Public Buildings & Facilities					**$ -**	**$ 776,250**	**$ 7,420,335**	**$ 266,667**	**$ 386,666**	**$ 2,000,000**	**$ 10,849,918**
	Parks & Recreation											
11	Design of Dog Park & Aesop's Park Imprv		7201	SALES TAX	OG	-	-	-	-			-
11	Design of Dog Park & Aesop's Park Imprv		7201	PARK IMP	OG	-	-	-	-			-
11	Aesop Park - Restrooms, etc		7201	PARK IMP	F	-	-	-	-			-
61	Aesop Pk Parking Lot & Restrooms PH I		7201	CDBG	F	80,000	10,900		-	-		90,900
61	Aesop Pk Parking Lot & Restrooms PH 2		7201	FRDAP GRANT	F		69,100	-	-	-		69,100
60	Aesop Park - Land Acquisition		7201	GRANTS	F	-	-	-	-	-	594,000	594,000
79	Aesop Park - Furniture		7201	GEN	F	-	10,000					10,000
12	Replace Dugouts at Stover		7201	SALES TAX	F	-	-	-	-		100,000	100,000
62	Replace Fencing at Stover Park-Const		7201	GRANTS	F	-	-	-	200,000	-		200,000
13	Floating Docks at TRP		7201	SALES TAX	OG	42,500	-	-	-	-		42,500
63	St. Clair Abram House Acquisition		7201	GRANTS	F	-	-	-	-	-	535,000	535,000
64	Reel Mower		7201	SALES TAX	F	13,000	-	-	-	-		13,000
78	Kubota Mowers - & 200 Gal Spray Tank		7201	GEN	F	-	26,620					26,620
15	Woodlea Sports Complex		7201	SALES TAX	OG	275,000	-	-	-	-		275,000
15	Woodlea Sports Complex		7201	FRDAP GRANT	F	-	-	-	-	-	1,500,000	1,500,000
15	Woodlea Sports Complex		7201	GRANTS	F	-	-	2,175,000	-	-	8,500,000	10,675,000
	Total Parks & Recreation					**$ 410,500**	**$ 116,620**	**$ 2,175,000**	**$ 200,000**	**$ -**	**$ 11,229,000**	**$ 14,131,120**
	Transportation											
17	Sidewalks		4103	GEN	OG	31,500	3,000	33,075	34,729	36,465		138,769
77	Street Sign Replacement		4101	GEN	F	-	5,000	-	-	-	-	5,000
78	Challenger Model X-10 Twin Post Vehicle Lift		1901	GEN	F		3,200					3,200
18	Traffic Light Alfred & Dora Av		4103	SALES TAX	C	-	-	-	-			-
19	Alleyway improvements		4103	SALES TAX	OG	-	50,000	-	-			50,000
19	Alleyway improvements (3g)	3g	4103	GRANTS	F	-	-	50,000	50,000	500,000		600,000
21	Ruby Street Doc & Perm (2b)	2b	5901	GRANTS	F	-	-	-	500,000			500,000
22	Alfred Street (2f)	2f	5901	TRAN IMPACTS	OG	-	-	1,000,000	-			1,000,000
22	Alfred Street (3c)	3c	5901	TRAN IMPACTS	OG	-	-	5,000,000	5,000,000			10,000,000
8	Ruby Street Design (2a)	2a	5901	GRANTS	F		-	-	750,000			750,000
21	Ruby Street (3e)	3e	5901	GRANTS	F	-	-	-	-	2,500,000	2,500,000	5,000,000
65	Road Paving Improvements		4103	SALES TAX	F	-	-	750,000	750,000	750,000		2,250,000
23	Pave Unpaved Roads		4103	GEN DEBT	OG	-	-	-	-			-
	Total Transportation					**$ 31,500**	**$ 61,200**	**$ 6,833,075**	**$ 7,084,729**	**$ 3,786,465**	**$ 2,500,000**	**$ 20,296,969**
	Water Facilities & Improvements											
24	Utility Assessment Plan		3301	IMPACTS	OG	-	-	-	-	-	-	-
25	Water Master Plan-WTP #4 Lane Park Upgrades		3301	IMPACTS	OG	-	-	-	-	-	-	-
25	Water Master Plan-WTP #2 Ingraham-Elevated Tower		3301	IMPACTS	OG	-	-	-	-	-	-	-
25	Water Master Plan-WTP #3 Dead River Rd - Cemetery		3301	IMPACTS	OG	-	-	-	-	-	-	-
25	Water Master Plan-Contingencies for Modifications		3301	IMPACTS	OG	-	-	-	-	-	-	-
25	Water Master Plan-Contingencies for Engineering/Surv		3301	IMPACTS	OG	-	-	-	-	-	-	-
67	Consumptive Use Permit		3301	IMPACTS	OG	100,000	100,000	-	-	-	-	200,000
26	Distrib Relocations & Upgrades		3301	W/WW	F	-	145,000	1,155,000	-	-	-	1,300,000
27	Distribution Expansion		3301	IMPACTS	F	-	1,888,000	944,000	944,000	944,000	-	4,720,000
28	Alfred Street Upgrades		3301	IMPACTS	F	-	230,000	-	-	-	-	230,000
28	Alfred Street Upgrades		3301	USDA GRANTS	F	-	-	3,067,000	3,067,000	3,067,000	-	9,201,000
29	Alternative Potable Water Supply		3301	IMPACTS	F	250,000	350,000	-	-		-	600,000
29	Alternative Potable Water Supply		3301	GRANTS	F	-	-	2,000,000	2,000,000	-	-	4,000,000
30	Water Treatment Plant Modifications		3301	ARRA	OG	2,253,140	-	-	-	-	-	2,253,140
66	Royal Harbor Upgrades		3301	W/WW	F	-	375,000	-	-	-	-	375,000
	Total Water Facilities & Improvements					**$ 2,603,140**	**$ 3,088,000**	**$ 7,166,000**	**$ 6,011,000**	**$ 4,011,000**	**$ -**	**$ 22,879,140**

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

Table 3
Capital Improvement Program
2008/09 - 2012/13
Schedule of Recommended Capital Projects (continued)

No.	Program	Dept	Funding		2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	Total
	Wastewater Facilities & Improvements										
31	PLC to Complete SCADA Upgrades to Plant	3501	W/WW	F	-	-	-	-	-	-	-
32	Radio Control Valves for Digester	3501	W/WW	OG	20,000	-	-	-	-	-	20,000
33	6" MAG Meter to Measure Total Flow From Reuse	3501	W/WW	F	-	-	-	-	-	-	-
34	Replacement of Outside lights at Woodlea Plant	3501	W/WW	F	-	-	-	-	-	-	-
35	Control Panels at Lift Stations - six (6)	3504	W/WW	F	-	-	-	-	-	-	-
36	SCADA Panels (Scada Systems)	3504	W/WW	OG	266,000	-	-	-	-	-	266,000
69	Lake Francis Infrastructure Upgrades	3504	IMPACTS	F	-	-	-	-	-	-	-
70	Lift Station Fencing	3504	W/WW	OG	8,200	12,500	18,750	12,500	-	-	51,950
71	Odor Control for Lift Stations	3504	W/WW	OG	12,000	12,000	16,000	16,000	16,000	-	72,000
72	Lift Station #11 Mosquito Control (Bloxham St)	3504	W/WW	F	125,000	50,000	-	-	-	-	175,000
73	Lift Station #10 - Rebuild	3504	IMPACTS	F	90,000	-	-	-	-	-	90,000
74	LAB Equipment	3503	W/WW	F	-	8,663	4,000	-	-	-	12,663
38	In Plant Lift Station Upgrades	3501	IMPACTS	F	-	-	-	-	-	-	-
39	WWTP Preliminary Design & Site Master Plant	3501	IMPACTS	F	-	-	-	-	-	-	-
40	City-wide Wastewater Master Plan	3501	IMPACTS	F	-	-	-	-	-	-	-
41	Install #5 Aerator on Ditch #2	3501	IMPACTS	F	-	-	-	-	-	-	-
42	Install Additional Digester	3501	IMPACTS	OG	100,000	-	-	-	-	-	100,000
43	Grit Pump Modifications	3501	IMPACTS	OG	$ -	$ -	$ -	$ -	$ -	-	$ -
44	Sluice Gates Repair on Ditch #1	3501	IMPACTS	OG	-	-	-	-	-	-	-
45	Wastewater Collection & Trans	3501	IMPACTS	F	-	1,381,960	690,980	690,980	690,980	-	3,454,900
45	Woolea WWTF Expansion	3501	IMPACTS	F	-	276,000	2,995,200	1,900,000	-	-	5,171,200
47	SCADA Systems	3501	W/WW	F	420,000	-	-	-	-	-	420,000
	Total Wastewater Facilities & Improvements				**$ 1,041,200**	**$ 1,741,123**	**$ 3,724,930**	**$ 2,619,480**	**$ 706,980**	**$ -**	**$ 9,833,713**
	Reuse/Reclaim Water										
46	Reclaimed Water Infrastructure	3501	SRF	OG	2,144,217	2,126,384	542,300	542,300	6,889,787	-	12,244,988
46	Reclaimed Water Infrastructure	3501	GRANTS	OG	-	-	-	-	-	-	-
37	Reclaimed Water System Design (Phase 1)	3501	IMPACTS	OG	-	-	-	-	-	-	-
	Total Reclaimed/Reuse				**$ 2,144,217**	**$ 2,126,384**	**$ 542,300**	**$ 542,300**	**$ 6,889,787**	**$ -**	**$ 12,244,988**
	Sanitation										
48	Garbage Trucks/Equip Vehicles	3401	SANITATION		-	-	340,000	-	340,000	-	680,000
	Total Sanitation				**$ -**	**$ -**	**$ 340,000**	**$ -**	**$ 340,000**	**$ -**	**$ 680,000**
	Stormwater										
50	Stormdrain & Grates	3801	STORMWATER	OG	-	-	-	-	-	-	-
74	Lake Francis Stormwater Upgrades	3801	GRANTS	F	-	-	25,000	200,000	2,000,000	-	2,225,000
49	Downtown Drainage Projects	3801	GRANTS	F	-	-	-	1,500,000	2,500,000	-	4,000,000
76	Downtown Drainage Projects	3801	USDA LOAN	F	-	2,500,000	2,500,000	1,000,000	-	-	6,000,000
51	Fox Run Drainage	3801	GEN	OG	-	-	-	-	-	-	-
51	Fox Run Drainage	3801	STORMWATER	OG	-	220,000	-	-	-	-	220,000
51	Fox Run Drainage	3801	GRANTS	F	-	-	-	-	-	-	-
	Total Stormwater				**$ -**	**$ 2,720,000**	**$ 2,525,000**	**$ 2,700,000**	**$ 4,500,000**	**$ -**	**$ 12,445,000**
	Total Requested Projects	ALL	ALL		**$ 6,250,557**	**$ 13,229,577**	**$ 38,134,640**	**$ 35,407,176**	**$ 29,804,898**	**$ 15,729,000**	**$ 138,555,848**

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

FUNDING PLAN

INTRODUCTION

In order for a Capital Improvement Program to be an effective management planning tool, the program must include not only a compilation of major capital needs and their costs, but also a financing plan for the entire life of the program. This financing plan must include an analysis of the available resources which will be used to fund not only the Capital Improvement Program itself but also the required operating expenses and debt service requirements of the City.

In order to ensure that the financing plan is complete, the plan formulation process should include:

1. A projection of revenues and resources which will be available to fund operating and capital expenditures during the life of the Capital Improvement Program

2. A projection of future years' operating expenditure levels which will be required to provide ongoing services to City residents.

3. Once the Capital Improvement Program projects have been evaluated, a determination is made of the projects to be funded and the timing of the cash outflow for each project. The information is then tabulated to determine the amounts required to fund the Capital Improvement Program for each year.

4. From the information obtained in 1 through 3 above, the additional resources required to fund the CIP will be determined and a decision will be made on whether the program is to be financed by the issuance of debt, on a pay-as-you-go basis or some combination of the two.

The financing plan prepared in such a manner will be as accurate as possible and should be an informative document to all City residents. However, due to the uncertainty involved in projecting operating cost increases, the community's desire for service increases and the inflow of resources over a five year period, the financing plan presented should be viewed as a theoretical framework to be adjusted each year based on the most recent information available at that time. This will be accomplished by updating the financing plan each year, adopting operating and capital budgets, and ordinances to implement fee structures which will be required to fund the program each year.

DEBT VS PAY-AS-YOU-GO FINANCING

Debt financing through the issuance of long term bonds is most appropriate when:

1. There are a small number of relatively large dollar value projects.

2. The large projects cannot be broken into segments and the cost distributed over a larger time frame without impairing the usefulness of the project.

3. The projects are non-recurring (not capital equipment or routine replacements)

4. Assets acquired have a relatively long useful life which equals or exceeds the life of the debt.

Through long term bond financing, the costs of a project having a long useful life can be shared by future residents who will benefit from the projects or improvements. In contrast, pay-as-you-go financing is most appropriate for capital Improvement Program which includes:

1. A large number of projects having a relatively small dollar value.

2. Projects which can be broken into phases with a portion completed each year without impairing the overall effectiveness of the project.

3. Projects which are of a recurring nature.

4. Projects where the assets acquired will have relatively short useful lives.

The primary advantage of pay-as-you-go financing is that the interest costs and costs of bringing a bond issue to market can be avoided. However, if inappropriately used, this financing plan may cause tax rates and fee structures to increase suddenly and may result in current residents paying a greater portion of projects which benefit future residents.

In summary, the choice of the appropriate financing plan will be contingent upon an analysis of the projects to be included in a Capital Improvement Program.

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

REQUIRED SEPARATION OF FUNDING SOURCES

In order to comply with accepted governmental accounting practices and to ensure compliance with City Codes and any related debt covenants, the analysis and financing plans of the document are presented within their respective funds. Projects funded on a pay-as-you-go basis will directly relate to the Capital Fund Budget from where the source of funding is derived. Each of these budgets will appear in the Annual Operating and Capital Budget, which is adopted each year. Those funds are currently represented as follows:

1. General Fund
2. Public Safety Special Revenue Funds**
3. Community Redevelopment - TIF Fund
4. Park Impacts Fund**
5. Infrastructure Surtax Fund
6. Construction Fund
7. Water/Wastewater (W/WW) Utility Fund
8. W/WW Impact Fund**
9. Sanitation Fund
10. Stormwater Utility Fund

***Impact Fees are currently waived*

In accordance with accounting, legal and internal revenue requirements, all projects to be completed with the proceeds received from the issuance of debt will be accounted for in the Capital Construction Fund, Water/Wastewater Utility Fund, or the Stormwater Utility Fund.

SUMMARY OF FINANCING PLAN MODEL

Detailed funding plans for individual funds of the City are included as part of this document in the following sections. The following represents an overview of the major points of the recommended funding plan:

1.	Utilize "pay-as-you-go" from annual appropriations from the **General Fund** to fund recurring capital expenditures such as equipment, vehicles and technology where needs may be addressed in appropriate segments			$ 355,007
2.	Utilize "pay-as-you-go" from annual appropriations from **Infrastructure Sales Tax** to fund recurring capital expenditures such as equipment, vehicles and other infrastructure where needs may be addressed in appropriate segments			2,730,500
3.	Utilize "pay-as-you-go" from annual appropriations from **Water/Wastewater Utility Fund** to fund recurring capital expenditures such as equipment, vehicles and technology where needs may be addressed in appropriate segments			2,692,613
4.	Utilize "pay-as-you-go" from annual appropriations from **Park Impacts** to fund small projects that may be accomplished with relative ease and with limited cost.			-
5.	Utilize "pay-as-you-go" from annual appropriations from **Stormwater Utility Fund** to fund projects where grant funds may be available to offset a portion of the anticipated cost			220,000
6.	Utilize capital lease financing within the **Sanitation Fund** to fund replacement vehicles. Although net income is sufficient, a rate increase appears to be needed to maintain adequate cash flows for operations and lease payments.			680,000
7.	Apply for various Federal, State, and Local **Grants** to fund projects where grant opportunities exist. Grant availability will need to be reviewed annually and the Capital Improvement Plan Document updated appropriately.	*GEN GOV*	2,860,000	
		W/WW	11,454,140	
		ECON DEV	61,196,250	75,510,390

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY DRAFT

8.	Utilize "pay-as-you-go" and apply to the Lake County Board of County Commissioners for **Library Impact** Funding to fund the cost of the Library Expansion Project. Availability of funding from the County may adjust the timing for the Library Capital Expansion Plan.	1,000,000
9.	Accept a private endowment to offset the cost of planning and design for the Woodlea Sports Complex, the City will seek **grant funding** to finance the remainder of the project.	-
10	**Debt Financing** was secured in Fiscal Year 2008 to fund the Wooton Park Project and the Unpaved Road Paving Project. Utility Tax Revenues are pledged for this debt.	-
11	**Debt Financing** was secured in Fiscal Year 2008 to fund the Wooton Park Project and the Unpaved Road Paving Project. Utility Tax Revenues are pledged for this debt. impact to the General Fund Operating budget.	6,486,250
12	Secure **Debt Financing** to fund Water, Wastewater, and Water Reclamation projects with the Water Plant Upgrades and the Reclamation project financed with SRF Funding opportunities with DEP. (Additional amount to be incurred after 2013)	18,244,988
13	Water/Wastewater Impact Projects are identified as "**pay-as-you-go**". These projects will need to be coordinated with projects to be funded with SRF Loans. Affordability for these projects will be determined on an annual basis. W/WW Impact Fee Projects are not included on the Fund Statement for W/WW Operations as these items will need to be reviewed further for affordability. Grant funding options may need to be explored.	*14,566,100*
14	Utilize "Lake County Transporation Impact Fees" to fund the Alfred Street realignment and reconstruction project.	*11,000,000*
15	Various Projects are identified for Community Redevelopment Implementation initiatives on the Project Listings. These projects will utilize various funding options **"MIXED"** that will be determined.	*5,070,000*
		$ 138,555,848

No increase in the ad valorem rate is assumed with this Capital Plan, but much emphasis is assumed for obtaining grant funding opportunities for many of the projects shown.
If operating expenditures increase at a higher rate than anticipated, unanticipated events reduce key revenue sources, or if an unforeseen emergency expenditures occur during the five year period, an operating ad valorem tax rate increase may be required. It should be noted that the funding plan is based on a series of projections and assumptions. If events occur that revise the projections and assumptions, the financing plan will need to be updated and amended accordingly.

This financing plan is intended to serve as a guide in determining funding options for achieving identified projects. All projects and related funding options will be reviewed annually for continued priority and budgetary constraints. All projects require approval of the City Council.

Where this plan is aggressive in its grant funding program, all projects absent grant funding may result in two options 1) defer the project, or 2) seek debt service

Large scale projects for General Fund are shown in the General Fund project schedule detail as well as the Construction Fund.

AGENDA SUMMARY
TAVARES CITY COUNCIL
August 18, 2010

AGENDA TAB NO. 12

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY: Will be presented at meeting

UPCOMING MEETINGS: (check with Susie Novack for any last minute changes)

- City Council Regular Meeting – September 8, 2010
  and Tentative Budget and Millage Hearing
- Chamber of Commerce Business Luncheon – August 25, 2010 – 11:30 a.m.
- Fire Pension Board Quarterly Meeting – September 17, 2010 – 3:30 p.m.
- Lake Sumter MPO – Board Meeting – August 25th, 2010 – 2 p.m. – to be announced
- Library Board – August 27, 2010– 8:30 a.m. Library Conference Room, 314 N. New Hampshire
- Planning & Zoning Board – August 19, 2010 – 3:00 p.m
- Police Pension Board Quarterly Meeting – September 17, 2010 – 1:30
- Tavares Chamber of Commerce "Red Carpet" Gala – September 15, 2010 – 5:30 p.m.
- Lake County League of Cities Sponsorship Dinner – September 29, 2010 – 6:00 p.m.

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AGENDA SUMMARY
TAVARES CITY COUNCIL
August 18, 2010

AGENDA TAB NO. 13

SUBJECT TITLE: City Councilmembers Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

Council will be offered an opportunity to provide a report at the meeting. Attached is any additional supporting information.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

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