AGENDA
TAVARES CITY COUNCIL

March 7, 2012
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Doug Dykstra, Adventure Christian Church

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 Regular Meeting–February 15, 2012

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Proclamation Honoring Corporal Paula Crow — Mayor Wolfe

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

VII. READING OF ALL ORDINANCES/RESOLUTIONS — Nancy Barnett

VIII. CONSENT AGENDA

Tab 3) Approval of CDBG Application for 2012 to finish St. Clair Abrams Sidewalk Construction Project and for ADA Compliance Improvements — Chris Thompson

XIV. ORDINANCES/RESOLUTIONS

FIRST READING

SECOND READING

Tab 4) Ordinance #2012-04–Adopt Green Construction and — Jacques Skutt

Incentive Award Program

RESOLUTIONS

XV. GENERAL GOVERNMENT

Tab 5) Award of Bid for Tavares Recreational Park Accessory Dock Replacement and Dredging	Tammey Rogers
Tab 6) Options for Commercial Waste Collection & Recycling Services	Chris Thompson
Tab 7) Discussion on Including Agricultural Rate for Reclaimed Water	Lori Houghton
Tab 8) Update on Funding for Dragonboat Race Fireworks	Mayor Wolfe

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. AUDIENCE TO BE HEARD

XIX. REPORTS

Tab 9) City Administrator	John Drury
Tab 10) Council Reports	City Councilmembers

F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352) 253-4546.

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.

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TAVARES

America's Seaplane City™

CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
FEBRUARY 15, 2012
CITY COUNCIL CHAMBERS
4:00 p.m.

COUNCILMEMBERS PRESENT **ABSENT**

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

STAFF PRESENT

John Drury, City Administrator
Robert Q. Williams, City Attorney
Nancy Barnett, City Clerk
Chief Stoney Lubins, Police Department
Brad Hayes, Utility Director
Chris Thompson, Public Works Director
Joyce Ross, Communications Director
Bill Neron, Economic Development Director
Tammey Rogers, Community Services Director
Lori Houghton, Finance Director

I. CALL TO ORDER

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Tim Green, Clyde F. Green Foundation for Children, gave the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mr. Drury requested to pull Tab 11 (Recommendations for Foreclosures) which will come back at a later meeting.

MOTION

Kirby Smith moved to approve the agenda, seconded by Lori Pfister. The motion carried unanimously 5-0.

IV. APPROVAL OF MINUTES

MOTION

Bob Grenier moved to approve the City Council minutes of January 18, 2012; Golden Triangle Minutes of January 30, 2012; and the City Council Minutes of February 1, 2012; seconded by Sandy Gamble. The motion carried unanimously 5-0.

V. PROCLAMATIONS/PRESENTATIONS

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

None

VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Barnett read the following ordinances/resolutions into the record by title only:

ORDINANCE 2012-14

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 23, COMMUNITY ECONOMIC DEVELOPMENT INITIATIVES, ADDING DIVISION 6, GREEN BUILDING INCENTIVES AND AWARD PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2012-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS; BY AMENDING CHAPTER 4 AND CHAPTER 10, TO REFLECT CHANGES IN THE REQUIREMENTS TO REFLECT THE CITY'S REQUIREMENTS RELATED TO APPLICATION SUBMITTALS FOR TRANSPORTATION AND SCHOOL FACILITY IMPACTS, SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2012-02

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING THE AGRICULTURAL LAND USES ALLOWED UNDER CHAPTER 8, TABLE 8-2, PERMITTED AND SPECIAL USES, BY ALLOWING THE KEEPING OF CATTLE UNDER CERTAIN CONDITIONS WITHIN THE RFS-A ZONING DISTRICT; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2012-03

AN ORDINANCE REPEALING PORTIONS OF SECTION 2-46 RELATING TO PAYMENT OF CERTAIN BOARDS AND SECTIONS 2-110; 2-111 AND 2-113 OF THE CITY OF TAVARES CODE OF ORDINANCES PERTAINING TO THE CITY OF TAVARES BEAUTIFICATION COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2012 - 02

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2012 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE FIRST ADJUSTMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

VIII. CONSENT AGENDA

Mayor Wolfe asked if anyone had an objection to Tab 2 under the Consent Agenda (burial plot for Corporal Paula Crow).

MOTION

Bob Grenier moved to approve the Consent Agenda [donation of burial plot for Corporal Paula Crow], seconded by Sandy Gamble. The motion carried unanimously 5-0.

IX. ORDINANCES/RESOLUTIONS

Tab 4) Ordinance #2012-03 – Amendment to Section 2 of Code of Ordinances – Updates for Boards

Ms. Barnett stated this is a cleanup ordinance relating to provisions for Boards that are no longer current. The Beautification Committee last met in 1998 after completion of the library. The Code Enforcement Board was disbanded in 2004 (after the transition to a Special Magistrate) and this will update the portion of the code that related to reimbursement for that board.

MOTION

Bob Grenier moved to approve Ordinance #2012-03, seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 5) Ordinance #2012-02 – Amendment to Land Development Regulations to Allow Cattle within City Boundaries under Certain Conditions

Mr. Skutt said this amendment will allow a limited number of cattle as well as horses within an RSA zoning district under certain specified conditions. The Planning & Zoning Board

recommended approval but also felt the maximum amount of cattle and horses should be capped at 15 and the ordinance has been revised. Also since first reading a definition of cattle has been added from the American Heritage Dictionary for "bovine." Cattles, bulls, steers and oxen would be allowed.

Mayor Wolfe asked if the 15 meant horses and cattle or horses and/or cattle. Mr. Skutt said it would be the total number of head of animals altogether. It would require 2.5 acres per animal.

Discussion followed regarding bison, buffalo, donkeys, and mules. Mr. Skutt said he had not included a definition of horses in the ordinance.

Mr. Drury noted cities often do not permit animals that would involve noise issues.

Mayor Wolfe asked if there was comment from the audience.

MOTION

Lori Pfister moved to approve the ordinance to include buffalo, mules, and donkeys, seconded by Kirby Smith. The motion carried unanimously 5-0.

Tab 6) Ordinance #2012-01 – Amendment to Land Development Regulations, Chapter 4 – Table 4A – Transportation Concurrency

Mr. Skutt said that last fall, because of changes in the Growth Management Law, the city removed the optional concurrency related elements from the Comprehensive Plan. He said the state and the city felt that transportation, school, and parks and recreation concurrency could be adequately managed locally. This ordinance amends the Land Development Regulations by synchronizing application requirements in the LDR's with the changes made previously in the Comprehensive Plan. This will complete the disconnect from state review and reinforces the city's commitment to manage concurrency locally and through existing Interlocal agreements that are in place with the School Board, the MPO, and surrounding municipalities in Lake County.

Mayor Wolfe asked for comment from the audience.

MOTION

Sandy Gamble moved to approve Ordinance #2012-01, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 7) Resolution #2012-02 – First Amendment to the Fiscal Year Budget 2012

Ms. Houghton stated this is a cleanup resolution to bring forward all the open projects and encumbrances for contracts from prior year into the current year. This makes no additional appropriations against the budget other than those from prior year. It increases the current budget to $34,814,641.

Councilmember Smith stated the reserve appropriation was $440,000 and was that in addition to what has already been taken out of reserves.

Ms. Houghton said that was what was appropriated last year in reserves so it does not change the reserves standing.

Mayor Wolfe asked about the Firefighters Pension information. Ms. Houghton said there were no changes from the original budget and she explained the breakdown.

MOTION

Bob Grenier moved to approve Resolution #2012-02 for First Amendment to the FY 2012 Adopted Budget, seconded by Sandy Gamble. The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 8) Approval of Contract with Jones Edmunds for Engineering Design Services for Phase 1 of Lake Frances Sewer Improvements

Mr. Hayes said the contract is in the amount of $123,500 to design Phase 1 of a gravity sewer upgrade in Lake Frances. He noted that Lake Frances is an old community that was built on a swamp. Many of the sewer lines are running uphill which has caused problem and necessitated a lot of staff time. Mayor Wolfe noted the engineering services had been budgeted.

MOTION

Kirby Smith moved to approve the contract, seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 9) Agreement for Engineering and Design of Disston Avenue Capital Water Line Improvements

Mr. Hayes said this is to request approval for the proposal from BESH to design a capital water line improvement in the amount of $11,200. The city is in the process of designing and constructing major event facilities in both the CRA and Wooton Park. The new Tavares Pavilion on the Lake which is currently under design will be constructed over Lake Dora at the end of Disston Avenue. The existing water line that would serve the facility is an old 1940's cast iron pipe that is beyond its useful life and as well this line will serve the residents in that area.

Councilmember Smith asked if the contract also included the permitting fees. Mr. Hayes responded that the agreement includes surveying and permitting.

MOTION

Sandy Gamble moved to approve the proposal from BESH to provide engineering assistance to the city for the design and replacement of the Disston Avenue Water Line in the amount of $11,200, seconded by Kirby Smith. The motion carried unanimously 5-0.

Tab 10) Authorization to Utilize Police Forfeiture Funds

Chief Lubins said this is a request to use $12,800 from the forfeiture line item to purchase police equipment. He noted there are six program areas: the additional four hand guns, tuition for police training, implementation of technology for cell phone usage, three rifles, and renovations needed in the Police Department, and 20 Microsoft Outlook licenses for better communications with officers.

MOTION

Sandy Gamble moved to approve the staff recommendation for option 1 – approve the use of forfeiture funds for the above requested items, seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 12) Approval of Special Event Permit at Tavares Station Field

Mr. Skutt stated a special event application has been submitted by Tavares Station and the Mt. Dora Blues and Events Committee to hold a two day musical event at the Tavares Station field on May 19 and 20th. The Mt. Dora Blues and Wine Festival is an annual event that has taken place in Mt. Dora for the last three years. This year their committee has arranged for the music concerts to be held in the Tavares field. Leon Russell is the featured headliner at the event. Council approval is required when attendance is expected to exceed 2,000 people per day. The festival will be held on private property and all costs will be borne by the sponsors of the event.

Mayor Wolfe asked if the costs included in-kind services. Mr. Drury asked Ms. Rogers for comment. Ms. Rogers said the support will include barricades, trash cans, and portalets. In terms of the police support they have required only nominal support. They will provide a $300 donation for the law enforcement support.

Discussion followed on the question of police support.

Councilmember Smith asked Chief Lubins if he was comfortable with the amount being planned. Chief Lubins said he had not had reservations about the proposal with the understanding that officers could be pulled from the road if needed. Mr. Drury said he felt staff should review the plan again and provide assurance that the Police Department can handle this concert with the four road patrol plus the two scheduled, and if they cannot, and need to bring in additional officers, the event committee should pay for that cost. He said he will notify Council once the plan has been reviewed again.

Councilmember Pfister said she wanted to be sure the residents would not be covering the costs.

MOTION

Kirby Smith moved to approve the Special Event Permit with the stipulation that the Police Chief and the City Administrator will assure that the amount of officers for the event site

will be adequate and any costs for those services will be passed on to the vendor, seconded by Lori Pfister. The motion carried unanimously 5-0.

Tab 13) Discussion of Possible Acquisition of Former Lake Building Vacant Property Site

Mr. Neron stated this item is in response to Council's authorization of staff to explore the possibility of acquiring this site as a "pocket park" site as well as grant funding sources. Mr. Neron said the proposed site is 12,820 square feet or .28 acres and is currently zoned Downtown Commercial which would permit minimum building setbacks and a height of up to 60 feet which would be roughly five stories. The current listing price on the property is $195,000. The property appraiser has stated that the current taxable value of the existing vacant site is $61,560. Based on the city's current millage rate, the vacant site will generate an estimated $423.00 in city taxes.

There are two possible grant sources: the Florida Recreation Development Assistance Program and the Land and Water Conservation Fund Program. He said for the FRDAP program, a project of over $150,000 would require a local cash match of 50%. Unfortunately the State Legislature did not fund the FRDAP program in this past fiscal year and it is felt it is unlikely it will be funded in the next fiscal year. The Land and Water Conservation Program is a federal cooperative matching grant and is highly competitive with only $1.5 to $2 million estimated to be available state-wide this year. The grants require a 50% local match and applications must be received between March 1 and 15th next month.

Mayor Wolfe asked for comment from the audience.

Councilmember Pfister said she had spoken of this being open property but after talking to many residents she believed most of them feel that they would rather see it return to something historic with commercial on the first floor. She noted that although the city does not have the funding currently her main concern is that someone will buy the property and build something that does not fit into the city's vision. She said she would like to table this agenda item and bring theater professionals to report to Council on the concept of having a theater. She said the city could purchase the property as an investment and re-sell it if grants are not available.

Vice Mayor Grenier spoke in support, adding that he also wanted to see the property make money for the city and that he would be focusing on the historic elements of anything that is built.

Councilmember Smith said he is only interested in the purchase of the land for the Wooton Park expansion and that he felt that anyone who buys the property will want it to be compatible with the city's look and feel. He said he is not in favor of purchasing the property.

Mayor Wolfe said he is not in favor of directing staff to do further research or make grant applications at this time. He said he would agree with tabling the item for now.

Mr. Drury suggested that Council table items 13 and 14 until the first meeting in April and have a full presentation at that meeting.

Consensus from Council to table Tab 13 and 14 to the first meeting in April.

Tab 14) Naming of the New Alley on the North Side of Ruby Street

Vice Mayor Grenier noted that the Board of Directors of the Tavares Historic Society had decided to focus on a business icon and had discussed this recommendation with Mr. Kooser. The recommendation is "Lake Region Alley" to honor the nearly 100 year history of this business.

MOTION

Lori Pfister moved to approve the name of the new alley as "Lake Region Alley", seconded by Kirby Smith. The motion carried unanimously 5-0.

XI. OLD BUSINESS

Councilmember Pfister asked about the Water and Wastewater Utility rates. She said since the last study the city has received a number of grants that were not entered into that equation.

Mr. Drury said most of the USDA funds are loans with about a one or two million dollar grant. The rates were raised to carry the debt service of those loans. The rate analyst had reviewed the rates in order to pay the principal and interest of loan interest loans to upgrade the entire system. He said the city continues to try to get grants but most of the rate analysis is based on a low interest loan. He said in two years there will be another in depth rate study and if the grants are greater than originally anticipated it might affect the CPI Index (as an example)

XII. NEW BUSINESS

Mayor Wolfe said he had received permission from Council to solicit funds for the Dragonboat Fireworks display which will cost about $5,000. He said he has received a check from the Rotary for $500, from the Chamber for $500, and some of the downtown business committee members have said they can donate another $500. In addition the Taiwanese Consulate has indicated they will donate $2500. This leaves a $1000 shortage. He said it is a city event and he would like Council to approve $1000.

Councilmember Pfister spoke in support. Councilmember Smith said he is not in favor of taking it out of reserves. Mayor Wolfe said he is continuing to solicit funds but he wanted to be sure to secure the fireworks contract.

Councilmember Gamble suggested that each councilmember donate $100 which would mean the city would only need to donate $500 and that he was willing to do that.

Councilmember Smith suggested taking some of it out of budgeted events.

MOTION

Lori Pfister moved to provide the $1000 for the fireworks from reserves as a guarantee in order to sign the contract and have Mayor Wolfe and Councilmember Smith continue to solicit donations in the meantime, seconded by Bob Grenier.

The motion carried 3-2 as follows:

Robert Wolfe	**Yes**
Kirby Smith	**No**
Sandy Gamble	**No**
Lori Pfister	**Yes**
Bob Grenier	**Yes**

Mayor Wolfe said he would donate $100.

XIII. AUDIENCE TO BE HEARD

Betty Burleigh, 214 N. New Hampshire Avenue

Ms. Burleigh said it had been her suggestion to call the new alley the "Lake Region Alley."

She said another member of a pioneer family has passed away—William Kennedy who died Monday, February 13th at age 91. She said he was an honorary lifetime member of the society. She said his grandfather, Professor William T. Kennedy, is the author of the 1929 History of Lake County.

XIV. REPORTS

Tab 16) City Administrator

Mr. Drury stated he had provided a list of upcoming meetings.

City Clerk

Ms. Barnett stated that the Supervisor of Elections has notified the city of various dates she will be advertising for meetings of the city's Canvassing Board with regard to the Special Election. The Canvassing Board is defined as the Mayor, the City Clerk and the Supervisor of Elections. The Canvassing Board has not had to meet much in recently because when the city's election is concurrent with the County, they provide the Canvassing Board. She said she will be getting with the Mayor on those upcoming dates. She said the Supervisor will be preparing the Certification of Election Results after the last Canvassing Meeting on March 8th and it should be received on March 9th.

Economic Development Director

Mr. Neron noted it had been another successful fishing tournament this past weekend and he thanked all the staff who helped to put on the event.

Community Services Director

Ms. Rogers noted that progress is being made on the grading project for the future ball fields at Woodlea.

Tab 17) City Council

Councilmember Pfister

No report

Councilmember Gamble

Councilmember Gamble distributed a letter to all Councilmembers and read aloud the following letter into the record:

"Date: February 15, 2012

Dear Mayor, Fellow Councilmembers, Citizens of Tavares and the City Staff of Tavares:

I am writing this letter for official records to tender my resignation from the Tavares City Council effective March 31, 2012. It is time for me to about my Heavenly Father's business with my ministerial responsibilities. I appreciate the confidence of the voters of Tavares in electing and then re-electing for the years I have served. I have been proud and honored to have served on the Council of Tavares and feel a lot has been accomplished for the good of my home town and the citizens of Tavares.

Our theme in our church for this year is 'God is Doing a New Thing' and since January 1st, God has been doing a new thing in my personal life. I have been given extra duties and responsibilities such as District Overseer of five churches that take me out of Tavares at times to do business for our church. I am not able to fill the responsibility of the City Council to the fullest it requires as I have been able to, in the past. I take any position I have been allowed to represent personal and give 100% plus to fulfill its requirements. The City Council position has a lot of responsibility and time that is needed to truly fill this seat. I have been prompted by my Heavenly Father to step down and that is what I am going to do. I have no plans to leave Tavares but that could change if the Father wants it to.

I would also like to thank the staff of Tavares for all their support and assistance over the years. When it comes to the finances of the city as far as salary increases I have always tried to do my best to see the staff is treated fairly straight across the board. They are and have been a great team to work with and have together accomplished a lot for Tavares as a team. Continue the great work and make our citizens proud.

In closing there is a song I like to sing that is called 'No Less of Me". In the chorus it says: "No less than me I bring to give, No less than me my offering.' It also says 'He wants my very heart and soul then my offering will be whole.' Truly I am giving my all to what I am called to do and that it is to be a messenger of the gospel of Christ in my community and in my church.

Thank you once again for the pleasure of serving the City of Tavares, America's Seaplane City.

God Bless you all,

Pastor Sandy Gamble
Tavares City Councilmember"

Councilmember Gamble discussed his experience which led to his decision, noting his resignation would be effective March 31st.

Vice Mayor Grenier

Vice Mayor Grenier spoke of Councilmember Gamble's dedication to his church.

Vice Mayor Grenier noted the Crappie Tournament had gone very well. He said this Monday February 20th will be the Tavares African American Heritage luncheon.

Councilmember Smith

Councilmember Smith said Councilmember Gamble's decision was a shock but he understood Councilmember Gamble's commitment and he had appreciated his service on the Council.

Councilmember Smith invited anyone present to donate funds for the fireworks festival.

Mayor Wolfe

Mayor Wolfe said Councilmember Gamble will be missed and that he appreciated his dedication to the citizens of Tavares.

Mayor Wolfe said anyone that knows of veterans should contact the organization in Leesburg that is building the wall as they are looking for veterans' names to be included on the wall.

Adjournment

There was no further business and the meeting was adjourned at 5:26 p.m.

Respectfully submitted,

Nancy Barnett

Nancy Barnett, CMC
City Clerk

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: March 7, 2012

AGENDA TAB NO. 2

SUBJECT TITLE: Proclamation Honoring Corporal Paula Crow

OBJECTIVE:

The Mayor will read a proclamation honoring Corporal Paula Crow to be received by her family.

SUMMARY:

Proclamation attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

TAVARES

America's Seaplane City™

Proclamation
City of Tavares

Paula L. Crow Remembrance

WHEREAS, Detective Paula L. Crow was a 7-year veteran of the Tavares Police Department; and

WHEREAS, Corporal Paula L. Crow was a faithful and dedicated servant to the citizens of Tavares as a Detective, Community Service Officer, Special Response Team member and Traffic Homicide Investigator; and

WHEREAS, Corporal Paula L. Crow worked closely with senior citizens and specialized in prevention of crimes against the elderly and worked closely with teenagers with the public safety explorer program; and

WHEREAS, on Wednesday, February 1, 2012, Corporal Paula L. Crow lost her battle with breast cancer; and

WHEREAS, Corporal Paula L. Crow will be greatly missed for her tireless dedication and unwavering service to the City of Tavares and as an exemplary Law Enforcement Officer.

NOW THEREFORE BE IT RESOLVED, that in recognition and gratitude for her service and devotion, I, Robert Wolfe, Mayor of the City of Tavares hereby declare

March 7, 2012
Paula L. Crow Day

Done and proclaimed this 7th day of March 2012.

_____
Robert Wolfe, Mayor

AGENDA SUMMARY
TAVARES CITY COUNCIL
February 7, 2012

AGENDA TAB NO. 3

SUBJECT TITLE: 2012-2013 Community Development Block Grant (CDBG) Application Submittal

OBJECTIVE:

To consider approval of the 2012-2013 CDBG Application Submittal

SUMMARY:

The Public Works Department was awarded a $52,500 Community Development Block Grant Application (CDBG) in 2011. This non-matching grant will be used for sidewalk improvements to the east side of St. Clair Abrams Ave., described as "The St. Clair Abrams Ave. Sidewalk Construction Project".

The application request for the upcoming 2012-2013 funding cycle was received too late to provide sufficient time for notification to Council and still make the February 28, 2012 deadline. Staff made the decision to move forward with submittal of the grant application in order to not lose this funding opportunity. If awarded this non-matching grant, it will be used for completion of any remaining portions of the "St. Clair Abrams Sidewalk Construction Project" with all other funds designated for sidewalk/ramp improvements in qualifying low to moderate income areas.

OPTIONS:

1) Council approval for staff to continue the 2012-2013 CDBG application process.
2) Council disapproval for staff continuing the 2012-2013 CDBG application process and direct staff to withdraw the submitted application.

STAFF RECOMMENDATION:

1) Council approval for staff to continue the 2012-2013 CDBG application process.

FISCAL IMPACT:

No fiscal impact

Legal Sufficiency: Legally sufficient

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
MARCH 7, 2012

AGENDA TAB NO. 4
SUBJECT TITLE: Ordinance 2012-04 **SECOND READING**
Green Building Incentives and Award

OBJECTIVE:

To approve an ordinance that adopts a Green Building Incentives and Award Program as part of the City's Economic Development Initiatives.

SUMMARY:

On December 7th, 2011, Council instructed staff to develop a Green Construction Program that would use building permit fee waivers or reductions and public recognition as incentives.

Staff has prepared an ordinance that would add a Green Building Incentive and Award Program to Chapter 23, Community Economic Development Initiatives, of the City's Land Development Regulations.

Highlights of the proposed program:

1. The program is optional except for city-owned civic or office construction projects.
2. Those wishing to participate must comply with the Green Home Designation Standard for residential construction and L.E.E.D.2.0 Standard for commercial construction. Both of these standards use the Florida Building Code as the "baseline" for efficiency.
3. Construction Projects, at the applicant's expense, must be certified by a qualified third party who has been trained and certified as a green building rater.
4. Successful applicants will receive the following rewards:
    a) 50% reduction in building permit fee for the project.
    b) Marketing assistance including site signs, inclusion in the city's Green Program website, promotional packages and press releases.
    c) A "Green Building Award" will be awarded annually during a public City Council meeting.
5. The program will be reviewed annually to determine its effectiveness.

OPTIONS:

1. That City Council moves to approve Ordinance 2012-04 that adopts a Green Building Incentives and Award Program.
2. That City Council denies the proposed ordinance.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to adopt Ordinance 2012-04.

FISCAL IMPACT:

Fiscal impact will equate to the number of successful participants who receive partial building permit fee reductions. There may also be minimal promotional and marketing costs. It is staff's opinion that these costs overtime will be offset by the benefits that Green Construction provides to the community.

LEGAL SUFFICIENCY:

Approved for legal sufficiency

ORDINANCE 2012-04

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 23, COMMUNITY ECONOMIC DEVELOPMENT INITIATIVES, ADDING DIVISION 6, GREEN BUILDING INCENTIVES AND AWARD PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, green construction practices greatly contributes to the continued growth and prosperity of the City of Tavares and its residents; and

WHEREAS, the City of Tavares desires to emphasize this as a priority by amending the City's Land Development Regulations by adding programs for providing incentives, public recognition and awards to those citizens and developers that utilize green construction practices to a degree greater than required by applicable building codes; and

WHEREAS, the City of Tavares has determined these changes are appropriate and in the best interest of the community; therefore;

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

Section 1. Text Amendments to the City's Land Development Regulations

That the City's Land Development Regulations are hereby amended as follows:

Chapter 23
Community Economic Development Initiatives

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DIVISION 3. IMPACT FEE WAIVERS

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DIVISION 6.

GREEN BUILDING INCENTIVES AND AWARD PROGRAM

Sec. 23-17 Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

City means the City of Tavares, Florida.

Council means the City Council of the City of Tavares, Florida.

City-owned civic or office construction project means city-owned buildings providing a public gathering place or office facilities.

Construction means any project associated with the creation, development, or erection of any building eligible for the program.

FGBC means the Florida Green Building Coalition.

GHDS means the Green Home Designation Standard of the Florida Green Building Coalition.

Green building means generally the resource efficient design, construction, and operation of buildings by employing environmentally sensible construction practices, systems, and materials.

Independent or independent of the city means not employed by, or acting as agents of the city.

L.E.E.D. 2.0 means the Leadership in Energy and Environmental Design Rating System, Version 2.0, of the U.S. Green Building Council.

Municipal means owned by the city.

Private means property not owned by the city.

Program means the city green building program.

Program certification means the final designation awarded to a program participant for satisfying all requirements associated with the program for a particular project.

Program participant means any person or entity seeking program certification for a particular project.

Project means any construction associated with the creation, development, or erection of any building eligible for the program.

Project application form means the form submitted to the building inspection department indicating that a program participant is interested in participating in the program for a particular project.

Sub-program means any area of construction covered by the program.

USGBC means the U.S. Green Building Council.

Sec. 23-18. Intent and purpose.

The purpose of the program shall be to provide the city community with a certification-based "green building" program. It is expected that city owned civic or office construction projects will follow the program guidelines, unless the City Council determines that the cost (e.g. time, function, or funding) associated with participating in the Program significantly outweighs the benefits. This program will be voluntary for all others. This program will promote sustainable and environmentally-friendly practices of construction and design.

Sec. 23-19. Designation of Responsibility for Administration and Implementation.

The program shall be administered by the City's Community Development Department which shall be responsible for:

(1) Funding the program through annual funds budgeted and appropriated by the City Council;

(2) Marketing the program to the Tavares community by any reasonably effective means, including but not limited to print advertising, press releases, television advertising, or advertising in monthly mailers;

(3) Developing any appropriate or necessary application procedures, including but not limited to, the program application form;

(4) Providing an incentive award to any program participant who has successfully satisfied the requirements associated with that incentive.

Sec. 23-20. Program.

(a) For all non-city projects, the program shall be voluntary.

(b) For any city-owned civic or office construction project, the city is expected to participate in the program unless the City Council determines that the cost (e.g. time, function, or funding) associated with participating in the program significantly outweighs the benefits of participating in the program to the city.

(c) The City's Community Development Director and Director of Finance or their designees shall develop policies and procedures to implement the green building program.

Sec. 23-21. Scope.

The program shall be administered on a per-unit basis. For the purpose of this section of the program, "per-unit" means each unit built, except that any multi-family dwelling or similarly clustered structure may count as one unit, as determined by the Community Development Director or their designee(s).

Sec. 23-22. Coverage.

The program shall be comprised of the following sub-programs:

(1) New residential construction;

(2) Residential retrofitting/remodeling;

(3) New commercial/non-city construction, not including any expansions or remodeling; and

(4) City-owned civic or office construction, not including any expansions or remodeling.

Sec. 23-23. Standards.

The program shall be administered using standards for certification developed by the Florida Green Building Coalition and the U.S. Green Building Council. These standards shall apply to each sub-program as follows:

(1) GHDS. For any program participant seeking program certification for new residential construction the program participant must satisfy all of the requirements associated with the current Green Home Designation Standard of the FGBC, including but not limited to, any monetary or certification requirements. For the purpose of this section of the program, "current" means at the time a program participant submits a project application form with the building inspection department.

(2) L.E.E.D. 2.0. For any program participant seeking program certification for new commercial/non-city construction or new municipal civic or office construction, the program participant must satisfy all of the requirements associated with the L.E.E.D. 2.0, including but not limited to any monetary or certification requirements.

(3) Review. For the purpose of this section of the program, a program participant shall be bound by the standard designated for a particular sub-program unless the program participant both requests to be certified under a more current version of a designated standard and the request is approved by the city department responsible for administering the particular program.

Sec. 23-24. Incentives.

The Program shall consist of incentives designed to encourage the use of the Program. For any program participant seeking program certification for new residential construction, residential retrofitting/remodeling and new commercial non-city construction the City government shall provide the following incentives:

(1) Reduced permitting fee, which shall equal 50 percent of the fee required for a non-program participant, subject to availability of funds;

(2) Marketing for all sub-programs. For any program participant seeking program certification for new residential construction, residential retrofitting/remodeling or new commercial/non-city construction the City shall provide the following marketing incentives, including but not limited to:

a) The erection of building site signs designating a project under the Program;
b) The inclusion of program participants on a City webpage dedicated to the Program;
c) The creation of promotional packages, such as a program logo for a program participant's advertisements or brochures;
d) Press releases when the program participant receives certification.

(3) Green Building Award. For the purpose of publicly recognizing outstanding commitment to "green building" the Program shall provide for an award called the "Green Building Award" to be awarded annually by the City Council.

Sec. 23-25. Certification.

The program shall be subject to certification by a qualified third party who has been trained and certified as a green building rater. For the purpose of this section of the program, "third party" means any person or entity authorized by the FGBC or the USGBC to verify that a program participant has satisfied any or all of the requirements associated with the standard designated for a particular project.

Sec. 23-26. Program review.

(1) Staff review. The City's Community Development Department shall initiate a review of the Program as necessary to determine the need for change in the program to increase its effectiveness.

(2) Frequency. The program shall be subject to review one year after the effective date of this ordinance and thereafter at a frequency of no more than once per year.

(3) Purpose. The purpose of reviewing the Program includes but is not limited to updating program incentives, recommending program or market changes, reviewing suggestions made by program participants, and annually awarding the Green Building Award.

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 _____, 2012 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:

_____
Robert Q. Williams, City Attorney

Ordinance 2012-04
Orlando Sentinel/Lake Sentinel
Sunday, February 26, 2012 Edition

Legal Notices

Public Hearing Notices

City of Tavares

NOTICE IS HEREBY GIVEN that the Tavares City Council will consider the Ordinance 2012-04, Second Reading, on March 7, 2012 at 4:00 p.m. Tavares City Hall, 201 E. Main Street, Tavares, FL 32778.

ORDINANCE 2012-04

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 23, COMMUNITY ECONOMIC DEVELOPMENT INITIATIVES, ADDING DIVISION 6, GREEN BUILDING INCENTIVES AND AWARD PROGRAM; PROVIDING FOR SEVERABILITY; 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.

LAK1175045 02/26/2012

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: March 7, 2012

AGENDA TAB NO. 5

SUBJECT TITLE: Award and Accept recommended low bidder for the Construction of a Floating Accessory Dock at the Tavares Recreation Park and authorize staff to negotiate contract

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OBJECTIVE: To approve the recommended low bidder for the construction of a floating accessory dock and access dredging at the Tavares Recreation Park located on U.S. Highway 441 and to authorize staff to negotiate a contract with selected bidder.

SUMMARY: On January 8, 2012, the City of Tavares advertised an Invitation to Bid for the construction of a floating accessory dock and access Dredging.

Five companies responded to the invitation with local company Blankenship Land & Marine Inc. of Leesburg, Florida, being the lowest bidder at $38,199.00.

The submission by this company has been reviewed by staff and by the engineer of record and has met compliance in all areas.

This is a fully funded project through the Florida Boating Improvement Program and budgeted funds.

1) Blankenship Land & Marine, Inc. P.O. Box 490583 Leesburg, FL 34749	$ 38,199.00
2) D&L Contracting, LLC 23414 SE Highway 349 Suwannee, FL 32692	$ 58,853.05
3) Jordan Development & Construction, LLC 6716 Spring Rain Drive Orlando, FL 32819	$ 70,834.00
4) American Marine Contractors, Inc. 1203 SE 4th Avenue Crystal River, FL 34429	$ 78,630.00
4) C & L Landscape, Inc. 1601 C Duval Street	$152,000.00

Jacksonville, FL 32202

It is anticipated that the Tavares Recreation Park boat ramp will be closed to the public Monday mornings through 12 pm Fridays and then will open again Friday afternoons through Sunday evenings from March 15 - June 15 for the construction.

To alert users in advance of the ramp closure, approximately three weeks before the closure, a press release will be issued and a sign will be installed that reads as follows:

Boat ramp in full repair by contractor (closed to public)
Monday mornings through 12 PM Fridays
Boat ramp open to public Friday afternoons through Sunday evenings
Areas blocked by turbidity curtains, silt fence and safety fence will be off limits at all times for duration of project
(of course, we will insert the dates as soon as they are confirmed)

This project is expected to be completed by mid June.

OPTIONS:

1) Approve the recommended low bidder and authorize staff to negotiate a contract and City Administrator to execute contract on behalf of the City.
2) Do not approve

STAFF RECOMMENDATION: Make a motion to approve the recommended low bidder, Blankenship Land and Marine, Inc. for the construction of a floating accessory dock and access dredging at the Tavares Recreation Park, authorize staff to negotiate a contract, and the City Administrator to execute the contract on behalf of the City.

FISCAL IMPACT: $38,199.10 (Florida Boating Improvement Grant)

LEGAL SUFFICIENCY: meets sufficiency

Dredging & Marine Consultants
DMC
ENGINEERS • SCIENTISTS

February 28, 2012

Ms. Tamera Rogers
City of Tavares
201 East Main Street
P.O. Box 1068
Tavares, FL 32778-1068

RE: Tavares Recreational Park Accessory Dock Replacement and Access Dredging;
Bid No.2012-0004;
Bid Recommendation Letter

Dear Ms. Rogers:

Dredging & Marine Consultants, LLC (DMC) is pleased to provide the City with a bidder recommendation based upon the five bids received on February 9, 2012 for the above-referenced project. Please see the attached table which summarizes the bidders' costs. The bids ranged from $38,199.00 to $152,000.00.

Based upon the City's budget and grant funding, DMC contacted the lowest two bidders and their references. Blankenship Land and Marine, Inc., submitted the lowest bid at $38,199.00 and D&L Contracting, LLC, submitted the second lowest bid at $58,853.05. We received excellent references for both bidders. Therefore, we called the bidders to verify their project understanding and capabilities. Both bidders described their methods and fully answered our questions about the details of the project. However, Blankenship's methods were, in part, unacceptable due to their plan to access the adjacent mitigation area, which is off limits. DMC then coordinated with John Rumble, Purchasing Manager, to determine Blankenship's eligibility. To rectify the issue, Mr. Rumble sent a letter to Blankenship on February 24, 2012 to ask whether acceptable methods will be followed at the proposed bid cost if they are selected for the project. Blankenship responded on February 27, 2012, stating that acceptable methods would be utilized to complete the project at the original bid cost of $38,199.00.

In essence, DMC's investigation revealed that both bidders are qualified to complete the work. Therefore, DMC has no objection to the City selecting either of the two. Please feel free to contact us with any questions or concerns. Thank you for this opportunity to review the bids.

Respectfully,
Dredging & Marine Consultants, LLC

Curtis N. Todd

Curtis N. Todd, P.E.
Project Engineer

cc John Rumble and Scott Aldrich, City of Tavares
Attachment

F:\DMC PROJECTS\070 -City of Tavares\09-070-08 Tavares Recreation Park\Bid Documents\Bids\Bid Recommendation Letter 2-28-12.doc

4643 S.Clyde Morris Blvd. Unit 302 • Port Orange, FL 32129 • Phone: 386-304-6505 • Fax: 386-304-6506
spatel@dmces.com • www.dmces.com

Dredging & Marine Consultants
DMC
ENGINEERS • SCIENTISTS

TAVARES
America's Seaplane City

TAVARES RECREATIONAL PARK
ACCESSORY DOCK REPLACEMENT AND ACCESS DREDGING

BID NO. 2012-0004

CONTRACTOR BID COSTS

ITEM #	ITEM DESCRIPTION	EST. QTY.	UNIT	BID COSTS									
				Blankenship		D&L		Jordan		American		C&L	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	Mobilization/ Demobilization	1	LS	$3,000.00	$3,000.00	$7,000.00	$7,000.00	$14,758.00	$14,758.00	$3,000.00	$3,000.00	$15,200.00	$15,200.00
2	Environmental compliance and associated turbidity, siltation and erosion control	1	LS	$2,200.00	$2,200.00	$5,928.12	$5,928.12	$2,000.00	$2,000.00	$2,600.00	$2,600.00	$7,500.00	$7,500.00
3	Removal of existing wood piles and installation of two 30 ft long Southern Yellow Pine wood piles (10" diameter)	1	LS	$2,500.00	$2,500.00	$4,500.00	$4,500.00	$4,600.00	$4,600.00	$2,500.00	$2,500.00	$16,500.00	$16,500.00
4	Removal, hauling, fabrication and installation of 40 ft long x 6 ft wide aluminum floating dock	1	LS	$8,999.00	$8,999.00	$13,028.11	$13,028.11	$8,070.00	$8,070.00	$8,066.00	$8,066.00	$45,500.00	$45,500.00
5	Removal, hauling, fabrication and installation of 20 ft long x 6 ft wide aluminum gangway	1	LS	$5,000.00	$5,000.00	$6,198.30	$6,198.30	$2,300.00	$2,300.00	$23,856.00	$23,856.00	$6,250.00	$6,250.00
6	Fixed dock bumper system replacement	210	LF	$19.04	$4,000.00	$23.26	$4,884.60	$19.00	$3,990.00	$14.22	$2,986.00	$210.00	$6,300.00
7	Sediment dredging, dewatering and management	336	CY	$17.85	$6,000.00	$21.43	$7,200.48	$70.58	$23,716.00	$97.97	$32,917.00	$125.00	$42,000.00
8	Hauling dry dredged material to Woodlea Sports Complex	336	CY	$7.44	$2,500.00	$12.54	$4,213.44	$23.81	$8,000.00	$2.10	$705.00	$14.88	$5,000.00
9	Site grading and bermudagrass sod restoration in disturbed project areas	1	LS	$2,000.00	$2,000.00	$2,500.00	$2,500.00	$0.00	$0.00	$0.00	$500.00	$3,500.00	$3,500.00
10	As-built plans and record drawings	1	LS	$2,000.00	$2,000.00	$3,400.00	$3,400.00	$3,400.00	$3,400.00	$1,500.00	$1,500.00	$4,250.00	$4,250.00
	TOTAL BID COST				$38,199.00		$58,853.05		$70,834.00		$78,630.00		$152,000.00

Dredging & Marine Consultants
DMC
ENGINEERS • SCIENTISTS

AGENDA
MANDATORY PRE-BID MEETING

Tavares Recreational Park Accessory Dock Replacement and Access Dredging

City of Tavares
Council Chambers
201 East Main Street
Tavares, FL 32778
10:00am January 24, 2012

Introduction of Staff:

City of Tavares

Ms. Tamera Rogers (Project Manager)
Mr. Scott Aldrich (Assistant Project Manager)
Mr. John Rumble (Purchasing Manager)

Dredging and Marine Consultants, LLC (Engineers)

Mr. Shailesh Patel (Principal)
Mr. Joseph Faella (Project Manager)
Mr. Curtis Todd (Project Engineer)

Bid Information:

Contact John Rumble for contractual, insurance, bonding or other bid information.

Engineered Plans Completed by:

Dredging & Marine Consultants, LLC
4643 S. Clyde Morris Blvd., Unit 302
Port Orange, FL 32129
Phone: 386-304-6505
Fax: 386-304-6506

Project Location:

Tavares Recreational Park, Highway 441 (W. Burleigh Blvd.), City of Tavares, Lake County, Florida (Lat. 28.8123°, Long. -81.7471°).

General Description of Work:

Conversion of 40 foot long fixed aluminum dock into a floating dock with an associated gangway as well as dock bumper system replacement on remaining fixed docks and access dredging in the vicinity of the boat ramp at Tavares Recreational Park in Tavares, Florida.

Dredging & Marine Consultants
DMC
ENGINEERS • SCIENTISTS

Time Frame:

The Contractor agrees that the work shall be started not later than the date indicated in the "Notice to Proceed," and completion of work is anticipated within 90 days thereafter.

Questions on Project:

All questions should be directed in writing to John Rumble at jrumble@tavares.org by **5:00 P.M., Thursday, February 2, 2012.**

Bids:

Bids are due in the City Hall by 2:00 pm by Thursday, February 9, 2012 and will be opened and publicly read aloud at the City Council Chambers, 201 East Main St, Tavares, Florida at **2:05 PM**, on **February 9, 2012.** Proposals must be SUBMITTED ON THE FORM FURNISHED BY THE CITY and in accordance with specifications and list of quantities desired.

Bid Selection:

The award of the contract shall be as best serves the interest of the City of Tavares. Bidders shall specify accurate unit costs so that the City may recalculate quantities as needed to assist in bid selection. Bids may not be considered if bid schedule is incomplete.

Bidders will be evaluated based upon cost value, experience of contracting/ subcontracting team in related projects, and estimated project completion times. References will be contacted based upon information provided in the bid. Invalid reference contact information may result in disqualification of the bid submittal.

Special Project Requirements:

Work must comply with requirements of all governing rules, including conditions of the applicable Florida Department of Environmental Protection (FDEP) and the U.S. Army Corps of Engineers (USACE) permits. An adjacent FDEP mitigation area must be protected with a five foot buffer as indicated in the plans. Environmental best management practices (BMPs), such as turbidity and erosion control, must be used to protect the mitigation area as well as other adjacent wetland and surface water areas.

All shop drawings must be submitted to the engineer for approval at least five (5) business days in advance of construction or installation. All materials or products must be verified on site by the City's inspector. The contractor shall provide receipts and delivery tickets for all materials/ products within 48 hours of delivery so that the City inspector can verify the quality and quantity of materials/ products.

This project is funded, in part, by the FL Boating Improvement Program (FBIP) granted by the FL Fish and Wildlife Conservation Commission (FWC). Addendum #1 has been released to address some of the grant requirements, including five years of project record keeping, federal E-verify employee eligibility checks and completion of a form entitled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Federally Funded Transactions."

America's Seaplane City

CITY OF TAVARES

MINUTES OF BID OPENING
February 9, 2012
Request for Proposals
TAVARES RECREATIONAL PARK ACCESSORY DOCK REPLACEMENT AND ACCESS DREDGING
Bid No. 2012-0004
TAVARES CITY HALL
CITY COUNCIL CHAMBER

PRESENT
John Rumble, Purchasing Manager
Kay Mayes, Admin Assistant, Finance

Mr. Rumble noted today's date as Thursday, February 9, 2011. This is the opening of bid packages received in response to RFP 2012-0004, Tavares Recreational Park Accessory Dock Replacement and Access Dredging. There were five proposals received:

1) Blankenship Land & Marine, Inc. — $38,199.00
   P.O. Box 490583
   Leesburg, FL 34749

2) Jordan Development & Construction, LLC — $70,834.00
   6716 Spring Rain Drive
   Orlando, FL 32819

3) American Marine Contractors, Inc. — $78,630.00
   1203 SE 4th Avenue
   Crystal River, FL 34429

4) C & L Landscape, Inc. — $152,000.00
   1601 C Duval Street
   Jacksonville, FL 32202

5) D&L Contracting, LLC — $58,853.05
   23414 SE Highway 349
   Suwannee, FL 32692

Mr. Rumble noted the packages would be forwarded to Engineer of Record for review and evaluation; their recommendation would be forwarded to City Council for approval, possibly in time for the next meeting (March 7, 2012).

Respectfully submitted,

Kay Mayes
Admin Assistant, Finance

Community Bulletin

AUTO/TRUCK SERVICES

SPRAY'S AUTO & TRUCK REPAIR INC. — Family Owned & Operated. Servicing the area for a quarter of a century! Now accepting new customers! Commercial accounts welcome: 352-343-3433. M-F, 8-5.

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WEB OS22149

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WEB OS24359

LPN/RN — OB-GYN office in Leesburg and the Villages is looking for a fulltime LPN/RN for busy multi-physician office. Resume AND references REQUIRED. Must be a Non-Smoker. Drop resume off at Dr. Moffett's office, located at 601 E Dixie Ave, #401, Leesburg.

MEDICAL RECEPTIONIST — Full Time position available in busy Ophthalmology practice. Experience preferred. Positive attitude and ability to handle multiple tasks required. Some travel required. Great benefits package. Apply online at lakeeye.com or fax resume to 352-750-2105.
WEB OS24886

OPERATING ROOM SCRUB TECHNICIAN, RN/LPN, —needed: P/T Scrub Technician and Flex RN or LPN with pre and post op experience, needed for busy Ophthalmic ASCs. No weekends, no nights. Come join our TEAM! Fax resume to MFESC, (352) 735-2444.
WEB OS26219

Sales & Marketing

OUTSIDE SALES PROFESSIONAL — Orlando Sentinel is seeking a dynamic Outside Sales Professional to join our Advertising Sales Team in Tavares - Are you self motivated? Competitive? Success driven? Goal oriented? Thrive on cold calling? Energized by closing sales? If so, you may be the candidate we are looking for! Great opportunity to market our powerful brand! Visit our careers site at www.SentinelCareers.com to learn more about our company, about the job opening, and to apply online today! Drug Free Environment/ Equal Opportunity Employer

Advertisements for Bid

dock with an associated gangway as well as dock bumper system replacement on remaining fixed docks and access dredging in the vicinity of the boat ramp at Tavares Recreational Park in Tavares, Florida.

DESCRIPTION OF WORK: This project includes the furnishing of all labor, materials and equipment needed to safely and efficiently complete the work, which includes the following principal items: 40 foot fixed aluminum dock conversion into a floating dock, 20 foot aluminum gangway, 210 foot fixed dock bumper system replacement and 336 cubic yards of sediment removal (dredging), dewatering, management and disposal as well as all required environmental and permitting compliance, site grading, grass restoration, and final as-built plans and record drawings.

MANDATORY PRE-BID CONFERENCE: A mandatory pre-bid conference will be held at the City of Tavares, Council Chambers, 201 East Main Street, Tavares, Florida 32778, on

January 24, 2012 @ 10:00 a.m.

All bidders must be in attendance in order to submit a bid.

RECEIPT OF BIDS:
One original, three (3) hard copies and one digital copy (preferably in PDF format) for the work described herein shall be received until

February 9, 2012 @ 2:00 p.m.

at the City of Tavares, Attn: City Clerk, 201 East Main Street, Tavares, Florida 32778. The bids will be publicly opened and read aloud at the City Council Chamber at 2:05 p.m. ALL BIDS MUST BE CLEARLY MARKED "SEALED BID 2012-0004" AND WHETHER HAND DELIVERED OR MAILED MUST BE AT THE OFFICE OF THE CITY CLERK, CITY OF TAVARES CITY HALL BEFORE THE ABOVE STATED DEADLINE TO BE CONSIDERED. Please provide one original, three (3) hard copies and one digital copy (preferably in PDF format) of the bid.

INFORMATION REGARDING BIDDING MATERIAL, ETC: Bidders with access to DemandStar.com can obtain the front end documents by calling 800-711-1712, or on the web at http://www.demandstar.com. For further information contact John Rumble, Purchasing Manager, at Tavares City Hall, 201 East Main Street, Tavares, Florida 32778, phone: (352) 742-6131; fax: (352) 742-6001; e-mail: jrumble-@tavares.org.

LAK1168765 1/8/2012

Public Hearing Notices

TOWN OF LADY LAKE
NOTICE OF PROPOSED ENACTMENT OF ORDINANCE NO. 2011-31
TITLED AS FOLLOWS:

AN ORDINANCE REDESIGNATING ZONING CLASSIFICATION FOR CERTAIN PROPERTY OWNED BY J.T. BEAHAN IV AND SANDRA L. RECTOR ; LOCATED WITHIN THE TOWN LIMITS OF THE TOWN OF LADY LAKE, FLORIDA; REZONING SUBJECT PROPERTY LOCATED ON THE NORTH EAST CORNER OF HIGHWAY 441 AND HARTSOCK SAWMILL ROAD FROM LADY LAKE MANUFACTURED HOME HIGH DENSITY "MH-9" TO LADY LAKE HEAVY COMMERCIAL "HC"; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE.

Shall come up for adoption at the Second/Final Reading by the Town Commission, Town of Lady Lake, Florida, at its special meeting on **Wednesday, January 18, 2012 at 6:00 p.m.**, in the Commission Chambers, Lady Lake Municipal Complex, 409 Fennell Blvd., Lady Lake, FL. 32159. Said Ordinance may be inspected by the public during regular business hours at the office of the Town Clerk, Lady Lake Municipal Complex, Lady Lake, Florida. Interested parties may appear and be heard with respect to the proposed Ordinance. Any person wishing to appeal a decision of this public body should ensure himself that a verbatim record of the proceedings is made.

Legal Description and Map

THAT PORTION OF THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 28, TOWNSHIP 18, RANGE 24, LAKE COUNTY FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 28, RUN THENCE NORTH 89°46'08" WEST (BEARINGS RELATED TO THE FLORIDA GRID EAST ZONE) ALONG THE NORTH BOUNDARY OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 28 A DISTANCE OF 741.54 FEET, MORE OR LESS, TO A POINT ON SAID EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD 500; THENCE SOUTH 23°16'50" EAST ALONG SAID RIGHT-OF-WAY LINE A DISTANCE OF 1,447.32 FEET TO A POINT ON THE SOUTH BOUNDARY OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 28; FROM SAID POINT, DEPARTING SAID RIGHT-OF-WAY, RUN THENCE SOUTH 89°48'40" EAST ALONG THE SOUTH BOUNDARY OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 28 A DISTANCE OF 166.09 FEET TO THE S.W. CORNER OF SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 28, TOWNSHIP 18 SOUTH, RANGE 24 EAST AND THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 89°48'40" EAST ALONG THE SOUTH BOUNDARY OF THE

proceedings is made.

Kristen Kollgaard
Town Manager/Town Clerk
409 Fennell Blvd.
Lady Lake, Florida 32159

LAK1168222 01/08/2012

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MT DORA —2/1 end condo,grt dwntwn loc,$695 incl some util & assoc fees tile,newly updated/applc 352-267-3801

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TAVARES — Must See to appreciate! Fully renovated 3/2 House. Downtown Tavares, near schools, fenced back yard, 1500 sqft, $925/mo. +Sec. Dep. Call: 407-402-5855

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MOUNT DORA near Rour modeled, $

NE L

TAVARES — garage, in incl. $1250/

Man

Man Hom

NE L

MOUNT DORA Home Park good condit

NE L

TAVARES 2br Lakes), Rt. Lg patio, new! Furni Comm/Club

Man Home

MO

TAVARES—2B Florida rm, dock & lift.

Advertisements for Bid

ADVERTISEMENT/INVITATION TO BID
THE CITY OF TAVARES

PROJECT NAME: TAVARES RECREATIONAL PARK ACCESSORY DOCK REPLACEMENT AND ACCESS DREDGING

ENGINEER BID NO: 09-070-08

OWNER/BID NO: THE CITY OF TAVARES/2012-0004

LOCATION OF PROJECT: TAVARES RECREATIONAL PARK, HIGHWAY 441 (W. BURLEIGH BLVD.), TAVARES, FLORIDA (Latitude 28.8123°, Longitude -81.7471°)

SCOPE OF WORK: The project generally involves the conversion of 40 feet of fixed aluminum dock into a floating

Fictitious Name

FEBRUARY 2, 2012, 5:00PM, SUPERVISOR OF ELECTIONS OFFICE, 315 W. MAIN ST., RM #144, TAVARES, CANVASS PROVISIONAL BALLOTS AND CONDUCT RANDOM RACE AND PRECINCT SELECTION FOR THE POST ELECTION AUDIT

FEBRUARY 10,2012, 11:00 AM, SUPERVISOR OF ELECTIONS OFFICE, 315 W. MAIN ST., RM #144, TAVARES TO CANVASS OVERSEAS ABSENTEE BALLOTS

FEBRUARY 13, 2012, 9:00AM, ELECTIONS SUPPORT CENTER, 705 S. ROSSITER ST., MT. DORA TO COMMENCE POST ELECTION AUDIT

I HERETO SET MY HAND AND OFFICIAL SEAL THIS 4TH DAY OF JANUARY, 2012.

/s/EMOGENE W. STEGALL
SUPERVISOR OF ELECTIONS
LAKE COUNTY, FLORIDA

LAK1168787 1/8/2012

Merchandise

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AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: MARCH 7, 2012

AGENDA TAB NO) 6
SUBJECT TITLE: SOLID WASTE CONTRACT RENEWAL OPTIONS FOR COMMERCIAL SOLID WASTE COLLECTION AND RESIDENTIAL RECYCLING SERVICES

OBJECTIVE:

To seek direction from the City Council as to the process to be used for selection of a vendor to provide commercial solid waste collection and residential recycling services.

SUMMARY:

On November 6, 2002, the Tavares City Council approved a five-year franchise agreement with Waste Management Inc. of Florida to provide commercial solid waste collection and disposal and residential recycling services. On January 4, 2006 the City Council exercised its option and extended the agreement for an additional five years to October 31, 2011.

In December 2010, the City granted a one-year extension to the agreement through October 31, 2012. In return, Waste Management returned to the City the responsibility for the collection of solid waste in mobile home parks. This current franchise agreement grants the City at its sole discretion the ability to renew the franchise agreement for up to another five-year period.

Staff is seeking direction from Council as to how it wishes to proceed to provide commercial solid waste collection and residential recycling services when the current franchise agreement expires on October 31, 2012.

Staff has identified the following three methods that can be used to further this process:

1. Direct staff to negotiate with Waste Management, Inc. of Florida for a period of up to 60 days regarding the costs and services to be provided for an extended contract period. At the end of the 60 day period, Council would be provided the terms and conditions of an extended agreement for its consideration. Should the Council decide not to approve the staff negotiated agreement, there still would be ample time to follow a different process.
2. Direct staff to issue a Request For Qualifications for interested service providers. Once the RFQ's are analyzed by staff, the responding service providers would be ranked and brought to Council for approval of the rankings. Once approved, negotiations would be held with the top ranked firm to arrive at the terms and conditions of a franchise agreement. This is similar to the process used by the City for the selection of engineering and other professional contract services.
3. Direct staff to issue a Request for Bids for the commercial collection and residential recycling services. This would require staff to prepare a detailed set of specifications as to the terms and conditions of service so that all of those vendors responding to the Request for Bids would be doing so on an equal footing.

There are advantages and disadvantages to each of the three suggested processes.

With regard to the direct negotiations with Waste Management, the advantages are that you are dealing with a known entity that has provided a good level of service. The current contract provides that Waste Management provides free port-o-lets and commercial dumpsters as needed for City events. When this was originally negotiated the City was doing approximately 4 events per year versus the 16 major events. The value of this one service is estimated at $15,000 per year. One possible perceived disadvantage is that the City has had the same service provided for ten years and it may be the time to see what other providers may have to offer.

With regard to the issuance of a Request for Qualifications, an advantage is that it opens up the process to other service providers and allows for a negotiation process for the terms and conditions of service. A possible disadvantage is that the City may not be able to negotiate as favorable terms and conditions as are in the current franchise agreement.

The Request for Bids process primarily focuses on the cost of the service provided by the bidders. There would need to be an extensive bid document specifying the terms and conditions of the contract to provide a level playing field so that each of the bidders are submitting bids for the same level of services. Cost is the primary factor in determining the award of the contract. A possible disadvantage of this would be a company "low-balling" the price and not being able to provide the level of service required in the contract. Another potential disadvantage is that the City of Tavares is a relatively small contract in terms of size and dollars generated and may not attract a large number of qualified bidders.

RECOMMENDATION

Staff recommends that Council discuss this matter and give staff direction as to what process should be used.

OPTIONS:

1. That the City Council approves a process to be followed.
2. That the City Council does not approve a process to be followed.

FISCAL IMPACT:

The fiscal impact will be determined when the process is completed.

LEGAL SUFFICIENCY:

All options are legally sufficient.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: March 7, 2012

AGENDA TAB NO. 7

SUBJECT TITLE: Discussion on including Agriculture Rate as part of the Reclaim Rate Structure

OBJECTIVE:

To consider amending Reclaim Rates to include provisions for special rates for Agriculture Uses.

SUMMARY:

In June 2009 the City Council adopted Ordinance 2009-22 amending Chapter 17 of the City of Tavares Land Development Regulations for Water, Wastewater, and Reclaim user rates.

Prior to Ordinance 2009-22, the City did not provide reclaim water service thus Ordinance 2009-22 provided for and established Reclaim User rates for the newest service component of the Water, Wastewater Utility in addition to amending the user rates for water and wastewater services. The rates provided for in the Ordinance are based on a rate Study prepared by Brown and Caldwell dated May 2009.

At the time the rates were established for Reclaim services, many user characteristics were unknown, thus the rates provide for two classes of customers: Residential and Large Scale Users. Agriculture use was not considered.

The City has been approached by local growers, looking for an alternative water supply that is cost effective for their use. Currently, local growers generally use water from private wells (grandfathered), and utilized pumps requiring diesel powered engines.

It appears that some older reclaim system providers such as Conserv II offered various incentives to connect growers to their systems thus many offered reclaim service at rates substantially less than rates currently provided in the City's rate ordinance.

In order to provide incentive for our Agriculture Communities to the benefits of reclaim service, staff has discussed possible ways of meeting the special needs of local growers.

It is suggested that offering a subsidized agriculture rate could be beneficial in the long term. This could aid the City in getting reclaim water out into the community and assist in marketing the service. After discussions with a local grower and reviewing their current costs to irrigate, staff has determined that the following considerations for an agriculture rate could be considered:

- Reserving a limited amount of capacity (not to exceed 10%) for agriculture use – a first come first serve basis for subsidized rates
- Offering a 50% discount on meters that would need to be installed
- Impact Fees Adjustment or waiver (and waived if within waiver period)
- Offer rates similar/comparable to Conserv II, (a regional utility, $ .18 per 1000 gallons), but maintain CPI + 1%.

In order to move forward to explore rates that would address agriculture use within the current Reclaim Rate structure, staff seeks City Council direction.

OPTIONS:

1. Request staff to prepare amendment to Ordinance Number 2009-22 to include Reclaim rates specific to Agriculture Use, and bring back for Council's consideration.
2. Do not request staff to amend Ordinance Number 2009-22.
3. Discussion on including agriculture reclaim rates.

STAFF RECOMMENDATION:

Request staff to prepare amendment to Ordinance Number 2009-22 to include Reclaim rates specific to Agriculture Use, and bring back for Council's consideration.

.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: March 7, 2012

AGENDA TAB NO. 8

SUBJECT TITLE: Update on Funding for Dragonboat Fireworks

OBJECTIVE:

To have the Mayor provide update on funding for Dragonboat fireworks

SUMMARY:

Previously City Council authorized the Mayor to solicit contributions for the Dragonboat fireworks and Council authorized $1,000 as a placeholder so that the city could enter into a contract with the fireworks vendor. The mayor is prepared to provide an update on the fundraising efforts.

OPTIONS:

The Mayor will provide an update.

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
March 7, 2012

AGENDA TAB NO. 9

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, March 21, 2012 – 4:00 p.m.
- Code Enforcement Hearing – March 27, 2012 – 5:00 p.m.
- Lake County League of Cities – March 8, 2012 – 11:30 a.m.
- Lake Sumter MPO – No meeting – Next Meeting will be April 25, 2012
- Library Board – March 9, 2012 – 8:30 a.m. , Library Conference Room
- Planning & Zoning Board – March 22, 2012 – 3:00 p.m., Council Chambers

EVENTS

- Friday Market – Wooton Park 9 am to 1 pm
- No Duck Left Behind – Rubber Ducky Race & Carnival – March 10, 2012
- Classic Raceboat Regatta – March 16-18, 2012
- Sunnyland Antique & Classic Boat Society Boat Show – Wooton Park – March 23-25, 2012
- Planes, Trains & BBQ – April 7, 2012
- Dragonboat Festival – April 13-14, 2012
- Seaplane Pilots Fly In – April 21, 2012

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TAVARES

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AGENDA SUMMARY
TAVARES CITY COUNCIL
March 7, 2012

AGENDA TAB NO. 10

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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