

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO: 16

SUBJECT TITLE: Ordinance #2012-11 – Amendment to Ordinance 2011-15 to Extend City-wide Impact Fee Waiver Program for Six Months –Second Reading

OBJECTIVE:

To consider the approval of Ordinance #2012-11 to extend the impact fee waiver program for an additional six months to December 31, 2012.

SUMMARY:

In December of 2009, City Council approved Ordinance 2009 – 34 which waived the imposition of City impact fees City-wide for the period Jan.1 2010 – Dec. 31, 2010. On December 15, 2010, Council approved Ordinance 2010-22 to extend the program for an additional 12 months through December 31, 2011. On December 21, 2011, Council approved Ordinance 2011-15 to extend the program for an additional six months until June 30, 2012.

On June 6, 2012 discussion was held by Council regarding the extension of the Ordinance for an additional six months which will communicate the intention of the City to wind down this program. Staff presented data to show the results of the impact fee waiver program. For the past 29 months through May 2012, permits have been approved and issued for new construction valued at \$36,688,586 with resulting impact fee waivers of \$1,716,032. For every dollar of impact fees waived it has resulted in \$21.43 of new construction. Of the \$36.7 million in new construction, 64% was for commercial construction and 36% was for residential construction.

Council directed staff to prepare an ordinance to extend the program for an additional six months to December 31, 2012 at which time the waiver will be reviewed. This ordinance was read at first reading on June 20, 2012.

OPTIONS:

1. Move to approve Ordinance #2012- 11 to extend the current City-wide impact fee waiver program through December 31, 2012.

2. Do not approve Ordinance #2012 – 11 to extend the current City-wide impact fee waiver program through December 31, 2012.

STAFF RECOMMENDATION:

Move to approve Ordinance #2012-11 to extend the current City-wide impact fee waiver program through December 31, 2012.

FISCAL IMPACT:

The fiscal impact will be dependent on the level and type of building permits that are pulled during the 6 month time frame.

LEGAL REVIEW:

This proposal has been reviewed and approved by the City Attorney.

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ORDINANCE 2012- 11

AN ORDINANCE AMENDING ORDINANCE 2011- 15 OF THE CITY OF TAVARES, FLORIDA PERTAINING TO THE EXTENSION OF THE WAIVER OF IMPACT FEES; FURTHER EXTENDING THE WAIVER TO DECEMBER 31, 2012; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Ordinance 2009-34 provides for a waiver of impact fees provided by Chapter 6 and Chapter 17 of the City's Code of Ordinances until December 31, 2010, and

WHEREAS, Ordinance 2010-22 provided an extension of this waiver of impact fees until December 31, 2011, and

WHEREAS, Ordinance #2011-15 provided an extension of this waiver of impact fees until June 30, 2012, and

WHEREAS, the City of Tavares finds that an additional extension of the waiver will further its legitimate public interest in encouraging economic growth and development in and around the City, since said growth provides jobs, provides additional customers for the City's services, and increases the City's tax base; and

WHEREAS, the limited impact fee waiver provided herein will not result in a disproportionate impact fee for past or future development; and

WHEREAS, the payment of City police, fire/rescue, parks, recreation, water, and wastewater capital charges still pose a significant expense for new residential and commercial businesses and enterprises that are facing other start up expenses; and

WHEREAS, the Florida Legislature has recognized the validity of waivers of impact fees to promote economic development in Section 163.2517, Florida Statutes, and

WHEREAS, City impact fee revenues have not been pledged for the repayment of any municipal bonds or obligations, and the provision of an additional six (6) month waiver of such fees will not impair the City's capital improvement plans for its police, fire, recreation, water and wastewater utility departments, and

WHEREAS, the City Council desires to waive payment of impact fees for an additional six (6) month period as a citywide economic development incentive as provided herein; now therefore,

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

50

51 **Section 1. Recitals.** The foregoing recitals are true and correct and
52 incorporated herein by reference.

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54 **Section 2. Amendment.** Chapter 6 of Part II of the City of Tavares Code of
55 Ordinances is hereby amended to read as follows:

56

57 **Section 6-6.** Payment of impact fees.

58

59 (a) Any person who seeks to develop land within the city, by applying
60 for a building permit or final development order, is hereby required to pay impact
61 fees in the manner and amount set forth in the fee schedule. The impact fee due
62 prior to the issuance of a building permit or final development order, except as
63 otherwise provided by this article, shall be the sum of the applicable police
64 facilities, fire/rescue facilities, and parks and recreation facilities impact fee.

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66 (b) No building permit or final development order requiring payment of
67 an impact fee pursuant to this article shall be issued unless and until impact fees
68 herein required have been paid.

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70 (c) No extension of a building permit or final development order for any
71 activity requiring payment of an impact fee, pursuant to the fee schedule, shall be
72 granted unless and until the impact fees in effect at the time of the extension
73 request have been paid.

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75 (d) In the event impact fees are paid concurrently with the issuance of
76 a building permit or final development order and subsequently, the building
77 permit or final development order is amended, the applicant shall pay impact fees
78 in effect at the time the amended building permit or amended final development
79 order is issued with credit being given for the previous fees paid.

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81 (e) All impact fees that would normally be due under the terms of this
82 Chapter shall be waived for building permits issued from January 1, 2010,
83 through December 31, 2012.

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85 **Section 3. Amendment.** Section 17-39 of the City of Tavares Land
86 Development Regulations is hereby amended to provide as follows:

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88 **Section 17-39.** Waiver of Impact Fees.

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90 All impact fees that would normally be due under the terms of this
91 Chapter shall be waived for building permits issued from January 1, 2010,
92 through December 31, 2012.

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

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97 **PASSED AND ORDAINED** this _____ day of _____,
98 2012, by the City Council of the City of Tavares, Florida.

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101 _____
102 Robert Wolfe, Mayor
103 Tavares City Council

104 ATTEST:

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107 _____
108 Nancy A. Barnett
109 City Clerk

110 First Reading _____

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113 Passed Second Reading _____

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116 _____
117 Approved as to form:
118 Robert Q. Williams
119 City Attorney

EXHIBIT 2

City of Tavares

Impact Fee Waiver program

January 2010 to – May 2012

The City of Tavares adopted its impact fee waiver ordinance on December 16th, 2009. Since that date, the City has processed building permits for the following new construction projects:

<u>Types of Project</u>	<u>Valuation</u>	<u>Total Fees Waived</u>
Commercial:		
Osprey Lodge	\$11,700,000.00	\$346,575.24
Massey's	\$382,523.00	\$8,171.19
Bartch Annexation**	\$161,300.00	\$1,252.50
Ellrodt Office	\$185,000.00	\$6,332.00
Kooser's BBQ	\$115,000.00	\$42,853.00
Dollar Tree	\$650,000.00	\$28,954.91
Lemon's Sports Complex	\$6,054,606.00	\$562,392.50
Tavares Medical Facility	\$71,000.00	\$5,448.96
Tavares Regional (3 unit med bldg)	\$350,000.00	\$12,768.45
Tavares Station Hotel	\$2,380,903.00	\$200,754.54
Tavares Surgical Center	\$1,423,226.00	\$33,271.76
Total Commercial	\$23,473,558.00	\$1,248,775.05
Residential:		
Multi-Family	\$3,888,375.00	\$232,279.12
Single Family	\$9,326,653.00	\$234,977.96
Total Residential	\$13,215,028.00	\$467,257.08
GRAND TOTAL	\$36,688,586.00	\$1,716,032.13

**Assessed Value of annexed property connecting to city utilities.

All individuals that have received impact fee waivers since the inception of this program have indicated, in writing, that the waivers contributed significantly with their decision go ahead with their projects.

City of Tavares

NOTICE IS HEREBY GIVEN that the Tavares City Council will consider the Ordinance 2012-11, Second Reading, on July 18, 2012 at 4:00 p.m. Tavares City Hall, 201 E. Main Street, Tavares, FL 32778.

ORDINANCE 2012- 11

AN ORDINANCE AMENDING ORDINANCE 2011- 15 OF THE CITY OF TAVARES, FLORIDA PERTAINING TO THE EXTENSION OF THE WAIVER OF IMPACT FEES; FURTHER EXTENDING THE WAIVER TO DECEMBER 31, 2012; AND 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.

LAK1192225

7/8/2012

Lake Sentinel

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 17

SUBJECT TITLE: Resolution 2011-22, Authorizing Updated and Final Lease Schedule for VOIP Capital Project with BB&T Bank

OBJECTIVE:

To approve Resolution No. 2012-10 to finalize and amend Capital Lease Schedule and related documents with BB&T for Capital Lease Agreement and Equipment Schedule for VOIP Project.

SUMMARY:

The Fiscal Year 2012 Adopted Budget included Capital Equipment for a VOIP System, a Solid Waste Automated Replacement Vehicle, and a Street Sweeper Replacement Vehicle. Each item was identified in the budget as being funded by Capital Lease, and related debt service was also budgeted. Amounts for the equipment and VOIP Project were estimated costs.

On December 21, 2011, the City Council approved Resolution No. 2011-22 and authorized the execution of a Master Lease Agreement with BB&T Bank for purchase of an Automated Garbage Truck, Street Sweeper, and funding for the VOIP Project.

Staff was able to procure the Street Sweeper and the Automated Garbage Truck for \$47,171.07 less than originally anticipated. The amount saved was returned to BB&T Bank and reduced the amount owed for the equipment.

The original lease amount for the VOIP Project was estimated at \$120,242.40, but the completed project cost was \$133,941.86 or \$12,617.88 more than estimated. The attached resolution finalizes the change to the VOIP Project and allows staff to finalize the Capital Lease Funding Documents for the VOIP Project.

OPTIONS:

1. Approve Resolution 2012-10 and authorize staff to finalize the Capital Lease Agreement with BB&T Bank for the VOIP Project.
2. Do not approve Resolution 2012-10.

STAFF RECOMMENDATION:

Move to approve Resolution 2012-10 and authorize staff to finalize the Capital Lease Agreement with BB&T Bank for the VOIP Project.

FISCAL IMPACT:

Debt Service for the VOIP Lease for Fiscal Year 2012 was budgeted at \$15,838, Actual debt service for FY 2012 will be \$13,964.76 for FY 2012. Actual interest rate is less than originally budgeted. Debt service will be \$1,873.24 less than the budgeted amount.

RESOLUTION 2012- 10

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER LEASE AGREEMENT, AN ESCROW AGREEMENT, AND ELATED INSTRUCTIONS, AND DETERMINING OTHER MATTERS IN CONJUNCTION THEREWITH

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

WHEREAS, the City of Tavares, Florida, (“Lessee”) desires to obtain certain equipment (the “Equipment”) described in Exhibit A (see Exhibit A for schedule equipment) with Branch Banking and Trust Company (BB&T), the form which has been available for review by the governing body of Lessee prior to this meeting, and

WHEREAS, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment and,

WHEREAS, Lessee proposes to enter into the Lease with Branch Banking and Trust Company and the Escrow Agreement with the Escrow Agent substantially in the forms presented prior to this meeting,

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE AS FOLLOWS:

Section 1. It is hereby found and determined that the terms of the Lease and the Escrow Agreement (collectively, the Financing Documents”) in the forms presented to this meeting and incorporated in this resolution are in the best interest of Lessee for the acquisition of the Equipment.

Section 2. The Financing Documents and the acquisition and financing of the Equipment under the terms and conditions as described in the Financing Documents are hereby approved. The Mayor of Lessee and any other officer of Lessee who shall have power to execute contracts on behalf of Lessee is, hereby authorized to execute acknowledge and deliver the Financing Documents with any changes, insertions and omissions therein as may be approved by the officers who execute the Financing Documents, such approval to be conclusively evidenced by such execution and delivery of the Financing Documents. The City Administrator of the Lessee and any other officer of Lessee who shall have power to do so is, authorized to affix the official seal of Lessee to the Financing Documents and attest the same.

Section 3. The proper officers of Lessee is authorized and

directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents.

Section 4. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

The undersigned further certify that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the Lease and Escrow Agreement executed on behalf of the Lessee are the same as presented as such meeting of the governing body of Lessee, excepting only such changes, insertions and omissions as shall have been approved by the officers who executed the same.

PASSED AND RESOLVED this 18th day of July, 2012, 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 Williams
City Attorney, Williams Smith & Summers

EXHIBIT A

Schedule of Equipment for Capital Lease

Lease Funding for Capital Equipment

VOIP System – modification of additional \$12,617.88 – 5 Year Lease Period
– Rate 1.55%

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 18

SUBJECT TITLE: Approval of Contract with LCSO for Dispatch Services

OBJECTIVE:

To present City Council the contract with the Lake County Sheriff's Office for providing the City of Tavares dispatch and 911 services.

SUMMARY:

On June 6, 2012 Council directed staff to develop a contract with the Lake County Sheriff's Office (LCSO) for dispatch and 911 services. The attached contract is the result of this direction.

In summary, the contract is for 5 years at a cost of \$280,000 per year with an annual increase of 1% plus CPI (consumer price index) per year. LCSO will assume all dispatch and 911 services with a dedicated dispatcher on a dedicated radio channel for the Tavares Police Department at all times. In addition, the contract provides for that dedicated dispatcher to have placed at their console/work area 2 monitors for video monitoring of city facilities; the answering of non-emergency lines with "Tavares Police Department" and the hiring of 5 of the current City of Tavares dispatchers.

If Council moves to accept this contract, dispatch and 911 services would be handed over in early 2013 when the Lake County EOC is completed and operational. Up to that time, all existing dispatchers will remain employees of the City of Tavares. To retain these employees, it is recommended that each employee be offered a retention payment of \$4,500 if they stay until the time services are handed over to the Sheriff's Office in April 2013 and will also receive 100% of their sick time, as opposed to the standard 25% to further encourage continued uninterrupted coverage of the communications center.

The costs below anticipate an April 1, 2013 start date.

	Current	FY 12-13	FY 13 and Beyond
City of Tavares	\$ 449,000.00	\$ 365,000.00	\$ 280,000.00
Maintenance	\$ 32,600.00	\$ 32,600.00	\$ 32,600.00
Employee Severance		\$ 71,000.00	\$ -
Fiber Optic Link	\$ -	\$ 10,000.00	\$ -
Software Configurior	\$ -	\$ 25,000.00	\$ -
Total Cost	\$ 481,600.00	\$ 503,600.00	\$ 312,600.00

The FY12-13 costs for services of \$365,000 are based on 6 months of current costs (\$224,500) and 6 months of LCSO contract costs (\$140,500), assuming the April 1, 2013 start date. The fiber optic link will connect City Hall to the county campus and the software configuration will handle either a data transfer or multi server CAD setup. The costs above do not reflect the 1% plus CPI.

There is an approximate \$168,000 cost difference between the City of Tavares and LCSO after FY13.

OPTIONS:

1. Authorize the Mayor to execute a contract with the Lake County Sheriff's Office for 911/radio services.
2. Do not pursue contracting with Lake County Sheriff's Office for 911/radio services.

STAFF RECOMMENDATION:

Staff recommends that city council discuss this policy decision.

FISCAL IMPACT: In FY12-13 the communications cost will be \$22,000 more than FY11-12 and in FY13-14 will be \$168,000 less.

LEGAL SUFFICIENCY: Yes

**2012 – 2017 AGREEMENT
BETWEEN
GARY S. BORDERS, AS
SHERIFF OF LAKE COUNTY, FLORIDA
AND
THE CITY OF TAVARES
FOR
THE RENDITION OF
LAW ENFORCEMENT DISPATCH SERVICES**

2012 – 2017 AGREEMENT

BETWEEN

GARY S. BORDERS, AS

SHERIFF OF LAKE COUNTY, FLORIDA

AND

THE CITY OF TAVARES

FOR

THE RENDITION OF

LAW ENFORCEMENT DISPATCH SERVICES

This Law Enforcement Dispatch Service Agreement ("**AGREEMENT**") is made and entered into by and between Gary S. Borders, as Sheriff of Lake County, Florida, a constitutional officer of the State of Florida ("**SHERIFF**") and the City of Tavares, a municipal corporation existing pursuant to the laws of the State of Florida, its successors and assigns through its City Council ("**CITY**") (collectively the "SHERIFF" and the "CITY" being the "**PARTIES**").

WITNESSETH:

WHEREAS, the "CITY" has sought to maintain a high level of professional police telecommunication services for the benefit of the citizens of the "CITY"; and

WHEREAS, the "CITY" recognizes the continued escalation of costs to the "CITY" for the provision of such services and wishes to continue to minimize the cost of government for the benefit of the citizens of the "CITY"; and

WHEREAS, the "CITY" desires to continue to maintain competent professional law enforcement dispatch services in conjunction and in harmony with its program of fiscal responsibility; and

WHEREAS, the "CITY" desires to contract with the "SHERIFF" for performance of law enforcement dispatch services within the corporate limits of the "CITY"; and

WHEREAS, the "SHERIFF" is willing to augment his telecommunications staff to provide such services to the Tavares Police Department and the citizens of Tavares; and

WHEREAS, the PARTIES having a mutual desire to contract for such services upon the terms and conditions set forth within this "AGREEMENT",

WHEREAS, actual implementation of said dispatch services cannot immediately begin on the date this agreement is signed by the "PARTIES", therefore the "SHERIFF" has agreed to render continuing professional law enforcement dispatch services to the "CITY" commencing on June 1, 2013 or at such time as the Sheriff's new Communications Center is complete and operational, whichever date occurs later; and

WHEREAS, the "CITY" desires to contract for such services upon the terms and conditions set forth within this "AGREEMENT".

NOW THEREFORE, in consideration of the mutual promises, covenants, conditions and payments hereinafter contained, the "PARTIES" agree as follows:

Section 1. Recitals. The above recitals are true and correct and incorporated herein.

Section 2. Law Enforcement Dispatch Service. The "SHERIFF" shall provide to the "CITY", for the term indicated or as it may be extended in accordance with the provisions of this "AGREEMENT", competent professional law enforcement dispatch services within and throughout the corporate limits of the "CITY" under the authority given the "SHERIFF" by the laws of the State of Florida, by providing police dispatch service each day of the year on a twenty-four (24) hour per day basis beginning on June 1, 2013 or at such time as the Sheriff's new Communications Center is complete and operational, whichever shall occur later (the "Commencement Date").

Section 3. Consideration. The "CITY" shall pay to the "SHERIFF" the following sums in consideration of the services and responsibilities to be performed during the term of this "AGREEMENT":

- A. The initial annual fee to be paid by the "CITY" shall be \$280,000. On the Commencement Date, the "CITY" shall pay a lump sum payment equal to the initial annual fee, prorated as of the Commencement Date for the remainder of the FY 12-13 fiscal year ending September 30, 2013. Effective October 1, 2013, and on the first day of each quarter thereafter, the annual fee shall be paid by the "CITY" in equal quarterly increments. The initial annual fee of \$280,000 shall be fixed until October 1, 2014, at which time it shall be

adjusted annually thereafter, based on the CPI, provided, that the annual fee shall never be less than \$280,000.

- B. In addition the "CITY" shall pay a one-time payment of \$25,000 to the "SHERIFF" towards start up cost on or before June 1, 2013.
- C. For the purposes of this "AGREEMENT", CPI shall be that rate as reported by the Department of Labor and Statistics CPI-U Southeastern United States January report of ensuing year first applied.
- D. "SHERIFF" agrees to:
 - 1. Provide an adequate pool of call takers and one dedicated dispatcher for Tavares 24/7, 365 days a year.
 - 2. Non-emergency call takers will answer the non-emergency Tavares line with "Tavares Police Department".
 - 3. Offer not less than five Tavares dispatchers, who apply and pass the Sheriff application process, dispatching jobs with the "SHERIFF" at or above a level three pay rate.
 - 4. Maintain two monitors that record the "CITY" parks, water plants and seaplane base that are currently being monitored by Tavares Dispatch as of the date of execution of this agreement.

Section 4. Appointment of Personnel. The "SHERIFF" shall retain and/or hire said call takers and dispatchers as employees of the "SHERIFF" to provide adequate and professional service as he sees fit and proper. All benefits, training and promotional opportunities for such persons shall be provided by the "SHERIFF". The "CITY" shall not be required to assume any liability for direct payment for any salaries, wages or other compensation, contributions to pension funds, insurance premiums, workers compensation funds, vacation or compensatory time, sick leave benefits, or any other amenities or employment to any personnel of the "SHERIFF" performing the services, duties and responsibilities pursuant to this "AGREEMENT" for the benefit of the "CITY" and its residents or any other liabilities whatsoever unless otherwise specifically provided herein. However, the "CITY" shall remain responsible for any and all damages, actions, suits, claims and demands of whatsoever kind made by or on behalf of any person or entity which are alleged to have arisen out of, in connection with, or by reason of all law enforcement services and administrative actions taken by the "CITY" Police Department and the "CITY" prior to the inception of this "AGREEMENT". Nothing contained in this "AGREEMENT" shall be construed to limit or

modify the provisions of law for the sovereign immunity of the "SHERIFF" or the "CITY", including but not limited to Chapter 768 as it applies to the "CITY" and to the "SHERIFF".

Section 5. Performance of Services by "SHERIFF". The "SHERIFF" shall have and maintain the responsibility for the control and rendition of all law enforcement services, duties and responsibilities described and contemplated in this "AGREEMENT". Nothing in this "AGREEMENT" shall be construed to mean that the "CITY" is contracting away its constitutional authority. However, the "SHERIFF" shall remain responsible, and to the extent provided by law, hold "CITY" harmless and defend "CITY", for any and all damages, actions, suits, claims and demands of whatsoever kind made by or on behalf of any person or entity which are alleged to have arisen out of, in connection with, or by reason of all law enforcement dispatch services and administrative actions concerning law enforcement dispatch services taken by the "SHERIFF" during the term of this "AGREEMENT". Nothing contained in this "AGREEMENT" shall be construed to limit or modify the provisions of law for the sovereign immunity of the "SHERIFF" or the "CITY", including but not limited to Chapter 768 as it applies to the "CITY" and the "SHERIFF". Furthermore, the "SHERIFF" shall designate a radio channel as the communications channel for the Tavares Police Department to use and no other agency shall use said channel unless emergency and/or exigent circumstances exist where utilization of the channel is for the safety of any deputy or officer.

Section 6. Sovereign Immunity. The "PARTIES" agree that nothing contained herein shall in any way waive the sovereign immunity that they enjoy presently under the Constitution and statutes of the State of Florida, particularly with respect to Chapter 768, Florida Statutes. The "PARTIES" agree that the determination of the "CITY" to provide police dispatch services by this "AGREEMENT" is an exercise of the legislative planning function of the "CITY" and that at no time shall the "CITY" exercise any specific operational control over the activities of any of the telecommunicators, their supervisors, deputy sheriffs or other personnel of the "SHERIFF" nor shall the "CITY" perform or undertake any acts that are over and above a planning level function with regard to the administration of law enforcement dispatch services within the "CITY" during the term of this "AGREEMENT".

Section 7. Liability Insurance For Official Acts. The personnel appointed and employed by the "SHERIFF" shall be covered in all respects, as are other members of the "SHERIFF"'s office either through the "SHERIFF"'s self-insurance fund or through a private company with comparable coverage.

Section 8. Term. This "AGREEMENT" shall take effect on the execution by all "PARTIES"; provided, neither party shall have any obligation to the other until the Commencement Date. This "AGREEMENT" shall terminate at midnight on September 30, 2017.

Section 9. Renewal. For and in consideration of the mutual benefits herein contained, the sufficiency of which is hereby acknowledged it is agreed between the "PARTIES" that the "SHERIFF" and the "CITY" may extend the term of this "AGREEMENT" past subject to negotiations relative to the terms, conditions and consideration between the "PARTIES". If the "PARTIES" elect to extend this "AGREEMENT", an agreement to do so shall be executed by the "PARTIES" prior to the termination of this agreement.

Section 10. Governing Law. This "AGREEMENT" and all of the rights and obligations of the "PARTIES" hereto shall be governed both procedurally and substantively by and construed according to the laws of the State of Florida. The "PARTIES" further agree that jurisdiction regarding the rights and obligations of either party under this "AGREEMENT" and any litigation resulting therefrom, whether by arbitration or otherwise, shall be venued in the Fifth Judicial Circuit in and for Lake County, Florida.

Section 11. 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:

"SHERIFF"

Gary S. Borders, Sheriff
Lake County Sheriff's Office
360 West Ruby St.
Tavares, FL 32778

"CITY"

Robert Wolfe, Mayor
City of Tavares
201 E. Main Street
Tavares, FL 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 private overnight letter delivery company.
- C. The effective date of such notices shall be the date personally delivered, or if sent by mail, the date of the postmark, or if sent by overnight letter delivery company, the date the notice was picked up by the overnight letter delivery company.
- D. The "PARTIES" may designate other parties or addresses to which notice shall be sent by notifying, in writing, the other party in the manner-designated for the filing of notice hereunder.

Section 12. Amendments. No modification, amendment or alteration of the terms or conditions contained herein shall be effective unless contained in a written document by the "PARTIES" with the same formality and equal dignity of this "AGREEMENT".

Section 13. Entire Agreement. 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. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

IN WITNESS WHEREOF, the "PARTIES" have made and executed this "AGREEMENT" on the respective dates under each signature. The "CITY", through its City Council, signing by and through its Mayor, authorized to execute same by Council on the _____ day of _____, 2012, and Gary S. Borders, as "SHERIFF" of Lake County, Florida.

SIGNATURES APPEAR ON NEXT PAGE

On this _____ day of _____, 2012

On this _____ day of _____, 2012

By: Robert Wolfe, Mayor
City of Tavares

By: Gary S. Borders as Sheriff of
Lake County, Florida

Attest:

Nancy Barnett, City Clerk

Approved as to form and legality:

Approved as to form and legality:

Patricia T. Gross, Esquire
General Counsel for
Lake County Sheriff's Office

Robert Q. Williams, City Attorney
City of Tavares

Mayor Wolfe has included a recent article from the Orlando Sentinel (July 11, 2012) with highlighted comment on the subject of contracting out dispatch services.

“Leeburg Wastes Money, Needs to Go On Fiscal Diet”

Lauren Ritchie, Orlando Sentinel, July 11, 2012

Leesburg city commissioners are poised to raise both property taxes and utility rates to keep feeding the ravenous beast that has become city government.

But they don't have to. They could open a can of courage and make substantial changes that would bring the city in line with other governments.

Consider that Clermont — with nearly 29,000 residents the only Lake city bigger than Leesburg, which has a population of slightly more than 20,000 — spends far less money on general government services. Sunday's column spelled out services the city is considering cutting to close a \$1.4 million budget gap for next fiscal year.

But also consider that Leesburg is spending \$22.5 million this fiscal year, while in Clermont the figure is \$15.7 million. In Leesburg, each resident paid on average \$850.39 in taxes this year and in Clermont the figure was \$548.

How can this be? Do the citizens of Clermont have to wait an hour for a police officer to tootle up in a golf cart? Do houses burn while the fire department hitches the horses to drag the tanker to the blaze?

Not hardly. The biggest difference between the two is not money, but attitude. Once the attitude is right, the amount of taxpayer dollars city commissioners think they "need" for next year's budget will follow along.

Leesburg's attitude is poisonous and deep seated. For years, it has had an electric utility that makes a tidy fortune for the city, and commissioners slop a big bucket of that money into the general fund without thought. This year, the \$4.73 million "contribution" from utilities' profits exceeded the amount of property tax the city collected.

A bewildered Mayor Sanna Henderson remarked in a budget meeting recently that she didn't understand why the city was having financial problems.

"If the budget needed more money, we just took it from utilities," she lamented.

Yes, and that is why your city is now the 800-pound gorilla of municipalities. It's why commissioners can afford to make "mistakes" that cost taxpayers millions, such as buying the Kristen Court slum, which today is a \$4 million — and rising — boondoggle with which taxpayers are stuck. Leesburg government always has thought of itself as the Big Daddy of the city. Perhaps that's how commissioners ended up with 470 full time employees to Clermont's 250. Even subtracting the 45 who work for Leesburg's electric operation — Clermont doesn't have one — leaves Leesburg with 220 more employees than Clermont.

Why would the smaller city need 40 percent more expensive employees? The answer is that it does not.

City Manager Jay Evans has suggested that the government gorilla cut back on a few banana snacks — close the most popular recreation area, put off buying new cars and trucks, let a huge sports complex on which the city spends millions go to pot.

That's delusional. The hungry creature will defoliate the forest to survive.

Leesburg must shed expensive employees to even begin getting close to what it should be spending. Even that start toward fiscal responsibility requires a change in attitude.

Leesburg commissioners seem to be under the mistaken notion that they owe jobs to employees. They do not. Their first commitment and loyalty must be to taxpayers. Of course, commissioners must treat people who continue to work for the city with decency and fairness.

The only way to get to reduce the workforce is to contract with private companies to take over big swaths of city jobs. Clermont, for example, just did that when it contracted with the Sheriff's Office to take over police-dispatching operations. That's a fine place for Leesburg to start, too.

Leesburg has its own garbage collection. That's ludicrous. Does any city that pays 5 percent to an employee's retirement and offers comprehensive health insurance for \$15 a pay period really think that it can beat out a private contractor who buys compactor trucks by the dozen and doesn't offer all the goodies? Obviously not.

Contracting for garbage would eliminate 18 employees along with the need for mechanics to keep the trucks running, fuel purchases, employees to handle personnel services, etc. The city could count on a sweet franchise fee from a private company with none of the hassle.

Public works is another clear target for reduction. City Commissioner Bill Polk, who owned a successful lawn and landscape service company before he retired, has told commissioners over and over that the city cannot possibly mow grass for the price at which it can contract with a private provider. Regardless of how staffers skew the city numbers, Polk knows that business, and he is right.

And then there is the fire department. While regular employees got a 5-percent contribution to a retirement fund, firefighters got about 31 percent of their salary dumped into their pension fund. That's not sustainable, regardless of what the fire unions think or how much pressure they apply. Other cities have managed to dump these expensive defined-benefit pension plans, and Leesburg could, too — if it had fortitude.

These are all big changes. And they would upset people. Think of what the gorillas in the zoo throw at the spectators who annoy them. For sure, none of these major changes could be accomplished without unpleasantness whizzing through the air.

That doesn't mean Leesburg commissioners should back away from what needs to be done. They have for too long been hand-feeding Twinkies and soda pop to the gorilla, and now he is bloated. The time has come to diet.

Some of the city's dispatchers have requested that the attached information be included in the agenda packet.

Comments from the “Support Tavares Dispatch” Facebook Group

778 Members

Ray Corman - As the owner of several local businesses and someone who has called upon the services of the Tavares Police Dept. (for both emergencies and non-emergencies) I carry great comfort in knowing my calls will be handle in a timely fashion since the person on the other end of the phone is not only Local but, familiar with my businesses, their operation, locations and probably knows me and most of my staff by name. Although I appreciate the LCSO as well, you just can't beat the personalized service from our own city dispatchers. I not only SUPPORT you, I APPRECIATE you! (Ray Corman, Corman & Sons Inc., Jungle Zone Inc.)

Sherrie Hargrove - Tavares dispatch is without question one of if not the best in Lake County. DO NOT MESS THIS UP FOR THE CITIZENS OF TAVARES WHOSE LIFE MAY DEPEND ON THEM SOME DAY.

Faith Palacio – Count me in...

Tessie Robinson - I will support all of you!!! Our lives might depend on you one of these days!!!! Thank you for your hard work and dedication!!

Janice DeJesus – Count me in

Carrie Lockwood Rowe – Count me in too!! 😊

Pam Dutterer Smith – I support all of u

Jodi Hall – Tons of support from this girl !!! 😊

Cindy Schmidbauer – I support you too

Della Brewton – You have my support

Bettye Hart Taylor - I don't live there but this argument keeps rising its ugly head here. So far our Chief has battled and won! Just recently after it was discussed the SO dispatch was malfunctioning they sent their dispatcher to our agency to handle their 911. So not always good to put all your eggs in one basket . Good luck with your battle,

Sharon Libby – You have my support as well ☺. yes I sure do know the difference, I think its very important for officer safety and other issues for the city to have their own dispatch. nothing against LCSO, I loved it there but at times they are so short handed and such. YES! we must have talked on the phone no doubt!! :) you will get there... I cant believe it was that long for me... would be longer if I werent so ill.

Michael Stairs – RUBY STREET GRILLE SUPPORTS YOU

Betsy Witt Roberts - Ultimately the officers' safety is the most important thing !

David Schmidbauer – You have my full support.

Erica Otis Munoz – I'm with you all the way !!!

Julie Hambey Poole – You have my support...

Lindy Jennings – You have my support!

Sarah Coursey – You guys have nothing to worry about ☺

Jake Corman – Of course I'm supporting TPD dispatch!

Jeremy Speegle – You have my support!!

Lindsey M Kohlmeyer – Feelin Supportive!! 😊

Butch's Deli - To all Butch's Deli customers, we are in desperate need to be heard in our community, this goes out to the city council, and or the powers to be on this agenda! We feel that it would be an injustice to our city, our citizens, and our officers if we eliminate our own Tavares dispatching program and have a county orginzation operating it for us!
People Please speak up and say you support the Tavares operated program Now!! These are good people who keep us safe and on track with fast response times.

Dave Myers - Fact: For at least the last 10 years the Police department has operated on a budget of around 26% of General Fund, the lowest for an agency it's size in Lake County. 75% of the Municipal agencies in the US are the size of Tavares or less. The average budget for an agency this size is between 30% and 35% of General Fund, normally on the higher end if they have a Communication Center. So Tavares provides a superior level of service to the community at a lower cost than the majority of other agencies even with the cost of a Communications Center.

Ralph Smith – You got my support. Dispatching police and emergency personnel is a fundamental duty of government. Collecting \$8,000,000 of tax money from citizens to fund 2 self sufficient hospitals arguable needs is not. Support the only person in the North Lake Hospital District 3 NE race who understands that, meaning yours truly.

Ryan Hanegan – Will supporting this get me out of tickets? Ah, either way, I'm in...

Danielle Johnson –You have my support!!

Doug Fairburn – I'm game

Jaden Marie – Supported all the way!!!! ;-)

Kristen Wood Durden – Have mine ☺

Kara Hampton – You have our love and support as friends & tavares resident's!!!! ;-);-);-)

Mary Brooker – We support it!!

David Walls – U got my support

Trish Raslowsky Schuck – You have my support.

Amy Beth Denton - You guys never let me down. At times the speed the information came back made things so much safer for officers and also getting the calls out there and officers responding benefited the residents. The city of Tavares having their own dispatch for the PD is so incredibly good. It would be foolish to let it go.....needless to say.....ya'll have my support.

Ricky Kara Carr – Ya'll have our families support.

Gloria J Brandenburg – As a Mother of a TPD officer, I totally support!!!

Jason Marlar – I support keeping Tavares Dispatch!!

Mary Lyons Williams – I will support !

Robert Keller – I support.

Shaun Purvis – I support...

Rene Roberts – U have my support

Jessica Milligan – You have my support.

David Myers - Wow, this took off quick. The power of social media. The Tavares Police Department has assembled an awesome team of Officers and Civilians to serve our community. All are important to the service delivery the agency provides everyday. I have been with the department now for 23 years and I can never remember a time that the response time has been so low and the customer satisfaction has been so high. Much of that can be attributed to the hard work and dedication of our Communications Officers (Dispatchers).

Viki Moulton-Wellman – You have my support

Robert Beaulieu – U know u have my support...

Brad Riley – you have my support

Joe Hall – you've got my support!

Jennifer Loggins Samartino – You have my support!!!

Debbie Chambliss Hall Stivender - To the powers that be, please do not close our local dispatch center. I do not want to have to go through another agency to ask for help or speak to someone who is not familiar with all our locals. We went through this process after I left, and it didn't meet our city taxpayers' needs

Rozanna Tart – you have my full support!!

Robin Samartino – You have my support!

Tina Castiglione Garcia – My support is in full!!

April Miller - BIG MISTAKE TO EVEN CONSIDER CLOSING THE DISPATCH CENTER!
Not only would it hurt our officers, firefighters, and EMTs but it would take much needed jobs from those who work so hard there! KEEP THE DISPATCH CENTER OPEN!! GO TAVRES P.D. YOU HAVE OUR SUPPORT!! We got your back! Always have our support!

Olivia Moulton – You have my support!

Bryan U-turn Bob Masters – Support here from a proud Tavares citizen. Keep it going!

Lisa Marie - As a city of Tavares resident I demand that you keep the dispatch center open! I love the personal service from them and the officers and as a previous employee of TPD I can tell you they make a HUGE difference!

Hurleys Towing – HAVE OUR SUPPORT!

Mike Gebhardt – Have my support! Love my Tavares P.D. !!!

Rich Moulton – You surely have my support.

Judi Messer Davis - Having gone through the changes that they did before, I as an officers wife of the TPD appreciate the job that these dispatchers do. I feel safer that my husband will get help

if he needed it MUCH faster than with the LCSO dispatching. I know before that the officers were left out in the cold sometimes when they would call the LCSO dipatch. These dispatchers are the very life line that any TPD ...officer has. The council knows this won't fix their money problems and not having the TPD properly staffed is not worth their lives, it has been tried before and was not the answer! Tavares City Council KEEP MY HUSBAND SAFE! The families of all of the TPD officers I am sure feel the same way. Keep Tavares Dispatch where it is and where it belongs!

Delana Reagor - Everyone pray and keep these Dispatchers and their families in your thoughts! These ladies/Doug lol take pride in their jobs and have families to support but not only that they take care of the officers!! Going back to LCSO Tavares will be just another city the County dispatches for. I hope the council really thinks long an hard before getting rid of this Department the city worked hard to establish this let's fight to keep it!!

Steven Moulton - As an officer who was with the Department when we were dispatched by LCSO previously, I really hope that the Council decides to keep our dispatch here. Response times have gone way down and officers don't have to worry about being answered when they call out for assistance on the radio. I'm a Tavares resident, and so are most of my family. I would feel better knowing that our dispatchers are the ones on the phone if something happens and they have to call 911

Jan Moulton – I total support this!

Carol Lee Morrison – Totally in! Go Tavares PD dispatch 😊

Mimsy Goodwin – I hope they make the right decision and keep Tavares Dispatch!

Michael Knight – I support this!

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

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159 Cora Case	cjocnlvr@yahoo.com	Tavares	7/11/2012 See attached comment
160 Brian Hawthorne	brummyhawthorne@comcast.net	N/G	7/11/2012
161 Pamela Browning	pambi56@hotmail.com	N/G	7/11/2012
162 Patrick Burch	pyro262b@hotmail.com	Tavares	7/11/2012
163 Alana Kidd	mommyluvsk1723@aol.com	Leesburg	7/11/2012
164 Nancy Mccarthy	nancat64@yahoo.com	N/G	7/11/2012 See attached comment
165 Amanda Waters	nhotwaters311@yahoo.com	N/G	7/11/2012
166 mildred goodwin	mimsyg3@aol.com	N/G	7/11/2012
167 ellen cambell	michellec2424@yahoo.com	N/G	7/11/2012
168 tom grogan	tomg@hotmail.com	N/G	7/11/2012

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

169 alicia stonebreaker	erikandalicia@comcast.net	N/G	7/11/2012
170 Tressa Hamrick	jhtsh@gmail.com	Umatilla	7/11/2012
171 Laura Jones	tvgravin21@yahoo.com	N/G	7/11/2012

Attachments to Petition (on line)

Comment #5 – Local dispatch is a more viable resource to the community, and provides greater LE officer safety and faster response time than a county centrally dispatched. – David Schmidbauer

Comment #8 – Please keep the Tavares Police Department's Dispatch center open. – Kristen Durden

Comment #12 – We need the Tavares dispatch office to stay open because it will be a hot mess if they make it all county. – Jessica Milligan

Comment #15 – For the safety of our police officers, please keep the dispatch center! – Judi Davis

Comment #16 – I have been an officer for the City of Tavares for over 8 years. I've been dispatched both by LCSO and the city. The city provides us with a level of service that the overworked sheriff's office just can't provide us. Dispatchers are our lifeline and without good service, our officer safety is on the line. Show your support and keep our own dispatch so I can stay safe on the road. – Steven Moulton

Comment #27 – For the sake of your officers' safety and to maintain the superior level of service to your citizens, please keep your dispatch in house. – Angela Lucas

Comment #30 – This was tried before and it was a major disaster. Please don't jeopardize our officers' safety or the citizens of our fine city. Thank you. – Cindy Schmidbauer

Comment #34 – I love and appreciate my lifelines. Yes, they have names, but we call them our lifelines, not dispatchers. Anyone can answer phones, not everyone can care enough to make sure we make it home every day and night. Much love xoxo. – Ami Reynolds

Comment #42 – Tavares dispatch is a center that should be kept as is. The employees in the communications center not only are upstanding, but take pride in their careers. They also rely on their careers to support their families. I know personally that communication between these employees and officers is outstanding, as my husband is an officer here as well and a communications officer. Together their efforts have proven to make Tavares a safer community with quick response times and their professionalism. – Krystal Roberts

Comment # 43 - Keep the jobs in house!! – Tessie Robinson

Comment #46 – I feel it detrimental to our officers' safety and also the safety of our citizens. – Betsy Roberts

Comment #48 – Having 911 done out of house was done before and it was not successful. Why is going back to having it done out of house even being considered, when the citizenry was unhappy with it?

Comment #52 – Five years ago, the city of Tavares recruited eight experienced dispatchers, and reopened their communications center to better serve the city and their officers, with much success. Let us continue on a forward path to improve Tavares in all ways, by keeping the communications center open and the momentum on a forward roll. – Jan Carlini

Comment #59 – KEEP IT OPEN!!! – Carol Morrison

Comment #61 – What a disservice closing the Tavares PD dispatch center would be. Response times will surely suffer which could cause unnecessary injury or loss of life to citizens, visitors and officers. All this to save a few dollars? Is someone's wellbeing and/life worth this? Think long and hard about it and make the right DECISION based on what is the best for the citizens, visitors and officers of your city, not just to save a few dollars!!! – James Miller

Comment #67 – You thought you guys would have learned from the last time about getting rid of the dispatch center, not to do this again!! - Dennis Kendall

Comment #88 – I support the Tavares Police Department Dispatch Center. – Michael Woods

Comment #90 – Please, for the safety of our officers, keep dispatch where it belongs, in our town. These dispatchers know our area and our officers and are best able to get assistance where needed, when needed. – Karen House

Comment #96 – MOVING TAVARES DISPATCH TO THE COUNTY LEVEL WOULD INCREASE OFFICER RESPONSE TIME AND LESSEN OVERALL QUALITY OF SERVICE FOR OUR CITY. WE DO NOT NEED TO MAKE THIS CHANGE, THERE ARE PLENTY OF OTHER PLACES THE BUDGET CAN BE CUT WITHOUT REDUCING THE SAFETY OF THE CITIZENS AND OFFICERS IN OUR GREAT CITY – Michelle Bilbrey

Comment #102- I work in the city of Tavares and have a relative that works there. I would hope they will keep the dispatch center in house. – Jill Messer

Comment #103 – The city of Tavares is a city that is growing, and we need the personality that our dispatchers give when we call for assistance. They know the business owners and many, many of the residents of Tavares. This is such a reassuring factor to the public. PLEASE DO NOT THROW THE RESIDENTS AND BUSINESSES TO THE WOLVES, WHERE NO ONE KNOWS OR CARES WHO NEEDS ASSISTANCE. Sherrie Hargrove.

Comment #114 – Keep them – Jared Blessing

Comment #124 – We need our own dispatch!!!! They are our lifeline. I have been employed with the city for over eight years. I have been dispatched by the county and our city. They city of Tavares dispatchers offer much better quality of service than we ever got from LCSO. We had to dispatch by Nextel when we were with LCSO due to extreme radio traffic and lack of personnel. We need our own dispatchers for the safety of my fellow officers!! So please vote to keep our officers safe!! – Steven Moulton

Comment #139 – As a former Tavares Police Officer, I have experienced both dispatch centers operating for the city. Although the county dispatch center is effective and professional, they are seriously overwhelmed at times with volume of radio traffic and calls coming in. They do the best they can, but it all leads to a delay in getting information and dispatching an officer to a call which in the end affects the safety of the citizens. I would hope that the Tavares City Council would have the safety of their citizens in mind, above the amount of money being spent. In the end, safety should come first above all else. It would be a mistake to do away with a perfectly fine operating system to one that is already seriously

overwhelmed, all to save a buck. If you call 911 now for help, officers are dispatched within a minute or two of your call, but at the county I've seen it take twice to three times that long. I hope you think this through before making a decision that will affect the safety of your citizens. – Amy Denton

Comment #141 – I support Tavares Dispatchers. They do a wonderful job. – Pat Murphy

Comment #142 – Keep Tavares Police Dispatch!!! – Leo Murphy

Comment #146 – Need new police vehicles, also. Money needs to be put into the department that protects Tavares. The park has gotten enough. – Christy King

Comment #149 – The citizens of Tavares and the business owners deserve to have this and they need to have these dispatchers!!! Thank you for listening to us! – Bill Squires

Comment #151 – The citizens of Tavares and the business owners deserve to have this and they need to have these dispatchers!!! Thank you for listening to us! - Sue Squires

Comment #153 – The city of Tavares did turn their dispatch over to the county several years ago, and it was not cost effective and didn't work well. Please do not try to look at this as a way to save money. Instead, invest in your police department and support those who choose to work for the agency and protect the citizens of Tavares. Public safety...It says it all. – Jennifer Myers

Comment #155 – Please keep this in house! – Diane Sanders

Comment #156 – I have called 911 and have waited almost 5 min, waiting for someone to pickup. Now I have the police department's number, so I can call direct, no waiting. – Scott Bassety

Comment #157- We the people, by the people, for the people. – Harry Smith

Comment #159 – KEEP IT HOME! – Cora Case

Comment #164 – Better service if in house. People won't lose their jobs, adding to the unemployment rate, and seriously, who will care more? Locals or people who have no connection to the community??!! – Nancy McCarthy

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Jodi Wells	Jodi Wells	Tavares	7/9/2012
Holly Cook	Holly Cook	Tavares	7/9/2012
Sara Poland	Sara E. Poland	Tavares	7/10/12
Valerie Boldrey	Valerie Boldrey		7/10/12
Rick Strauffer	Rick Strauffer		7/10/12
Judy Tolen	Judy Tolen		7/10/12
Sam Keyes	Sam Keyes	Tavares	7/10/12
Brenda Limardo	Brenda Limardo	Eustis	7/10/12
Jammy Olmstead	Jammy Olmstead	Tavares	7/10/12
Al Rio	Al Rio	TAVARES	7/10/12
Nancy Powell	Nancy Powell	Tavares	7/10/12
Eve Powell	Eve Powell	Tavares	7/10/12
Carol Zemiak	Carol Zemiak	Tavares	7/10/12
David Zemiak	David Zemiak	Tavares	7/10/12
Eileen Hunsicker	Eileen Hunsicker		7/11/12
Ivan Boldrey	Ivan Boldrey	Tavares	7/11/12

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
PAMELA HALL		Tavares	7-10-12
Karrie Roman		Tavares	7/10/12
Robert Sobik		TAVARES	7-10-12
David Mischia		TAVARES	7-10-12
Kristen Alesia		Tavares	7-10-12
Kelly Young		Leesburg	7-10-12
Dewise Tischler		Grand Island	7-10-12
Rebekah Bran		Grand Island	7-10-12
Joe Clive Jairo		Tavares	7/10/12
Jordan Pettaway		Eustis	7/10/12
Nasir Nasrullah		Tavares	7/10/12
Johnathon Reed		Tavares	7/10/12
K. Green		Tavares	7-10-12
Teriva Bailey		Tavares	7-10-12
Juan J. Pini		TAVARES	7-10-12
CHARLES ACUFF		TAVARES	7-10-12
Bridget Wetz		TAVARES	7/10/12
Ru Shah		TAVARES	7/10/12
Koree Martin		Tavares	7/10/12
Peggy Libb		TAVARES	7/10/12
Jared Lipscomb		Tavares	7/10/12
Shayna Bondzinski		Tavares	7/10/12
Jennifer Atkins		Tavares	7-10-12

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Teresa Parisciani	Teresa Parisciani	Deland	7-10-12
Idem D. Cook	Idem D. Cook	Tavares	7-10-12
Debra Fite	Debra Fite	EUSTIS	7-10-12
Jessy Scher	Jessy Scher	TAVARES	7/10/12
Tara Adams	Tara Adams	TAVARES	7-10-12
CYNTHIA TITELIUS	CYNTHIA TITELIUS	TAVARES, FL	7/10/12
K MacConnell	Katy MacConnell	Tavares, FL	7/10/12
Juanita Walter	Juanita Walter	TAVARES FL	7/10/12
Ashley Williams	Ashley Williams	Tavares, FL	7/10/12
DIANNA MILLER	ARIEL FLORIST	347 E BURLEIGH	7/10/12
William Phillips	Andy Bockholt	325 E. Burleigh Blvd	TAVARES 7/10/12
Jana M Edwards	TWANA EDWARDS	Tavares, FL	7-10-12
Lori Parker	LORI PARKER	TAVARES	7-10-12
Kate Ruff	Kathleen Ruff	TAVARES	7-10-12
Maria Caratti	MARIA CARATTINI	TAVARES	7-10-12
STACI SMITH	Stacy Smith	TAVARES	7-10-12
Pablo Terrero	Pablo Terrero	TAVARES	7-10-12
Philip Hurst	Philip Hurst	Tavares	7-10-12
Steve St. Jean	Steve St. Jean	Tavares	7-10-12
Jessica Cortner	Jessica Cortner	Tavares	7/10/12
Diana Buech	Diana Buech	Tavares	7-10-12
Lois Wetz	Lois Wetz	Tavares, Fla.	7-10-12
Sonja Smith	Sonja Smith	TAVARES FL	7-10-12

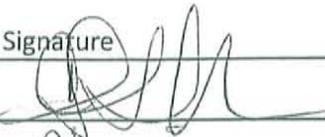
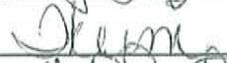
We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Shelby Scott	Shelby Scott	Tavares	7/10/12
JUDY TENBY	Judy Tenby	Tavares	7/10/12
Patricia Barker	Patricia Barker	Tavares	7/10/12
Rosalia Hidalgo	Rosalia Hidalgo	Tavares	7/10/12
AMANDA LAHTI	Amanda Lahti	TAVARES	7/10/12
BYRON FAUSTO	Byron Fausto	TAVARES	7/10/2012
Mary Barker	Mary Barker	Tavares	7/10/12
Angel Tremair	Angel Tremair	Tavares	7/10/12
Liisa Fisher	Liisa Fisher	Tavares	7/10/12
Tammy Arnold	Tammy Arnold	Tavares	7/10/12
Alicia Garry	Alicia Garry	TAVARES	7-10-12
Meg Ziesemer	Meg Ziesemer	Tavares	7-10-12
Zak Keesa	Zak Keesa	Tavares	7-10-12
Steven Busz	Steven Busz	Tavares	7-10-12
Mohammad Bachwande	Mohammad Bachwande	Tavares	7/10/12
Rick Cirit	Rick Cirit	Tavares	7/10/12
Melissa Palmer	Melissa Palmer	Tavares	7-10-12
Henry Newton	Henry Newton	TAVARES	7-10-12
Mike Smith	Mike Smith	TAVARES	7/10/12
Mike Braker	Mike Braker	Tavares	7/10/12
Doug Tatin	Doug Tatin	TAVARES	7/10/12
Caetano Gonzalez	Caetano Gonzalez	Tavares	7/10/12
Bernie W. Swamy	Bernie W. Swamy	Tavares	7/10/2012

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Sue Underwood	<i>Sue Underwood</i>	Tavares	06/20/2012
Chad Santo	<i>Chad Santo</i>	Tavares	6/20/12
Clint Murphy	<i>Clint Murphy</i>	Tavares	6/20/12
cameron Tim	<i>cameron Tim</i>	Tavares	6/20/12
Donna Saunders	<i>Donna Saunders</i>	Tavares	6/20/12
Michael Stairs	<i>Michael Stairs</i>	TAVARES	6/20/12
ROW LUKOVS (CASKEYS)	<i>Ron Lukovs</i>	Tavares	6/20/12
KUMARAN IC MOHAN	<i>Kumar Mohan</i>	TAVARES	7/9/2012
LAKSHMI MOHAN	<i>Lakshmi Mohan</i>	Tavares	7-9-12
Jacob Wooten	<i>Jacob Wooten</i>	Tavares	7-9-12
Nathan McCall	<i>Nathan McCall</i>	Tavares	7-9-12
Nelle Farkiewicz	<i>Nelle Farkiewicz</i>	Tavares	7-9-12
Soliel Claudio	<i>Soliel Claudio</i>	Tavares	7-9-12
Kaylee Couther	<i>Kaylee Couther</i>	Tavares	7/9/12
Paul Day	<i>Paul Day</i>	Tavares	7-9-12
Keith Spitzer	<i>Keith Spitzer</i>	Tavares	7/9/12
Sharon Whitmore	<i>Sharon Whitmore</i>	TAVARES	7/9/12
Debra Barger	<i>Debra Barger</i>	TAVARES	7-9-12
Anthony Turner	<i>Anthony Turner</i>	Tavares	7/9/12
Harleigh Bilz	<i>Harleigh Bilz</i>	Tavares	7/9/12
Ron Davis	<i>Ron Davis</i>	Tavares	7/9/12
Nancy Reich	<i>Nancy Reich</i>	Tavares	7/9/12
Sherrie HARRROVE	<i>Sherrie Harrrove</i>	Tavares	7/10/12
Cheryl West	<i>Cheryl West</i>	Tavares	7-10-12

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Christine Christ		TAVARES	7/10/12
TAMMY KEIM		TAVARES	7/10/12
Katie Schutte		TAVARES	7/10/12
Dana K. Ostrom		TAVARES	7/10/12
Diane Macomber	Diane Macomber	TAVARES	7/10/12
KANEY COTTERILL	KANEY COTTERILL	TAVARES	7/10/12
JAMIE THOMAS	JAMIE THOMAS	TAVARES	7/10/12
Brenda Goetschius	Brenda Goetschius	TAVARES	7/10/12
Melissa Stotts	Melissa Stotts	TAVARES	7/10/12
Holly Lemont	Holly Lemont	TAVARES	7/10/12
Darcy Durant	Darcy Durant	TAVARES	7.10.12
Erin C. Heft	Erin C. Heft	TAVARES	7/10/12
	Brownilly	TAVARES	7-10-12
Christine Jozzi	Christine Jozzi	TAVARES	7-10-12
Luis Serna	Luis Serna	TAVARES	7-10-12
Alyna Peterson	Alyna Peterson	TAVARES	7-10-12
Robert Austin	Robert Austin	TAVARES	7-10-12
* Curtis P. Leonard		TAVARES	7-10-12
MARTHA RICH	M. Rich	TAVARES	7-10-12
Lynndi Johnson	Lynndi Johnson	TAVARES	7-10-12
Chelsey Dimoen	Chelsey K. Dimoen	TAVARES	7/10/12
Susanna Pexton	SUSANNA PEXTON	TAVARES	7-10-12
Lisa D Cheney	Lisa D Cheney	TAVARES	7/10/12

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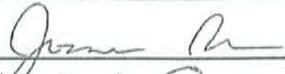
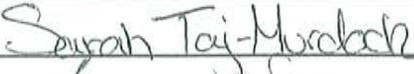
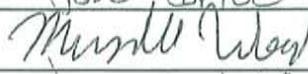
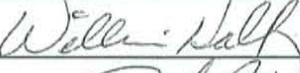
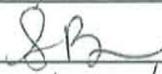
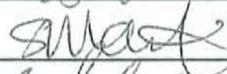
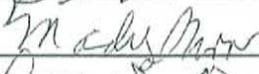
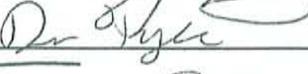
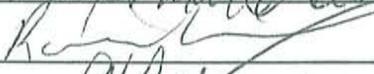
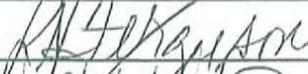
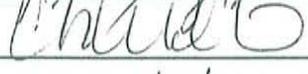
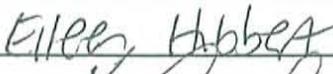
We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Jeremy Hensley		Tavares	7/10/12
Adrian Suarez		Tavares	7/10/12
Anwar		TAVARES	7-10-12
Ferdousi		TAVARES	7-10-12
Ricardo		TAVARES	7-10-12
Teresa Whybrow		Tavares	7-10-12
Jessica Carrillo		TAVARES	7-10-12
Sabrina RANG		TAVARES	
Jerry M. Horvath		TAVARES, FL	7.10.12
Jay Cornell		TAVARES, FL	7/10/12
Deanna Cornell		TAVARES, FL	7/10/12
Risworo Badrees		TAVARES	7-10-12
Lillian Sato		TAVARES	7/10/12
Shelley Wade		TAVARES	7/10/12
Max Galt		TAVARES	7-10-12
Robert Pignatello		TAVARES	7-10-12
Usuk Kim		TAVARES	7-10-12
JOHN J. M. Sweeney		TAVARES	7/10/12
MANNY PERIA		TAVARES	7-10-12
Teresa Peria		TAVARES	7/10/12
Ted Moret		TAVARES	7/10/2012
Margaret Zamore		TAVARES	7/10/12
Yolanda Harris		TAVARES	7/10/12
TORRIE OVERLOCK		TAVARES	7/10/12
Melanie Malko		TAVARES	7/10/12
William A Bryant		TAVARES	7-10-12

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Gloria Sullivan		Tavares	7/10/12
Howard Wheeler		TAVARES	7/10/12
Bill Peacock		TAVARES	7/10/12
Mark Lawrence		TAVARES	7/10/12
Brian Beck		TAVARES	7/10/12
Henry Snows		TAVARES	7/10/12
Robert Alexander		TAVARES	7/10/12
Trisha Shah		TAVARES	7/10/12
Meera Shah		TAVARES	7/10/12
Yo Gi		TAVARES	7/10/12
James Roberts		TAVARES	7/10/12
Lindsay Smithson		TAVARES	7/10/12
Adriann Snyder		TAVARES	7/10/12
Dan Hinchey		TAVARES	7/10/12
Richard Hinchey		TAVARES	7-10/12
Matt Smith		TAVARES	7-10-12
Doug Johnson		TAVARES	7-10-12
Rebecca Miltz		TAVARES	7-10-12
Josh Lewis		TAVARES	7/10/12
Chris Conger		TAVARES	7/10/12
Marshall Epperson		TAVARES	7/10/12
Jenna Stewart		TAVARES	7/10/12

We, the undersigned, call on the Tavares City Council to keep the Tavares Police Department's Dispatch Center in-house, and not contracted through the Lake County Sheriff's Office.

Name	Signature	City	Date
Joanna Ross		Tavares	7/10/12
Janeh Taj-Murlock		TAVARES	7/10/12
John J. Soder	ANDREW J. SAUNDERS		7-10-12
Charles Cook	Jose Cortez	TAVARES	7/10/12
Marshall Wood		TAVARES	7/10/12
William Hall		TAVARES	7-10-12
Joseph A. D'Amico		TAVARES	7-10-12
JET Netwal		TAVARES	7/10/12
Samantha Burger		Mt. Dora	7/10/12
Sara Martin		Tavares	7/10/12
Barbara Shivers		Tavares	7/10/12
Madelyn Turner		TAVARES	7/10/12
Fay Turner		TAVARES	7/10/12
Anna Ely		TAVARES	7/10/12
Dustin Tice		TAVARES	7-10-12
John J. Soder			
SHIKIA Beard		TAVARES	7/11/12
Reginald Ward		TAVARES	7/11/12
Rhena N. Ferguson		TAVARES	7/11/12
CHRYL RIZZO		TAVARES	7/11/12
Lily Hbbet		TAVARES	7-11-12
Kym Wenzel		TAVARES	7/11/12
Weldne Vares		TAVARES	7/11/12

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 19

SUBJECT TITLE: Approval of the Guaranteed Maximum Price (GMP) for the Structural Portion (Part One) of the Pavilion on the Lake

OBJECTIVE: To approve the GMP for the structural portion (Part One) of the Pavilion on the Lake. Part one includes the installation of the pilings, the hollow core concrete pier and pier foundation for a two-story building.

SUMMARY: The Construction Management at Risk contract that the city previously entered into with Emmett Sapp Builders, known in this agreement as the Construction Manager (CM), provides for the delivery of a Guaranteed Maximum Price (GMP) Proposal for the Construction Phase of the project.

The GMP is comprised of the Cost of the Work (subcontractor costs, materials, equipment, etc.) plus the CM's fee. In this contract, the city has agreed to pay the CM ten percent (10%) of the cost of the Work.

In an effort to quick start the project, the Design Team, comprised of Tamera Rogers, Project Manager, Bob Blaise, Blaise-Fiebach Architects, Emmett Sapp, Emmett Sapp Builders, and Rob Ern, BESH, elected to deliver the GMP in two separate parts:

- 1) Part One = the structural portion (pilings, pier, and pier foundation for a two-story building)
- 2) Part Two = the remainder of the project (building, furnishings, finishes, mooring system, etc.)

Now that the design of Part One (structural portion) is 100% complete, the Construction Manager is in the process of securing three price quotes as outlined by contract so that he can formulate the GMP. The GMP and supporting price quotes should be available prior to this Council meeting. Staff will forward the GMP and price quotes to Council as soon as they become available and provide them at the Council meeting as well.

The GMP for Part Two of the project (the two-story building which sits on top of the structure) shall be provided at an upcoming Council meeting once the design is completed and price quotes have been obtained.

OPTIONS:

- 1) Review the GMP and supporting price quotes and then accept the GMP as provided at the meeting for the structural portion of the project (pier, pier foundation, and pilings)
- 2) Do not accept the GMP

STAFF RECOMMENDATION: That council review the GMP and supporting price quotes and then make a motion to approve the GMP for Part One (structural portion) of the Pavilion on the Lake project as submitted.

FISCAL IMPACT: This project was previously budgeted at \$ 3,360,000.00 with the anticipation that the budget will provide sufficient funds to construct Part One (structural portion) and Part Two (the two-story building that sits on top of the structure).

LEGAL SUFFICIENCY: Yes

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 20

SUBJECT TITLE: Wooton Park Expansion (RFQ) 2012-0002

OBJECTIVE:

To consider approval by Selection Committee of recommended Engineering Consultants in response to Request for Qualifications No. 2012-0022 for Wooton Park Expansion

SUMMARY:

On May 6, 2012 the City issued Request for Qualifications (RFQ) No. 2012-0022 for Comprehensive Project Management and Engineering Design for the Wooton Park Expansion. This RFQ was issued to select the best qualified consultant to design these improvements..

The responses were to list their experience and expertise, approach to projects with similar shoreline development, ability to work with City and regulatory agency staff, knowledge of problems related to DEP permitting , ability to secure and manage grant funding for this project, provide planning creative use of acquired land and to manage the construction phase of the project through successful completion..

A bid opening was held on June 7th 2012, and six (6) consultants provided responses to the RFQ.

On June 14, 2012, A selection Committee, comprised of Bill Neron, Jacques Skutt , Brad Hayes and Lauren Farrell convened to discuss the 6 proposals for qualifications that were submitted.

The Selection Committee discussed all six responses and the merit of each firm as described in their presentation of services to the City of Tavares. The Committee determined that three of the six firms met all the criteria and should be shortlisted for further interviews

The table below provides a ranking and listing of the six (6) respondents with B.E.S&H number 1, Avcon number 2, and DMC number 3

Ranking 2012-0022					TOTAL	Rank
					L	
Dredging and Marine Consultants	85	93	81	87	346	3
Booth, Ern, Straughan, & Hiott, Inc.	85	88	99	99	371	1
CPH	80	69	79	80	308	5
AVCON	78	87	97	90	352	2
Cribb Philbeck Weaver Group	58	78	73	87	296	4
Chastain-Skillman, Inc.	65	87	77	74	303	6

On Monday July 9th 2012 the committee members conducted interviews in the City council chambers with the three finalists. They were scheduled as follows:

Booth, Ern, Straughan, & Hiott, Inc.	10:00a.m.
AVCON	11:00 a.m
Dredging and Marine Consultants	1:00 p.m.

Each firm was allowed a 30 minute presentation, followed by a 15 minute question period.

Upon conclusion of the presentations the committee members adjourned to discuss the merits of each firm and their final rankings. The members then turned in the score sheets with the results as follows:

Ranking 2012-0022					TOTAL	Rank
Dredging and Marine Consultants	86	86	74	85	331	2
Booth, Ern, Straughan, & Hiott, Inc.	76	89	79	84	328	3
AVCON	96	93	85	94	368	1

By unanimous choice Avcon was ranked first as the recommended engineering consultant.

OPTIONS:

1. Approve the recommendation of the Selection Committee for Avcon and to have staff negotiate a contract amount.
2. Do Not Approve the recommendation of the Selection Committee for Avcon and do not have staff negotiate a contract amount

STAFF RECOMMENDATION:

3. Approve the recommendation of the Selection Committee for Avcon and to have staff negotiate a contract amount.

FISCAL IMPACT: This Summary has no fiscal impacts.

LEGAL SUFFICIENCY: Legally sufficient.



CITY OF TAVARES

MINUTES OF BID OPENING

June 7, 2012

Request for Qualifications

**Comprehensive Project Management and Engineering Design for
the City of Tavares Wooton Park Expansion**

Bid No. 2012-0022

TAVARES CITY HALL

CITY COUNCIL CHAMBERS

PRESENT

John Rumble, Purchasing Manager

Kay Mayes, Admin Assistant, Finance

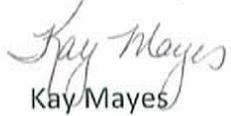
Mr. Rumble noted today's date as Thursday, June 7, 2012. This is the opening of bid packages received in response to RFQ 2012-0022, Comprehensive Project Management and Engineering Design for the City of Tavares Wooton Park Expansion. There were six proposals received:

- 1) Dredging and Marine Consultants
4643 S. Clyde Morris Blvd, Unit 302
Port Orange, FL 32129
- 2) Booth, Ern, Straughan, & Hiott, Inc.
350 N. Sinclair Avenue
Tavares, FL 32778
- 3) CPH
500 W. Fulton Street
Sanford, FL 32771
- 4) AVCON
5555 E. Michigan Street, Suite 200
Orlando, FL 32822
- 5) Cribb Philbeck Weaver Group
204 East Caroline Street
Tavares, FL 32778

6) Chastain-Skillman, Inc.
4705 Old Highway 37
Lakeland, FL 33807

Mr. Rumble noted the packages would be forwarded to the evaluation committee members for review and recommendation to City Council.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kay Mayes".

Kay Mayes
Admin Assistant, Finance

CITY OF TAVARES

MINUTES OF RFQ EVALUATION

June 14, 2012

**Wooton Park Expansion Comprehensive Engineering
RFP 2012-0022**

TAVARES CITY HALL COUNCIL CHAMBERS

ATTENDEES:

Bill Neron, Economic Development Director
Jacques Skutt, Community Development Director
Brad Hayes, Utility Director
Lauren Farrell, Economic Development / Grants Coordinator

John Rumble, Purchasing Manager

John Rumble called the meeting to order at 10:00 a.m. Mr. Rumble stated the purpose of the meeting was to evaluate the 6 submissions and determine the top selected firms.

The submissions were as follows :

- 1) Dredging and Marine Consultants
Port Orange, FL 32129
- 2) Booth, Ern, Straughan, & Hiott, Inc.
Tavares, FL 32778
- 3) CPH
Sanford, FL 32771
- 4) AVCON
Orlando, FL 32822
- 5) Cribb Philbeck Weaver Group
Tavares, FL 32778
- 6) Chastain-Skillman, Inc.
Lakeland, FL 33807

The discussion went around the table starting with Mr. Neron who stated while the budget was \$950,000 for the construction , he was hopeful that additional funding could be found to expand the scope. The committee members then reviewed each of the submissions and stated their top 3 choices and the reasons for their preferences.

A discussion was undertaken discussing the merits of the top contenders
The Score sheets were submitted with the following results.

Ranking 2012-0022

					TOTAL	Rank
Dredging and Marine Consultants	85	93	81	87	346	3
Booth, Ern, Straughan, & Hiott, Inc.	85	88	99	99	371	1
CPH	80	69	79	80	308	5
AVCON	78	87	97	90	352	2
Cribb Philbeck Weaver Group	58	78	73	87	296	4
Chastain-Skillman, Inc.	65	87	77	74	303	6

The 3 companies chosen for the interviewing process are as follows:

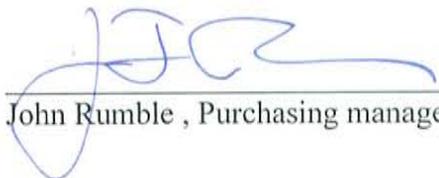
- 1) Booth, Ern, Straughn, Hiott
- 2) Avcon
- 3) Dredging and Marine Consultants

The committee also determined that the interviews would be conducted with the short listed firms on Monday July 10th 2012

Mr. Rumble stated he would review the overall submissions from committee members and schedule the interview sessions in coordination with the Committee.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,



John Rumble , Purchasing manager

CITY OF TAVARES

MINUTES OF RFQ EVALUATION

July 10th, 2012

**Wooton Park Expansion Comprehensive Engineering
RFP 2012-0022**

TAVARES CITY HALL COUNCIL CHAMBERS

ATTENDEES:

Bill Neron, Economic Development Director
Jacques Skutt, Community Development Director
Brad Hayes, Utility Director
Lauren Farrell, Economic Development / Grants Coordinator
John Rumble, Purchasing Manager
Firms as listed below:

John Rumble called the meeting to order at 10:00 a.m. Mr. Rumble stated the purpose of the meeting was to evaluate the three shortlisted firms based on their presentations and response to committee questions.

The firms were as follows:

10:00 a.m.

- 1) Booth, Ern, Straughan, & Hiott, Inc.

Tavares, FL 32778

Prime: Mr. Rob Ern P.E.

Consultants /Team

Gatorskch Architects, Bailey Engineering, Kleinfelder, Mike Pape and Associates, Andreyev Engineering, Angie Brewer and Associates, C&S Companies, Adams Street Associates.

Mr. Ern Introduced his team and gave a background on his firm. The team members came up and explained their role in the proposed design plans for the park expansion highlighting their previous work with the city and stressing the continuity of design with the existing park. The Team explained with the assistance of a PowerPoint and handouts the BESH team plans for the Wooton park expansion covering the boat ramps, parking lighting and landscaping. Their presentation concluded at 10:35 a.m there was a series of questions by the committee members directed at the Besh team concluding at 10:50 a.m

11:00 a.m.

- 2) AVCON

Orlando, FL 32822

Prime: Rick Baldocchi

Consultants /Team

Taylor Engineering, Steve McCaughey –Seaplane Pilot Assn., Wicks Consulting, Modica and Associates, Universal Engineering Southeast Surveying, Zev Cohen and Associates. MLM Martin Architects

Mr. Baldocchi introduced his team and gave a background on the companies experience with the city. He explained through other projects how the team was well equipped to develop the Wooton Park expansion. The other team members described what their roles in the project would be. With the use of slides and handouts the team explained the concept of a multiuse field that would accommodate the traffic including boat trailers and seaplanes focusing on the events that make the park popular. They would provide seaplane access at the west end of the park with a multi use ramp. The presentation concluded at 11:40 and was followed by a question and answer period with the committee members. The session ended at 11:59 and the committee adjourned for lunch

1:00 p.m.

3) Dredging and Marine Consultants

Port Orange, FL 32129

Prime: Shailesh Patel

Consultants /Team:

Amec, BellomoHerbert, Griffey Engineering, Pace Analytical, Southeast Surveying.

Mr. Patel introduced his team and gave a background of the firms experience with the city emphasizing the projects he had completed. In addition the firms other municipal projects and dock and ramp experience were highlighted. The team members explained their concept for the park that included a seaplane garden and an events pier. The presentation concluded at 1:40 followed by a question and answer period lasting 15 minutes.

The committee adjourned to discuss the presentations
The Score sheets were submitted with the following results.

Ranking 2012-0022					TOTAL	Rank
Dredging and Marine Consultants	86	86	74	85	331	2
Booth, Ern, Straughan, & Hiott, Inc.	76	89	79	84	328	3
AVCON	96	93	85	94	368	1

Each member took the time to explain the reasons for their scores with all concurring that Avcon had provided the best concept for the development of the park expansion and had done so with a clear understanding of the needs of the City

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,


John Rumble, Purchasing manager

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nology has immediate qualified Service Desk the Orlando area. PM Tuesday-Saturday) applicant must have two years of technical supporting IT and users tier environment.

Applicants must also with supporting users platform (PC, Macintosh), Active Directory, Office applications, Citrix, network problems, and basic hardware and be able to resolve tier phone.

ual should also have technical and communication ability to work effectively with clients and other support (ideal) should be motivated with excellent interpersonal communication skills and delivering excellent customer service.

7 operation and the applicant should be able to work a regular schedule and overtime as a Bachelor's degree or technical training in a related field of study; 4+ MCSE or other applicable certification a

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EB OS72109

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Notices

Advertisements for Bid

ADVERTISEMENT FOR Reclaimed Phases 2 and 3 J NO. 2012-0021

is invited by the City of Tavares at the office of 201 East Main St., Tavares, Florida 32778 or by mail addressed 1068 W. Tavares Florida to be received not later than June 7, 2012.

one (1) original and six (6) copies of the proposal, preferably in PDF format may be submitted up to one week before the closing date.

Advertisements for Bid

The Project is generally described as follows: Work to be performed under this Contract includes, but is not limited to:

- The construction of single story Administration/Training building with approximately 6,800 square feet of building area, in accordance with the current Leadership in Energy and Environmental Design (LEED) Green Building Rating Systems. The Work shall also include potable water, fire protection, electrical work, generator, climate control, sanitary sewer, paving and parking, drainage and grading, site concrete slabs, dumpster pad, landscaping, and all other appurtenances complete as shown in the drawings specified herein.

- The construction of an Operations and Maintenance building with approximately 2,000 square feet of building area. The Work shall also include potable water, electrical work, climate control, sanitary sewer, site concrete slabs, and all other appurtenances complete as shown in the drawings specified herein.

- The construction of an emergency generator for the existing Reclaimed Pump Station. The Work shall also include electrical work, drainage and grading, site concrete slab, and all other appurtenances complete as shown in the drawings specified herein.

All Contractors intending to bid on the project MUST attend a pre-bid conference Tuesday, May 22, 2012 at 10:00 A.M. at the Tavares City Hall Council Chambers, located at 201 East Main Street, Tavares, FL 32778.

Copies of contract (bid) documents consisting of bidding requirements, contract forms, conditions of the contract, specifications, and drawings may be examined at Tavares City Hall, 201 E. Main St., Tavares, Florida, Telephone (352) 742-6131. Bidders 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). Construction specifications and engineering plans may be obtained from John Rumble, Purchasing Manager at Tavares City Hall, 201 E. Main St., Tavares, FL 32778; email: jrumble@tavares.org; phone: (352) 742-6131; or fax: (352) 742-6001.

Bidders are required to submit proposals for the above on the Bid Form provided. No proposals may be withdrawn after the scheduled closing time for the receipt of proposals for a period of thirty (30) days.

A Performance and Payment bond in a sum equal to 100% of the amount of the Contract awarded will be required at the time of execution of the construction contract. The City of Tavares reserves the right to waive informalities in any bid, to reject any or all bids with or without cause, and/or to accept the bid that in its best judgment will be for the best interest of the City.

John Rumble, Purchasing Manager

CITY OF TAVARES, FL

LAK1185899

05/06/2012

Advertisement/ Invitation RFP 2012-0024

CITY OF TAVARES
REQUEST FOR QUALIFICATIONS FOR
CONSTRUCTION MANAGER AT RISK
THE CITY OF TAVARES WOOTON PARK
EXPANSION

Pursuant to Section 287.055, Florida

Advertisements for Bid

Sealed bids 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, June 14, 2012 bids received after this specified time and date will not be considered. Please submit one (1) original, four (4) copies and one (1) digital copy, preferably in pdf format.

The purpose of this solicitation is to retain a Florida-licensed General Contractor/ Construction Manager to provide services for the construction of marina and dock facilities, gazebos, restrooms, nature walks, landscaping, site furnishings and other improvements that may be identified.

All contractors intending to bid on the project SHOULD attend a pre-bid conference Tuesday, May 29, 2012 at 10:00 A.M. at the Tavares City Hall Council Chambers, located at 201 East Main Street, Tavares, FL 32778.

Copies of contract (bid) documents consisting of bidding requirements, contract forms and conditions of the contract may be examined at City Hall, 201 E. Main St., Tavares, Florida, telephone (352) 742-6131. Bidders 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 FCPM CPPB
Purchasing Manager
City of Tavares
201 East Main St Tavares 32778
jrumble@tavares.org

LAK1186032

05/04/2012

CITY OF TAVARES
REQUEST FOR QUALIFICATIONS FOR
COMPREHENSIVE PROJECT MANAGEMENT
AND ENGINEERING DESIGN FOR THE CITY OF
TAVARES WOOTON PARK EXPANSION

Advertisement/ Invitation RFQ 2012-0022

Pursuant to Section 287.055, Florida Statutes, the City of Tavares (the "City") invites qualified engineering firms to submit statements of their qualifications to provide engineering services to the City in response to this Request for Qualifications (the "RFQ").

Sealed bids 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, June 7th, 2012 bids received after this specified time and date will not be considered. Please submit one (1) original, four (4) copies and one (1) digital copy, preferably in pdf format.

It is intended that the successful firm will have a comprehensive approach to managing all aspects of the Wooton Park Expansion. The successful firm will be available to perform full project management services which may include but are not limited to:

- 1.) All aspects of grant application including the identification of appropriate grants, procurement, management, reimbursement processing and closeout.
- 2.) Planning, Design and engineering of projects including permitting, bid document preparation, and Working with a construction manager at risk process.

Copies of contract (bid) documents consisting of bidding requirements, contract forms and conditions of the contract may be examined at City Hall, 201 E. Main St., Tavares, Florida, telephone (352) 742-6131. Bidders 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

LAK1186055

05/06/2012

BAR OWNERS

Public Hearing Notices

Two or more members of the Lake County Water Authority Board of Trustees may be present at a Dedication Ceremony for the Wekiva River System Management Plan, Katie's Landing, 10:00 am on May 17, 2012, 262 Wekiva Park Dr., Sanford, FL

Anyone having questions regarding the meeting or a specific item on the agenda, please contact the office at 343-3777, during our normal office hours: Monday through Friday 8:30 a.m. - 5:00 p.m.

Should any person decide to appeal any decision made at the meeting, they will need a record of the proceeding and it is their responsibility to ensure that a verbatim record of the proceeding is made.

LAKE COUNTY WATER AUTHORITY
LAK1185975 5/6/2012

Merchandise

GIANT BARN AUCTION SATURDAY MAY 12, 2012, 2150 GOOSE PRAIRIE RD. LEESBURG, FL 34788 2 trucks, mobile home boat, antiques, appliances, building supplies, mowers, mulcher, pallet racks, extensive inventory. BP 14% VISA, MC 10% CASH, CHECK
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Homes Lake County for Rent

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MT DORA — 3/2. Great location, nice neighborhood. Large vd, recently remodeled. \$950/mo. 352-357-8751

Real Estate for Sale

Condos/ Multi-Family Volusia County for Sale

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 21

SUBJECT TITLE: Approval of Agreement with Waste Management Inc. of Florida for Commercial Collection and Recycling Services

OBJECTIVE:

Approval of the negotiated Commercial Solid Waste and Recycling proposal and to authorize the City Administrator to negotiate a legal contract for these services with Waste Management Inc. of Florida. to be brought back to Council for final approval.

SUMMARY:

At the March 7, 2012 Council Meeting, Council directed staff to enter into negotiations with Waste Management Inc. of Florida and bring back a proposed contract for their consideration. The City of Tavares entered into a five-year franchise agreement with Waste Management Inc. of Florida to provide commercial solid waste collection and disposal and residential recycling services on November 6, 2002. Satisfied with Waste Management's performance record, the City Council exercised its 5 year extension option on January 4, 2006. In December of 2010, the City granted a one-year extension to the agreement in exchange for the City assuming responsibility for the collection of solid waste in 8 mobile home parks. The present contract with Waste Management Inc. of Florida will expire on October 31, 2012.

A City of Tavares negotiating team, consisting of Jeff Henderson, Solid Waste Manager, Bill Neron, Economic Development Director and Chris Thompson, Public Works Director worked diligently in negotiating and bringing back to Council the contract proposal before you. After several meetings with Waste Management Inc. of Florida and many hours of discussion, our negotiating team brings to you an agreement that is fair and in the best interest of the City, local business owners and the residents of Tavares.

Main Points of the proposal:

- WM will be totally responsible for all single stream recycling operations and associated expenses (an initial capital investment of approximately \$250K). Single stream recycling program to be in place no later than

January 31, 2013. Single stream recycling (also known as “fully commingled” or “single-sort”) refers to a system in which all paper, fibers, plastics, metals, and other containers can be missed, instead of being sorted by the resident. With increased single stream recycling participation, the residential waste stream will be reduced, resulting in a greener community and a significant reduction in disposal costs.

- WM will offer the “Recyclebank” rewards program for a period of 2 years, free of charge. Recyclebank is a company that rewards people for taking everyday green actions with discounts and deals from thousands of local and national businesses. It does this by providing points to its members for an array of environmentally-friendly behaviors including recycling of their household garbage. Residents that sign up for recyclebank could earn savings up to \$160 per year.
- WM will cooperate with the City to educate business owners on the potential savings by implementing their commercial recycling options. By Federal Law, commercial recycling cannot be mandated, regulated or billed by the City.
- A negotiated annual cap of \$25,000 to be used for City event support. Any unused monies will be rebated back to the City.
- Two additional “bear proof” dumpsters will be stocked by WM for future use, should the need arise. The 8 “bear proof” dumpsters, presently in use, will remain.
- WM will permanently donate a solar powered sidewalk compactor receptacle, complete with our selected wrapped graphics package (\$4,000).
- The proposed contract is for a period of 5 years beginning 10/01/12 with an optional 5 year extension.
- The City will take over billing of non-standard commercial collection services provided by roll off and verti-pak compactors at a rate negotiated with WM (presently 5 locations).
- The City will negotiate with WM to implement a fuel price adjustment methodology should fuel prices rise excessively.

OPTIONS:

Option #1: Move to approve the negotiated Commercial Solid Waste and Recycling Proposal and authorize the City Administrator to develop a contract that will be brought back to Council for final approval.

Option #2: Do not approve the negotiated Commercial Solid Waste and Recycling Contract and direct staff to seek proposals from other waste haulers (RFP).

STAFF RECOMMENDATION:

Option #1: Move to approve the negotiated Commercial Solid Waste and Recycling Proposal and authorize the City Administrator to develop a contract that will be brought back to Council for final approval.

FISCAL IMPACT:

Fee based revenue source

LEGAL SUFFICIENCY:

This has met legal sufficiency.

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
JULY 18, 2012**

AGENDA TAB NO. 22
SUBJECT TITLE: Billboard Regulations

OBJECTIVE:

To seek Council's direction concerning a recommendation by the Planning & Zoning Board to review the City's billboard regulations.

SUMMARY:

At its April 19th meeting, the Planning & Zoning Board made the following recommendation to City Council:

"John Tanner made a motion requesting that City Council review its permission of Billboards as outlined in Chapter 21 of the Land Development Regulations. Sam Grist seconded the motion. The motion carried 6-0."

Staff is seeking Council direction on this matter.

COMMENT

The City's existing billboard regulations, attached to this summary, were adopted through Ordinance 1992-31. This ordinance limited the total number of billboard signs allowed in the city to what was in existence as of that date. The ordinance refers to an inventory of billboard signs existing as of January 6, 1993.

Staff has undertaken an extensive record search and a copy of this inventory cannot be found. Further, LED technology can greatly increase the impact of billboard signs and this was not considered when the existing ordinance was passed nearly twenty years ago. Staff is seeking Council's policy direction on billboard regulation.

OPTIONS:

1. That City Council moves to direct staff to draft an amendment to our Billboard Sign Regulations that updates the existing billboard inventory.
2. That City Council moves to direct staff to draft an amendment to our Billboard Sign Regulations that considers both the number allowed and the increased impact of LED signs.
2. That City Council takes no action on this matter.

STAFF RECOMMENDATION:

That City Council discusses the above options and provides staff with direction.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

Approved for legal sufficiency.

ORDINANCE NO. 92 - 31

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING SECTION 16.58 OF THE CITY OF TAVARES CODE OF ORDINANCES PERTAINING TO BILLBOARD SIGNS; PROVIDING CERTAIN FINDINGS; ESTABLISHING A CAP ON THE NUMBER OF BILLBOARDS; PROVIDING A PROCEDURE FOR THE REPLACEMENT OF EXISTING BILLBOARDS WITHIN THE CITY OF TAVARES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tavares adopted Ordinance Number 92-16 on October 21, 1992, to establish a moratorium on the issuance of sign permits for billboards within the City of Tavares, and

WHEREAS, the City of Tavares created an ad hoc committee to be known as the sign ordinance committee for the purpose of studying the existing sign ordinance and making recommendations for amendments thereto pertaining to billboards, and

WHEREAS, the ad hoc sign committee has met in public sessions to discuss changes to and receive public input regarding the billboard provisions in the existing sign ordinance, and has recommended to the City Council that it establish a "CAP", and

WHEREAS, the City Council of the City of Tavares finds that capping and limiting the number of billboards within the city limits to the number presently existing, thereby preventing a proliferation of additional billboards, achieves the purpose of promotion, protection, and improvement of the public safety, health, comfort, good order, appearance, convenience, morals and general welfare of the public and the citizens of the City of Tavares.

WHEREAS, the City Council desires to amend Section 16-58 of the Tavares Code pertaining to billboards to cap the number of billboards which will be permitted in the City of Tavares and provide for their replacement, now, therefore:

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

Section 16-58 of the City of Tavares Code of Ordinances is hereby amended as follows:

Sec. 16.58. Billboard Signs.

(a) Commercial billboards advertising services or goods not sold on the property where erected, may be located in C-1A zoning districts only. In addition, such billboards:

- (1) Shall not exceed thirty-five (35) feet in height above grade, and shall not exceed four hundred (400) square feet in total area;
- (2) Shall not be spaced less than one thousand (1,000) feet apart on the same side of the highway;
- (3) Shall be located not less than fifteen (15) feet from the front area property line and/or ten (10) feet from utility lines. Shall be located not closer than five (5) feet from the side lot lines and a corner lot shall be located not closer than one hundred (100) feet from an intersection;
- (4) Shall be located no closer than one hundred (100) feet from any residential zoning district boundary line;
- (5) Shall be oriented toward the roadway or street, away from the residential districts;
- (6) May utilize embellishments of ten (10) percent of the total sign square footage.

In all the above, any overriding jurisdiction shall prevail.

(b) Limitation on number of billboards; replacement procedure.

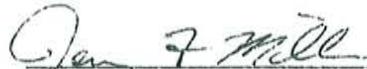
(1) A billboard inventory shall be developed which lists all locations of billboard signs for which a City of Tavares sign permit has been issued on or before the effective date of this ordinance. The billboard inventory shall be maintained in the office of the City Administrator or his designate and shall at all times reflect current information relating to the locations of the billboards. Unpermitted billboards shall be deemed illegal and shall be subject to immediate removal following the effective date of this ordinance.

(2) Billboards listed and maintained in the billboard inventory may be reconstructed in conformity with the provision of this section. A billboard may be reconstructed upon the same parcel of land that it occupied on the effective date of this ordinance, and if so reconstructed, shall be required to conform to the construction standards set forth in this section. A billboard constructed on new parcels of land shall be required to conform to all provisions of this section. A billboard may not be constructed upon a new parcel of land unless an existing billboard is removed and the City of Tavares sign permit for the removed billboard is transferred to the new location. It is the express intent of this provision that the number of billboards shall not increase beyond the number existing on the effective date of this ordinance, except for subsequently annexed property as set forth in subsection (b)(3). A City of Tavares sign permit for a billboard may be freely transferred from one parcel of land to another, provided the billboard to be constructed on the new parcel of land fully complies with all the provisions of this section. A City of Tavares billboard sign permit may be transferred from one permit owner to another.

(3) Any billboard sign located on property that is annexed into the City of Tavares after the effective date of this ordinance and zoned C-1A shall be added to the billboard inventory set forth in subsection (b)(1). Any billboard sign located on property that is annexed into the City of Tavares after the effective date of this ordinance that is not zoned C-1A shall be deemed a non-conforming sign as of the date of the annexation.

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

PASSED AND ORDAINED this 6th day of January, 1993, by the City Council of the City of Tavares, Florida.

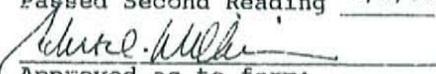

Jerry P. Miller, President
Tavares City Council

ATTEST:


Anthony G. Otte
City Administrator

Passed First Reading 12/16/92

Passed Second Reading 1/6/93


Approved as to form:
City Attorney

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**AGENDA SUMMARY
CITY COUNCIL
July 18, 2012**

AGENDA TAB NO. 23

SUBJECT TITLE: Historic Preservation Update

OBJECTIVE:

To update City Council of the City's Historic Preservation Program.

SUMMARY:

In 2001, City Council passed Ordinance 2001-18 regarding Historic Preservation. This ordinance did the following:

- a) Defined the present boundaries of our Historic District. (Exhibit A)
- b) Adopted a Local Registry of Historic Properties (Exhibit B).
- c) Designated the Planning and Zoning Board as the City's Historic Preservation Board.
- d) Adopted governing procedural regulations for issuing building permits within the Historic District, e.g. – Certificates of Appropriateness. (Exhibit C)
- e) Adopted by reference a Historic Preservation Guidebook which is based on the National Guidelines for Historic Preservation at that time. (Exhibit D)

In 2009, City Council passed Ordinance 2009-16 that adopted an update to the commercial architectural standards for properties within our downtown CRA District that followed the recommendations outlined in our adopted Downtown Master Plan.

On October 21st of 2009, City Council adopted the Branding Manual for implementation which included streetscape elements which has a modern style as opposed to historic architecture.

In June of 2010 Council adopted a list of names for the downtown alleyways. Two of the alleys were named for people who contributed to the field of aviation, the others were named after pioneering families that have made a historical impact on Tavares.

Historic preservation has both economic and environmental benefits. According to the Department of State, Division of Historic Resources, historic preservation activities in Florida, including the rehabilitation of historic buildings, heritage tourism, and other activities contributes \$6.3 billion annually to the state and supports 111,509 jobs most of which are construction, retail and/or service related. The Environmental Protection Agency (EPA) has recognized historic preservation as an important part of sustainable, smart growth development.

For these reasons and others, Council has supported such historic preservation efforts as the rebuilding and repurposing of Woodlea House, the Tavares Pavilion and the former Train Station. The goal of the historic preservation policies is to encourage the private sector to develop quality buildings which will similarly honor the community's heritage. Within the golden triangle area, both downtown Eustis and downtown Mount Dora have experienced such development. (Exhibit E)

Today, Staff experiences the following challenges in implementing the previously adopted policies:

1. The modern style suggested by the Branding Manual contrast with the Historic Architectural Standards. (Exhibit F)
2. The large historic district includes a variety of styles as a result of the various eras during which the structures were built.
3. Portions of the National Guidelines for Historic Preservation are incompatible with the current Florida Building Code.
4. The design standards for the historical district cannot be consistently applied throughout the district.

OPTIONS:

1. To direct staff to evaluate updates to the current historic preservation program.
2. Take no action. Staff will continue to administer the existing program.

STAFF RECOMMENDATION:

Staff seeks support for updating the current historic preservation program.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

This item has been reviewed for legal sufficiency.

Exhibit A

Historic District Boundaries



Exhibit B

Examples of Buildings on the Local Registry

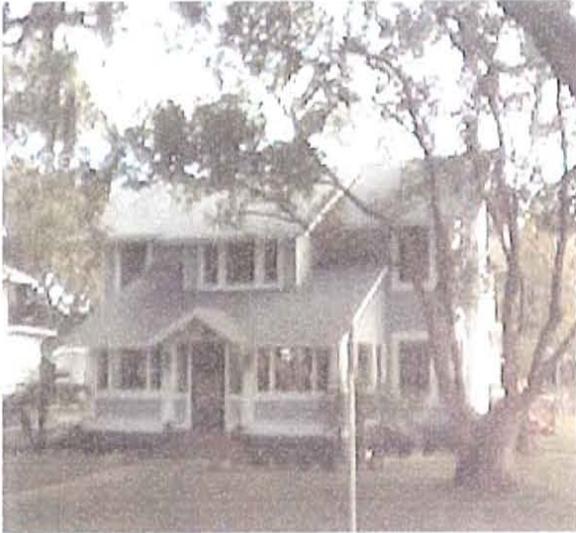


Exhibit C

Excerpt from Land Development Regulations Chapter 9 Regarding Historic Preservation – Certificate of Appropriateness

ARTICLE III. CERTIFICATE OF APPROPRIATENESS

Section 9-13 Purpose of Certificate of Appropriateness

The Certificate of Appropriateness process ensures that construction associated with historic properties and adjoining and adjacent sites is completed in conformance with the design standards required for historic districts.

Section 9-14 Basic Application Requirements.

- (A) Applications for Certificates of Appropriateness must be made on forms provided by the City and shall be submitted with a site plan application and a building permit application. Applications will include required forms and appropriate site plans, architectural drawings, photographs, sketches, descriptions, renderings, surveys, documents or other information needed for City staff to gain a clear understanding of the applicant's planned alteration, construction, reconstruction, relocation, restoration, renovation, or demolition.
- (B) Certificate of Appropriateness Application Requirements
 - (1) No building, structure, site feature, improvement or landscape feature within the City of Tavares, which has been designated a historic site, will be erected, altered, restored, renovated, excavated, relocated, or demolished until a Certificate of Appropriateness has been approved by City staff
 - (2) A Certificate of Appropriateness shall not be required for the erection, alteration, restoration, renovation, excavation, relocation, or demolition of any non-contributing building, structure or site feature within any historic district established by the City of Tavares, except when the non-contributing building is on an adjoining or adjacent site
 - (3) A Certificate of Appropriateness shall be required for historic sites for any material change in existing exterior walls or fences, or construction of new walls and fences.
 - (4) A Certificate of Appropriateness shall be required for adjoining and adjacent sites for any material change in existing exterior walls, fences, or construction of new walls and fences.
 - (5) No Certificate of Appropriateness will be approved unless the architectural plans for said construction, reconstruction, relocation, alteration, excavation, restoration, renovation, or demolition are approved by the City staff as meeting the design requirements established for the historic district.

A Certificate of Appropriateness will not be required for general, ordinary maintenance of any historic property or other property or structure within the historic district.

Section 9-15 Review Procedures.

- (A) City staff shall review the application for Certificate of Appropriateness and all supporting material and shall approve the application, find the application incomplete or deny the application within ten (10) working days. Applications that request demolition of historic sites shall be referred to the Historic Preservation Board for a recommendation to City

Council.

(B) An application for a Certificate of Appropriateness must be filed no later than ten (10) calendar days prior to any meeting of the Historic Preservation Board at which such application is to be heard. The applicant shall pay a filing fee, the amount of which will be determined by the Board and approved by the City Council, and no application will be accepted by the Board unless it contains all required and pertinent information and is accompanied by the required fee.

Section 4.

DESIGN GUIDELINES FOR HISTORIC PLACES

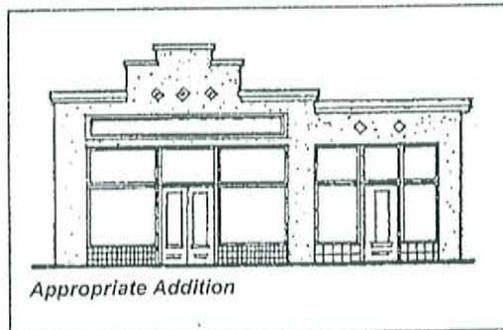
Additions¹

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons. Additions should not significantly alter original distinguishing qualities of building such as the basic form, materials, fenestration, and stylistic elements. Additions that imitate the style of the existing building or other historical styles should be avoided.



Doors and Entrances²

Doors and entrances and associated detailing should be preserved. Changes to door size and configuration should be avoided. If a historic entrance cannot be incorporated into a contemporary use for the building, the opening and any significant detailing should, nevertheless, be retained. Replacement doors should either match the original or substitute new materials and designs sympathetic to the original. Replacement screen doors should be simple. Any ornamentation should be based on historic precedent and in keeping with the character of the door and entrance design. Aluminum, metal, and jalousie doors should be avoided.



Wood Exterior Fabric³

Historic buildings shall be recognized as products of their time and that alterations that have no historical basis shall be discouraged. Aluminum, vinyl, and permastone are clearly non-historic materials and violate this standard. In cases where artificial siding is already in place, its removal is not necessary under the guidelines. An owner may retain the material or remove it. If, however, the material is removed, it must be replaced with historically appropriate materials.

¹ Applicable Standards: 2, 3, 9, and 10

² Applicable Standards 2, 3, 6, and 9

³ Applicable Standards 2, 3, 7, and 9

Abrasive cleaning and paint removal are other threats to historic wooden siding. The proper method for paint removal is cleaning, light scraping, and sanding down to the next sound layer. If more intensive paint removal is required, the gentlest means possible should be used.

Masonry Exterior Fabric^{4,5}

Masonry exterior finishes and detailing are important features of many buildings, particularly commercial buildings. Masonry features, such as brick corbeling, terra cotta detailing, decorative stucco, and brickwork including modeling, tooling, bonding patterns, joint size and color, are important to the historic character of a building.

The color of masonry, particularly brick, is often an important part of the character of a building. In addition to color, the bonding pattern, treatment of mortar joints, and texture are significant parts of brick buildings. Therefore, removing or substantially altering masonry features which are important in defining the overall historical character of the building so that the character is diminished should be avoided.

Foundations and Infill⁶

In undertaking foundation repairs, the historic materials should be retained, repaired as needed, or replaced with similar. Non-historic materials such as unpainted concrete block, plywood, and stucco should not be used to fill raised foundations. Enclosures should be limited to historically appropriate materials.

Pierced brick and lattice are examples of compatible contemporary infill. Pierced continuous brick infill, a pattern of bricks laid with air space between the end surfaces, can easily be added to a foundation, providing ventilation, continuous support to the sill plates, and a historic appearance. Lattice infill can be purchased in prefabricated panels and installed between masonry piers. Square crisscross lattice infill is also an appropriate infill material.

⁴ Masonry: brick, terra cotta, concrete, stucco, and mortar
⁵ Standards 2, 3, 7, and 9
⁶ Standards 2, 3, 6, 9

Section 7.

HANDICAP ACCESSIBILITY FOR HISTORIC STRUCTURES²⁰

The Americans with Disabilities Act (ADA) extends comprehensive civil rights to individuals with disabilities. Historic properties, including buildings, sites, and landscapes, are not exempt from the ADA and must comply with its regulations. However, as with other alterations, historic properties can generally be made accessible while preserving their architectural character through careful planning and sensitive design.

When Congress enacted the Americans with Disabilities Act, they recognized the national interest in preserving significant historic properties. It established alternative minimum requirements for qualified historic properties that cannot be made physically accessible without threatening or destroying their significance.

Qualified historic properties include properties listed in or eligible for listing in the National Register of Historic Places, and those designated under state or local law. Owners of qualified properties must first consult with the State Historic Preservation Officer (SHPO) before using the alternative minimum requirements. If it is determined by the SHPO that compliance with the full accessibility requirements would threaten or destroy the significance of a building or facility, the following alternative minimum requirements may be used:

1. One accessible route must be provided from a site access point to an accessible entrance. Using a ramp with a 1:6 slope is permissible for a run of up to 2 feet.
2. One accessible entrance must be provided. If it is not possible to make the public entrance accessible, then an alternative, unlocked entrance is acceptable. Directional signage at the primary entrance and a notification system at the accessible entrance must be provided.
3. If toilets are provided, only one must be accessible, and it may be unisex.
4. Public spaces on the level of the accessible entrance must be accessible, and other public levels should be accessible whenever practical.

²⁰ Applicable Standards: 2, 9, and 10

5. Displays and written information should be located where they can be seen by a seated person. Horizontal signage should be no higher than 44 inches above the floor.

In limited circumstances, if it is determined in consultation with the SHPO that compliance with the alternative minimum requirements would also threaten or destroy the significance of a historic building, alternative methods of access may be used. The alternative methods of accessibility that may be used to make a building's program and activities accessible include:

1. Using audio-visual materials and devices to show inaccessible areas of a historic property.
2. Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
3. Adopting other innovative methods.

Exhibit E

Images of Historic Preservation in Eustis

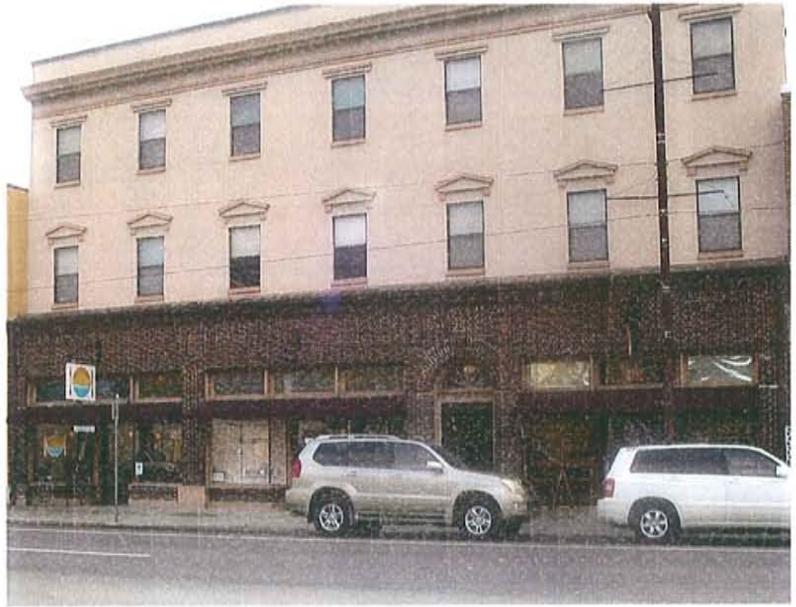


Exhibit F

Images of Public Realm Features Suggested by the Branding Manual

Bicycle Racks



Shelters



Planters



**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: JULY 18, 2012**

AGENDA TAB NO. 24

SUBJECT TITLE: Approval of Interlocal Agreement to Secure Grant and Provide Local Match for Railroad Track Improvements

OBJECTIVE:

To have City Council approve an Interlocal Agreement relating to the \$18.4 million (\$13.8 million State Funds) railroad infrastructure improvement grant and local match commitments.

SUMMARY:

At the Council meeting of May 19, 2010 the City Council approved the City of Tavares participation in local match funding for an \$18.4 million FDOT grant for railroad track improvements between Plymouth and Eustis.

The proposed railroad construction includes improvements to several railroad crossings in Tavares, and the installation of continuous welded rail between Plymouth and Tavares/Eustis. The installation of the continuous welded rail will provide for higher speed trains between Tavares/Eustis and downtown Orlando and allow for the provision of commuter rail service between Tavares/Eustis and downtown Orlando in the future.

At the Council meeting of February 16, 2011 the City Council again approved a proposed plan and directed the City Administrator to develop a funding proposal for the City's then local cash match of \$383,334 to be brought back for Council consideration during the Summer budget review meetings. Over the ensuing time frame, the request for the City cash match was reduced to \$300,000.

The approved 2011 – 12 Five-Year Capital Improvement Program contained a total appropriation of \$300,000 as the City's share for the local match for the grant. The City's contribution was to be spread out over three fiscal years with an appropriation of \$100,000 to be made in Fiscal Years 2012, 2013 and 2014.

Staff has now been informed that the total City contribution has been reduced again to a total cash match of \$160,000 with \$80,000 needed each in FY 2013 and FY 2014.

The City's \$80,000 cash share for both Fiscal Years will be contained in the updated Five-Year Capital Improvement Program which will be considered by

Council during its budget deliberations this Summer. Council is being asked to approve the Interlocal Agreement now in order to secure the grant through the Interlocal Agreement process with the other local governments and Florida Central. The City's matching funds will not be required until the next two Fiscal Years beginning October 2012.

Since so many entities are involved, Council is also being asked to allow the City Attorney prior to final execution by the City to approve minor word changes to the Interlocal Agreement that do not affect the substance of the Agreement.

OPTIONS:

1. To approve the attached Interlocal Agreement and the City's local match contribution of \$160,000 with \$80,000 committed in FY 2013 and FY 2014. Council also approves giving the City Attorney prior to the final execution of the Agreement by the City the flexibility to approve minor word changes to the Interlocal Agreement that do not affect the substance of the Agreement.

2. To not approve the attached Interlocal Agreement and the City's local cash match contribution of \$160,000.

STAFF RECOMMENDATION:

Staff recommends that the Council approve Option 1 above.

FISCAL IMPACT:

The direct fiscal impact on the City will be the provision of a local cash grant match of \$160,000.

LEGAL CONSIDERATIONS:

The City Attorney has reviewed and approved the attached Interlocal Agreement.

**AGREEMENT
FOR
LOCAL FUNDING OF RAILROAD TRACK REHABILITATION
(LAKE COUNTY)**

This Agreement for Local Funding of Railroad Track Rehabilitation (Lake County) ("Agreement") dated this _____ day of _____, 2012 by and among **FLORIDA CENTRAL RAILROAD COMPANY, INC.** ("Railroad"), **LAKE COUNTY, FLORIDA** (the "County"), and the municipalities of **EUSTIS, FLORIDA, MOUNT DORA, FLORIDA, TAVARES, FLORIDA** and **UMATILLA, FLORIDA** (collectively the "Cities").

RECITALS

1. Railroad operates, maintains and provides rail freight service on a rail line between Orlando and Umatilla, Florida, between Toronto and Winter Garden, Florida, and between Tavares and Sorrento, Florida, a portion of which is located in Lake County and the Cities;

2. The portions of the line between Orlando and Umatilla, Florida (including the Silver Star Industrial Park), between Toronto and Winter Garden, Florida and between Tavares and Mount Dora, Florida (collectively herein the "Line") are in need of rehabilitation including new rail, ties and ballast, surfacing, and repair of bridges and road crossings;

3. In order to (i) reduce railroad operating costs and improve rail service reliability, so that rail service may better compete with trucks, thereby reducing the number of trucks on local streets and highways, reducing traffic congestion and air pollution and promoting energy efficiency, (ii) promote the growth of local industries that ship by rail and the jobs, taxes and other local benefits such industries provide, and (iii) preserve the Line for future rail commuter service, Railroad, the Florida Department of Transportation ("FDOT"), Lake County and Orange County, Florida (collectively herein the "Counties"), the Cities herein, and the Cities of Apopka, Ocoee, Orlando and Winter Garden, Florida have developed a plan to fund rehabilitation of the Line (the "Project");

4. Pursuant to the Joint Rail Project Agreement (Non-Federal) between FDOT and Railroad dated June 21, 2011, FDOT has agreed to provide a maximum financial contribution of Thirteen Million Eight Hundred Thousand Dollars (\$13,800,000.00), not to exceed seventy-five percent (75%) of the total estimated cost of the entire Project which is Eighteen Million Four Hundred Thousand Dollars (\$18,400,000.00) (the "Estimated Project Cost");

5. The City of Tavares has obtained from the Federal Railroad Administration ("FRA") under its Rail Line Relocation and Improvement Capital Grant Program, a grant of Two Million Two Hundred Thousand Dollars (\$2,200,000.00) (the "FRA Grant") to be applied toward the Estimated Project Cost;

6. Railroad, the Counties, the Cities herein, and the Cities of Apopka, Ocoee, Orlando and Winter Garden, Florida (collectively herein the "Local Match Participants"), have

agreed to collectively fund the remainder of the Estimated Project Cost (the "Local Match") pursuant to agreements to be entered into between and among Railroad and the other Local Match Participants with each contributing the percentage of the Estimated Project Cost shown on Exhibit A hereto up to the maximum dollar amount shown on Exhibit A; and

7. The parties to this Agreement desire to set forth herein the terms and conditions for their respective contributions to the funding of the Project.

NOW, THEREFORE, in consideration of the benefits described in the foregoing recitals, the parties hereto agree as follows:

1. Description of the Project

The Project shall consist of the work described on the Workplan attached hereto as Exhibit B. Railroad shall be responsible for carrying out the Project consistent with the Workplan. Railroad shall be the owner of all materials and any equipment used in the Project.

2. Project Funding

(a) The parties hereto shall fund the following percentages of the Estimated Project Cost:

Railroad	-	3.41 percent (3.41%) but not less than Six Hundred Twenty-Seven Thousand Dollars (\$627,000.00)
The County	-	2.65 percent (2.65%) not to exceed Four Hundred Eighty-Eight Thousand Dollars (\$488,000.00)
City of Eustis	-	0.87 percent (0.87%) not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00)
City of Mount Dora	-	0.57 percent (0.57%) not to exceed One Hundred Five Thousand Dollars (\$105,000.00)
City of Tavares	-	0.87 percent (0.87%) not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00)
City of Umatilla	-	0.22 percent (0.22%) not to exceed Forty Thousand Dollars (\$40,000.00)

- (b) Under no circumstances shall the County or any of the Cities be required to contribute more than the dollar amount applicable to it shown in Section 2(a) above.
- (c) The County and the Cities acknowledge that Railroad's contribution in Section 2(a) herein represents Railroad's cumulative contribution to the Estimated Project Cost under all agreements relating to the Project.
- (d) The funding provided for herein shall only be used for the Project.
- (e) The parties hereto acknowledge that the City of Orlando, Florida has not secured all of the funding it had intended to provide toward the Estimated Cost of the Project, and that completion of the work attributable to rehabilitation of the track in the Silver Star Industrial Park, highlighted in yellow on Exhibit B hereto, may be delayed due to the lack of such funding. Railroad agrees to continue to work with the City of Orlando to secure such funding, but the lack of such funding shall not delay Railroad's completion of other parts of the Project.
- (f) The parties hereto acknowledge that the cost of the work shown on Exhibit B hereto is an estimate and agree that, in the event that the actual cost of the Project exceeds the Estimated Project Cost, some or all of the work described on Exhibit B attributable to rehabilitation of the track on the Sorrento Branch Mount Dora to Tavares segment may be deferred pending receipt of additional funding.

3. Release of Funds

- (a) The financial contributions of the parties hereto shall be made in accordance with this Section 3. The funds contributed by Railroad, the County and the Cities hereunder shall be used by Railroad to cover unreimbursed costs for the Project. As construction of the Project progresses, Railroad shall, from time to time, submit project cost invoices to FDOT representing work on the Project completed at the time of the billing. Upon approval of the cost reimbursement request by FDOT, Railroad shall submit a copy of the FDOT approval accompanied by supporting invoices and a copy of the payment documentation to the County and the Cities for payment of their agreed shares of the Estimated Project Cost. Within thirty (30) days of receipt of the FDOT approval, the County shall pay Railroad 2.65 percent (2.65%) of the approved costs representing the County's agreed share of the Estimated Project Cost, and the Cities shall each pay Railroad their respective agreed shares of the Estimated Project Cost. For example, if FDOT approves a project cost invoice in the amount of One Hundred Thousand (\$100,000.00), FDOT will pay Seventy-Five Thousand Dollars (\$75,000.00). Within thirty (30) days of FDOT's cost approval, Orange County shall pay One Thousand Eight Hundred Fifty Dollars (\$1,850.00) to Railroad, the City of Eustis

shall pay Eight Hundred Seventy Dollars (\$870.00) to Railroad, the City of Mount Dora shall pay Five Hundred Seventy Dollars (\$570.00) to Railroad, the City of Tavares shall pay Eight Hundred Seventy Dollars (\$870.00) to Railroad and the City of Umatilla shall pay Two Hundred Twenty Dollars (\$220.00) to Railroad. Railroad shall, at the same time, seek payment from each of the other Local Match Participants for their agreed share of the Estimated Project Cost pursuant to separate written agreements with those parties. Also, pursuant to a separate written agreement between Railroad and the City of Tavares, Florida, within thirty (30) days of receipt of the FDOT approval, the City of Tavares shall pay 11.96 percent (11.96%) of the approved costs representing the agreed share of the Estimated Project Cost to be paid by the FRA Grant.

- (b) Except as provided in Section 2(e) and Section 2(f) herein, in the event the maximum financial assistance from FDOT, the FRA Grant, the funding provided by the parties hereto, and the funding provided by the other Local Match Participants pursuant to separate agreements, are collectively insufficient to complete the Project as specified, Railroad shall be responsible for the payment of the additional funding.

4. Project Development Responsibilities

Railroad shall be solely responsible for coordinating the hiring of contractors to complete the Project and will administer the Project through completion of the work. Each of the contractors shall be required to execute an agreement with Railroad. The County and the Cities hereby acknowledge and agree that the role of Railroad in the Project is to coordinate the hiring of the contractors, administer the contracts with the contractors, and ensure that the contractors complete the Project in substantial conformance with Exhibit B. Railroad does not insure the long term quality or workmanship of the completed Project. During performance of the rehabilitation work and following the completion of the Project, Railroad shall be solely responsible for the operation and maintenance of the Line.

5. Timing: Target Dates

It is the intention of the parties hereto to engage the contractors and begin work on the Project within one hundred eighty (180) days after this Agreement becomes effective as provided in Section 6 herein. Railroad shall provide written notice to the County, the Cities, and the other Local Match Participants of the date on which the Project is completed (the "Completion Date").

6. Effective Date

This Agreement shall become effective upon the later of (i) execution of this Agreement by the parties hereto, (ii) execution of the agreements between and among Railroad and Orange County and the Cities of Apopka, Ocoee, Orlando and Winter Garden, Florida cumulatively providing for funding of at least Five Hundred Sixty-Nine Thousand Nine Hundred Five Dollars (\$569,905.00) to be applied toward the Estimated Project Cost, and (iii) execution of an

agreement between Railroad and the City of Tavares for payment to Railroad of the FRA Grant funds. Railroad shall notify in writing the County, the Cities and the other Local Match Participants when all agreements have been fully executed.

7. Repayment to the County and the Cities

- (a) In the event that within ten (10) years of the Completion Date, the State of Florida or other public entity purchases Railroad's ownership interest in the rail, ties, other track materials and ballast on the line (the "Track") in order to facilitate the operation of commuter rail service thereon, Railroad shall pay to the County and to each City hereunder, within thirty (30) days of the closing of such sale, an amount equal to the number of full 12-month periods remaining in the 15-year period after receipt of the final payment of funding by the County or that City, divided by 15, times the total amount of funds provided by the County or that City hereunder. For example, if at the time of such closing, there are five (5) remaining full 12-month periods in the fifteen (15) years since receipt of the final payment of funding from the County hereunder, Railroad would repay to the County one-third (5/15) of the Four Hundred Forty Eighty-Eight Thousand Dollars (\$488,000.00) in funding provided by the County hereunder for a total repayment to the County of One Hundred Sixty-One Thousand Forty Dollars (\$161,040.00).
- (b) Such repayment shall not be required if, in lieu of purchasing Railroad's ownership interest in the Track, the State or other public entity contracts with Railroad to operate the commuter service, or if Railroad grants a lease of or operating rights over the Track to the State or other public entity or to an operator of the commuter service. In the event that Railroad sells its ownership interest in the Track to a purchaser other than the State or other public entity as provided above, Railroad shall require, as part of such sale, that the purchaser assume the above repayment obligation for the remainder of such ten (10) year period.

8. Miscellaneous

- (a) This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, notwithstanding any countervailing choice of law principles that might otherwise apply.
- (b) If this Agreement contains any provisions found to be unlawful, such provisions shall be deemed to be of no effect and shall be stricken from this Agreement without affecting the binding force of this Agreement as it shall remain after omitting such provisions.
- (c) A failure of any party hereto to exercise any right provided for in this Agreement shall not be deemed to be a waiver of any right hereunder. Any waiver by any party hereto of a breach of any provision of this

Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless and until agreed to in writing by all parties hereto.

- (d) All invoices, notices, requests, demands and other communications required or permitted hereunder shall be in writing and shall be deemed received: (i) if delivered by hand, then at the time of delivery to the street address provided below; (ii) if delivered by telecopier or overnight delivery, then at the time when received; or (iii) if delivered by mail, then five business days after being mailed, certified or registered mail, with postage prepaid to the party involved at the address below:

Lake County
315 West Main Street
P.O. Box 7800
Tavares, Florida 32778
Attention: _____

The City of Eustis, Florida
P.O. Box Drawer 68
10 North Grove Street
Eustis, Florida 32727-0068
Attention: _____

The City of Mount Dora, Florida
510 North Baker Street
Mount Dora, Florida 32757
Attention: _____

The City of Tavares, Florida
P.O. Box 1068
201 East Main Street
Tavares, Florida 32778
Attention: _____

The City of Umatilla, Florida
P.O. Box 2286
1 South Central Avenue
Umatilla, Florida 32784
Attention: _____

If by mail:

Florida Central Railroad Company, Inc.
P.O. Box 967
Plymouth, Florida 32768
Attention: Vice President and General Manager

If by hand delivery:

Florida Central Railroad Company, Inc.
3001 West Orange Avenue
Apopka, Florida 32703
Attention: Vice President and General Manager

Any party hereto may at any time, by written notice to the other parties hereto, designate a different person or a different address for the receipt of invoices, notices, requests, demands, and other communications required or permitted hereunder.

- (e) This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one and the same agreement.

9. Term

This Agreement shall become effective on the Effective Date and shall remain in effect for ten (10) years from such Effective Date and on the expiration date hereof, all provisions of this Agreement shall terminate.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute and deliver this Agreement as of the date set forth above.

**FLORIDA CENTRAL RAILROAD
COMPANY, INC.**

LAKE COUNTY, FLORIDA

By: _____

Its:

Dated: _____

By: _____

Its:

Dated: _____

CITY OF EUSTIS, FLORIDA

By: _____

Its:

Dated: _____

CITY OF MOUNT DORA, FLORIDA

By: _____

Its:

Dated: _____

CITY OF TAVARES, FLORIDA

By: _____

Its:

Dated: _____

CITY OF UMATILLA, FLORIDA

By: _____

Its:

Dated: _____

EXHIBIT A

Railroad	-	3.41 percent (3.41%) not less than Six Hundred Twenty-Seven Thousand Dollars (\$627,000.00).
Lake County	-	2.65 percent (2.65%) not to exceed Four Hundred Eighty-Eight Thousand Dollars (\$488,000.00).
Orange County	-	1.85 percent (1.85%) not to exceed Three Hundred Forty Thousand Dollars (\$340,000.00).
City of Apopka	-	0.87 percent (0.87%) not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00).
City of Eustis	-	0.87 percent (0.87%) not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00).
City of Mount Dora	-	0.57 percent (0.57%) not to exceed One Hundred Five Thousand Dollars (\$105,000.00).
City of Ocoee	-	0.11 percent (0.11%) not to exceed Twenty-One Thousand Dollars (\$21,000.00).
City of Orlando	-	0.21 percent (0.21%) not to exceed Thirty-Seven Thousand Nine Hundred Five Dollars (\$37,905.00). In the event that the City secures additional funding, its total contribution shall be 1.57 percent (1.57%) not to exceed Two Hundred Eighty-Eight Thousand Dollars (\$288,000.00).
City of Tavares	-	0.87 percent (0.87%) not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00).
City of Tavares (FRA Grant)	-	11.95 percent (11.95%) not to exceed Two Million Two Hundred Thousand Dollars (\$2,200,000.00).
City of Winter Garden	-	0.06 percent (0.06%) not to exceed Eleven Thousand Dollars (\$11,000.00).
City of Umatilla	-	0.22 percent (0.22%) not to exceed Forty Thousand Dollars (\$40,000.00).

EXHIBIT B

[Workplan]

FDOT/FCEN Strategic Intermodal System Project Orlando to Eustis
Total Project Funding - \$18,400,000
State Funding - \$13,800,000 Local and Railroad Match - \$4,600,000

Sorrento Branch Mount Dora to Tavares

Year	Subdivision	Milepost	Item	Units	Unit Cost	Total	Comments
2012-2013	Sorrento	0-5.4	Cross ties IG	6,000	\$70.00	\$420,000	Incl. Install, Distribute, and Dispose with spikes
2012	Sorrento	0-5.4	Brush Cutting	5.4	\$1,200.00	\$6,480	Incl. Follow up Spray
2012	Sorrento	0-5.4	Surfacing (miles)	6.0	\$6,000.00	\$36,000	5.4 Mi. + Switches
2012	Sorrento	0-5.4	Bolt Tightening	6.0	\$2,000.00	\$12,000	5.4 Mi. + Y Track and Mt. Dora Siding Incl. Bolts
2012-2013	Sorrento	0-5.4	Ballast (tons)	5,000	\$20.00	\$100,000	Incl. Road Crossing Ballast & Unload
2012	Sorrento	0-5.4	Crossings (track ft)	431	\$539.00	\$232,310	36' concrete @ \$950/TF and 395 TF @ \$500 per TF.
2012	Sorrento	0-5.4	Switch Ties	59	\$193.21	\$11,400	Delivered, Installed, and Disposed of Scrap
2012	Sorrento	3.7	Bridge Repair	1	\$150,000.00	\$150,000	
2012	Sorrento	4.9	Bridge Repair	1	\$60,000.00	\$60,000	
2012	Sorrento	0-5.4	Work Trains & Support	0	\$96,000.00	\$96,000	6% of Project All FCC Labor All Departments Support
2012	Sorrento	0-5.4	Ditching and Drainage	6.0	\$3,225.00	\$19,350	Incl. Y Tracks
2012	Sorrento	0-5.4	Tie Plates For Xings.	1,400.0	\$14.14	\$19,790	13" for Rd. Xing Work incl. 4 spikes per plate
2012	Sorrento	0-5.4	115# Rail For Xings Tons	45	\$1,100.00	\$49,500	115# Rail New for Major Crossings
2012	Sorrento	0-5.4	Engineering & Contingencies		\$49,000.00	\$49,000	
2012-2013	Sorrento	0-5.4	SUB-TOTAL			\$1,261,830	

Plymouth to Eustis

Year	Subdivision	Milepost	Item	Units	Unit Cost	Total	Comments
2012-2013	Plymouth	798.5-817.3	Welded Rail Installation	100,320 TF	\$75.91	\$7,615,291	Incl. all OTM, Rail and distribute, Labor, Welds, Plates
2012	Plymouth	798.5-817.3	Turnout Replacement	12	\$45,480.00	\$545,760	Incl. 7 Ea. Ins. With IJ'S & Installation
2012	Plymouth	798.5-817.3	Cross ties (7x9)	22,000	\$70.00	\$1,540,000	Incl. Distribute, Install, & Dispose with Spikes
2012	Plymouth	798.5-817.3	Brush Cutting	20.0	\$1,200.00	\$24,000	Incl. Chemical Spray Follow Up
2012	Plymouth	798.5-817.3	Surfacing (miles)	20.0	\$6,000.00	\$120,000	Incl. Switches & Road Crossings
2012	Plymouth	798.5-817.3	Bridge Ties/Walkway	1.0	\$75,000.00	\$75,000	Delivered & Unloaded
2012	Plymouth	798.5-817.3	Ballast (tons)	12,000	\$20.00	\$240,000	Complete
2012	Plymouth	798.5-817.3	Crossings Rail Seal/ TF	900	\$500.00	\$450,000	Diston St @ Travers to be done by Aux. Funding
2012	Plymouth	798.5-817.3	Crossings Concrete/TF	324	\$193.21	\$62,600	Delivered, Installed, & Disposal of Scrap Incl. Inside
2012	Plymouth	798.5-817.3	Switch Ties	20.0	\$3,225.00	\$64,500	Work Trains, Roadway/Signal Support/Mechanical
2012	Plymouth	798.5-817.3	Work Trains & Support	1	\$80,000.00	\$80,000	Slot Train and Contractor Equipment Various
2012	Plymouth	798.5-817.3	Ditching and Drainage		\$644,000.00	\$644,000	
2012	Plymouth	798.5-817.3	Equipment Mobilization				
2012	Plymouth	798.5-817.3	Engineering & Contingencies				
2012-2013	Plymouth	798.5-817.3	SUB-TOTAL			12,510,151	

FDOT/FCEN Strategic Intermodal System Project Orlando to Eustis
Total Project Funding - \$18,400,000
State Funding - \$13,800,000 Local and Railroad Match - \$4,600,000

Sorrento Branch Mount Dora to Tavares

Year	Subdivision	Milepost	Item	Units	Unit Cost	Total	Comments
2012-2013	Sorrento	0-5.4	Cross ties IG	6,000	\$70.00	\$420,000	Incl. Install, Distribute, and Dispose with spikes
2012	Sorrento	0-5.4	Brush Cutting	5.4	\$1,200.00	\$6,480	Incl. Follow up Spray
2012	Sorrento	0-5.4	Surfacing (miles)	6.0	\$6,000.00	\$36,000	5.4 Mi.+Switches
2012	Sorrento	0-5.4	Bolt Tightening	6.0	\$2,000.00	\$12,000	5.4 Mi. + Y Track and Mt. Dora Siding Incl. Bolts
2012-2013	Sorrento	0-5.4	Ballast (tons)	5,000	\$20.00	\$100,000	Incl. Road Crossing Ballast & Unload
2012	Sorrento	0-5.4	Crossings (track ft)	431	\$539.00	\$232,310	36' concrete @\$950TF and 395TF @\$500 per TF.
2012	Sorrento	0-5.4	Switch Ties	59	\$193.21	\$11,400	Delivered, Installed, and Disposed of Scrap
2012	Sorrento	3.7	Bridge Repair	1	\$150,000.00	\$150,000	
2012	Sorrento	4.9	Bridge Repair	1	\$60,000.00	\$60,000	
2012	Sorrento	0-5.4	Work Trains & Support	0	\$96,000.00	\$96,000	6% of Project All FCC Labor All Departments Support Inc. Y Tracks
2012	Sorrento	0-5.4	Ditching and Drainage	6.0	\$3,225.00	\$19,350	
2012	Sorrento	0-5.4	Tie Plates For Xings.	1,400.0	\$14.14	\$19,790	13" for Rd. King Work Incl. 4 spikes per plate
2012	Sorrento	0-5.4	115# Rail For Kings Tons	45	\$1,100.00	\$49,500	115# Rail New for Major Crossings
2012	Sorrento	0-5.4	Engineering&Contingencies		\$49,000.00	\$49,000	
2012-2013	Sorrento	0-5.4	SUB-TOTAL			\$1,261,830	
							Plymouth to Eustis
2012-2013	Plymouth	798.5-817.3	Welded Rail Installation	100,320TF	\$75.91	\$7,615,291	Incl. all OTM, Rail and distribute, Labor, Welds, Plates
2012	Plymouth	798.5-817.3	Turnout Replacement	12	\$45,480.00	\$545,760	Incl. 7Ea. Ins. With LJS & Installation
2012	Plymouth	798.5-817.3	Cross ties (7x9)	22,000	\$70.00	\$1,540,000	Incl. Distribute, Install, & Dispose with Spikes
2012	Plymouth	798.5-817.3	Brush Cutting	20.0	\$1,200.00	\$24,000	Incl. Chemical Spray Follow Up
2012	Plymouth	798.5-817.3	Surfacing (miles)	20.0	\$6,000.00	\$120,000	Incl. Switches&Road Crossings
2012	Plymouth	798.5-817.3	Bridge Ties/Walkway	1.0	\$75,000.00	\$75,000	
2012	Plymouth	798.5-817.3	Ballast (tons)	12,000	\$20.00	\$240,000	Delivered&Unloaded
2012	Plymouth	798.5-817.3	Crossings Rail Seal/ TF	900	\$500.00	\$450,000	Complete
2012	Plymouth	798.5-817.3	Crossings Concrete/TF				Diston St @ Travers to be done by Aux. Funding
2012	Plymouth	798.5-817.3	Switch Ties	324	\$193.21	\$62,600	Delivered, Installed, & Disposal of Scrap Incl. Inside
2012	Plymouth	798.5-817.3	Work Trains & Support	20.0	\$3,225.00	\$64,500	Work Trains, Roadway/Signal Support/Mechanical
2012	Plymouth	798.5-817.3	Ditching and Drainage	1	\$80,000.00	\$80,000	
2012	Plymouth	798.5-817.3	Equipment Mobilization		\$644,000.00	\$644,000	
2012	Plymouth	798.5-817.3	Engineering&Contingencies		\$644,000.00	\$644,000	
2012-2013	Plymouth	798.5-817.3	SUB-TOTAL			12,510,151	Slot Train and Contractor Equipment Various

**AGENDA SUMMARY
TAVARES CITY COUNCIL
July 18, 2012**

AGENDA TAB NO. 25

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 Budget Workshop & Setting of Maximum Millage Rate – July 25, 2012 – 4:00 pm
- City Council Regular Meeting & Budget Workshop – August 1, 2012 – 4 pm
- City Council Regular Meeting & Budget Workshop – August 15, 2012 – 4 pm
- City Council Regular Meeting (4 p.m.) & First Public Hearing to Adopt Millage Rate & Tentative Budget – 5:05 pm - September 5, 2012
- City Council Regular Meeting (4 p.m.) & Second Public Hearing to Adopt Millage Rate & Final Budget – 5:05 pm - September 19, 2012
- Code Enforcement Special Magistrate – No meeting in July; next meeting will be August 28, 2012 at 5:00 p.m.
- Lake County League of Cities – August 10, 2012 – 11:30 a.m.
- Lake Sumter MPO – no meeting in July
- Library Board – August 10, 2012 – 8:30 a.m. , Library Conference Room
- Planning & Zoning Board – July 19, 2012 – 3:00 p.m., Council Chambers

EVENTS

- Classic Car Show on Main Street – July 20, 2012 – 6:00 p.m. – 9:00 p.m.

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
July 18, 2012**

AGENDA TAB NO. 26

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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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

**AGENDA TAB NO. 27
SUBJECT TITLE: Budget Workshop**

OBJECTIVE: To discuss the Fiscal Year 2013 Budget (October 1, 2012 through September 30, 2013).

SUMMARY: Council previously discussed the broad budget priorities for the City Administrator to use as guiding principles in developing a budget (see attached agenda summary and associated minutes). The City Administrator has incorporated those discussions into the draft budgets. It is recommended that the first two budget workshops (July 18 and July 25th) focus on the General Fund and that the remaining budget workshops in August and September include all funds.

GENERAL FUND BUDGET:

Taking into account the Council's broad based priorities discussion, the City Administrator and his staff has developed a budget of \$12,678,983 for FY 13 as follows:

\$	12,678,983	Total Expenses
\$	7,638,105	Total Estimated Non Property Tax Revenues
\$	5,040,878	Total needed from Property Taxes/Assessments to balance bu

A budget is made up of revenues and expenses. Below is commentary on the budgeted revenues and budgeted expenses.

EXPENSES: Salient points reflected in the proposed budgeted **expenses** include:

1. **Level of Service:** A similar level of service has been maintained with the following exceptions:
 - Wooton Park has been expanded and will need to be maintained
 - New ball fields have been added at Woodlea that need to be maintained
 - The Pavilion on the Lake will be nearing completion and staffing to manage/maintain/prepare it will be added at the end of the fiscal year.
 - Train Station should be completed and minimal additional management/ maintenance needed at end of the year.
 - Ingraham basket ball court improvements are included
2. **Budget Cuts:** \$14,810,597 was cut and removed from consideration from the proposed budget (see attached list of "Budget Cuts"). These identified needs have value; however, in an effort to keep cost to a minimum, they were cut. Reflected in the cuts is one Library position.

3. Debt Service: Fire Station 2 final debt service payment of \$112,382 for its original construction cost has been incorporated into the general fund. Previously it was paid out of Fire Impact Fees. With no Fire Impact Fees collected this payment will have to be paid out of the General Fund.
4. Employee Compensation: The Employee 2.5% Cost Of Living Adjustment (COLA) is pushed out to January 2013 in this proposed budget. The actual CPI increase for the Southeastern United States this year was 3.2% (January 2011 to January 2012) and employees received no COLA in the current fiscal year.
5. Employee benefits remain the same at the same cost to the employees. The estimated 8.1% increase in healthcare cost is being paid for by the City this year.
6. Fire Department Overtime: Two new entry level Fire Fighter positions were added to reduce the re-occurring annual over time costs.
7. Police vehicles: Two new police vehicles are budgeted to replace two of the aging police vehicles with over 100,000 miles.
8. Police Road Patrol: 12 new replacement police vehicle lap top computers are budgeted to keep up with current technology for road patrol enforcement.

REVENUES: Salient points reflected in the proposed budgeted **revenues** include:

1. Non Property Tax Revenues: Each item was closely examined based on industry trends and predictions developed from state, federal and local indicator sources. See attached list of non property tax revenues.
2. Dental Plan: There is a onetime \$250,000 Dental Plan contribution to the General Fund. The City previously funded an employee benefit referred to as the Employee Dental Insurance Program. It was self insured. Last year the City closed that self insurance program down and incorporated it into the Blue Cross Blue Shield plan. This year the city finished paying out all of the self insurance program claims. The balance in the self insurance program after all payouts is \$250,000 and is programmed to be transferred to the General Fund budget.
3. Utility tax revenues were previously pledged by the City Council to cover the debt service for the 2008 Wooton Park Expansion project (Seaplane Base, Marina, Prop Shop, Pavilion on the Lake, Special Events Pad, Children's Splash Park etc.). \$300,000 of the estimated at \$1.26 million in Utility Tax Revenues are programmed towards that debt service payment.
4. Reserves: Last year \$415,455 from the reserve account was utilized to balance the budget. This year no dollars are proposed from the reserve account. The total amount in the reserve account is \$1,321,599 which represents 10.5% of the total proposed budget.
5. Property values: The property appraiser assessment role reduction of 4.7% for Tavares has been reflected in the budget.
6. Taxes/Assessment: The total needed from property taxes/assessments to balance the proposed budget is \$5,040,078. The following (5) five options are provided to Council to generate that:

**NOTE: The current millage rate is 6.8900
monthly cost for home/commercial shown on attachment**

Option 1: (Fire Assessment 100%)

Millage rate of 5.9850 (A decrease of .9050 mills)
Fire Assessment at 100% (Residential= \$153 Churches/non profits=\$0 Commercial= attached)

Monthly cost for home valued at \$150,000 = \$66
Monthly cost for small commercial (Second Tier) = \$161

Option 2: (Fire Assessment 75%)

Millage rate of 6.6653 (An decrease of .2247 mills)
Fire Assessment at 75% (Residential= \$115 Churches/non profits=\$0 Commercial= attached)

Monthly cost for home valued at \$150,000 = \$69
Monthly cost for small commercial (Second Tier) = \$157

Option 3: (Fire Assessment 50%)

Millage rate of 7.3743 (An increase of .4843 mills)
Fire Assessment at 50% (Residential= \$75 Churches/non profits=\$0 Commercial= attached)

Monthly cost for home valued at \$150,000 = \$72
Monthly cost for Small Commercial (Second Tier) = \$154

Option 4: (Fire Assessment 33%)

Millage rate of (An increase of .9326 mills)
Fire Assessment at 33% (Residential= \$50 Churches/non profits=\$0 Commercial= attached)

Monthly cost for home valued at \$150,000 = \$73
Monthly cost for Small Commercial (Second Tier) = \$152

Option 5: (Fire Assessment 0%)

Millage rate of 8.7164 (An increase of 1.8264 mills)
Fire Assessment at 0% (Residential= \$0 Churches/non profits=\$0 Commercial= \$0)

Monthly cost for home valued at \$150,000 = \$76
Monthly cost for Small Commercial = \$147

NOTE #1: The County's annual residential fire assessment fee is \$181.00 and at 100%. Churches and non profits pay a 50% rate and the county's commercial rate is attached.

NOTE#2: The above referenced monthly home/commercial rates are numerated in more detail on the attachment.

NOTE #3: Options 1, 2, 3 and 4 assume that the Fire Assessment is in place by October 1, 2013. In order for a Fire Assessment to be put in place by October 1, 2013, a professional versed in Fire Assessments would need to be retained by August to develop the "Assessment Role" in time for an October 1 start date of collecting the revenue.

NOTE #4: In addition to the millage rate noted above, the voters authorized a debt service millage rate of .4612 when they voted to purchase the Wooton Park Expansion property.

NOTE #5: After this Budget workshop is completed, there is scheduled another budget workshop on July 25th at 4:00PM to set the maximum tentative millage rate as well as the maximum tentative Fire Assessment rate. Once those rates are set, Council has the ability to lower the millage rate but not increase the millage rate as it goes through the budgeting process in August and September. The Fire Assessment can be lowered, raised or eliminated during the budgeting process

RECOMMENDATION:

At this time, it is recommended that the Finance Director provide an overview of the General Fund budget (Expenses and Revenues), department by department during which and/or after which the Council can ask pertinent questions or make pertinent comments.

Attachments to Tab 21
Summary

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: April 4, 2012

AGENDA TAB NO. 12
SUBJECT TITLE: Establishment of FY 2013 Broad Budget Priorities

OBJECTIVE: To establish the City Council's broad budget priorities for the City Administrator to use in developing the FY 2013 budget (October 1, 2012 through September 30, 2013).

SUMMARY: It has been the practice of the Council to set the broad budget priorities for the City Administrator to use as guiding principles in developing a budget that is commensurate with the Council's over all budgetary goals.

By way of background, the City operates six (6) governmental operations as follows:

1. General Government (Revenues derived by property taxes, other taxes and fees)
2. Utilities - Water, Sewer & Reclaim (Revenues derived by fees – no property taxes)
3. Garbage Collection (Revenues derived from fees – no property taxes)
4. Storm Water (Revenues derived from fees – no property taxes)
5. Seaplane and Marina Enterprise (revenues derived from sales, rental income, general fund and CRA TIF Fund (Incremental tax revenues within the CRA District).
6. Capital Projects. Revenues are derived from grants, impact fees, special tax revenues like "Infrastructure Sales Tax" and property taxes.

For the purposes of this discussion, the agenda summary is broken up into the following four (4) attached sections for review:

1. Recent Historical Information Regarding The City Budgets
2. Current Status Of The City Budget
3. Future Budgetary Information
4. Referenced Exhibits and Notes

STAFF RECOMMENDATION: That Council discusses and then establishes broad budget priorities for the City Administrator to incorporate into the FY 2013 budgets for all funds including a discussion on:

1. Maintaining or not maintaining a similar level of service?
2. Adding or not adding new programs and services?
3. Raising, maintaining or reducing employee compensation and benefits?
4. Instituting or not instituting a Fire Assessment?
5. The millage rate
6. The Non property tax supported operations

Note: Exhibit A offers commentary on these six (6) discussion items.

FISCAL IMPACT: Impacts FY 2013 budget

LEGAL SUFFICIENCY: This is legally sufficient.

Recent Historical Information Regarding The City Budget

The economic conditions of the United States and Florida are beyond the control of Tavares. These economic conditions have affected all cities in Lake County. Each city has taken a different approach to dealing with these economic realities. Tavares took an approach of investing in itself by creating America's Seaplane City, developing a Seaplane base, marina, entertainment district, splash park for Children, adding 16 major events to the down town, developing the Pavilion on the Lake, recruiting manufacturing companies, medical related companies, sporting related companies, restaurants, retailers, upgrading its antiquated water and sewer systems, adding reclaimed water to its inventory of product and services it offers, investing in freight and commuter rail, paving its dirt roads, paver bricking its alleyways and creating a business friendly environment by removing barriers to the private sector to encourage private investment in Tavares. In addition, the city created an Economic Development Department to hand hold each and every investor's transactions and their relocations to the city as well as the elimination of Impact Fees and deferral of building permit fees.

The city has reaped the benefits of this approach including an unprecedented number of Grants obtained (\$20 million plus in grants), many business relocating to and starting up in Tavares: medical, seaplane manufacturing, hospitality, specialty retirement communities, restaurants, and retail. As a result many jobs were and are being created and, millions of private sector dollars have been and continue to be invested in Tavares. All of this economic activity created a significant shifting of the tax burden associated with operating this city from the residents to the business community (**Exhibit B**). Tavares is expecting stability in its tax base this year with no decrease in total valuation and a positive increase in total property values expected next year. **In summary, the economic conditions in Tavares are on the road to recovery in terms of business start-ups, jobs, property values and prosperity.**

The fruits of this Council's and its staff's labor have not come without challenges including depleting revenues and the use of reserves to balance the annual budget. In addition, Tavares has many properties exempt from taxes that require many City services (**See Exhibit B**). In addition to these issues, while the City was investing in itself and experiencing economic recovery it did it amongst the back drop of some very challenging realities. For example, in FY 2009 the City received \$5.4 million in property Tax Revenue. This year the city received \$4.2 million in property tax revenue. This \$1.2 million reduction in revenues was dealt with by reducing the city expenses \$1.3 million. During this same period of time that the City was experiencing a decrease in property tax revenues, the city was experiencing an increase in fixed cost to deliver services (fuel, electric, insurance, parts, contracted service, etc.....). In addition to the depleting revenues and increasing costs, the city added services (Seaplane base, marina, 16 special events, rail, reclaimed water, Pavilion On The Lake, irrigating and maintaining gateway medians, Aesop's Park, additional ball fields etc..).

The positive economic conditions that Tavares is beginning to enjoy today did not materialize without a tremendous amount of hard work, civic entrepreneurialship, calculated risks, fiscal challenges and budget cuts. The city balanced the growth of the city with its fiscal challenges through budget cuts (**See Exhibit C**) reducing staff, instituting furloughs for the remaining staff, increasing the employee's costs for benefits, putting off the purchase of aging equipment and vehicles, utilizing reserves, an increase to the millage rate from 6.25 to 6.89 (this year it was reduced from 6.95 down to the 6.89) and the city took out loans for the larger capital projects pledging Utility Tax revenues to cover the debt service.

Current Status Of The City Adopted Budgets For this Fiscal Year 2012

1. **Utilities: Water, Sewer & Reclaim:**

The adopted budget is \$6,504,203 and fees are set based on an independently created rate study that sets all fees so that the "enterprise" breaks even. The rate study is updated every five years and presented to and adopted by the City Council.

2. **Garbage Collection:**

The budget is \$2,458,390 and residential rate is \$21.17 per month. Commercial services are contracted out to Waste Management.

3. **Storm Water:**

The current budget is 488,248. The rate is \$4.50 per month per parcel per

4. **Seaplane and Marina Enterprise:**

The budget is \$564,639 and is made up of the following components:

- (1) Marina/Airport = \$383,665
- (2) Splash Park \$73,013
- (3) Park Maintenance \$107,961.

Revenues are made up of \$281,000 from sales/rent and 283,639 from CRA TIF Fund and General Fund.

5. **Capital Projects:**

1. General Government is \$319,146. Revenues are derived from grants, impact fees, special tax revenues like "Infrastructure Sales Tax" and property taxes.
2. Utilities is \$5,393,838. Revenues are derived from loans, grants and impact fees

6. **General Fund:**

The adopted budget is \$11.5 million and revenues of \$11.5 million were made up of

- \$6,851,000 (*other) 60%
- \$4,237,000 (property tax) 37%,
- \$434,000 (reserves) 3%.

In addition the city maintains a General Fund reserve of \$1,400,872 which represents 12.1% of the adopted General Fund Budget.

*Other = electric tax, sales tax, gas tax, communications tax, utility fund transfers, permit fees, recreation fees etc...

Future Budgetary Information

1. **Utilities: Water, Sewer & Reclaim:** Council previously addressed adequate future funding for this program by developing a five (5) year rate study and then instituting an automatic Consumer Price Index (CPI) plus 1% annual rate increases. These automatic rate increases provide sufficient revenues to keep up with the increased cost of delivering utility services of water, sewer and reclaim. The rate study will be updated in a year.
2. **Garbage Collection:** Council previously addressed adequate future funding for this program by adopting automatic CPI increase annually. It is anticipated that the residential rate of \$21.17 per month for this service will go up by the CPI of 2.7% to \$21.74 per month for the next fiscal year and the contracted Commercial operations part of this service will be re-negotiated for next year.
3. **Storm Water:** It is anticipated that the \$4.50 per parcel rate will need to be increased to keep up with increased cost of delivering the service and making the necessary improvements.
4. **Seaplane base and Marina Enterprise:** It is anticipated that revenues from sales will keep up if not surpass the increased cost of delivering products and services thereby reducing the CRA TIF and General Fund contribution. The goal of this Enterprise is self sufficiency over the next five years.
5. **Capital Improvement Projects:** The City Council previously developed a five year program which will be presented to Council and updated as required.
6. **General Fund:** At this early point in time, it is virtually impossible to predict with precision the actual revenue or expenses that will occur for next Fiscal Year 2013 (October 1, 2012 through September 30, 2013) because the city does not know:
 1. how much property values will decrease if any?.
 2. what the State shared revenues will be?
 3. what the increased cost for insurance will be?
 4. what future fuel prices will be in 2013?
 5. What the increased cost for electricity will be?

However, "possible" scenarios for the purpose of starting the discussion on the Council's broad budget priorities based on staff following trends, receiving reports from the state and conducting research could result in the following possible budget scenario:

Revenues:

1. Property values stabilizing - no loss/no gain in tax revenue over current year (See Note #1).
2. All other revenues increase 2% over current year.
3. Dental Self Insurance Program surplus applied and recognized (See Note #2)

Expenses:

1. Operational expense increase by 1.2% (fuel, electric, insurance, contractual services...)
2. The Fire Station #2's last debt service payment (Note #3)
3. Wooton Park's Debt Service Payment (Note #4)

If the above frame work occurs with same millage rate, no employee cost of living adjustments and no use of reserves then the city's shortfall would be approximately **\$540,000**. The city will need to make up that shortfall by either increasing revenues or decreasing expenses or a combination of both. There are many options and combinations of options available to extinguish the \$540,000 shortfall thereby establishing a balanced budget for next year. It is important to note that one (1) mill brings in approximately \$600,000 in revenue. A couple of scenarios are presented below without using reserves to get the broad budget discussions going:

SCENERIO A: (Millage Rate Increase/No Employee Cost of Living Adjustment)

1. Similar Level of Service
2. Similar revenue sources
3. No employee pay adjustment
4. \$540,000 Shortfall

In order to make up a short fall of \$540,000, the millage rate would need to be increased by .8871 mills from 6.8900 to 7.7771

SCENERIO B: (50% Fire Assessment/No Employee Cost Of Living Adjustment)

1. Churches/Not For Profits/Governmental blds. 100% exempt from Fire Service fee
2. Residential pay ½ what study recommended (\$76.50 per year)
3. Commercial pay ½ what study recommended (\$0.14 cents per square foot)
4. Similar Level of Service
5. No employee pay adjustment

The \$540,000 shortfall is eliminated and the millage rate goes down by .3978 mills from 6.8900 down to 6.4922 mills. (See Note # 5)

SCENERIO C: (50% Fire Assessment/2.5% Employee Cost Of Living Adjustment)

1. Churches/Not For Profits/Governmental blds. 100% exempt from Fire Service fee
2. Residential pay ½ what study recommended (\$76.50 per year)
3. Commercial pay ½ what study recommended (\$0.14 cents per square foot)
4. Similar Level of Service
5. 2.5% employee pay adjustment (\$180,000)

The \$540,000 shortfall is eliminated and the millage rate goes down by .1024 mills from 6.8900 down to 6.7876 mills. (See Note #5)

SCENERIO D: (Reduced Level of Service)

The Council could lower its level of service and once the Council identifies what service it wants to lower and to what lower level, it could identify the correlating cost savings, which could address the \$540,000 shortfall.

SCENERIO E (Further Budget Cuts): The city has reduced the municipal budget by \$1.3 million since 2009 while adding additional service including:

1. Seaplane Base
2. Marina
3. Splash Park
4. Dog Park
5. Sister City Program
6. Senior Center
7. Entertainment District
8. New Special events
9. Concerts
10. Electric Vehicle Charging Stations

Any additional budget cuts to the municipal budget will result in a reduction of service and therefore this scenario is essentially Scenario D above – “A Reduction in Level of Service”. Exhibit C, attached, identifies how the city cut the budget by \$1.3 million previously.

EXHIBIT A

1) Maintaining or not maintaining a similar level of service?

The City Provides the following services out of the General Fund:

Police, 911 Communications Center, Code Enforcement, Fire, Parks, Streetscape/ROW Maintenance, Street Lighting, Recreation, Library, Streets/Sidewalks, Public Records, Special Events, Community Events, Economic Development, Building Permitting/Inspections, Seaplane Base and Marina.

The cost to maintain a similar level of service goes up each and every year due to increased cost in fuel, insurance, maintenance, equipment and personnel. Increased cost is offset by increased efficiencies and increased revenues. Over the past several years the Council has maintained a similar level of service and addressed increased cost through increased efficiencies (reducing staff, equipment, maintenance cycling, insurance, etc...).

2) Adding or not adding new programs and services?

Throughout the year new programs and services are discussed by Council members, staff and constituents. During this discussion phase an opportunity is provided for Council to identify any new programs and services that they would like incorporated into the budget. A few of the past, present and future "New Programs" are identified below:

Past "New Programs" previously added:

11. Seaplane Base
12. Marina
13. Splash Park
14. Dog Park
15. Sister City Program
16. Senior Center
17. Entertainment District
18. New Special events
19. Concerts
20. Electric Vehicle Charging Stations

Upcoming "New Programs" approved by Council:

1. Pavilion On The Lake
2. Train Station
3. Expanding Wooton Park
4. Expanding the ball fields
5. Wayfinding program and Kiosks
6. Alfred Streetscape maintenance program

Future "New Programs" not in the budget but discussed recently:

1. Paramedic Services? \$ _____?

2. Road Maintenance Division \$ _____ ?
3. Golden Triangle Super Special Event? \$ _____ ?
4. Ingraham Park Improvements? \$ _____ ?
5. Community Concerts \$ _____ ?
6. Public safety Complex \$ _____ ?
7. Public Works facility \$ _____ ?
8. Tavares Nature Park restrooms \$ _____ ?

3) Raising, maintaining or reducing employee compensation and benefits?

The below reflects employee compensation/benefits adjustments over the last four (4) years:

- FY 09 = 2% Cost of Living increase / 0% merit
- FY 10 = (-2.3%) decrease (Furlough) 0% COLA / 0% merit
- FY 11 = 2% Cost of Living increase / 0% merit
- FY 12* = 0% Cost of Living Increase/0% merit
- FY 13 = ?

* Some employees were charged 3% more for their retirement programs (excluding Police and Fire employees) however the City adjusted the pay for those employees by 3% to make the take home pay remain neutral.

Employee Benefits:

- Tuition Reimbursement Program was eliminated in 2010
- Family healthcare premium contributions by the city were decreased from 78% to 50% and Employee's contributions increased from 22% to 50%. Employee contributions to Single coverage went from \$0 to \$60.91 per month for PPO and \$0 to \$27.76 per month for HMO .
- Retirement Benefits for general FRS employees has been downwardly adjusted by the state. Police and Fire remain the same. Hartford Plan employees were brought up to contributational parity with general employees.

4) Instituting or not instituting a Fire Assessment?

In 2009, the City Council considered instituting a Fire Assessment based on an independent study that recommended \$153 per year for a residential property and .28 Per Square Foot for Commercial. The Council did not however adopt a Fire Assessment at that time. Attached is the 2009 agenda summary on this issue which included the following statement:

“All residents and entities receive benefit of fire suppression services, but some provide little or no contribution toward maintaining these services. With the adoption of a Fire Assessment, costs of providing fire services will be more equitably distributed to those receiving the benefit of fire services.”

Lake County has a Fire Assessment of \$181.00 per year per house as well as a sliding commercial rate (Example: \$0.22 Per Square Foot for 3,500 square feet or \$0.15 Per Square Foot for 5,000 square feet). Recently other cities have adopted Fire Assessments. For

example, Gainesville adopted a Fire Assessment in 2010: “ *Gainesville property owners will again have to pay the fire service assessment in the coming fiscal year after city commissioners voted Monday to renew the program they established last year to raise nearly \$5 million*”. – Gainesville Sun

At the Golden Triangle Summit meeting this year between Tavares, Eustis and Mt. Dora, the cities requested that the three City Fire Departments work with Lake County to develop a plan that creates a Fire Service Area in the Golden Triangle Area. This may or may not lead to a discussion in the future regarding Fire Assessments as Lake County charges a Fire Assessment in this area whereas the three cities collect for fire service as part of the property tax bill.

It takes many months to institute a Fire Assessment. If the city wanted to collect it as part of the tax bill notice it could not establish the assessment until FY 2014. If the city collected by utility bill notice then it could begin collecting in FY 13.

The city previously took a standard approach to Fire Assessments with its study. Another option that has not been explored is the flat fee approach for commercial as is done with residential. This too could be explored, however, the flat fee approach has not been used in Florida and it could take a significant amount of time to develop and then institute.

5) The millage rate:

A one mil increase brings in approximately \$600,000 and likewise a ½ mill increase brings in approximately \$300,000. The current millage rate is 6.89. A one (1) mill increase on a homesteaded house valued at \$150,000 would equal an additional \$100 per year or \$8.33 per month.

The “roll back” tax rate is the millage rate levy required to bring in the same amount of tax revenue as the prior year. For the 2013 budget discussions, the roll back rate would be 6.89 (the same tax rate as 2012) because tax revenues are anticipated to stabilize in Tavares (be the same as current year tax revenues).

6) Non Property Tax Supported Operations

Utilites
Garbage Collection
Storm Water
Seaplane Base and Marina*
Capital Program*

*These programs do have some tax revenues contributing to their operational cost

EXHIBIT B

Properties Exempt From Taxes: Tavares has many properties exempt from taxes which results in a higher tax rate. Tavares is the County Seat and as such is home to many tax exempt government buildings including all government buildings, Sheriff buildings, judicial buildings, jail, Water Authority, School Board Administrative buildings, the elementary school, Middle school and high school, hospital, not for profits, churches, etc. No property taxes are collected from these entities; yet all of their facilities require roads, sidewalks, traffic lights, street lights, Police and Fire services that the City provides and tax payers pay for. Most of these properties are classified as a "large assembly of people" facility and thus become drivers on the need and cost for adequately sized police and fire protection - yet these facilities are tax exempt.

Residential to Commercial tax shifting burden: Historically Tavares tax revenues were comprised of approximately 80% residential and 20% commercial which places a heavy burden on the residents to pay for public services like Police, Fire, Parks, and Road maintenance. Tavares has worked hard over the last five years to change that unbalanced ratio and has been successful in changing it to 25% commercial contribution and 75% residential contribution in 2010 and then 31% commercial contribution and 69% residential in 2011. The goal is a 40% commercial contribution and 60% residential contribution. Industry experts assert that for every dollar a resident pays towards their municipal tax services contribution they use \$1.20 in services and for every dollar a commercial business pays for their municipal tax services contribution they use .80 cents worth of services. For example the commercial property tax collected goes towards paying the library and recreation expenses but the commercial property owners don't necessarily use those services. Thus, a community with a higher commercial tax contribution ratio has a lower tax rate.

In summary, communities with excessive properties exempt from paying taxes and low commercial ratios have higher tax rates than those communities who have few properties exempt from paying taxes and high commercial to residential ratios

EXHIBIT C

BUDGET/STAFF REDUCTIONS

Over the past four years, budget cuts have been addressed by a combination of the following:

- Lowering the operating budget
- Reduction in forces (RIF)
- Instituting furlough programs
- Increasing employee's contribution to healthcare cost
- Eliminating the employee merit program
- Reducing Overtime
- Reducing training
- Renegotiating vendor contracts
- Deferring capital equipment replacement (not replacing police vehicles, mowers, Fire engine, etc.)
- Mowing rights-of-way less frequently
- A reduction in operations and maintenance across the board
- Elimination of new programs, like the establishment of a Road Maintenance Department
- Millage rate adjustments
- Use of reserves

Personnel reductions included the following positions:

1. Assistant Police Chief (Major)
 2. Police Officer
 3. Police Officer
 4. Police Officer
 5. Executive Assistant to City Administrator
 6. General Services Supervisor
 7. Public Works Construction Coordinator
 8. Public Works General Services Crew Foreman
 9. Public Works Sanitation Driver
 10. Public Works Sanitation Driver
 11. Public Works P.T. Staff Assistant
 12. Community Development GIS Analyst
 13. Community Development Administrative Assistant
 14. Community Development Permitting Technician
 15. ½ Community Development Building Inspector (contractual position)
 16. Computer Services Director
 17. Community Services Parks Maintenance Worker (outsourced some landscaping)
 18. Community Services Parks Supervisor
 19. Community Services Library Youth Services Specialist
 20. Utility Wastewater Treatment Plant Operator
- In the General Fund side, during this period of time, the city added 1.5 positions (Public Communications Director and a Part-time City Hall Receptionist. (contractual). This resulted in a net reduction of 18.5 positions or 11% decrease in staffing.

- In the Sanitation Fund the city added one part –time Sanitation Staff Assistant.
- In the Seaplane Base and Marina Fund the city added five full-time and two part-time positions. (Note: The full time maintenance position remains vacant and those duties are being handled by the other employees).
- At the Splash Park, seven seasonal part-time employees were added during this time period.

NOTES

Note # 1: Tax Revenues: Staff anticipates tax revenues of approximately \$4.2 million (same as current year) for the FY 13 budget year. In the FY 14 budget year the city may see an increase in tax revenue as the following projects should be completed and on the tax rolls:

1. Osprey Lodge
2. Lakeside Hotel
3. Chet Lemon's "Big House" indoor sports complex
4. The new medical parks surgical facility
5. Shanti Niketan's phase two retirement community
6. Dollar General Store next to Palm Gardens

Note # 2 Employee Dental Insurance Program: The city previously funded an employee benefit referred to as the Employee Dental Insurance Program. It was self insured. Last year the city closed that self insurance program down and incorporated it into the Blue Cross Blue Shield plan. This year the city finished paying out all of the self insurance program claims. The balance in the self insurance program after all payouts is \$250,000.

Note # 3 Fire Station 2 Debt Service: The last debt service payment of \$112,382 for the construction cost of Fire Station 2 occurs in FY 13. Previously it was paid out of Fire Impact Fees. With no Fire Impact Fees collected this payment will have to be paid out of the general fund.

Note # 4 Wooton Park Debt Service \$300,000: \$1.7 million in utility tax revenues is collected each year and contributes to the General Fund. It's a part of the 63% "other revenue". \$450,000 of that utility tax revenue is pledged to cover the debt service for the Wooton Park Expansion project. (Seaplane Base, Marina, Prop Shop, Pavilion on the Lake, Special Events Pad, Children's Splash Park etc...). Next year \$300,000 of that \$450,000 debt service payment will transfer from being paid out of the Infrastructure Sales Tax fund to being paid from utility tax revenues. This will lower the \$1.7 million utility tax revenue down to \$1,400,000 next year.

Note # 5 Fire Assessment: Based on the last Fire Assessment Study conducted for Tavares the fees were established as follows:

- A. residential house would pay \$153 per year (\$12.75) per month for Fire Service
- B. Commercial would pay \$0.28 cents per square foot for fire service
- C. Industrial/Warehouse would pay \$0.06 cents per square foot for fire service
- D. Non Government Institutional would pay \$0.45 cents per square foot for fire service
- E. Government would pay \$0.57 cents per square foot for fire service

The county has a Fire Assessment. The current residential rate is \$181 per year.

Minutes

1
2 Ms. Rogers said this ordinance was created in response to the need to manage commercial
3 activities that are taking place in the park system outside Wooton Park (which has its own
4 policies). The ordinance gives staff the ability to create policy and procedures in order to monitor
5 the commercial activities. The policy provided in the agenda packet describes the procedure for
6 application for a Business Tax Receipt which will also include proof of liability insurance naming
7 the City as additional insured. She noted that the Tavares Recreation Park is primarily where the
8 commercial activity is taking place. The cost will be \$100 which is similar to the mobile food
9 license procedure.

10
11 Mayor Wolfe asked Chief Lubins about enforcement. Chief Lubins acknowledged they will be
12 enforcing the ordinance. Ms. Rogers said that staff will also send a letter to the companies that
13 are operating out of the Tavares Recreation Park, noting that some of them have listed the TRP
14 as their company address. Vice Mayor Grenier asked for confirmation that there would be a sign
15 posted at the park (including Summerall) advising business owners of the requirement to obtain a
16 permit. Ms. Rogers confirmed.

17
18 Councilmember Hope asked why a separate ordinance was being created from Wooton Park.

19
20 Mr. Drury said that the Seaplane Base & Marina is considered to be part of the airport and the
21 regulations were prepared under the airport rules and regulations and minimum standards for
22 commercial operations under that umbrella. He said this ordinance is more comprehensive and
23 covers all of the parks

24
25 Councilmember Smith said the ordinance is not just for boating activity. Ms. Rogers said in terms
26 of individuals using the park for a business such as workout sessions, this is covered under the
27 Parks and Recreation program where the city serves as the broker by collecting the fees and
28 keeping 30% of the fees. She said the main concern has been to have a mechanism for the boat
29 tour companies. Vice Mayor Grenier discussed his concern about unlicensed activity. Mr. Neron
30 said any activity at Wooton Park is monitored by the staff on duty.

31
32 Mayor Wolfe asked for audience comment.

33 34 MOTION

35
36 **Bob Grenier moved to approve Ordinance #2012-05, seconded by Kirby Smith. The motion**
37 **carried unanimously 5-0.**

38 39 40 X. GENERAL GOVERNMENT

41 42 Tab 12) Budget Priorities for 2012-2013

43
44 Mr. Drury presented his summary for budget priorities for the upcoming 2013 fiscal year budget as
45 follows:

46

1 **OBJECTIVE:** To establish the City Council's broad budget priorities for the City Administrator to
2 use in developing the FY 2013 budget (October 1, 2012 through September 30, 2013).

3
4 **SUMMARY:** It has been the practice of the Council to set the broad budget priorities for the City
5 Administrator to use as guiding principles in developing a budget that is commensurate with the
6 Council's over all budgetary goals.

7
8 By way of background, the City operates six (6) governmental operations as follows:

- 9
10 1. General Government (Revenues derived by property taxes, other taxes and fees)
11 2. Utilities - Water, Sewer & Reclaim (Revenues derived by fees – no property taxes)
12 3. Garbage Collection (Revenues derived from fees – no property taxes)
13 4. Storm Water (Revenues derived from fees – no property taxes)
14 5. Seaplane and Marina Enterprise (revenues derived from sales, rental income, general
15 fund and CRA TIF Fund (Incremental tax revenues within the CRA District).
16 6. Capital Projects. Revenues are derived from grants, impact fees, special tax revenues like
17 "Infrastructure Sales Tax" and property taxes.

18
19 For the purposes of this discussion, the agenda summary is broken up into the following four (4)
20 attached sections for review:

- 21
22 1. **Recent Historical Information Regarding The City Budgets**
23 2. **Current Status Of The City Budget**
24 3. **Future Budgetary Information**
25 4. **Referenced Exhibits and Notes**

26
27 **STAFF RECOMMENDATION:** That Council discusses and then establishes broad budget
28 priorities for the City Administrator to incorporate into the FY 2013 budgets for all funds including
29 a discussion on:

- 30
31 1. Maintaining or not maintaining a similar level of service?
32 2. Adding or not adding new programs and services?
33 3. Raising, maintaining or reducing employee compensation and benefits?
34 4. Instituting or not instituting a Fire Assessment?
35 5. The millage rate
36 6. The Non property tax supported operations

37
38 Note: **Exhibit A** offers commentary on these six (6) discussion items.

39
40 **FISCAL IMPACT:** Impacts FY 2013 budget

41
42 **LEGAL SUFFICIENCY:** This is legally sufficient.

43
44 **Recent Historical Information Regarding the City Budget**

45
46 The economic conditions of the United States and Florida are beyond the control of Tavares.
47 These economic conditions have affected all cities in Lake County. Each city has taken a different

1 approach to dealing with these economic realities. Tavares took an approach of investing in itself
2 by creating America's Seaplane City, developing a Seaplane base, marina, entertainment district,
3 splash park for Children, adding 16 major events to the down town, developing the Pavilion on
4 the Lake, recruiting manufacturing companies, medical related companies, sporting related
5 companies, restaurants, retailers, upgrading its antiquated water and sewer systems, adding
6 reclaimed water to its inventory of product and services it offers, investing in freight and
7 commuter rail, paving its dirt roads, paver bricking its alleyways and creating a business friendly
8 environment by removing barriers to the private sector to encourage private investment in
9 Tavares. In addition, the city created an Economic Development Department to hand hold each
10 and every investor's transactions and their relocations to the city as well as the elimination of
11 Impact Fees and deferral of building permit fees.

12
13 The city has reaped the benefits of this approach including an unprecedented number of Grants
14 obtained (\$20 million plus in grants), many business relocating to and starting up in Tavares:
15 medical, seaplane manufacturing, hospitality, specialty retirement communities, restaurants, and
16 retail. As a result many jobs were and are being created and, millions of private sector dollars
17 have been and continue to be invested in Tavares. All of this economic activity created a
18 significant shifting of the tax burden associated with operating this city from the residents to the
19 business community (**Exhibit B**). Tavares is expecting stability in its tax base this year with no
20 decrease in total valuation and a positive increase in total property values expected next year. **In**
21 **summary, the economic conditions in Tavares are on the road to recovery in terms of**
22 **business start-ups, jobs, property values and prosperity.**

23
24 The fruits of this Council's and its staff's labor have not come without challenges including
25 depleting revenues and the use of reserves to balance the annual budget. In addition, Tavares
26 has many properties exempt from taxes that require many City services (**See Exhibit B**). In
27 addition to these issues, while the City was investing in itself and experiencing economic recovery
28 it did it amongst the back drop of some very challenging realities. For example, in FY 2009 the
29 City received \$5.4 million in property Tax Revenue. This year the city received \$4.2 million in
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31 expenses \$1.3 million. During this same period of time that the City was experiencing a decrease
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34 and increasing costs, the city added services (Seaplane base, marina. 16 special events, rail,
35 reclaimed water, Pavilion On The Lake, irrigating and maintaining gateway medians, Aesop's
36 Park, additional ball fields etc..).

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38 The positive economic conditions that Tavares is beginning to enjoy today did not materialize
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43 vehicles, utilizing reserves, an increase to the millage rate from 6.25 to 6.89 (this year it was
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7

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14 **3. Storm Water:**
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24 (3) Park Maintenance \$107,961.
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27 *General Fund.*
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29 **5. Capital Projects:**
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35 **6. General Fund:**
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43 *In addition the city maintains a General Fund reserve of \$1,400,872 which represents 12.1% of*
44 *the adopted General Fund Budget.*
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47 *fees, recreation fees etc...*

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1. **Utilities: Water, Sewer & Reclaim:** Council previously addressed adequate future funding for this program by developing a five (5) year rate study and then instituting an automatic Consumer Price Index (CPI) plus 1% annual rate increases. These automatic rate increases provide sufficient revenues to keep up with the increased cost of delivering utility services of water, sewer and reclaim. The rate study will be updated in a year.
2. **Garbage Collection:** Council previously addressed adequate future funding for this program by adopting automatic CPI increase annually. It is anticipated that the residential rate of \$21.17 per month for this service will go up by the CPI of 2.7% to \$21.74 per month for the next fiscal year and the contracted Commercial operations part of this service will be re-negotiated for next year.
3. **Storm Water:** It is anticipated that the \$4.50 per parcel rate will need to be increased to keep up with increased cost of delivering the service and making the necessary improvements.
4. **Seaplane base and Marina Enterprise:** It is anticipated that revenues from sales will keep up if not surpass the increased cost of delivering products and services thereby reducing the CRA TIF and General Fund contribution. The goal of this Enterprise is self sufficiency over the next five years.
5. **Capital Improvement Projects:** The City Council previously developed a five year program which will be presented to Council and updated as required.
6. **General Fund:** At this early point in time, it is virtually impossible to predict with precision the actual revenue or expenses that will occur for next Fiscal Year 2013 (October 1, 2012 through September 30, 2013) because the city does not know:
 1. How much property values will decrease if any?
 2. What the State shared revenues will be?
 3. What the increased cost for insurance will be?
 4. What future fuel prices will be in 2013?
 5. What the increased cost for electricity will be?

However, "possible" scenarios for the purpose of starting the discussion on the Council's broad budget priorities based on staff following trends, receiving reports from the state and conducting research could result in the following possible budget scenario:

Revenues:

1. Property values stabilizing - no loss/no gain in tax revenue over current year (See Note #1).
2. All other revenues increase 2% over current year.
3. Dental Self Insurance Program surplus applied and recognized (See Note #2)

Expenses:

1. Operational expense increase by 1.2% (fuel, electric, insurance, contractual services...)
2. The Fire Station #2's last debt service payment (Note #3)

1 3. *Wooton Park's Debt Service Payment (Note #4)*
2

3 *If the above frame work occurs with same millage rate, no employee cost of living adjustments*
4 *and no use of reserves then the city's shortfall would be approximately \$540,000. The city will*
5 *need to make up that shortfall by either increasing revenues or decreasing expenses or a*
6 *combination of both. There are many options and combinations of options available to extinguish*
7 *the \$540,000 shortfall thereby establishing a balanced budget for next year. It is important to note*
8 *that one (1) mill brings in approximately \$600,000 in revenue. A couple of scenarios are*
9 *presented below without using reserves to get the broad budget discussions going:*

10
11 **SCENERIO A: (Millage Rate Increase/No Employee Cost of Living Adjustment)**
12

- 13 1. *Similar Level of Service*
- 14 2. *Similar revenue sources*
- 15 3. *No employee pay adjustment*
- 16 4. *\$540,000 Shortfall*

17
18 *In order to make up a short fall of \$540,000, the millage rate would need to be increased by*
19 *.8871 mills from 6.8900 to 7.7771*
20

21 **SCENERIO B: (50% Fire Assessment/No Employee Cost Of Living Adjustment)**
22

- 23 1. *Churches/Not for Profits/Governmental blds. 100% exempt from Fire Service fee*
- 24 2. *Residential pay ½ what study recommended (\$76.50 per year)*
- 25 3. *Commercial pay ½ what study recommended (\$0.14 cents per square foot)*
- 26 4. *Similar Level of Service*
- 27 5. *No employee pay adjustment*

28
29 *The \$540,000 shortfall is eliminated and the millage rate goes down by .3978 mills from*
30 *6.8900 down to 6.4922 mills. (See Note # 5)*
31

32 **SCENERIO C: (50% Fire Assessment/2.5% Employee Cost Of Living Adjustment)**
33

- 34 1. *Churches/Not for Profits/Governmental blds. 100% exempt from Fire Service fee*
- 35 2. *Residential pay ½ what study recommended (\$76.50 per year)*
- 36 3. *Commercial pay ½ what study recommended (\$0.14 cents per square foot)*
- 37 4. *Similar Level of Service*
- 38 5. *2.5% employee pay adjustment (\$180,000)*

39
40 *The \$540,000 shortfall is eliminated and the millage rate goes down by .1024 mills from*
41 *6.8900 down to 6.7876 mills. (See Note #5)*
42

43 **SCENERIO D: (Reduced Level of Service)**
44

45 *The Council could lower its level of service and once the Council identifies what service it*
46 *wants to lower and to what lower level, it could identify the correlating cost savings, which*
47 *could address the \$540,000 shortfall.*

1
2 **SCENERIO E (Further Budget Cuts):** *The city has reduced the municipal budget by \$1.3*
3 *million since 2009 while adding additional service including:*

- 4
5 1. *Seaplane Base*
6 2. *Marina*
7 3. *Splash Park*
8 4. *Dog Park*
9 5. *Sister City Program*
10 6. *Senior Center*
11 7. *Entertainment District*
12 8. *New Special events*
13 9. *Concerts*
14 10. *Electric Vehicle Charging Stations*

15
16 *Any additional budget cuts to the municipal budget will result in a reduction of service and*
17 *therefore this scenario is essentially Scenario D above – “A Reduction in Level of*
18 *Service”. Exhibit C, attached, identifies how the city cut the budget by \$1.3 million*
19 *previously.*

20 **EXHIBIT A**

21
22 **1) Maintaining or not maintaining a similar level of service?**

23
24 *The City provides the following services out of the General Fund:*

25
26 *Police, 911 Communications Center, Code Enforcement, Fire, Parks, Streetscape/ROW*
27 *Maintenance, Street Lighting, Recreation, Library, Streets/Sidewalks, Public Records, Special*
28 *Events, Community Events, Economic Development, Building Permitting/Inspections, Seaplane*
29 *Base and Marina.*

30
31 *The cost to maintain a similar level of service goes up each and every year due to increased cost*
32 *in fuel, insurance, maintenance, equipment and personnel. Increased cost is offset by increased*
33 *efficiencies and increased revenues. Over the past several years the Council has maintained a*
34 *similar level of service and addressed increased cost through increased efficiencies (reducing*
35 *staff, equipment, maintenance cycling, insurance, etc...).*

36
37 **2) Adding or not adding new programs and services?**

38
39 *Throughout the year new programs and services are discussed by Council members, staff and*
40 *constituents. During this discussion phase an opportunity is provided for Council to identify any*
41 *new programs and services that they would like incorporated into the budget. A few of the past,*
42 *present and future “New Programs” are identified below:*

43
44 **Past “New Programs” previously added:**

- 45
46 11. *Seaplane Base*
47 12. *Marina*

- 1 13. *Splash Park*
- 2 14. *Dog Park*
- 3 15. *Sister City Program*
- 4 16. *Senior Center*
- 5 17. *Entertainment District*
- 6 18. *New Special events*
- 7 19. *Concerts*
- 8 20. *Electric Vehicle Charging Stations*

9
10 **Upcoming “New Programs” approved by Council:**

- 11
- 12 1. *Pavilion On The Lake*
- 13 2. *Train Station*
- 14 3. *Expanding Wooton Park*
- 15 4. *Expanding the ball fields*
- 16 5. *Wayfinding program and Kiosks*
- 17 6. *Alfred Streetscape maintenance program*

18
19 **Future “New Programs” not in the budget but discussed recently:**

- 20
- 21 1. *Paramedic Services? \$_____?*
- 22 2. *Road Maintenance Division \$_____?*
- 23 3. *Golden Triangle Super Special Event? \$_____?*
- 24 4. *Ingraham Park Improvements? \$_____?*
- 25 5. *Community Concerts \$_____?*
- 26 6. *Public safety Complex \$_____?*
- 27 7. *Public Works facility \$_____?*
- 28 8. *Tavares Nature Park restrooms\$_____?*

29
30
31 **3) Raising, maintaining or reducing employee compensation and benefits?**

32
33 *The below reflects employee compensation/benefits adjustments over the last four (4) years:*

- 34
- 35 • *FY 09 = 2% Cost of Living increase / 0% merit*
- 36 • *FY 10 = (-2.3%) decrease (Furlough) 0% COLA / 0% merit*
- 37 • *FY 11 = 2% Cost of Living increase / 0% merit*
- 38 • *FY 12* = 0% Cost of Living Increase/0% merit*
- 39 • *FY 13 = ?*

40
41 ** Some employees were charged 3% more for their retirement programs (excluding Police and*
42 *Fire employees) however he City adjusted the pay for those employees by 3% to make the take*
43 *home pay remain neutral.*

44
45 *Employee Benefits:*

- 46
- 47 • *Tuition Reimbursement Program was eliminated in 2010*

- 1 • Family healthcare premium contributions by the city were decreased from 78% to 50%
2 and Employee's contributions increased from 22% to 50%. Employee contributions to
3 Single coverage went from \$0 to \$60.91 per month for PPO and \$0 to \$27.76 per month
4 for HMO.
- 5 • Retirement Benefits for general FRS employees has been downwardly adjusted by the
6 state. Police and Fire remain the same. Hartford Plan employees were brought up to
7 contribution parity with general employees.

8
9 **4) Instituting or not instituting a Fire Assessment?**

10
11 *In 2009, the City Council considered instituting a Fire Assessment based on an independent*
12 *study that recommended \$153 per year for a residential property and .28 Per Square Foot for*
13 *Commercial. The Council did not however adopt a Fire Assessment at that time. Attached is the*
14 *2009 agenda summary on this issue which included the following statement:*

15
16 ***“All residents and entities receive benefit of fire suppression services, but some provide***
17 ***little or no contribution toward maintaining these services. With the adoption of a Fire***
18 ***Assessment, costs of providing fire services will be more equitably distributed to those***
19 ***receiving the benefit of fire services.”***

20
21 *Lake County has a Fire Assessment of \$181.00 per year per house as well as a sliding*
22 *commercial rate (Example: \$0.22 Per Square Foot for 3,500 square feet or \$0.15 Per Square*
23 *Foot for 5,000 square feet). Recently other cities have adopted Fire Assessments. For example,*
24 *Gainesville adopted a Fire Assessment in 2010: “ Gainesville property owners will again have*
25 *to pay the fire service assessment in the coming fiscal year after city commissioners*
26 *voted Monday to renew the program they established last year to raise nearly \$5 million”.*
27 *– Gainesville Sun*

28
29 *At the Golden Triangle Summit meeting this year between Tavares, Eustis and Mt. Dora, the*
30 *cities requested that the three City Fire Departments work with Lake County to develop a plan*
31 *that creates a Fire Service Area in the Golden Triangle Area. This may or may not lead to a*
32 *discussion in the future regarding Fire Assessments as Lake County charges a Fire Assessment*
33 *in this area whereas the three cities collect for fire service as part of the property tax bill.*

34
35 *It takes many months to institute a Fire Assessment. If the city wanted to collect it as part of the*
36 *tax bill notice it could not establish the assessment until FY 2014. If the city collected by utility bill*
37 *notice then it could begin collecting in FY 13.*

38
39 *The city previously took a standard approach to Fire Assessments with its study. Another option*
40 *that has not been explored is the flat fee approach for commercial as is done with residential.*
41 *This too could be explored, however, the flat fee approach has not been used in Florida and it*
42 *could take a significant amount of time to develop and then institute.*

43
44 **5) The millage rate:**

45
46 *A one mil increase brings in approximately \$600,000 and likewise a ½ mill increase brings in*
47 *approximately \$300,000. The current millage rate is 6.89. A one (1) mill increase on a*

1 homesteaded house valued at \$150,000 would equal an additional \$100 per year or \$8.33 per
2 month.

3
4 **The “roll back” tax rate** is the millage rate levy required to bring in the same amount of tax
5 revenue as the prior year. For the 2013 budget discussions, the roll back rate would be 6.89 (the
6 same tax rate as 2012) because tax revenues are anticipated to stabilize in Tavares (be the same
7 as current year tax revenues).

8
9 **6) Non Property Tax Supported Operations**

10
11 *Utilities*

12 *Garbage Collection*

13 *Storm Water*

14 *Seaplane Base and Marina**

15 *Capital Program**

16
17 **These programs do have some tax revenues contributing to their operational cost*

18
19 **EXHIBIT B**

20
21 **Properties Exempt From Taxes:** Tavares has many properties exempt from taxes which results
22 in a higher tax rate. Tavares is the County Seat and as such is home to many tax exempt
23 government buildings including all government buildings, Sheriff buildings, judicial buildings, jail,
24 Water Authority, School Board Administrative buildings, the elementary school, Middle school and
25 high school, hospital, not for profits, churches, etc. No property taxes are collected from these
26 entities; yet all of their facilities require roads, sidewalks, traffic lights, street lights, Police and Fire
27 services that the City provides and tax payers pay for. Most of these properties are classified as a
28 “large assembly of people” facility and thus become drivers on the need and cost for adequately
29 sized police and fire protection - yet these facilities are tax exempt.

30
31 **Residential to Commercial tax shifting burden:** Historically Tavares tax revenues were
32 comprised of approximately 80% residential and 20% commercial which places a heavy burden
33 on the residents to pay for public services like Police, Fire, Parks, and Road maintenance.
34 Tavares has worked hard over the last five years to change that unbalanced ratio and has been
35 successful in changing it to 25% commercial contribution and 75% residential contribution in 2010
36 and then 31% commercial contribution and 69% residential in 2011. The goal is a 40%
37 commercial contribution and 60% residential contribution. Industry experts assert that for every
38 dollar a resident pays towards their municipal tax services contribution they use \$1.20 in services
39 and for every dollar a commercial business pays for their municipal tax services contribution they
40 use .80 cents worth of services. For example the commercial property tax collected goes towards
41 paying the library and recreation expenses but the commercial property owners don't necessarily
42 use those services. Thus, a community with a higher commercial tax contribution ratio has a
43 lower tax rate.

44
45 *In summary, communities with excessive properties exempt from paying taxes and low*
46 *commercial ratios have higher tax rates than those communities who have few properties exempt*
47 *from paying taxes and high commercial to residential ratios*

EXHIBIT C

BUDGET/STAFF REDUCTIONS

Over the past four years, budget cuts have been addressed by a combination of the following:

- Lowering the operating budget
- Reduction in forces (RIF)
- Instituting furlough programs
- Increasing employee's contribution to healthcare cost
- Eliminating the employee merit program
- Reducing Overtime
- Reducing training
- Renegotiating vendor contracts
- Deferring capital equipment replacement (not replacing police vehicles, mowers, Fire engine, etc.)
- Mowing rights-of-way less frequently
- A reduction in operations and maintenance across the board
- Elimination of new programs, like the establishment of a Road Maintenance Department
- Millage rate adjustments
- Use of reserves

Personnel reductions included the following positions:

1. Assistant Police Chief (Major)
2. Police Officer
3. Police Officer
4. Police Officer
5. Executive Assistant to City Administrator
6. General Services Supervisor
7. Public Works Construction Coordinator
8. Public Works General Services Crew Foreman
9. Public Works Sanitation Driver
10. Public Works Sanitation Driver
11. Public Works P.T. Staff Assistant
12. Community Development GIS Analyst
13. Community Development Administrative Assistant
14. Community Development Permitting Technician
15. ½ Community Development Building Inspector (contractual position)
16. Computer Services Director
17. Community Services Parks Maintenance Worker (outsourced some landscaping)
18. Community Services Parks Supervisor
19. Community Services Library Youth Services Specialist
20. Utility Wastewater Treatment Plant Operator

- 1
- 2 A. residential house would pay \$153 per year (\$12.75) per month for Fire Service
- 3 B. Commercial would pay \$0.28 cents per square foot for fire service
- 4 C. Industrial/Warehouse would pay \$0.06 cents per square foot for fire service
- 5 D. Non Government Institutional would pay \$0.45 cents per square foot for fire service
- 6 E. Government would pay \$0.57 cents per square foot for fire service
- 7

8 The county has a Fire Assessment. The current residential rate is \$181 per year.

9

10 **DISCUSSION**

11

12 Council discussed the proposed fire assessment fee asking that staff bring back figures at a 1/3
13 figure along with the lowered millage rate. Councilmember Smith expressed an interest in exploring
14 a flat rate for commercial. Vice Mayor Grenier agreed that future programs should be deferred for
15 now but to concentrate on maintaining a similar level of service as much as possible.
16 Councilmember Hope noted he would like to see the employees get some compensation possibly
17 postponing implementation until January.

18

19 Councilmember Smith discussed contracting dispatch to the Sheriff; Mayor Wolfe also discussed
20 dispatch expressing a wish to have staff meet with the Sheriff regarding possible savings.
21 Councilmember Hope spoke against contracting out dispatch based on his years of experience in
22 law enforcement. Councilmember Pfister expressed concern about the effects of a flat fee on small
23 businesses.

24

25 Councilmember Smith expressed a tentative willingness to look at the millage rate versus taking
26 monies out of reserves, if a flat fee is not conducive.

27

28 Councilmember Pfister asked that a public hearing be held regarding the proposed fire assessment
29 in order to obtain feedback from the public as to the impact.

30

31 **Consensus to have a committee composed of the City Administrator, Police Chief and the
32 Mayor Wolfe meet with the Sheriff regarding dispatch.**

33

34 **Consensus to have a committee composed of Councilmember Smith, Mr. Drury, Attorney
35 Williams, and Ms. Houghton to meet regarding the possibility of a flat fee for the fire
36 assessment.**

37

38 **Consensus to have staff organize a Public Workshop to invite public comment regarding a
39 proposed fire assessment.**

40

41 Mr. Drury noted that he had sufficient information now to create the budget however he would need
42 direction at the public workshop meeting regarding the fire assessment because without doing an
43 assessment Council will need to use either reserves or a millage rate to balance the budget, unless
44 direction is given on cutting a service or lowering a level of service.

45

46 **Tab 13) Request to Purchase Software from Forfeitures Fund for Police Department**
47 **Accreditation Management**

EXHIBIT A

CITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2012-2013

E = Existing
P = Proposed

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

SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
DELETED ITEMS BY DEPARTMENT AND FUND							
CITY COUNCIL							
E Sister City Program	40-10 1101		(7,500)				(7,500)
Total City Council			(7,500)				(7,500)
CITY ADMINISTRATOR & General Government							
P Community Grants (Early Childhood Learning)	8110 1202		(7,000)				(7,000)
Total City Administrator & General Government			(7,000)				(7,000)
FINANCE/INFORMATION TECHNOLOGY							
P Budget analyst position	12-10 1301	(45,865)					(45,865)
E Event Allowance	13-10 1301	(2,446)					(2,446)
P Budget analyst position	21-10 1301	(3,509)					(3,509)
E Event Allowance	21-10 1301	(188)					(188)
P Budget analyst position	22-20 1301	(2,493)					(2,493)
P Budget analyst position	23-10 1301	(6,795)					(6,795)
P Budget analyst position	21-15 1301	(248)					(248)
P Budget analyst position	23-20 1301	(217)					(217)
P Budget analyst position	23-30 1301	(5,511)					(5,511)
P Budget analyst position	23-35 1301	(496)					(496)
P Budget analyst position	23-40 1301	(120)					(120)
P Budget analyst position	24-10 1301	(97)					(97)
E Event Allowance	24-10 1301	(84)					(84)
P Travel	40-10 1301		(500)				(500)
E Computer repair	46-20 1301		(500)				(500)
P Durable goods	52-11 1301		(500)				(500)
P Utility Billing Line Printer Replacement	64-10 1301			(11,730)			(11,730)
P Vehicle Replacement	64-11 1301			(15,000)			(15,000)
E Contractual Services - Computers	34-10 1302		(5,805)				(5,805)
E 24 Department Computers	64-13 1302			(21,600)			(21,600)
Total Finance/IT Costs		(68,069)	(7,305)	(48,330)	0	0	(123,704)
COMMUNITY DEVELOPMENT							
E Postage	41-30 1501		(500)				(500)
P Clerk Property Purchase	64-25 1501				(1,500,000)		(1,500,000)
P Construction Ruby	52-15 1501				(500,000)		(500,000)
P Design & Permitting Ruby St	6425 1501				(150,000)		(150,000)
P Gateway Sign Project	64-25 1501				(40,000)		(40,000)
Total Community Development		0	(500)	0	(2,190,000)	0	(2,190,500)
CITY CLERK							
P Certified Records Management	34-10 1601		(1,700)				(1,700)
P Publication of LDR	34-10 1601		(9,545)				(9,545)
P 2 Scanners for Document Mgmt Ssystem	64-15 1601			(3,200)			(3,200)
P Digital Imaging Software	64-15 1601			(30,000)			(30,000)
Total City Clerk		0	(11,245)	(33,200)	0	0	(44,445)
HUMAN RESOURCES							
P Regular Salaries & Wages- HR Specialist	12-10 1701	(31,500)					(31,500)
P FICA and Medicare Taxes - HR Specialist	21-10 1701	(2,481)					(2,481)
P Florida State Retirement - HR Specialist	22-20 1701	(1,729)					(1,729)
P Health Insurance - HR Specialist	23-10 1701	(6,038)					(6,038)
P Dental Insurance - HR Specialist	23-15 1701	(247)					(247)
P Life Insurance - HR Specialist	23-20 1701	(184)					(184)
P Dependent Health - HR Specialist	23-30 1701	(4,335)					(4,335)
P Dependent Dental - HR Specialist	23-35 1701	(495)					(495)
P Long Term Disability - HR Specialist	23-40 1701	(84)					(84)
P Workers' Compensation - HR Specialist	24-10 1701	(68)					(68)
P Employee Health Clinic	34-10 1701				(246,000)		(246,000)
P City Appreciation	48-10 1701		(5,500)				(5,500)
P Wellness Fair & Workshops	5223 1701		(300)				(300)
P Tech, Safety, & Career Path Training	52-50 1701		(5,000)				(5,000)
Total Human Resources		(47,161)	(10,800)	0	(246,000)	0	(303,961)
PUBLIC COMMUNICATION							
P Videography services	34-10 1801		(20,000)				(20,000)
E FGCA Conference	40-10 1801		(500)				(500)
E Postage	41-30 1801		(150)				(150)
E Exterior Bulletin Board for Posters	6410 1801			(1,500)			(1,500)
Total Public Communication		0	(20,650)	(1,500)	0	0	(22,150)
FLEET MAINTENANCE							
E Replace Vehicle #111 - F450 Superduty Truck	64-11 1901			(43,000)			(43,000)
Total Fleet Maintenance		0	0	(43,000)	0	0	(43,000)
POLICE SERVICES							
<u>Uniform Division</u>							
E Gold Cart Registration, Neighborhood watch	59-45 2101		(2,500)				(2,500)
P Replace Polygraph Maching	64-10 2101			(3,500)			(3,500)
E 2- Preplacement Tahoes	64-11 2101			(75,692)			(75,692)
E Laptop Computer Replacements	64-13 2101						0
Total Police Uniform Division		0	(2,500)	(79,192)	0	0	(81,692)
<u>Communication/Dispatch Division</u>							

EXHIBIT A

E = Existing
P = ProposedCITY OF TAVARES
PROPOSED BUDGET
FISCAL YEAR 2012-2013SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
E Replacement Batteries for Central UPS System	64-10 2102			(3,890)			(3,890)
E Replace Recorder	64-10 2102			(16,555)			(16,555)
Total Police Dispatch/Communication Division		0	0	(20,445)	0	0 #	(20,445)
Code Enforcement							
P Suppena Services	52-10 2103		(2,500)				(2,500)
Total Code Enforcement Division		0	(2,500)	0	0	0 #	(2,500)
Total Police Department		0	(5,000)	(99,637)	0	0	(104,637)
FIRE SERVICES							
P Psychological tesing for paramedic positions	31-25 2201		(1,000)				(1,000)
P Medical Supplies for Paramedic Positions	52-13 2201						0
P Uniforms - Bunker Gear 2 new employees	64-15 2201			(5,000)			(5,000)
P Uniforms for 2 new positions	52-25 2201		(1,000)				(1,000)
P Regular Salaries & Wages - 5 Paramedics (ALS)	12-10 2202	(183,472)					(183,472)
P FICA and Medicare Taxes - 5 Paramedics (ALS)	21-10 2202	(14,037)					(14,037)
P Fire Pension - 5 Paramedics (ALS)	22-20 2202	(38,327)					(38,327)
P Health Insurance - 5 Paramedics (ALS)	23-10 2202	(30,938)					(30,938)
P Dental Insurance - 5 Paramedics (ALS)	23-15 2202	(1,237)					(1,237)
P Life Insurance - 5 Paramedics (ALS)	23-20 2202	(1,046)					(1,046)
P Dependent Health - 5 Paramedics (ALS)	23-30 2202	(23,679)					(23,679)
P Dependent Dental - 5 Paramedics (ALS)	23,35 2202	(2,477)					(2,477)
P Long Term Disability -5 Paramedics (ALS)	23-40 2202	(476)					(476)
P Workers' Compensation - 5 Paramedics (ALS)	24-10 2202	(5,780)					(5,780)
E Fire Overtime	14-10 2202	(10,000)					(10,000)
P incentive pay	1530 2202	(15,000)					(15,000)
P Medical Screening for paramedic positions	31-27 2202		(1,500)				(1,500)
p Operating Supplies for two workstations	52-10 2202		(500)				(500)
p Durable Goods - specialized equipment	52-11 2202		(500)				(500)
p Uniforms for 2 ALS Personnel	52-25 2202		(1,500)				(1,500)
p Paramedic Training for 6 Personnel	52-50 2202		(30,000)				(30,000)
p Bunker Gear for 3 ALS Personnel	64-15 2202			(9,000)			(9,000)
E Used Rescue Truck	64-17 2202			(30,000)			(30,000)
E Cardiac Monitor	64-15 2202			(30,000)			(30,000)
Total Fire Department		(326,469)	(36,000)	(75,000)	0	0 #	(437,469)
GENERAL SERVICES							
Facilities Maintenance							
P Overtime	14-10 4101	(1,000)					(1,000)
P Transportation Impact Fee Study	34-10 4101		(25,000)				(25,000)
P Multi Color Retro Fit C7 Led Lights	48-22 4101		(35,640)				(35,640)
P 1000 Ft. of Spool 18/2-C7 lampcord & Socktes	48-22 4101		(9,000)				(9,000)
P Quick Connect Mail Plugs for Bulk Spools	48-22 4101		(702)				(702)
P Install/Remove Lights in Large Oaks in Park	48-22 4101		(90,000)				(90,000)
P Maint of Lights During Holiday Season	48-22 4101		(5,000)				(6,000)
P 30 Ft. Animated Panel Tree	48-22 4101		(49,050)				(49,050)
P 5 Additional Songs to add to Main Program	48-22 4101		(2,650)				(2,650)
P Additional Programming to add additional Music	48-22 4101		(925)				(925)
P Installation, Removal & Storage of 30 Ft Tree	48-22 4101		(11,700)				(11,700)
P Operating reduction	52-10 4101		(1,000)				(1,000)
E Sidewalk Repair / Constructions	63-20 4101			(20,000)			(20,000)
E Valve & Muffler Replacement City Hall	64-10 4101			(4,600)			(4,600)
E Evinrude Motor for GS Pontoon Boat	64-10 4101			(7,800)			(7,800)
P Fire Alarm Retor-fit CH, Fire Stations, Library	64-25 4101			(1,602)			(1,602)
P Fire Station # 2 Face Lift	64-25 4101			(6,900)			(6,900)
P New Public Works Facility Preliminary Design	64-25 4101			(30,000)			(30,000)
P Fire Retro-Fit Frie Station #1	64-25 4101			(6,966)			(6,966)
Total Facilities Division		(1,000)	(231,667)	(77,868)	0	0 #	(310,535)
Streets Division							
P Engineering for Sidewalks, Alleys	31-15 4102		(5,000)				(5,000)
P Striping of Roads	34-10 4102		(5,000)				(5,000)
P Street Light Repair	34-10 4102		(1,800)				(1,800)
P Traing & Seminars	40-40 4102		(1,500)				(1,500)
P Postage	41-30 4102		(300)				(300)
P Equipment Rental	44-10 4102		(3,000)				(3,000)
P Equipment Repair & Maintenance	46-15 4102		(1,500)				(1,500)
P Miscellaneous Repair & Maintenance	46-25 4102		(1,000)				(1,000)
P Traffic Light Maintenance	46-40 4102		(26,205)				(26,205)
P School Flasher Maintenance	46-40 4102		(2,077)				(2,077)
P Traffic Signal Maintenance	46-40 4102		(1,500)				(1,500)
P LED Traffic Signal Conversion	46-40 4102		(1,200)				(1,200)
P Printing needs for Division	47-10 4102		(300)				(300)
P Office Supplies	51-10 4102		(200)				(200)
P Desk for supervisor	52-11 4102		(1,600)				(1,600)
P General Operating Supplies	5210 4102		(3,000)				(3,000)
P Uniforms	52-25 4102		(1,500)				(1,500)
P Road Materials & Supplies	53-20 4102		(7,260)				(7,260)
P Books, Pubs & Subs	54-10 4102		(500)				(500)
P Street Signs & Materials	63-10 4102			(5,000)			(5,000)
P Update/ Replaces Signs to Meet MUTCD Standard	63-10 4102			(10,000)			(10,000)
P Sidewalk Repair / Constructions	63-20 4102			(30,000)			(30,000)
P Paving 7 Roads	63-30 4102				(374,808)		(374,808)

EXHIBIT A

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PROPOSED BUDGET
FISCAL YEAR 2012-2013SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
P Reconstruct 40 Roads or Sections of Roads	63-30 4102				(3,366,888)		(3,366,888)	
P Mill and Resurface 96 Roads	63-30 4102				(4,131,980)		(4,131,980)	
P Desktop Computer	64-14 4102			(1,200)			(1,200)	
P Plate Compactor	64-15 4102			(2,000)			(2,000)	
P Concrete Saw	64-15 4102			(1,000)			(1,000)	
P Roller	64-15 4102			(20,000)			(20,000)	
P Paving Machine	64-15 4102			(121,000)			(121,000)	
P F250 Super-Duty Pickup Truck w/ Utility Body	64-17 4102			(27,000)			(27,000)	
P F250 Super-Duty Pickup Truck	64-17 4102			(20,000)			(20,000)	
P 2 Desks for Workers	64-20 4102			(1,600)			(1,600)	
Total Streets Division			0	(64,442)	(238,800)	(7,873,676)	0	(8,176,918)
Construction Inspection Division								
P Engineering Services	3115 4103		(2,500)				(2,500)	
P Training & Seminars	40-10 4103		(800)				(800)	
P Postage	41-30 4103		(200)				(200)	
P Printing needs for Division	47-10 4103		(200)				(200)	
P Office Supplies	51-10 4103		(200)				(200)	
P General Operating Supplies	51-20 4103		(1,500)				(1,500)	
P Desk for Supervisor	52-11 4103		(800)				(800)	
P Uniforms	52-25 4103		(350)				(350)	
P Books, Pubs & Subs	54-10 4103		(400)				(400)	
P Desktop Computer	64-14 4103			(1,200)			(1,200)	
P F250- Super-duty Pickup Truck	64-17 4103			(20,000)			(20,000)	
P Desk	64-20 4103			(800)			(800)	
Total Construction Inspection Division			0	(6,950)	(22,000)	0	0	(28,950)
Total General Services			(1,000)	(303,059)	(338,668)	(7,873,676)	0	(8,516,403)
ECONOMIC DEVELOPMENT								
E Event allowance	13-10 5901	(815)					(815)	
E Event allowance	21-10 5901	(63)					(63)	
E Event allowance	24-10 5901	(91)					(91)	
E Travel & Per Diem	41-10 5901		(1,500)				(1,500)	
P Golden Triangle Business Incubator	3410 5901		(14,400)				(14,400)	
Total Economic Development			(969)	(15,900)	0	0	0	(16,869)
LIBRARY SERVICES								
E Library position	12-10 7101	(38,375)			0		(38,375)	
E Library position	21-10 7101	(2,485)					(2,485)	
E Library position	22-10 7101	(2,739)					(2,739)	
E Library position	23-10 7101	(6,188)					(6,188)	
E Library position	23-15 7101	(247)					(247)	
E Library position	23-20 7101	(217)					(217)	
E Library position	23-30 7101	(4,736)					(4,736)	
E Library position	23-35 7101	(196)					(196)	
E Library position	23-40 7101	(99)					(99)	
E Library position	24-10 7101	(80)					(80)	
P Move Books & Shelving to Replace Carpet	6425 7101				(25,000)		(25,000)	
P Carpet for the Library	64-25 7101				(25,000)		(25,000)	
Total Library Services		(55,362)	0	0	(50,000)	0	(105,362)	
PARKS AND RECREATION								
Parks								
E Reduction in account	52-10 7201		(1,266)	0			(1,266)	
E 3/4 Ton Truck	64-11 7201			(29,870)			(29,870)	
E Replace truck #447 1 Ton Truck	64-11 7201			(55,516)			(55,516)	
P Maujet Palm Tree Injector	6415 7201			(2,000)			(2,000)	
P Welder & safety Equipment	6415 7201			(3,500)			(3,500)	
P Tavares Nature Park Restroom	64-25 7201				(90,000)		(90,000)	
P Civic Center Renovation	64-25 7201				(150,000)		(150,000)	
P Replace Signs at All Parks	64-25 7201				(40,000)		(40,000)	
P Resurface 10 Shuffleboard Courts	64-25 7201				(8,679)		(8,679)	
E Resurface 20 Shuffleboard Courts	64-25 7201				(16,190)		(16,190)	
P Fencing Around Tavares Nature Park	64-25 7201				(20,760)		(20,760)	
P Installation Jogging Trail at Aesop's Park	64-25 7201				(45,000)		(45,000)	
P Aeration Fountain at Aesop's Park	64-25 7201				(10,000)		(10,000)	
P Restoration Work at Tavares Nature Park	64-25 7201				(10,000)		(10,000)	
P Developing Parking Lot for Fred Stover	64-25 7201				(100,000)		(100,000)	
P Fence, Stone, Curb Stops for 26 parking spots SF	64-25 7201				(10,000)		(10,000)	
P Resurface Tennis Courts at Aesop's Park	64-25 7201				(12,000)		(12,000)	
Total Parks Services Division			0	(1,266)	(90,886)	(512,629)	0	(604,781)
Recreation								
E Postage For Newsletter	4130 7202		(1,500)				(1,500)	
P Recreation Newsletter	47-10 7202		(1,500)				(1,500)	
P Outdoor Movie Screen System	64-15 7202			(16,000)			(16,000)	
P Recpro Software System	64-15 7202				(15,000)		(15,000)	
E Golf cart utility cart	64-17 7202			(3,000)			(3,000)	
E Tennis Court Wind Screens	52-11 7202			(2,000)			(2,000)	
Total Recreation Division			0	(3,000)	(21,000)	(15,000)	0	(39,000)

EXHIBIT A
CITY OF TAVARES
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ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
Total Parks & Recreation Department							
		0	(4,266)	(111,886)	(527,629)	0	(643,781)
TOTAL GENERAL FUND							
		(499,030)	(429,225)	(751,221)	(10,887,305)	0	(12,566,781)
(12,566,781)							
TIF FUND							
P National Crappie Tournament	48-60 5901		(30,000)				(30,000)
E Tri City Cooperative Event	48-60 5901		(5,000)				(5,000)
P CRA Signage	52-11 5901		(500)				(500)
Total TIF FUND							
		0	(35,500)	0	0	0	(35,500)
WATER							
Water Treatment Division							
P Pole Barn Internal Offices Enclosure/Central A/C	64-15 3301			(5,000)			(5,000)
P Computer Treatment Inventory Control Program	64-23 3301			(550)			(550)
P Engineering	31-15 3301		(10,500)				(10,500)
P Vulture Abatement Proj Water Plant 2	3301				(10,000)		(10,000)
Total Water Treatment Division							
		0	(10,500)	(5,550)	(10,000)	0	(26,050)
Water Transmission Division							
E General Engineering	31-15 3302		(9,500)				(9,500)
E Replace Truck	64-11 3302			(29,785)			(29,785)
E Replace Truck	64-11 3302			(29,785)			(29,785)
P New Computer	64-14 3302			(5,323)			(5,323)
P Water Main Ext- David Walker-Old 441-lake saun	64-25 3302				(250,000)		(250,000)
p 12" Water Main Line Main St & Disston Ave	64-25 3302				(104,000)		(104,000)
	3302						0
Total Water Transmission Division							
		0	(29,500)	(135,336)	(718,000)	0	(882,836)
Total Water Department							
		0	(40,000)	(140,886)	(728,000)	0	(908,886)
WASTEWATER							
Wastewater Treatment Division							
P Reduce travel	40-10 3501		(2,000)				(2,000)
E Motors, Pumps, at Caroline	64-10 3501			(36,000)			(36,000)
P Digester Air Diffusers	64-10 3501			(1,200)			(1,200)
Total Wastewater Treatment Division							
		0	(2,000)	(37,200)	0	0	(39,200)
Wastewater Collection							
E L/S Replacement Pumps	64-10 3504				(15,000)		(15,000)
E 2- Electrical Control Panels	64-10 3504				(12,000)		(12,000)
Total Wastewater Collection Division							
		0	0	0	(27,000)	0	(27,000)
Total Wastewater Department							
		0	(2,000)	(37,200)	(27,000)	0	(66,200)
Total Water/Wastewater Fund							
		0	(42,000)	(178,086)	(755,000)	0	(975,086)
SOLID WASTE							
E Claw Truck	64-11 3401				(139,430)		(139,430)
E Refurbish Truck 616	64-11 3401				(75,000)		(75,000)
E Refurbish Truck 615	64-11 3401				(12,500)		(12,500)
E Refurbish Truck 617	64-11 3401				(25,000)		(25,000)
Total Solid Waste Fund							
		0	0	0	(251,930)	0	(251,930)
STORMWATER							
E Truck Bed for 325	64-10 3801				(7,000)		(7,000)
E Boom Truck	64-10 3801				(150,000)		(150,000)
E Dump Truck	64-10 3801				(45,000)		(45,000)
E Sinclair Ave Drainage Improvements	64-25 3801				(500,000)		(500,000)
Total Stormwater Fund							
		0	0	0	(702,000)	0	(702,000)
SEAPLANE BASE							
Airport & Marina Operations							
E Janitorial Supplies	52-10 4304		(9,000)				(9,000)
E Uniforms - Reduction	52-25 4304		(300)				(300)
Total Airport & Marina Operations							
		0	(9,300)	0	0	0	(9,300)
Splash Park							
E Splash Park Expansion	6425 7301				(300,000)		(300,000)
Total Splash Park							
		0	0	0	(300,000)	0	(300,000)
Wooton Park General Maintenance							
Total Wooton Park General Maintenance							
		0	0	0	0	0	0
Total Seaplane Base							
		0	(9,300)	0	(300,000)	0	(309,300)
TOTAL ENTERPRISE FUND OPERATIONS							
		0	(61,300)	(178,086)	(2,008,930)	0	(2,238,316)

EXHIBIT A
CITY OF TAVARES
PROPOSED BUDGET
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SUMMARY OF BUDGET OPTIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
TOTAL ALL CITY WIDE DELETIONS		(499,030)	(516,025)	(929,307)	(12,896,235)	0	(14,840,597)

DELETED ITEMS BY FUNCTION

GENERAL GOVERNMENT							
Mayor and City Council		0	(7,500)	0	0	0	(7,500)
City Administrator & General Government		0	(7,000)	0	0	0	(7,000)
Finance & Technology		(68,069)	(7,305)	(48,330)	0	0 #	(123,704)
Legal Services		0	0	0	0	0	0
City Clerk		0	(11,245)	(33,200)	0	0	(44,445)
Human Resources		(47,161)	(10,800)	0	(246,000)	0	(303,961)
Public Communication		0	(20,650)	(1,500)	0	0	(22,150)
Fleet Maintenance		0	0	(43,000)	0	0	(43,000)
<i>Total General Government</i>		(115,230)	(64,500)	(126,030)	(246,000)	0	(551,760)
PUBLIC SAFETY							
Police Services		0	(5,000)	(99,637)	0	0	(104,637)
Fire Services		(326,469)	(36,000)	(75,000)	0	0	(437,469)
<i>Total Public Safety</i>		(326,469)	(41,000)	(174,637)	0	0	(542,106)
PHYSICAL ENVIRONMENT							
Community Development		0	(500)	0	(2,190,000)	0	(2,190,500)
General Services		(1,000)	(303,059)	(338,668)	(7,873,676)	0	(8,516,403)
<i>Total Physical Environment</i>		(1,000)	(303,559)	(338,668)	(10,063,676)	0	(10,706,903)
ECONOMIC DEVELOPMENT							
Economic Development Department - GF		(969)	(15,900)	0	0	0	(16,869)
TIF Fund		0	(35,500)	0	0	0	(35,500)
<i>Total Economic Development</i>		(969)	(51,400)	0	0	0	(52,369)
CULTURE & RECREATION							
Library		(55,362)	0	0	(50,000)	0	(105,362)
Parks & recreation		0	(4,266)	(111,886)	(527,629)	0	(643,781)
<i>Total Culture & Recreation</i>		(55,362)	(4,266)	(111,886)	(577,629)	0	(749,143)
<i>Total Governmental Functions</i>		(499,030)	(464,725)	(751,221)	(10,887,305)	0	(12,602,281)
ENTERPRISE OPERATIONS							
Water		0	(40,000)	(140,886)	(728,000)	0	(908,886)
Wastewater		0	(2,000)	(37,200)	(27,000)	0	(66,200)
Sanitation		0	0	0	(251,930)	0	(251,930)
Stormwater		0	0	0	(702,000)	0	(702,000)
Seaplane Base		0	(9,300)	0	(300,000)	0	(309,300)
<i>Total Enterprise Operations</i>		0	(51,300)	(178,086)	(2,008,930)	0	(2,238,316)
TOTAL ALL FUNCTIONS AND SERVICES		(499,030)	(516,025)	(929,307)	(12,896,235)	0	(14,840,597)
<i>Control/Test Worksheet</i>		0	0	0	0	0	(14,840,597)

FY 2013 PROPOSED BUDGET SCENARIOS - Millage/Fire Assessment

	Total Budget	12,678,983.00						
Options with 10-1-12 Implementation								
Estimated Fire Assess NET Collections	≈33% \$	514,342.00	≈50% \$	772,311.00	≈75%	1,180,279.00	≈100%	1,569,134.00
Current Millage Rate	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00
Additional Millage Needed	0.9326	536,625.00	0.4843	278,656.00	(0.2247)	(129,312.00)	(0.9050)	(518,167.00)
Total Operating Millage	7.8226	4,526,536.00	7.3743	4,268,567.00	6.6653	3,860,599.00	5.9850	3,471,744.00
Debt Serv. Millage	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00
Total Millage/Ad valorem Coll	8.2838	4,798,247.00	7.8355	4,540,278.00	7.1265	4,132,310.00	6.4462	3,743,455.00
Total Collections (Fire Assess + ALL Millages)	5,312,589.00		5,312,589.00		5,312,589.00		5,312,589.00	
Total Oper Millage + Fire Assess	5,040,878.00		5,040,878.00		5,040,878.00		5,040,878.00	
IMPACT TO HOMEOWNER/RATE PAYER (RESIDENTIAL)								
Home Value	150,000.00		150,000.00		150,000.00		150,000.00	
Less Homestead Exemptions	(50,000.00)		(50,000.00)		(50,000.00)		(50,000.00)	
Taxable Value	100,000.00		100,000.00		100,000.00		100,000.00	
Amount for Oper Millage	7.8226	782.26	7.3743	737.43	6.6653	666.53	5.9850	598.50
Amount for Debt Svc Millage	0.4612	46.12	0.4612	46.12	0.4612	46.12	0.4612	46.12
Amount for Fire Assessment	≈33%	50.00	≈50% fee	75.00	≈75% fee	115.00	≈100% fee	153.00
Annual Cost to Owner/Tenant		878.38		858.55		827.65		797.62
Monthly Amount		73.20		71.55		68.97		66.47
IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 1								
affects ≈ 113 similar properties								
Commercial Square Footage	2,828.00		2,828.00		2,828.00		2,828.00	
Commercial Just Value	189,572.00		189,572.00		189,572.00		189,572.00	
Less Homestead Exemptions	0.00		0.00		0.00		0.00	
Taxable Value	189,572.00		189,572.00		189,572.00		189,572.00	
Amount for Oper Millage	7.8226	1,482.95	7.3743	1,397.96	6.6653	1,263.55	5.9850	1,134.59
Amount for Debt Svc Millage	0.4612	87.43	0.4612	87.43	0.4612	87.43	0.4612	87.43
Amount for Fire Assessment	≈33%	226.00	≈50%	338.00	≈75%	514.00	≈100%	687.00
Annual Cost to Owner/Tenant		1,796.38		1,823.39		1,864.98		1,909.02
Monthly Amount		149.70		151.95		155.42		159.08
IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 2								
affects ≈ 113 similar properties								
Commercial Square Footage	2,324.00		2,324.00		2,324.00		2,324.00	
Commercial Just Value	195,160.00		195,160.00		195,160.00		195,160.00	
Less Homestead Exemptions	0.00		0.00		0.00		0.00	
Taxable Value	195,160.00		195,160.00		195,160.00		195,160.00	
Amount for Oper Millage	7.8226	1,526.66	7.3743	1,439.17	6.6653	1,300.80	5.9850	1,168.03
Amount for Debt Svc Millage	0.4612	90.01	0.4612	90.01	0.4612	90.01	0.4612	90.01
Amount for Fire Assessment	≈33%	226.00	≈50%	338.00	≈75%	514.00	≈100%	687.00
Annual Cost to Owner/Tenant		1,842.67		1,867.18		1,904.81		1,945.04
Monthly Amount		153.56		155.60		158.73		162.09
NO FIRE ASSESSMENT FEE - INCREASE MILLAGE ONLY								
Estimated Fire Assess NET Collections	≈0%	0.00	≈0%	0.00	≈0%	0.00	≈0%	0.00
Current Millage Rate	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00
Additional Millage Needed	1.8264	1,050,967.00	1.8264	1,050,967.00	1.8264	1,050,967.00	1.8264	1,050,967.00
Total Operating Millage	8.7164	5,040,878.00	8.7164	5,040,878.00	8.7164	5,040,878.00	8.7164	5,040,878.00
Debt Serv. Millage	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00
Total Millage/Ad valorem Coll	9.1776	5,312,589.00	9.1776	5,312,589.00	9.1776	5,312,589.00	9.1776	5,312,589.00

FY 2013 PROPOSED BUDGET SCENARIOS - Millage/Fire Assessment

**OPTIONS with
10-1-12 Implementation**

	Total Budget	12,678,983.00								
Estimated Fire Assess NET Collections	≈33%	\$ 514,342.00	≈50%	\$ 772,311.00	≈75%	1,180,279.00	≈100%	1,569,134.00	≈0%	0.00
Current Millage Rate	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00
Additional Millage Needed	0.9326	536,625.00	0.4843	278,656.00	(0.2247)	(129,312.00)	(0.9050)	(518,167.00)	1.8264	1,050,967.00
Total Operating Millage	7.8226	4,526,536.00	7.3743	4,268,567.00	6.6653	3,860,599.00	5.9850	3,471,744.00	8.7164	5,040,878.00
Debt Service Millage	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00
Total Millage/Ad valorem Coll	8.2838	4,798,247.00	7.8355	4,540,278.00	7.1265	4,132,310.00	6.4462	3,743,455.00	9.1776	5,312,589.00
Total Collections (Fire Assess + ALL Millages)	5,312,589.00									
Total Oper Millage + Fire Assess	5,040,878.00	5,040,878.00	0.00	5,040,878.00						

	affects ≈ 39 similar properties									
	IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 3					IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 4				
Commercial Square Footage	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00	7,584.00
Commercial Just Value	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00
Less Homestead Exemptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxable Value	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00	462,752.00
Amount for Oper Millage	7.8226	3,619.92	7.3743	3,412.47	6.6653	3,084.38	5.9850	2,769.57	8.7164	4,033.53
Amount for Debt Svc Millage	0.4612	213.42	0.4612	213.42	0.4612	213.42	0.4612	213.42	0.4612	213.42
Amount for Fire Assessment	≈33%	507.00	≈50%	761.00	≈75%	1,165.00	≈100%	1,545.00	≈0%	0.00
Annual Cost to Owner/Tenant		4,340.35		4,386.89		4,462.80		4,527.99		4,246.95
Monthly Amount		361.70		365.57		371.90		377.33		353.91

	affects ≈ 21 similar properties									
	IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 3					IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 4				
Commercial Square Footage	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00	10,807.00
Commercial Just Value	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00
Less Homestead Exemptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxable Value	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00	1,575,793.00
Amount for Oper Millage	7.8226	12,326.80	7.3743	11,620.37	6.6653	10,503.13	5.9850	9,431.12	8.7164	13,735.24
Amount for Debt Svc Millage	0.4612	726.76	0.4612	726.76	0.4612	726.76	0.4612	726.76	0.4612	726.76
Amount for Fire Assessment	≈33%	901.00	≈50%	1,352.00	≈75%	2,069.00	≈100%	2,746.00	≈0%	0.00
Annual Cost to Owner/Tenant		13,954.55		13,699.13		13,298.89		12,903.88		14,462.00
Monthly Amount		1,162.88		1,141.59		1,108.24		1,075.32		1,205.17

FY 2013 PROPOSED BUDGET SCENARIOS - Millage/Fire Assessment

	Total Budget	12,678,983.00						
Options with 10-1-12 Implementation								
Estimated Fire Assess NET Collections	≈33%	\$ 514,342.00	≈50%	\$ 772,311.00	≈75%	1,180,279.00	≈100%	1,569,134.00
Current Millage Rate	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00	6.8900	3,989,911.00
Additional Millage Needed	0.9326	536,625.00	0.4843	278,656.00	(0.2247)	(129,312.00)	(0.9050)	(518,167.00)
Total Operating Millage	7.8226	4,526,536.00	7.3743	4,268,567.00	6.6653	3,860,599.00	5.9850	3,471,744.00
Debt Serv. Millage	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00	0.4612	271,711.00
Total Millage/Ad valorem Coll	8.2838	4,798,247.00	7.8355	4,540,278.00	7.1265	4,132,310.00	6.4462	3,743,455.00
Total Collections (Fire Assess + ALL Millages)		5,312,589.00		5,312,589.00		5,312,589.00		5,312,589.00
Total Oper Millage + Fire Assess		5,040,878.00		5,040,878.00		5,040,878.00		5,040,878.00

	Fire Assess Fee ≈ \$50.00	Fire Assess Fee ≈ \$75	Fire Assess Fee ≈ \$115	Fire Assess Fee ≈ \$153	NO FIRE ASSESSMENT FEE - INCREASE MILLAGE ONLY
Commercial Square Footage	644.00	644.00	644.00	644.00	644.00
Commercial Just Value	15,948.00	15,948.00	15,948.00	15,948.00	15,948.00
Less Homestead Exemptions	0.00	0.00	0.00	0.00	0.00
Taxable Value	15,948.00	15,948.00	15,948.00	15,948.00	15,948.00
Amount for Oper. Millage	7.8226	7.3743	6.6653	5.9850	8.7164
Amount for Debt Svc. Millage	0.4612	0.4612	0.4612	0.4612	0.4612
Amount for Fire Assessment	≈33%	≈50%	≈75%	≈100%	≈0%
Annual Cost to Owner/Tenant	245.11	293.96	372.65	446.80	146.36
Monthly Amount	20.43	24.50	31.05	37.23	12.20

IMPACT TO OWNER/RATE PAYER (COMMERCIAL) - CASE NUMBER 5

	Commercial Square Footage	Commercial Just Value	Less Homestead Exemptions	Taxable Value	Amount for Oper. Millage	Amount for Debt Svc. Millage	Amount for Fire Assessment	Annual Cost to Owner/Tenant	Monthly Amount
affects ≈ 102 similar properties	644.00	15,948.00	0.00	15,948.00	7.8226	0.4612	≈33%	245.11	20.43
					7.3743	0.4612	≈50%	293.96	24.50
					6.6653	0.4612	≈75%	372.65	31.05
					5.9850	0.4612	≈100%	446.80	37.23
					8.7164	0.4612	≈0%	146.36	12.20

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 28

SUBJECT TITLE: Fiscal Year 2012-2013 General Fund Budget Overview

OBJECTIVE:

To have the Finance Director provide an overview of the Fiscal Year 2012-2013 Budget

SUMMARY:

The Finance Director will provide an overview.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 18, 2012**

AGENDA TAB NO. 29

SUBJECT TITLE: Fiscal Year 2012-2013 General Fund Budget and Fire Assessment

OBJECTIVE:

Council discussion on General Fund Budget and Fire Assessment

SUMMARY:

Council will have opportunity to discuss General Fund Budget and Fire Assessment

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

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