

Highway Commercial

Tab 4) Ordinance #2012-18 – Future Land Use Amendment for Jacques Skutt
1515 US Hwy 441 (formerly Gator Inlet/Quiet Waters) from Mixed Use
Commercial to Commercial

RESOLUTIONS

X. GENERAL GOVERNMENT

Tab 5) Golden Triangle Summit Meeting John Drury

Tab 6) Request to Name Dora Canal Bridge as “Clayton Bishop Vice Mayor Grenier
Memorial Bridge”

Tab 7) Request to Extend Outdoor Music Hours in Downtown Bill Neron

Tab 8) Request for Extension of Contractual Services with Brad Hayes
Malcolm Pirnie for Consumptive Use Permit Process

Tab 9) Approval of Contract with Malcolm Pirnie for Water Main Brad Hayes
Design

Tab 10) Authorization to Apply for a State Florida Recreation Bill Neron
Development Assistance Program (FRDAP) Grant to fund
the Construction of the Wooton Park Expansion

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 11) City Administrator John Drury

Tab 12) Council Reports City Councilmembers

XV. ADJOURN CITY COUNCIL MEETING AND RECONVENE FOR FISCAL YEAR 2012-2013 CITY COUNCIL BUDGET WORKSHOP

Tab 13) Discuss FY 2012-2013 Budget Mayor Wolfe

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

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

The Language of Local Government
Definition of Terms

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

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

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

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

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

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

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

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

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

contiguous – Sharing a common boundary.

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

DCA – Department of Community Affairs

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

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

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

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

FDOT – Florida Department of Transportation

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

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

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

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

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

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

non-conforming – A use which does not comply with present

zoning conditions but which existed lawfully and was created in good faith prior to the enactment of the zoning provisions.

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

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

PUD – Planned Unit Development

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

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

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

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

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

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

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

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

CITY OF TAVARES
CITY COUNCIL BUDGET WORKSHOP
MINUTES
JULY 25, 2012
CITY COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Norman Hope, Councilmember
Kirby Smith, Councilmember
Lori Pfister, Councilmember

Bob Grenier, Vice Mayor

STAFF PRESENT

John Drury, City Administrator
Nancy Barnett, City Clerk
Lori Houghton, Finance Director
Joyce Ross, Director of Public Communications
Richard Keith, Fire Chief
Bill Neron, Director of Economic Development
Chris Thompson, Director of Public Works
Brad Hayes, Director of Utilities
Stoney Lubins, Police Chief
Jacques Skutt, Director of Community Development
Tammey Rogers, Director of Community Services

I CALL TO ORDER

Mayor Wolfe called the meeting to order at 4:03 p.m.

City Administrator Presentation

Mr. Drury said the goal of this workshop is to allow Council the opportunity to discuss the budget and to identify any areas of the budget that require more information so that Council can make a fully informed decision. In addition the purpose of the meeting is to provide anyone in the audience with an opportunity to provide input. The last goal is to set the tentative maximum millage rate, the tentative maximum fire assessment, and to authorize the City Administrator to execute phase 2 of the contract with GSG to prepare the assessment roll by October 1, 2012.

Mr. Drury noted Council has set the broad budget goals and staff has provided a balanced budget without using any reserves that is in line with the budget goals. One budget workshop has been held and five options have been provided for funding the budget. The options range

1 from lowering the millage rate with an assessment to increasing the millage rate without an
2 assessment.

3
4 Mr. Drury said he has also provided the impact of those five options on residents and on
5 commercial properties and has given four case studies on that impact.

6
7 **Finance Director Presentation**
8

9 Ms. Houghton noted the budget builds on the city's vision statement as a historical and
10 waterfront city. She listed each project: downtown master plan implementation, economic
11 development for job growth and community prosperity, railroad initiative; possible relocation of
12 the IKON manufacturing facility; Alfred Street realignment and construction; Wooton Park
13 Seaplane Base and Pavilion; Water and Sewer line replacements in downtown CRA; Phases 2
14 and 3 of the water reclamation project; Woodlea Sports project; police and fire public safety
15 facility; nostalgic downtown train service; and the Wooton Park Expansion.

16
17 Ms. Houghton provided historical information on the millage rate. She said the city has been
18 successful in bringing its millage rate down since the first increase in 2008 due to the economic
19 decline at the time. At the same time the millage rate came down the taxable values have
20 decreased. The rollback rate is 7.394%; the current rate is 6.89%. The adjusted rollback rate
21 based on the Amendment One is 10.8092%; if the rollback rate is adjusted for population and
22 income it bumps up to 11.2924.

23
24 The largest state sharing revenue is related to the municipal revenue sharing which is directly
25 related to the population. She noted the city's population has increased to 14,014.

26
27 Ms. Houghton noted that although the property rates have gone down the economy continues to
28 experience rising prices. As of March of 2012 the CPI was 2.7% over the prior year. She
29 commented that when health insurance discussions first started the increases were 48% but the
30 Human Resources Director was able to have that decreased through negotiations to 8%.

31
32 In terms of staffing, there are two less positions in the Library Department but two have been
33 added in the Fire Department related to reducing overtime from the prior year. She noted there
34 are 17 unfilled positions over the last few years however the City wants to keep the same level
35 of service so those functions are still being absorbed in the budget.

36
37 The recommended budget includes the following:
38

- 39 1) Reducing the millage rate from 6.89 to 5.985
- 40 2) Not funding two positions in the library
- 41 3) Adding two firefighters positions to reduce overtime
- 42 4) 2.5% cost of living increase to employees effective January 1, 2013
- 43 5) Health insurances increases 8% (employees pay 6.5% for single coverage and 46% of
44 the family health coverage

- 1 6) FRS contributions for general employees are budgeted at blended rates and the
- 2 increases effective July 1, 2013; are for regular class 5.43% (1.9% increase) and for
- 3 senior management 6.6% (25% decrease)
- 4 7) Fire Pension contribution – prior year was 21.1% of payroll and it has gone down to
- 5 20.89%
- 6 8) Police Pension contribution lowered from 21.2% to 20%
- 7 9) General Liability Insurance - not known yet but budgeted at 5%
- 8 10) Workers Compensation Insurance – same as above
- 9

10 Ms. Houghton reviewed each department included in the General Fund for Fiscal Year 2013
11 and the services provided including projected revenues.

12
13 **City Administrator**

14
15 Mr. Drury stated staff has provided a balanced budget based on the goals set earlier in the year.
16 Total expenses are around 12.6 million; total non- property tax revenues are about 7.6 million
17 which leaves about 5 million needed to be obtained either through property taxes or
18 assessments or a balance of the two. Five options have been suggested as discussed
19

20 Mayor Wolfe invited public comment.

21
22 **Bill Cauthen, Tavares Attorney**

23
24 Mr. Cauthen stated he thought the city was doing a good job however he wished to discuss four
25 keys points. He discussed the proposed fire assessment, noting a portion of that "tax" would be
26 used to balance the budget. He discussed his business and type of clientele. He discussed the
27 problems of businesses in the area and the downturn in the economy. He said he had reviewed
28 the Fire Department budget noting the City is limited by the union contract. He discussed the
29 amount the city is paying for the police and fire pensions compared to the FRS employees or for
30 a private plan. He questioned the savings on overtime proposed by hiring two firefighters. He
31 said if a plan is underfunded there will be problems down the road. He said any change in the
32 budget should be done on a global basis and not rely on additional taxes.
33

34 **City Council Discussion**

35
36 **Councilmember Smith**

37
38 Councilmember Smith discussed the following issues:

- 39
40
 - Dependent health and dependent dental – questioned the differences in departments

41
42 Ms. Houghton said the budget is done by participation and changes with circumstances every
43 year. Mr. Drury said last year when the employee contribution to family health coverage
44 increased several employees left the plan.

- General Services: Todd Way Circle budgeted at \$30,000 – had thought this was coming out of the reserve road fund but it appears to be coming from the General Budget. He said that could be cut.
- Seaplane Base – contribution from General Fund is 77% increase from last year. Asked about \$50,000 for marine vessel water taxi inspection and removal and the recreational fuel inventory of \$200,000. Mr. Drury noted the budget is made up of expenses and revenues. The difference between purchase and sale will be the net profit and will reduce the amount needed from ad valorem taxes. Mr. Smith said he could not find the revenue side. Ms. Houghton said it is on page 331. Mr. Drury said staff will compile the revenues and expenses for review.
- Splash Park – no new positions but a 71% increase in salaries. Mr. Neron said that had to do with the allocation of management overhead changes. The total dollars are the same. Mr. Drury said that net will be shown and where the expenses were shifted and how they are being reallocated

Councilmember Pfister asked for a list of everything that staff decided to move.

- Could not find the contributions to the Chamber of Commerce or the Renaissance Faire - asked for a list of those items the city is funding (e.g. Rubber Ducky). Mr. Neron said in the CRA budget is the source for the matching funds for the Crappie Fishing Tournament, Bass Open, and two Jet Ski races. Mr. Drury said a list will be provided of the special events and where they are funded including Chamber of Commerce. Councilmember Smith added he would like to know where funds are located that are being given to any outside organization. Ms. Houghton referred to Page 50 that shows the community grants for CRA; other grants or contributions will be in community grants in the General Administration division.

Councilmember Pfister said she saw there was no funding for Early Childhood and she had thought the decision had been made to contribute to more entities. Mr. Drury said he has a list of budget cuts that he has provided to Council (\$14 million) which included that item based his request to be advised if Council wished to add new programs.

- Asked for all contributions to be listed. Mayor Wolfe said the city has 16 or 17 events and the funding source should be listed. Ms. Houghton said she will bring back a work sheet that shows all the events and contributions.
- Pavilion – positions for two new employees. Ms. Rogers said the plan is to open the pavilion in July/August 2013 so a small portion of 2013 had to be accounted for. It is anticipated that the support staff will be hired when the doors open but the coordinator will not be hired until the next fiscal year. Councilmember Smith noted there was \$107,000 budgeted for a month. Ms. Rogers said that will be for the park employees until the new staff is hired. Mr. Drury said staff will bring back the business plan and show Council the total cost allocated, the total revenues anticipated, and why the hiring is being done in February for July.

1
2 Councilmember Pfister asked if the service could be outsourced. Mayor Wolfe noted that was
3 tried with the Seaplane Base. Mr. Drury that RFQ's will be done for the catering, flowers,
4 photography, wedding planning, etc. He said an option is to contract out the management of the
5 facilities and let a private company make the profit. He said currently the business plan shows
6 the Parks and Recreation Department managing it and contracting out some services, in
7 addition to leasing out the spaces for conferences and meetings. He noted the Splash Park
8 could be contracted out; however, the city is making a profit on the Splash Park which reduces
9 the cost to the taxpayer in the other area. He said the goal is to make the Seaplane Base self
10 sufficient in the next five years. Mr. Drury said the number for staffing will be brought back with
11 more detail.

- 12
- 13 • Questioned the decrease in overtime for the Police Department: 288 hours to one hour
- 14

15 Ms. Houghton said Police overtime is on page 108 and 80,000 hours are budgeted. Ms.
16 Houghton said the one hour is for Code Enforcement as 100% of the overtime was cut (last
17 year \$288.00 was spent on overtime).

- 18
- 19 • Fire Department – two new positions. He said he understood the purpose was to reduce
20 overtime, however, he said there was \$133,000 budgeted last year and \$133,000
21 budgeted this year. Ms. Houghton said staff budgeted at \$130,000 but it appears the
22 department will go over that which will require the final budget to be amended.
- 23 • Fire Department – on the job board the City is asking for a firefighter/EMT; in the budget
24 is says Firefighter/paramedic. Chief Keith said the current posting is to replace Diane
25 Jones who recently retired which is a different position than the two in the budget.
26 Councilmember Keith said the Police Chief has added reserves to help with his overtime
27 budget. He said he could not understand how hiring two firefighters will reduce overtime
28 unless there is a person floating and working different shifts. Mr. Drury said he had the
29 same questions when the budget was developed however there is a white paper and a
30 Kelly Day schedule that was developed by staff that clarifies the issue. He said he would
31 like to assemble that information together and provide that to Council for further
32 discussion.
- 33

34 Councilmember Pfister said for the size of the city and the population there are many cities that
35 only have one fire station. Mr. Drury said that question is addressed in the document he will
36 assemble.

37
38 Councilmember Smith said instead of hiring two new medics the city could spend the money on
39 training eight paramedics to be ALS. Then the golden Triangle fire district could be created and
40 everything could be consolidated. He said he assumed the cost would be about the same
41 amount. Mr. Drury said Chief Keith did put an ALS program into the budget but he removed it
42 and the cost is higher. Chief Keith said they are looking for grants as well.

- 1 • Fire Department cell phones – He questioned the Nextel cell phones budgeted at
2 \$10,000. Chief Keith said the cell phone has a different application. It is an enhancement
3 to people working as staff-- he, Captain Luckock, and the three battalion chiefs are the
4 only ones with cell phones.
- 5 • Parks and Recreation: cell phones at \$5,000. Mr. Drury said the IT department needs to
6 put a report together that discusses the bidding process, how many phones we have and
7 where they are allocated. Ms. Rogers said of the 10 parks employees there are only five
8 with city cell phones and none have "smart phones". The other five employees use their
9 own personal cell phones.
- 10 • Parks and Recreation Water Budget: \$153,000 – under line item 572-43-10 (page 165).
11 He asked if the reclaim water would be used at Woodlea. Ms. Rogers said that was
12 anticipated and this figure also includes the cemetery and all of the medians and rights
13 of way. He said he assumed this figure would be less if it was reclaim. He asked about
14 the budget for uniforms which was zero. Ms. Rogers said the uniforms are rented and
15 are budgeted on page 166 at \$4050 for Parks.
- 16 • Water Department: spending \$83,000 on water. Ms. Houghton said that is an accounting
17 rule.
- 18 • Councilmember Smith said the assumptions seem a little higher for the Seaplane Base;
19 i.e. the slip rentals are at \$12,000. Mr. Drury said the seaplane rentals are sold out. He
20 said the fuel went up to \$210,000. Mr. Neron said part of that has to do with the price
21 fluctuations. He said the simple answer is that we have a certain amount for purchase
22 and the city charges 10% markup. Mr. Neron said the gallons sold decreased
23 significantly from the same month last year but the revenue generated was only down
24 19%. Ms. Houghton said the number of pumps were also increased from the prior year
25

26 Councilmember Hope

- 27
- 28 • Commented that he had seen a figure of 5.8 reduction in the property values and also
29 seen a figure of 4.74 which is a difference of at least 1% and he asked which figure the
30 budgeted reflected. Ms. Houghton said the original estimate was no increase in property
31 values and then there was a preliminary estimate May 31 which was 4.74 and then the
32 updated figure was provided which is 5.8. Mr. Drury said that is the amount reflected in
33 the budget which is the final number from the Property Appraiser. Discussion followed
34 on the homestead fraud investigation and Ms. Houghton said that figure was included in
35 the original estimate.
36

37 Councilmember Pfister said by voting on the fire assessment maximum rate Council was not
38 committing to a fire assessment today. She discussed the example of the County taking over
39 the fire service. Mr. Drury said if the County took over the fire assessment the residents would
40 have a new fire assessment of \$181 from the County and not the \$153 assessment being
41 proposed by the City. Councilmember Pfister said the city's millage would also go down.
42

43 Councilmember Smith said Council had also wanted to look at the impact of including nonprofits
44 in the fire assessment.

1
2 Ms. Houghton said for all the options except the 100% there would be a decrease by the
3 additional revenue from adding the nonprofits. If the 100% is chosen and the nonprofits included
4 and the governmental entities there would be more money for the fire assessment but we
5 cannot bring more over to the General Fund than than the fire assessment "assessable"
6 amount. On 100% fire assessment there is not a significant change. Councilmember Smith
7 asked just to see the impact from nonprofit. Ms. Houghton said she had combined both and
8 could bring back the figure just for nonprofits.
9

10 Mr. Drury said the amount of revenue that all of the governmental agencies would pay if they
11 would pay if they were paying 100% is around \$500,000 (Ms. Houghton said "\$546,398.") Mr.
12 Drury said that those agencies are not required to pay it and do not have it budgeted this year.
13 He said if Council does a fire assessment it will allow the Mayor and himself to discuss this
14 issue with the county in the following year's budget. He said in terms of nonprofits the figure is
15 \$135,314 at 100% assessment. If a 50% assessment is done similar to the County the city
16 would bring in about \$67,500 towards the budget. From a millage perspective it is a .001
17 decrease in the millage rate.
18

19 Councilmember Pfister asked if some services could be traded out with the County instead of
20 requesting funds. Mr. Drury noted Leon County has the same issue and worked out an
21 arrangement with the City of Tallahassee after the assessment was put in place. He said this is
22 a good option and if staff is directed to explore this it will be done.
23

24 Councilmember Smith asked for clarification on information in the agenda. He said the rollback
25 rate is 7.394. Ms. Houghton said 7.3694 is the unadjusted rollback rate. She said the State
26 provides an adjustment for determining what the maximum millage is that the city can assess
27 and it is adjusted population and income. Councilmember Smith asked if the 7.3694 would bring
28 in the same amount of revenue as that brought in last year, less the amount received from
29 reserves. Ms. Houghton confirmed. Discussion followed on the loan for Station Two. Impact
30 fees were used previously to pay the capital loan on the station and this year that amount is in
31 the General Fund.
32

33 Councilmember Hope noted option 5 showed the millage required to balance the budget with no
34 fire assessment at 8.7164.
35

36 Mr. Drury noted 7.37 is the millage rate to balance the budget at a 50% fire assessment.
37 Councilmember Smith asked if this included the ad valorem tax for the Wooton Park expansion.
38 Ms. Houghton said that was correct.
39

40 Mr. Drury distributed a handout that showed the impact on residential and commercial.
41 Mr. Drury said if a fire assessment is set at zero it would require a 8.7164 millage which would
42 be a \$76.41 monthly payment of a home owner of a home assessed at \$150,000. If the fire
43 assessment included at 33% then millage would be lowered and that would lower the monthly

1 payment to \$73.20. At 50% if the fire assessment is paid the homeowner will pay \$71.55. At
2 100% the millage rate will lower to 5.89%, the monthly rate would be \$66.47.

3
4 On the commercial side, four different buildings were picked to review. This report says if no fire
5 assessment is done a small business will pay \$12.20. If a 33% fire assessment is done it rises
6 to \$20.00; at 50% it is \$24.00; and at 75% it is \$31.00. The owner of a 10,000 square foot
7 building would pay \$1,200 a month with no fire assessment. If a fire assessment is done it
8 begins to drop down, so it depends on the size of the building.

9
10 Mr. Drury said other cities are in the process of considering fire assessments in order to bring
11 properties in who do not pay any taxes.

12
13 He noted as the property values go up and the millage rate stays the same, the owner will pay
14 more. However with a fire assessment it is a flat fee and does not relate to the property value.

15
16 Councilmember Hope asked if there were any buildings larger than 10,000 square feet. Mr.
17 Drury said there are some but the rate caps at 10,000 square feet. Mr. Hope asked what
18 happens if the city chooses 100% and the property values drop again next year and there is
19 less income from the millage rate.

20
21 Councilmember Smith questioned the number of residences and the assessment include vacant
22 land? Ms. Houghton said the data is for single family homes which could be a condo and/or a
23 townhouse as well. Councilmember Smith asked about a vacant lot with a meter. Ms. Houghton
24 said the vacant lots were not included in the assessment. Mr. Drury said there are
25 approximately 300 homes that pay nothing currently; they would be billed at \$12.75 a month.
26 The costs for someone paying taxes on \$25,000 assessed value were discussed (approximately
27 \$18.00 a month at 8.7 mil).

28
29 Councilmember Pfister asked again about the rates being lowered if the nonprofits were
30 included. Mr. Drury said it would be lower but not significantly. He said he believed the hospital
31 might participate since the city responds to so many calls at the hospital.

32
33 **Vote on Maximum Tentative Millage**

34
35 **Norm Hope moved to set the maximum millage rate at 8.7164 for fiscal year 2013,**
36 **seconded by Lori Pfister.**

37
38 Councilmember Smith expressed concern that the final millage rate might not come down.

39
40 **The motion carried unanimously 4-0.**

41
42 **Fire Assessment**

43
44 **MOTION**

1
2 **Norm Hope moved to set the fire assessment at 100% for fiscal year 2013, seconded by**
3 **Kirby Smith. The motion carried unanimously 4-0.**

4
5 **Contract for Phase 2 of Fire Assessment**

6
7 **Kirby Smith moved to authorize the City Administrator to execute the contract [with GSG]**
8 **for Phase 2 of the Fire Assessment, seconded by Norm Hope. The motion carried**
9 **unanimously 4-0.**

10
11 Councilmember Smith stated that if the Golden Triangle Fire District is established the fire
12 assessment should sunset. Mr. Drury stated that was correct.

13
14 Mr. Drury asked if it acceptable he will prepare the answers to the council questions over the
15 next week or two which he will mail to Council. He encouraged Council to speak to the
16 department heads about their budgets. He said the issue of pensions was brought up earlier
17 and he noted Council had taken action to authorize RFQ's for an independent pension advisor.
18 He said staff understands the sentiment about keeping a handle on controlling pensions.

19
20 Councilmember Smith said he will not be present for the August 1 meeting. He commended
21 staff for their work on the budget and he appreciated the time that had been taken to develop
22 the budget.

23
24 **Adjournment**

25
26 There was no further business and the meeting was adjourned at 6:28 p.m.

27
28 Respectfully submitted,

29
30 

31 Nancy A. Barnett, C.M.C.
32 City Clerk
33
34

THIS PAGE INTENTIONALLY LEFT BLANK



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

**CITY OF TAVARES
MINUTES OF COMMUNITY MEETING
JULY 28, 2012
INGRAHAM PARK**

John Drury called the meeting to order at 4:00 p.m.

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Norman Hope, Councilmember

STAFF PRESENT

John Drury, City Administrator
Stoney Lubins, Police Chief
Tamera Rogers, Community Services Director
Scott Aldrich, Recreation Project Manager

DISCUSSION

The general purpose of this meeting was to learn what kind of improvements the residents living near and around Ingraham Park would like to see. There was some discussion about enlarging the existing basketball court to a full size court (50' x 84') from its current size of 40' x 60'. Ms. Rogers explained that in order to do this, the playground would need to be reduced in size, some sidewalks and shrubs would need to be removed and the power pole and the court lights would need to be relocated.

The general consensus of the community was to develop a basketball court that measures 40' x 70', keep the playground as it is, build a picnic pavilion and restrooms, install supplemental exterior electrical outlets for community gatherings, install more furniture, build wood exercise equipment for doing minor workouts (chin-ups) and make the court multi-use for tennis and volleyball in addition to basketball.

Mr. Drury advised that the amount currently budgeted in f/y2013 is \$35,680.00 for park improvements, but the city council is in the process of formalizing the budget. Councilmember Hope committed his support to maintaining the budget request. If the budget remains intact, funds for the improvements will be available October 1, 2012. Staff will return to the group at a later date with options for improving the park within the confines of the budget.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18

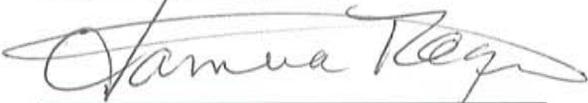
Mr. Drury stated that staff would look into possibly building restrooms next year and that staff would seek grants to assist in funding.

Additionally, there was discussion about the community's desire for extra police patrols and security cameras at the park.

Adjournment

There was no further business and Mr. Drury adjourned the meeting at 5:15 p.m.

Respectfully submitted,



Tamera Rogers, Community Services Director

CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
AUGUST 1, 2012
CITY COUNCIL CHAMBERS
4:00 p.m.

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Bob Grenier, Vice Mayor
Normanan Hope, Councilmember
Lori Pfister, Councilmember

Kirby Smith, Councilmember

STAFF PRESENT

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

I. CALL TO ORDER

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Bill Robinson, Youth Pastor from First Baptist Church gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

Mr. Drury stated that staff wished to pull Tab 5 from the agenda (project management software).

MOTION

Bob Grenier moved to approve the agenda without Tab 5, seconded by Norman Hope. The motion carried unanimously 4-0.

IV. APPROVAL OF MINUTES

1
2 **MOTION**

3
4 **Bob Grenier moved to approve the minutes of the City Council Meeting of July 18, 2012 as**
5 **submitted, seconded by Norman Hope. The motion carried unanimously 4-0.**

6
7 **V. PROCLAMATIONS/PRESENTATIONS**

8
9 **Tab 2) Presentation to Council by REP Entertainment**

10
11 Ms. Rogers noted Paul Echevarria of REP Entertainment was in attendance in order to make a
12 presentation to Council on the music concert benefit for the baseball program

13
14 Mr. Echevarria thanked the City for allowing the benefit to be held in the City. He expressed
15 appreciation to Council and staff members for their support and thanked the community for its
16 sponsorships. He said the weather was not cooperative so the event did not break even;
17 however, REP absorbed the balance. He noted T.J. Scott Roofing had provided a sponsorship of
18 \$250 which he then presented to the Mayor.

19
20 **Tab 3) Florida Economic Development Council Deal of the Year Award**

21
22 Mr. Neron stated that the City submitted the Osprey Lodge project with its city conduit financing to
23 the Florida Economic Development Council and on a state-wide basis the City has won the award
24 for this project. He said the Tavares facility should be opening in late September or early October.
25 The Mayor presented the award to Mr. Neron.

26
27 **Tab 4) Update on Alfred Street Project – BESH Engineering**

28
29 Mr. Skutt noted the City has a contract with BESH Engineering to do the engineering and design
30 for the Alfred Street project (90% complete) and a contract to do a standardized streetscaping
31 design for the downtown (50% complete). He stated Mr. Booth was present to give an update on
32 the project and to present streetscaping recommendations and selections that have been chosen
33 by the BESH design team with the assistance of Councilmember Pfister and staff.

34
35 Mr. Booth presented a power point presentation detailing the current design of the one way pair,
36 the recommended landscaping and lighting plan, trees, and stormwater area information. He
37 discussed the FDOT planning process. He noted the plan is to have fully permitted bid set ready
38 plans in November. He said the County anticipates bidding out the project in February.

39
40 Mayor Wolfe thanked Mr. Booth for his presentation and Councilmember Pfister for her input.

41
42 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS**

43
44 Attorney Williams said there is one quasi-judicial matter for agenda tab 11 and 12 pertaining to
45 416 W. Caroline Street rezoning. He asked those who wished to give testimony to be sworn in.
46 Attorney Williams noted there is one other quasi-judicial matter for first reading however per
47 Council policy no testimony will be taken on that item at this meeting (Ordinance #2012-17)

1
2 **VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**
3

4 Ms. Barnett read the ordinances and resolutions by title only:
5

6 **ORDINANCE 2012-17**
7

8 AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY
9 6.2 ACRES LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF
10 STATE ROAD 19 FROM PD (PLANNED COMMERCIAL DEVELOPMENT) TO C-
11 2 (HIGHWAY COMMERCIAL); SUBJECT TO THE RULES, REGULATIONS
12 AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL;
13 PROVIDING AN EFFECTIVE DATE.
14

15 **ORDINANCE 2012-18**
16

17 AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE FUTURE LAND
18 USE MAP 2020 PROVIDING FOR A CHANGE OF FUTURE LAND USE
19 DESIGNATION ON APPROXIMATELY 6.2 ACRES OF LAND GENERALLY
20 LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF STATE
21 ROAD 19 FROM MUC (MIXED USE COMMERCIAL) TO COM (COMMERCIAL);
22 SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED
23 BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.
24

25 **ORDINANCE 2012-15**
26

27 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING
28 APPROXIMATELY .14 ACRES OF PROPERTY GENERALLY LOCATED ON
29 THE NORTH SIDE OF WEST CAROLINE STREET BETWEEN BARROW AND
30 NORTH SINCLAIR AVENUES FROM RMF-2 (RESIDENTIAL MULTI-FAMILY)
31 TO MU (MIXED USE); SUBJECT TO THE RULES, REGULATIONS AND
32 OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL;
33 PROVIDING FOR AN EFFECTIVE DATE.
34

35 **ORDINANCE 2012-16**
36

37 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE
38 TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020,
39 PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON
40 APPROXIMATELY .14 ACRES OF PROPERTY GENERALLY LOCATED ON
41 THE NORTH SIDE OF WEST CAROLINE STREET BETWEEN BARROW AND
42 NORTH SINCLAIR AVENUES; FROM MEDIUM DENSITY RESIDENTIAL TO
43 MIXED USE COMMERCIAL; PROVIDING FOR SEVERABILITY AND
44 CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN
45 EFFECTIVE DATE.
46

47 **ORDINANCE 2012-19**

1
2 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, ADOPTING DIVISION
3 11 OF CHAPTER 17 OF THE LAND DEVELOPMENT REGULATIONS
4 ESTABLISHING AN ALTERNATIVE WATER SUPPLY PROGRAM;
5 ESTABLISHING PROCEDURES AND FEES FOR ALTERNATIVE WATER
6 SUPPLY SERVICES; PROVIDING FOR AUTHORITY AND ENFORCEMENT;
7 PROVIDING DEFINITIONS; PROVIDING FOR PUBLICATION ACCORDING TO
8 LAW; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND
9 PROVIDING FOR AN EFFECTIVE DATE

10
11 ORDINANCE NO. 2012-20

12
13 AN ORDINANCE OF THE CITY OF TAVARES AMENDING CHAPTER 15,
14 PENSIONS AND RETIREMENT, ARTICLE IV, POLICE OFFICERS' PENSION
15 TRUST FUND, OF THE CODE OF ORDINANCES OF THE CITY OF TAVARES;
16 AMENDING SECTION 15-71, DEFINITIONS TO AMEND THE DEFINITION OF
17 "SALARY"; PROVIDING FOR CODIFICATION; PROVIDING FOR
18 SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN
19 CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

20
21 ORDINANCE 2012-21

22
23 AN ORDINANCE AMENDING THE CITY OF TAVARES CHARTER
24 PERTAINING TO THE ELECTION OF COUNCILMEMBERS; PROVIDING FOR
25 FIVE (5) COUNCIL SEATS TO BE ELECTED AT LARGE; PROVIDING FOR
26 TRANSITION; PROVIDING FOR A REFERENDUM; PROVIDING FOR AN
27 EFFECTIVE DATE

28
29
30 VIII. CONSENT AGENDA

31
32 Mayor Wolfe asked if anyone in the audience objected to Tabs 6, 7, and 8.

33
34 MOTION

35
36 Bob Grenier moved to approve the Consent Agenda [Award of Bid for Woodlea Sports
37 Complex for Fencing, Dugouts and Clay; Award of Bid for Construction of Phases 2 and 3
38 of the Reclaimed Water Project; and appointment to Lake County Library System Advisory
39 Board – Patricia L. Miller], seconded by Norman Hope. The motion was approved
40 unanimously 4-0.

41
42 IX – ORDINANCES/RESOLUTIONS

43
44 First Reading

45
46 Tab 9) Ordinance #2012-17 – Rezoning of 1515 U.S. Hwy 441 (formerly Gator Inlet/Quiet
47 Waters) from Planned Development to Highway Commercial – Read for first reading only.
48

1 **Tab 10) Ordinance #2012-18 – Future Land Use Amendment for 151 U.S. Hwy 441 (formerly**
2 **Gator Inlet (Quiet Waters) from Mixed Use Commercial to Commercial) – Read for First**
3 **Reading only.**

4
5 **SECOND READING**

6
7 **Tab 11) Ordinance #2012-15 – Rezoning of 416 W. Caroline St. from Residential Multi**
8 **Family to Mixed Use**

9
10 Mr. Skutt stated this is a request to rezone this property from RMF 2 to Mixed Use. The owner
11 desires to convert part of an existing home located on the property to an office use associated
12 with legal depositions. Adjacent properties are presently zoned Mixed Use. The downtown master
13 plan anticipates that property along these streets will be redeveloped as professional offices,
14 live/work buildings, and small low density residential apartments. The Planning & Zoning Board
15 voted unanimously to approve recommending this rezoning to Council

16
17 Mayor Wolfe asked if anyone in the audience wished to speak.

18
19 **MOTION**

20
21 **Bob Grenier moved to approve Ordinance #2012-15, seconded by Norman Hope. The**
22 **motion carried unanimously 4-0.**

23
24 **Tab 12) Ordinance #2012-16 – Small Scale Future Land Use Amendment for 416 W.**
25 **Caroline Street**

26
27 Mr. Skutt stated this land use amendment will change the land use designation for the property
28 just rezoned from Medium Density Residential to Mixed Use Commercial which is the most
29 appropriate land use category for the same reasons presented under the rezoning application.
30 The Planning & Zoning Board recommended unanimously for approval.

31
32 Mayor Wolfe asked for comment from the audience.

33
34 **T.J. Fish, 1110 Juniper Court**

35
36 Mr. Fish noted he remembered that Caroline on the north side was to have been looked at in
37 whole to do a Comprehensive Plan Amendment. He said rather than do the amendments
38 separately it might be better to look at the properties as a whole.

39
40 Mr. Skutt stated that the Planning & Zoning Board had made the same recommendation. He staff
41 is reviewing that and will be bringing that back to Council at a future time.

42
43 **MOTION**

44
45 **Bob Grenier moved to approve Ordinance #2012-16, seconded by Norman Hope. The**
46 **motion carried unanimously 4-0.**

47

1 **Tab 19) Ordinance #2012-19 – Alternative Water Supply Program**

2
3 Mr. Hayes noted the ordinance details the policies, regulations and enforcement procedures for
4 the alternative water supply program. He said it is anticipated that re-use will begin later this
5 month. The ordinance will support the city's economic development vision and also is part of the
6 application for a new consumptive use permit from St. John's River Water Management District.

7
8 **MOTION**

9
10 **Norman Hope moved to approve Ordinance #2012-19, seconded by Bob Grenier. The**
11 **motion carried unanimously 4-0.**

12
13 **Tab 15) Ordinance #2012-20 – Amendment to Police Officer's Trust Fund to Comply with**
14 **State Statutes – Second Reading**

15
16 Ms. Tucker said this ordinance brings the city into compliance with the State Legislature's
17 adoption of Chapter 2011-2016 which redefines salary in terms of the Police Pension Plan. It is a
18 ministerial action required of Council. She noted it limits the amount of overtime and sick time to
19 be considered compensable under the Pension Plan.

20
21 Attorney Williams noted it is an attempt to help curb some of the pension obligations to a city.

22
23 Vice Mayor Grenier questioned why it has to be taken to a vote. Attorney Williams stated that
24 under Home Rule the city has the authority to have a police or fire pension plan, and since the
25 city elected to have the plans, the city needs to put the plan in accordance with state law.

26
27 **MOTION**

28
29 **Norman Hope moved to approve Ordinance #2012-20, seconded by Bob Grenier. The**
30 **motion carried unanimously 4-0.**

31
32 **Tab 15) Ordinance #2012-21 – Charter Referendum for the Creation of City Council Seats –**
33 **Second Reading**

34
35 Ms. Barnett stated that the ordinance creates ballot language for the referendum as follows:

36
37 "Do you favor an amendment to the City of Tavares Charter that would provide for five separate
38 Council seats to be elected at large?"

39
40 She noted Normally elected officials are either elected to represent residents in a certain
41 district or they represent all of the residents and are elected "at large" which is how the city
42 election is conducted. If the referendum is passed the ordinance provides a transitional provision
43 for the 2012 election.

44
45 Councilmember Hope asked for confirmation that this referendum would not create districts that
46 would require a candidate to live in a particular district. Ms. Barnett said that was correct.

1 Councilmember Hope stated he understood that through Public Communications there will be
2 information provided to educate the voters so that the voters understand the difference between
3 “seats” and “districts” so they do not think they are voting for districts. Mr. Drury said the draft of
4 the suggested information for the newsletter will be provided to Council for their feedback.

5
6 Mayor Wolfe asked for comment from the audience.

7
8 **MOTION**

9
10 **Bob Grenier moved to approve Ordinance #2012-21, seconded by Norman Hope. The**
11 **motion carried unanimously 4-0.**

12
13 **X. GENERAL GOVERNMENT**

14
15 **Tab 16) Transportation Management System – Revised Interlocal Agreement with the Lake**
16 **Sumter MPO**

17
18 Mr. Skutt said the primary difference between this agreement and the existing, is that this
19 agreement gives the cities and towns two rate options. The first option is a base rate that
20 includes the MPO doing all of the data and related services; any other services that the
21 municipality required would be charged at an hourly rate. Option 2 would be an all inclusive rate
22 that includes all of the data and data related services and any other transportation management
23 services. The Option 1 base rate would be \$3,479; the all inclusive rate is \$4,167. Mr. Skutt
24 recommended the all inclusive rate as the most economical which is less than charged this year.

25
26 T.J. Fish, Executive Director of the MPO, stated that the system is set up so that it can be used
27 by other departments such as the Police Department for crash data.

28
29 Mr. Fish stated that in August the MPO Board wished to invite the city to submit transportation
30 projects.

31
32 **MOTION**

33
34 **Bob Grenier moved to approve Option 1 for the revised Interlocal Agreement with the MPO**
35 **with the all inclusive funding option, seconded by Norman Hope. The motion carried**
36 **unanimously 4-0.**

37
38 **Tab 17) Request to Develop Display Case of Seaplane History**

39
40 Ms. Barnett advised that the City has been invited by the Lake County Historical Society and the
41 Tavares Historical Society to create a display on the city's visioning and seaplane history. Staff
42 will be developing a display case for each museum that will include some items such as a
43 timeline, photographs, etc. that staff will assemble and install. The City has received an offer of a
44 donation of a seaplane model for the Lake County Museum. The financial impact is a total of
45 \$450.00. Vice Mayor Grenier noted the importance of the history of the visioning process and the
46 impact on the city's economic development plan. He spoke in support.

47

1 **MOTION**

2
3 Norman Hope moved to approve the request to develop the display cases, seconded by
4 Bob Grenier. The motion carried unanimously 4-0.

5
6 **XVI. OLD BUSINESS**

7
8 **XVII. NEW BUSINESS**

9
10 **XVIII. AUDIENCE TO BE HEARD**

11
12 Mayor Wolfe invited comment from the audience.

13
14 **XIV. REPORTS**

15
16 **Tab 25) City Administrator**

17
18 Mr. Drury noted he had provided information on upcoming meetings. He commented on the
19 construction activity in the city.

20
21 **City Clerk**

22
23 **City Attorney**

24
25 **Finance Department**

26
27 **Economic Development**

28
29 **Public Communications**

30
31 **Fire Department**

32
33 **Public Works Department**

34
35 **Community Services Department**

36
37 **Human Resources**

38
39 Ms. Tucker asked those present to keep Ms. Houghton and her family in mind because of the
40 loss of her mother.

41
42 **Community Development**

43
44 **Tab 26) City Council**

45
46 **Councilmember Pfister**

47

1 Expressed her enthusiasm for the many projects going on in the downtown.
2

3 **Councilmember Hope**

4
5 **Vice Mayor Grenier**

6
7 Noted he had a good time visiting his parents recently in Chicago but it was good to be back. He
8 commented also on the activities in the downtown.
9

10 **Mayor Wolfe**

11
12 Commented on the railroad construction activity.
13

14 **Adjournment and Reconvening to Budget Workshop for Fiscal Year 2012-2013**

15
16 Mayor Wolfe adjourned the meeting at 4:54 pm for a brief recess. The meeting was reconvened
17 at 5:13 pm
18

19 **Tab 27) Fiscal Year 2013 General Fund Budget Summary**

20
21 **Presentation by City Administrator**

22
23 Mr. Drury stated he would like to review the questions posed on the General Fund from the last
24 meeting. At the next meeting on August 15th, any additional questions will be addressed and
25 discussion will be held on the Enterprise funds.
26

- 27 1) Todd Way Circle – the total budget for this project is \$30,440 which is \$15,440 for the
28 road improvements and \$15,000 for the stormwater which was a correction. The HOA has
29 advised it will contribute \$900 toward this project and have stated they will maintain the
30 island annually. This item is currently in the budget.
31 2) Water Taxi Vessels – Page 350 of the budget book. The US Coast Guard requires that
32 the boats be removed every five years and the hull be inspected – annual cost of about
33 \$45,000. Staff has been asked to look for smaller boats and sell the boats. Staff has made
34 the request to the federal government and is waiting for a response as they were
35 purchased with federal dollars. Mayor Wolfe asked if the city could wait as long as
36 possible. Mr. Neron said the certification runs out in February or March next year. Mr.
37 Drury said that will save some money so we will probably not be using the full amount. He
38 said there are two options, one is to sell non-certified Coast Guard and the other to sell
39 certified five year Coast Guard. Mr. Drury said staff will come back to Council once the
40 response has been received with the offers from the various bidders.
41 3) Request on explaining profit margins on the Seaplane fuel cost. The cost is budgeted at
42 \$100,000 each for aviation and \$100,000 for recreation fuel on page 348. The revenues
43 are on page 341. The revenues are budgeted at \$210,000 so the net is \$10,000 or 5%.
44 The City could increase the markup to 10% or \$20,000. He said with Council consensus
45 the revenues will be increased from 5% to 10%.

- 1 4) Splash Park – reallocation of costs. He noted the categories have been narrowed down to
2 three—prop shop, park maintenance, and splash park division. Some of the costs for
3 staffing are being distributed differently.
- 4 5) Large Splash Park increase that was an error. There are 11 budgeted attendant positions.
5 There was a coding error for the part-time positions on page 359 which will be a decrease
6 when corrected. Councilmember Hope observed it would be helpful to have an
7 explanation at the bottom of the page when changes are made. Mr. Drury said that will be
8 done in the next year's budget.
- 9 6) Identify other budget reallocations. The Mass Notification System was paid for out of the
10 General Fund. It has been now split evenly between the General Fund, Water, Sewer and
11 Stormwater Fund based on usage. The General Services and fleet maintenance was
12 reallocated more fairly reflecting employee skill set. Vice Mayor Grenier asked how that is
13 determined. Mr. Drury said the department head and the Human Resources Director
14 review the job description, the duties being done and what the market is paying and then
15 make a recommendation to the City Administrator.
- 16 7) Identify any other agency receiving city funding – On page 50: Chamber of Commerce,
17 \$10,000; Tavares Historical Society \$2500 and the Renaissance Faire \$4,000. The Early
18 Childhood Learning Coalition requested \$7,000 and the backup information has been
19 provided. He said since it was cut last year he had not put it in this coming year budget.
- 20 8) Special Events and funding: Exhibit C has been provided to identify all the events and
21 dollar figures and in-kind services. Councilmember Pfister asked about the TBA amount
22 for \$5,000. Mr. Neron said this is an amount put in to cover unanticipated events so as not
23 to go into reserves. Councilmember Pfister asked if the Seaplane Fly Inn and the Planes,
24 Trains and BBQ event could be held at the same time after the property expansion is
25 complete. Mr. Neron said staff is in agreement. Mr. Drury said increased funds will be
26 budgeted when the event is increased. Councilmember Grenier said he would like to see
27 additional participation in the event by the railroad tourist train.
- 28 9) Re-provide council the business plan for the Pavilion on the Lake and address the partial
29 year funding. He said Exhibit E is a copy of the plan that was approved and it includes
30 partial year funding in the event that the pavilion is opened up in the middle of the year.
31 He said it appears that the construction will not be complete until closer to the end of the
32 year and staff is comfortable with reducing the partial year funding from \$103,000 down to
33 \$50,000 which should be sufficient to hire the necessary staff.
- 34 10) Fire Department – more information on the two new positions and its effect on reducing
35 overtime and the budgetary effects of closing one fire station, and the turning of the Fire
36 Department over to the County. He noted the Chief has done a good job on the research
37 and the report to address these issues in Exhibit F. Due to the shortfall in the personnel
38 and the need to cover the department and deal with vacation and sick time, etc., \$270,000
39 was spent in actual overtime (page 122). If two new firefighters are hired this is estimated
40 to be about \$120,000 with pay and benefits. It is estimated overtime can be reduced to
41 \$100,000 so the total savings would be about \$50,000. However, the first year savings are
42 only about \$14,000 due to when the hiring would be done.
- 43 11) Provide cell phone vendor and cost: Exhibit G identifies that information
- 44 12) Provide information on the effect of including not for profits and government buildings in
45 the fire assessment. Mr. Drury said adding not for profits would result in approximately
46 \$135,000 in additional assessment revenue if done 100%. Adding government buildings
47 would result in approximately \$546,000. Governmental units are not required to pay but

1 can choose to and negotiations have been held between cities and counties in other
2 localities.

3 13) Library Carpet: Mr. Drury said this is an additional item due to an individual tripping
4 recently on the older carpet. If the replacement were done throughout the building it would
5 require that the books all be removed and stored at \$25,000 and then the carpet
6 replacement would be about \$25,000. He said Ms. Rogers has requested consideration of
7 doing just the front entrance. For approximately \$10,000 it can be done with commercial
8 vinyl planking. Ms. Rogers discussed this option.
9

10 Mr. Drury asked for direction on the flooring. Councilmember Hope said he felt the work should
11 be done and three proposals should be solicited. Councilmember Pfister said she hoped in 2014
12 the civic Center will become part of the library. She said she supported doing the short term
13 solution for the safety reasons. Mr. Drury said staff will put in the \$10,000 as a budget figure but
14 will adjust the budget per the best quote.
15

16 Mayor Wolfe thanked Mr. Drury for the information provided. He noted because of the revisions
17 that had been made at this meeting there is a savings of \$87,530 not counting the possibility of
18 the water taxi issue.
19

20 Councilmember Hope asked about page 30 under other sources of income for the fire
21 assessment which shows the figure at \$1,569,134. He asked if that was figured at 100%. Mr.
22 Drury said that was correct and it includes lowering the millage to 5.895. Those funds would have
23 to be used in the Fire Department and is why the millage rate can be lowered. Councilmember
24 Hope asked about the transfers to the General Fund and is that about a third of the budget. Mr.
25 Drury said that is correct. Councilmember Hope asked why the transfers from water and sewer
26 were shown twice. Mr. Drury said he would have Ms. Houghton provide that information but that it
27 had to do with the a different way of payment of taxes into the fund.
28

29 Councilmember Pfister asked about creating a pet cemetery and selling plots for pets. Mr. Drury
30 said staff can provide a white paper on this topic with the costs and revenues, locations, and
31 other information. Councilmember Pfister asked if there was a plan to sell the Caroline Street
32 property. Mr. Drury said he anticipated that the nursing home may want to increase in size in two
33 or three years which would be a better opportunity.
34

35 Audience Participation

36
37 Mayor Wolfe invited public comment.
38

39 Ron Abbey, Shawn Court, Imperial Terrace

40
41 Mr. Abbey said the community would like assurance from Council that the Todd Way project will
42 remain in the budget. He discussed the annexation process that had taken place when Imperial
43 Terrace came into the city and the water and sewer project. He reviewed the Todd Way issue and
44 past Council actions. He said he thought the project was approved when Councilmember Smith
45 asked for adequate funding to be found in the next budget.
46

1 Mayor Wolfe discussed the initial proposal as a beautification project and then said an issue of
2 drainage and stormwater had come up and the project was then put on hold due to the higher
3 amount required over the original request for a beautification project.

4
5 Mr. Abbey said someone had fallen recently and fractured their ribs on the cul de sac.

6
7 Mayor Wolfe said he is not willing to vote on anything being in or out of the budget until the
8 budget process is completed. Vice Mayor Grenier concurred. Mr. Drury noted the budget will be
9 voted on in September at two public hearings when it is finalized. Councilmember Pfister said she
10 supported the project.

11
12 Don Bias, Todd Way Circle

13
14 Mr. Pius said the residents were confused due to the plans he had seen and the actions by
15 Council. He said he did not know where the beautification process had originated.

16
17 Barbara Bias, Todd Way

18
19 Ms. Bias said she is a member of the Board of Directors at Imperial Terrace and had been asked
20 to speak by the Board. She said the street and the storm drains continue to deteriorate and she
21 reiterated that they witnessed a neighbor tripping on the storm drain. She said they would
22 appreciate it if the City would finalize the project and get it into the budget.

23
24 ADJOURNMENT

25
26 There was no further business and the meeting was adjourned at 6:15 p.m.

27
28 Respectfully submitted,

29
30 
31 _____
32 Nancy Barnett, CMC, City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

AGENDA TAB NO. 2

SUBJECT TITLE: Lake County Business Opportunity Centers Presentation

OBJECTIVE:

To receive a presentation from Paul Berg, Eustis City Manager on the topic of the Lake County Business Opportunity Centers.

SUMMARY:

Lake County government is in the process of establishing three Business Opportunity Centers (BOC), one is up and operational in Leesburg, and one each in Eustis and south County at the former Visitor's Information Center.

The City of Tavares has been approached about providing funding to support the BOC to be established in Eustis in August 2012.

A review of the attached written proposal shows the following:

Business support at the Eustis BOC will be provided through two unique programs:

- o Business Incubator (BIP): designed to assist growth oriented entrepreneurs and start-ups and managed by Lake Sumter State College
- o Small Business Development Center (SBDC): serving as a one stop shop for any type or level of business support (managed by the SBDC of Central Florida)

On-site facility management will be provided through a partnership with the Lake Eustis Chamber of Commerce who owns the building and will share office space in the building.

PROGRAM COSTS AND CITY PARTICIPATION

Total annual cost to operate NEL BOC:

- o Lake Sumter State College Contract \$42,000.00 – To include one-full time Business Incubator Program Manager (Russ Sloan)

- o Small Business Development Center Contract \$57,500.00 - To include 2 Certified Business Analysts sharing their time at the three BOC's with one stationed at the Eustis BOC.
- o Lake Eustis Chamber of Commerce Contract \$75,000.00 – The Chamber will provide space and amenities for both programs and one full-time BOC Program Assistant that will also serve at the Eustis BOC Manager.
- o Annual Program Expenses \$25,000.00 - \$50,000.00 – The City of Tavares is being requested to provide annually \$14,400 as its per capita share of the \$50,000 annual program expense.

Each city's share of the \$50,000.00 would be determined on a per capita basis. As of the 2010 Census, the proportionate share breakdown would look as follows:

- o Eustis \$19,200
- o Tavares \$14,400
- o Mount Dora \$12,800
- o Umatilla \$3,600

Eustis City Manager Paul Berg and County representatives have been scheduled to make a presentation at the Council meeting on August 1st requesting City funding participation in the 2012/13 budget year.

OPTIONS:

- 1) Hear the presentation from Mr. Berg and direct staff to bring back further information for Council consideration in the FY 2013 budget.
- 2) Do not consider the request

STAFF RECOMMENDATION:

Hear presentation from Mr. Berg and direct staff to bring back further information for Council to consider in the FY budget workshop discussions.

FISCAL IMPACT:

Would be budgeted in 2013 budget if approved by Council.

LEGAL SUFFICIENCY:

Legally sufficient.

NORTHEAST LAKE COUNTY BUSINESS OPPORTUNITY CENTER

BACKGROUND

- The Northeast Lake County Business Opportunity Center (BOC) will offer full-service business support to all businesses within the Northeast region of Lake County, regardless of size, industry or business cycle.

Location: 1520 South Bay Street
Eustis, FL 32726

- Business support at each BOC will be provided through two unique programs:
 - Business Incubator (BIP): designed to assist growth oriented entrepreneurs and start-ups and managed by Lake Sumter State College
 - Small Business Development Center (SBDC): serving as a one stop shop for any type or level of business support (managed by the SBDC of Central Florida)
- On-site facility management will be provided through a partnership with the Lake Eustis Chamber of Commerce who owns the building and will share office space in the building.

PROGRAM COSTS AND CITY PARTICIPATION

- Total annual cost to operate NEL BOC:
 - Lake Sumter State College Contract \$42,000.00
 - Small Business Development Center Contract \$57,500.00
 - Lake Eustis Chamber of Commerce Contract \$75,000.00
 - Annual Program Expenses \$25,000.00 - \$50,000.00
- Given the substantial benefits and positive economic impacts the NEL BOC will provide to all businesses within Northeast Lake County (as described in detail below), Lake County ED&T proposes that each city within the Northeast Region of the County participate in the funding of the NEL BOC through a series of Interlocal Agreements
- Lake County ED&T's proposes that the four (4) cities in Northeast Lake County (Umatilla, Eustis, Tavares and Mount Dora) contribute a total of \$50,000.00 per year to support the management and operation of the NEL BOC.
- Each city's share of the \$50,000.00 would be determined on a per capita basis. As of the 2010 Census, the proportionate share breakdown would look as follows:
 - Eustis \$19,200
 - Tavares \$14,400
 - Mount Dora \$12,800
 - Umatilla \$3,600

CONTRACT BENEFITS

- Benefits of Lake Sumter State College Contract:
 - Development and management of Business Incubator Program
 - One (1) full-time Business Incubator Program Manager:
 - Russ Sloan (formerly the Director of the LSCC Business Resource Center)
 - Management of LSSC 10-Week Entrepreneurial Institute Program, which is offered at no charge to all incubator clients and for a nominal fee to local businesses

- Benefits of Small Business Development Center Contract:
 - Full-service, no charge business support and assistance for all Lake County businesses, regardless of size, industry or business cycle
 - Two (2) Certified Business Analysts (CBA)
 - One (1) of the CBAs will have his home office at the NEL BOC, but both will assist and hold office hours at each of the three (3) BOCs.
 - Two (2) Program Assistants
 - The two (2) SBDC Program Assistants will likely be stationed at the South Lake and Leesburg BOC locations. The NEL BOC Program Assistant will be employed by the Eustis Chamber

- Benefits of Lake Eustis Chamber of Commerce Agreement:
 - 24/7 access to the Lake Eustis Chamber office building
 - All insurance, maintenance and real estate taxes included
 - Placement of BOC logo on grandfathered-in lighted pole sign along frontage (top sign)
 - Full-time usage of ten (10) professional offices
 - Shared usage of high-tech conference room with flat screen television
 - Shared usage of business center with color copier, fax, shredder, binding equipment, paper folder, wireless internet
 - Shared usage of kitchen/break room
 - Shared usage of reception area
 - Shared usage of restrooms and other common space
 - Shared usage of parking lot
 - One (1) full-time, dedicated employee to serve as on-site BOC manager and Program Assistant
 - Dedicated marketing space in reception area to promote Lake County businesses and events
 - Shared usage of storage space in building
 - Access to full time chamber staff during high demand periods
 - Access to business network of Eustis Chamber comprised of local businesses, individuals and all chambers of commerce in NE Lake County.
 - Access to on-site event planner to assist with meeting and event planning at BOC
 - Usage of two phone lines for BOC administration
 - Usage of existing high speed internet
 - Building janitorial services included
 - Landscaping services included
 - Security system included

BUSINESS INCUBATOR PROGRAM DETAILS

- Designed to support the successful development of entrepreneurial companies through an array of business support resources and services developed and orchestrated by Lake Sumter State College.
- Businesses that apply, qualify and are admitted into the Incubator Program are required to participate fully in all programs (including the Entrepreneurial Institute) and are expected to graduate from the program within 3-years.
 - To qualify for the program, the business must be a corporation or sole proprietorship, which has a developed product or service with marketability identified; with personal needs and cost stated; and with an identified ability to finance its operation for at least one year. The appropriate vehicle to present this necessary detail is a well-prepared business plan.
- Resources and services available to BIP clients include, but are not limited to the following:
 - Very attractive program fees
 - Private, furnished office (desk, chair(s) and file cabinets)
 - Shared receptionist
 - Janitorial service
 - Joint usage of high tech conference room
 - Free and ample parking
 - 24-7 access
 - Shared office equipment (fax, color copier, postal scale, shredder, etc.)
 - Security System
 - High speed internet and telephone available
 - Break room
 - Full scholarship to LSSC Entrepreneurial Institute
 - Business resource library
 - Access to workshops and seminars
 - Business mentor matching
 - Professional assistance in marketing, management, technical, etc.
 - Networking opportunities
 - On-site access to the services of the SBDC

SMALL BUSINESS DEVELOPMENT CENTER DETAILS

- Lake County Office of Economic Development and Tourism has partnered with the Small Business Development Center (SBDC) to ensure that full-service business support is made available to all of Lake County's businesses, regardless of size or industry. With the goal of helping Lake County businesses to increase sales, reduce costs and improve cash flow, the SBDC provides no-cost professional business consulting; value added training and business information to any Lake County business seeking assistance.

- The SBDC offers a wide range of programs to support Lake County businesses. The flagship program of the SBDC is their one-on-one business consulting. Certified Business Analysts provide free confidential and customized expertise in such areas as:
 - Business Planning
 - Business valuation
 - Financial Analysis
 - Financial / Loan preparation
 - Franchising
 - International trade
 - Marketing / Advertising
 - Technology

- In addition to one-on-one business consulting, the SBDC also offers frequent workshops and seminars, which are available at no-cost to all Lake County businesses. While the workshop and seminar topics will vary, typical topics include:
 - Start-up basics
 - Financing basics
 - Insurance basics
 - Legal basics
 - Marketing basics
 - Writing a business plan
 - Patent, trademarks & copyrights
 - Quickbooks
 - Website development
 - Social media
 - Strategic planning
 - Sales strategies

- The SBDC offers a number of other programs and services designed to support local businesses, all of which will be hosted at the NEL BOC

**AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 15, 2012**

AGENDA TAB NO. 3

SECOND READING

**SUBJECT TITLE: Ordinance 2012-17
1515 US Highway 441 (Formerly Gator Inlet/Quiet Waters)
Babinec Enterprise Inc. - Rezoning**

OBJECTIVE:

To consider the rezoning of approximately 6.2 acres of property (1515 US Highway 441) located on the south side of US 441, west of the Dora Canal from PD (Planned Development) to C-2 (Highway Commercial).

SUMMARY:

The subject property is located south of US Hwy 441 and immediately adjacent to the Dora Canal. The total property area is 10.55 acres, however, the easterly 4.35 acres abutting the Dora Canal is designated as a Wetland Protection Area under the City's Land Development Regulations and Conservation under the Comprehensive Plan. The proposed rezoning does not include the wetland area and only applies to the westerly 6.2 acres of the parcel. The 6.2 acres include 4.05 acres of uplands and a 2.15 acre marina. There is a small, vacant commercial building on the property. In 2007, a Residential Planned Development zoning was adopted which permitted 3 multi-family, upscale residential buildings with a total of 101 dwelling units. The plan also included a pool, marina and other amenities. Due to the decline in housing sales, the developer was not able to successfully carry through the planned development.

Ownership of these lands has reverted back to Babinec Enterprises, the original owners. They have applied for this commercial rezoning to increase their chances of marketing the property. The City is concurrently processing a future land use map amendment to re-designate the property from Mixed Use Commercial to Commercial on the Future Land Use Map 2020. The majority of the properties along US Highway 441 are commercial in nature. If the property were to be sold and developed, the city would require an approved site plan, traffic evaluation and environmental permitting prior to the issuance of any building permits.

Under the previous owners, code violations resulted in an accumulation of unpaid fines and a lien amounting to \$39,829.82 has been registered against the property. The property is now in compliance with our property standards codes however the lien continues to run with the land.

OPTIONS:

1. That City Council moves to approve Ordinance 2012-17.
2. That City Council denies the proposed rezoning.

PLANNING & ZONING BOARD RECOMMENDATION:

At its July 19th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2012-17.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve Ordinance 2012-17.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

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

1
2
3
4
5
6
7
8
9
10
11
12
13

ORDINANCE 2012-17

14
15
16
17
18
19
20
21
22
23

AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY 6.2 ACRES LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF STATE ROAD 19 FROM PD (PLANNED COMMERCIAL DEVELOPMENT) TO C-2 (HIGHWAY COMMERCIAL); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

24
25
26
27
28
29
30
31
32
33
34

WHEREAS, the City of Tavares, Florida (the "City"), is in a position to provide municipal services to the property described on Exhibit A attached to and by reference made a part of this Ordinance (the "Property"); and

WHEREAS, The City of Tavares approved the 6.2 acres of the property as a Planned Development under Ordinance 07-10, and

WHEREAS, the owners of the Property (the "Applicant") is requesting to void this Ordinance; and

WHEREAS, the City of Tavares is concurrently processing a Future Land Use amendment to designate the property as Commercial and therefore a C-2 Highway Commercial zoning is in compliance with the City of Tavares comprehensive plan; therefore

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

Section 1. Rezoning

The property described in **Exhibit "A"** shall hereby be rezoned from Planned Development (P-D) to Highway Commercial (C-2) and shall be subject to the provisions contained within the Land Development Regulations for this zoning designation.

Section 2. Severability.

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

1 **Section 3. Effective Date.**

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

4
5

6 **PASSED AND ORDAINED** this _____ of _____, 2012, by the City Council of the
7 City of Tavares, Florida.

8
9

Robert Wolfe, Mayor
Tavares City Council

10
11
12

13 First Reading: _____

14
15 Passed Second Reading: _____

16
17

18 ATTEST:
19
20 _____
21 Nancy Barnett, City Clerk

22
23
24

25 APPROVED AS TO FORM AND LEGALITY:
26
27 _____
28 Robert Q. Williams, City Attorney

29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

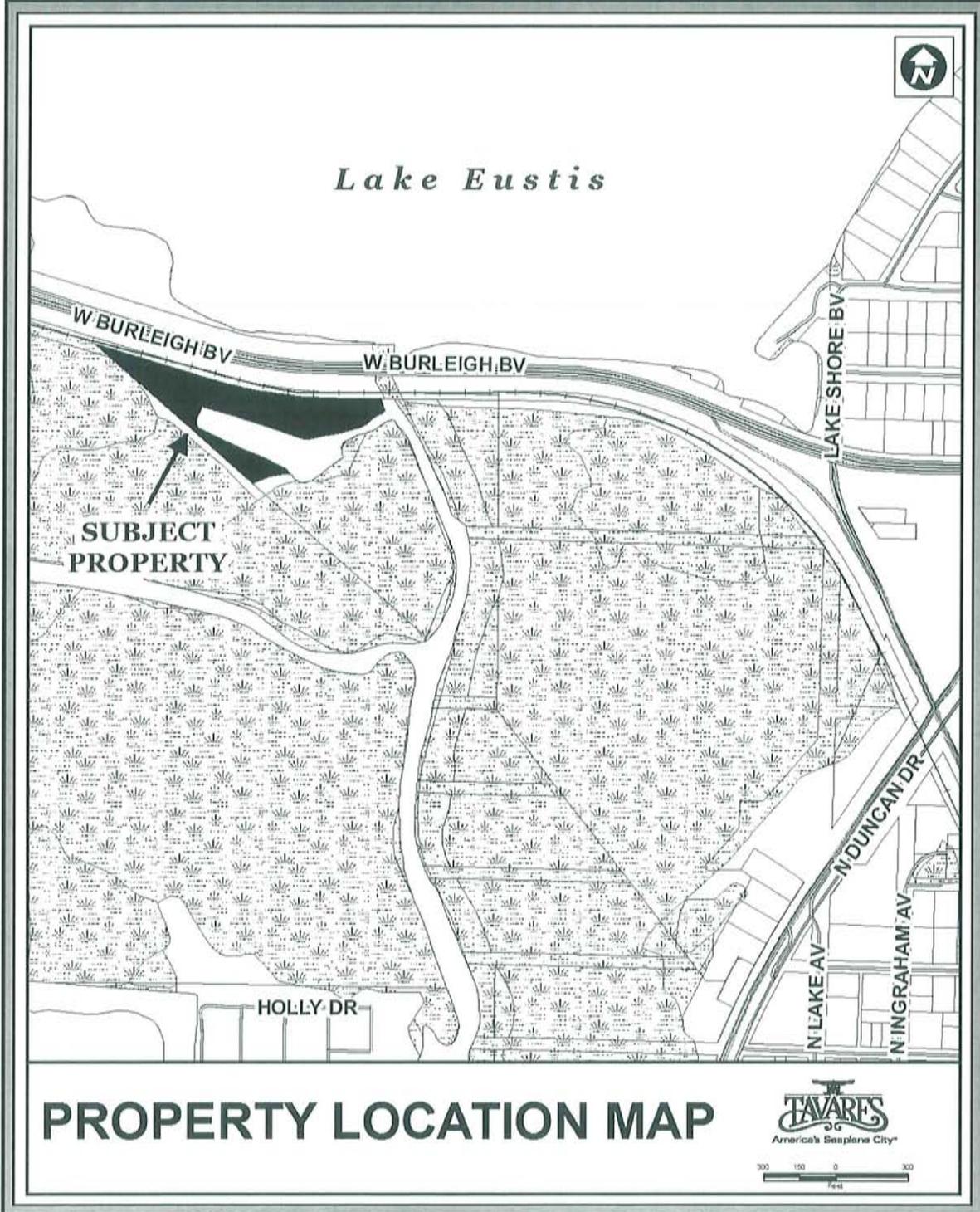
Exhibit A

Legal Description

1
2
3
4 THAT PORTION OF GOVERNMENT LOT 8, IN SECTION 30, TOWNSHIP 19 SOUTH, RANGE
5 26 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF THE ABANDONED SEABOARD AIR
6 LINE RAILROAD RIGHT OF WAY, LESS THE LAND LYING WITHIN 170 FEET OF THE
7 CENTERLINE OF THE DORA CANAL AND SOUTH OF THE SOUTH LINE OF THE DORA
8 MARINA BOAT BASIN, AND LESS THAT PORTION LYING WITHIN THE RIGHT OF WAY OF
9 US HIGHWAY 441.

10
11 EXCLUDING THOSE LANDS DESIGNATED WETLANDS AND CONSERVATION UNDER
12 THE CITY OF TAVARES COMPREHENSIVE PLAN AND DESIGNATED WETLANDS
13 PROTECTION AREA UNDER THE CITY OF TAVARES LAND DEVELOPMENT
14 REGULATIONS.
15

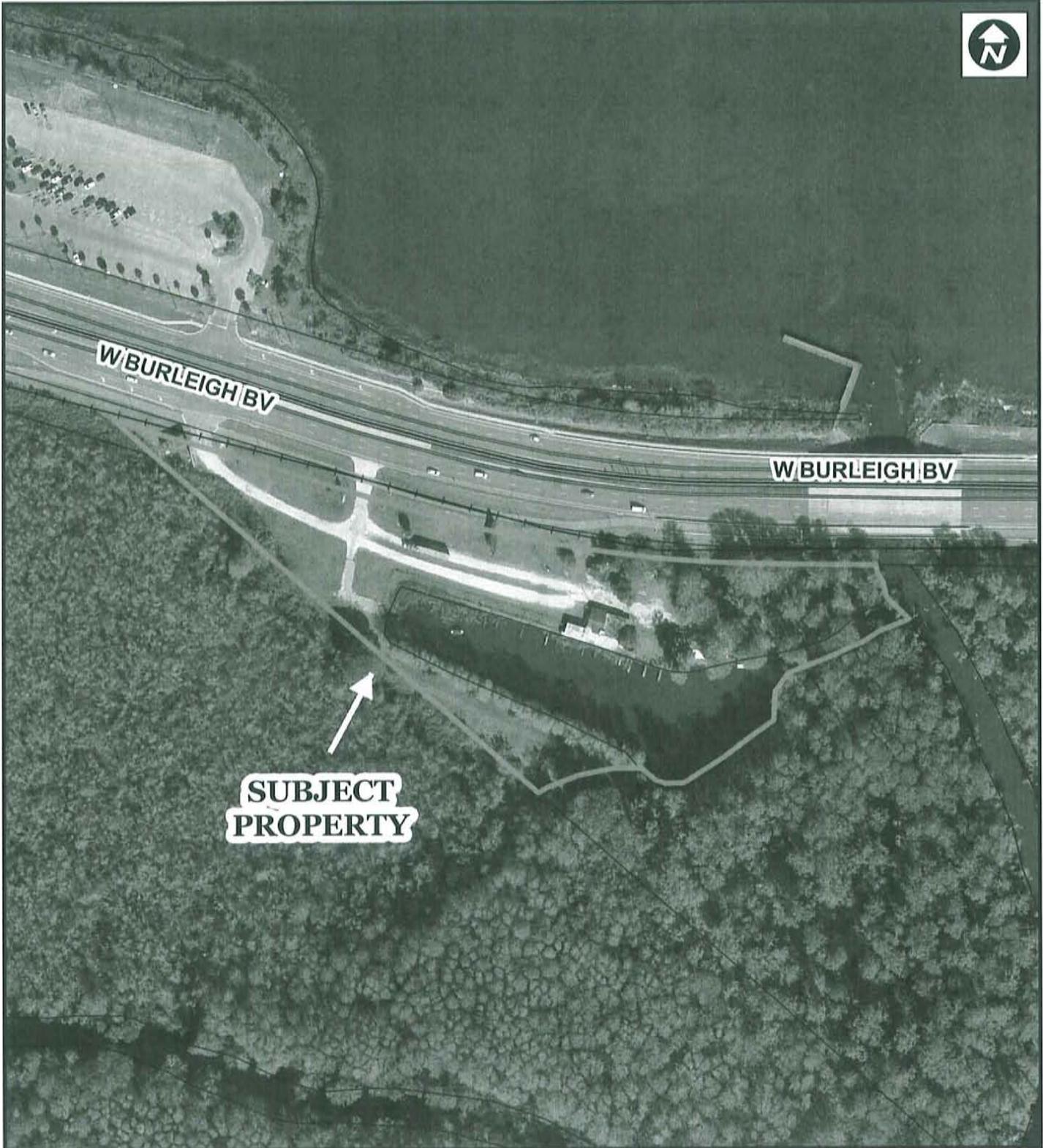
CITY OF TAVARES



Created By: City of Tavares GIS F:\PZ\DATA\PROJECT FILES\Babinec Enterprises (formerly Quiet Waters). Rezoning. SSFLUM - PZ2012-12\GIS\GIS_Maps\BABINEC_AD.mxd Map Created on 6/28/12

1
2
3
4

CITY OF TAVARES

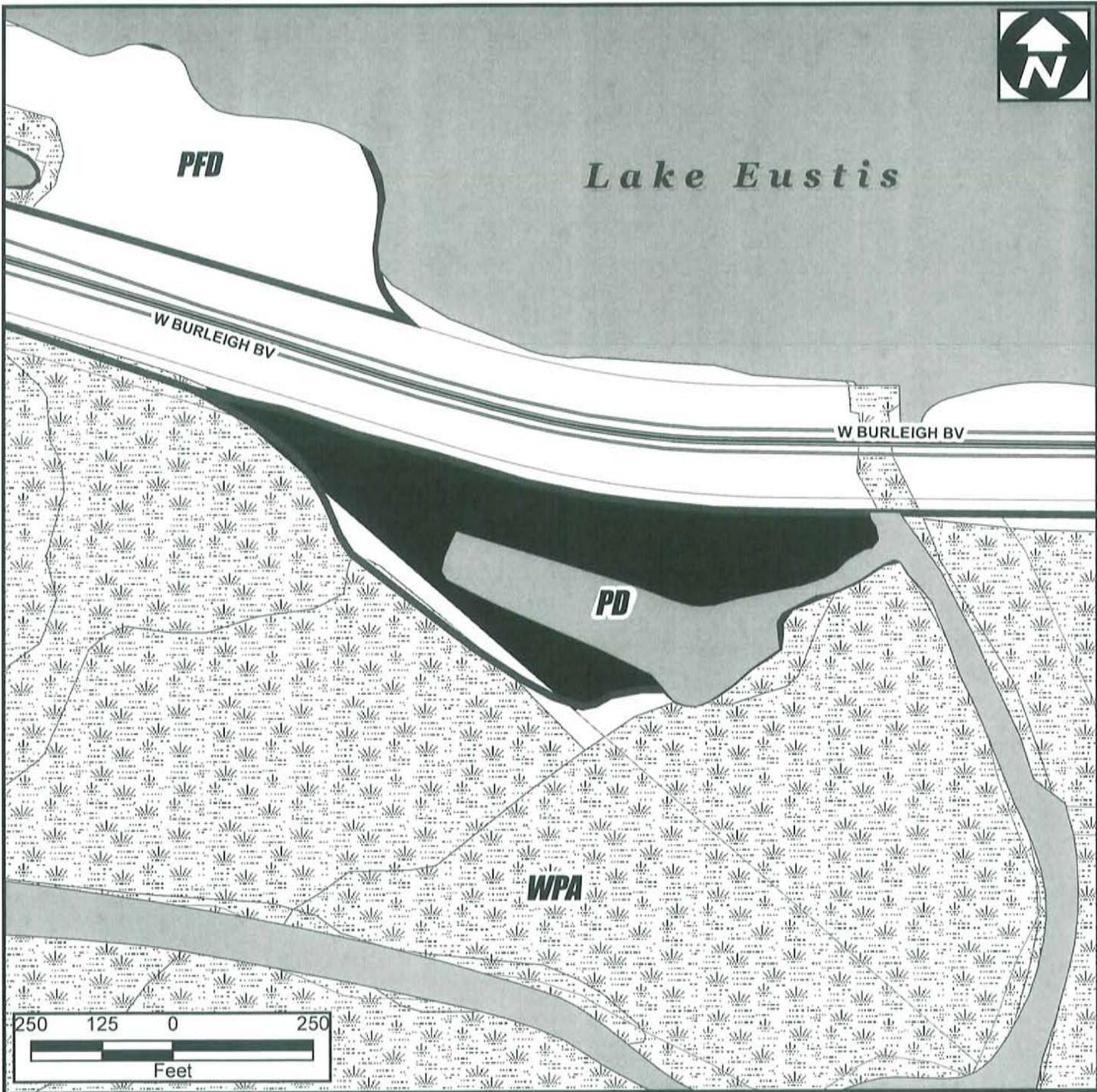


**SUBJECT
PROPERTY**

PROPERTY LOCATION MAP



CITY OF TAVARES ORDINANCE # 2012-17



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



ZONING MAP ORDINANCE # 2012-17

Babinec Property

Current Zoning: PD
Proposed Zoning: C-2
06.2 ± Acres

Legend

- | | |
|------------------|--------------|
| CITY BOUNDARY | MAJOR ROADS |
| ZONING | STREETS |
| SUBJECT PROPERTY | PARCELS |
| UNINCORPORATED | CONSWETLANDS |

1
2
3 **CASES TO BE HEARD**
4

5 **1) Babinec Property (fka Quiet Waters) - Rezoning Ordinance 2012-17**
6

7 Jacques Skutt, Community Development Director provided the following staff report;
8

9 The subject property is located south of US Hwy 441 and immediately adjacent to the Dora Canal. The
10 total property area is 10.55 acres, however, the easterly 4.35 acres abutting the Dora Canal is
11 designated as a Wetland Protection Area under the City's Land Development Regulations and
12 Conservation under the Comprehensive Plan. The proposed rezoning does not include the wetland
13 area and only applies to the westerly 6.2 acres of the parcel. The 6.2 acres include 4.05 acres of
14 uplands and a 2.15 acre marina. There is a small, vacant commercial building on the property. In 2007,
15 a Residential Planned Development zoning was adopted which permitted 3 multi-family, upscale
16 residential buildings with a total of 101 dwelling units. The plan also included a pool, marina and other
17 amenities. Due to the decline in housing sales, the developer was not able to successfully carry through
18 the planned development.
19

20 Ownership of these lands has reverted back to Babinec Enterprises, the original owners. They have
21 applied for this commercial rezoning to increase their chances of marketing the property. The City is
22 concurrently processing a future land use map amendment to re-designate the property from Mixed
23 Use Commercial to Commercial on the Future Land Use Map 2020. The majority of the properties along
24 US Highway 441 are commercial in nature. If the property were to be sold and developed, the city would
25 require an approved site plan, traffic evaluation and environmental permitting prior to the issuance of any
26 building permits.
27

28 Staff recommended that the Planning and zoning Board move to recommend approval of Ordinance
29 2012-17.
30

31 Chairman Adams asked if there was anyone in the audience who would like to make a comment.
32 There were no audience comments.
33

34 Sam Grist stated that it was unfortunate that the property was not developed as previously approved,
35 but because of the current economic conditions that he was willing to make a motion to change the
36 zoning for the property.
37

38 John Tanner stated that vehicular traffic was a concern for that area with a residential use, and that
39 there would probably be less traffic with a commercial C-2 zoning use. He noted the tax benefit to the
40 city to change the zoning to commercial and expressed his support for the change.
41

42 Gary Santoro stated that he supported a rezoning to commercial if it meant that the property would be
43 developed rather than remaining in its current condition.
44
45
46
47

48 **MOTION**
49

50 **Sam Grist moved to recommend approval of Ordinance 2012-17. The motion was**
51 **seconded by Richard Root. The motion carried 7-0.**
52

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 15, 2012**

AGENDA TAB NO. 4

SECOND READING

**SUBJECT TITLE: Ordinance 2012-18 Small Scale FLUM Amendment
1515 US Highway 441 (Formerly Gator Inlet/Quiet Waters)
Babinec Enterprise Inc.**

OBJECTIVE:

To consider a Future Land Use Map amendment for approximately 6.2 acres of property (1515 US Highway 441) located on the south side of US Highway 441, west of the Dora Canal from Mixed Use Commercial to Commercial.

SUMMARY:

Ordinance 2012-18 proposes a small scale amendment to the Future Land Use Map 2020 of the Comprehensive Plan.

The subject property (Parcel Alternate Key Number 1782366) is 10.5 acres in size, located on the south side of US Highway 441 adjacent to the Dora Canal. Approximately 4.35 acres of the property abutting the Dora Canal is designated as a Wetland Protection Area under the City's Land Development Regulations and Conservation under the Comprehensive Plan. The proposed Future Land Use Amendment does not include the wetland area and only applies to the westerly 6.2 acres of the parcel. These 6.2 acres includes 4.05 acres of uplands and a 2.15 acre marina. The westerly portion of this property is presently designated Mixed Use Commercial. This ordinance would amend the Future Land Use designation from Mixed Use Commercial to Commercial.

Future Land Use Amendment/Compatibility

The subject property is currently designated Mixed Use Commercial. A Commercial designation is most compatible with property abutting US Highway 441.

Site Conditions

The subject property is currently vacant with the exception of a small vacated structure. The property fronts onto US Highway 441 to the north. To the west, east and south is conservation area.

Impact on City Services

The subject property has access to municipal water and sewer utilities. It is anticipated that this amendment will not result any significant increase on Levels of Service.

FINDINGS

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

1. A Commercial Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.6.
2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 7A)

OPTIONS:

1. That City Council moves to approve Ordinance 2012-18.
2. That City Council denies the proposed Future Land Use Map amendment.

PLANNING & ZONING BOARD RECOMMENDATION:

At its July 19th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2012-18.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve Ordinance 2012-18.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

ORDINANCE 2012-18

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE FUTURE LAND USE MAP 2020 PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 6.2 ACRES OF LAND GENERALLY LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF STATE ROAD 19 FROM MUC (MIXED USE COMMERCIAL) TO COM (COMMERCIAL); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Tavares, Florida (the "City"), is in a position to provide municipal services to the property described on Exhibit A attached to and by reference made a part of this Ordinance (the "Property"); and

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

WHEREAS, the property is located on a primary commercial artery of the City of Tavares, US Highway 441; and

WHEREAS, the property currently has a future land use designation of Mixed Use Commercial that allows Commercial, uses, and therefore a Commercial future land use is a compatible designation; and,

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

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

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

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

1 **NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Tavares,
2 Florida as follows:

3
4 **Section 1. Future Land Use Amendment**

5 The Comprehensive Plan and Future Land Use Map 2020 of the City of Tavares,
6 Florida, is hereby amended to reflect a re-designation from Mixed Use Commercial to
7 Commercial on certain real property as legally described in Exhibit "A". All provisions of the
8 Comprehensive Plan shall hereby apply to said property.

9
10 **Section 2. Severability and Conflicts**

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

15
16 **Section 3. Transmittal**

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

24
25 **Section 4. Effective Date**

26 The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31
27 days after the state land planning agency notifies the local government that the plan amendment
28 package is complete. If timely challenged, this amendment shall become effective on the date the
29 state land planning agency or the Administration Commission enters a final order determining this
30 adopted amendment to be in compliance. No development orders, development permits, or land
31 uses dependent on this amendment may be issued or commence before it has become effective. If
32 a final order of noncompliance is issued by the Administration Commission, this amendment may
33 nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of
34 which resolution shall be sent to the state land planning agency.

1 **PASSED AND ADOPTED** this _____ day of _____, 2012, by the City
2 Council of the City of Tavares, Florida.

3
4
5
6
7
8
9

Robert Wolfe, Mayor
Tavares City Council

10 First Reading: _____

11
12 Second Reading & Final Adoption: _____

13
14
15 ATTEST:

16
17
18 _____
19 Nancy A. Barnett, City Clerk

20
21 Approved as to form:

22
23
24
25 _____
26 Robert Q. Williams, City Attorney

27
28
29
30
31
32
33
34
35
36
37
38
39

Exhibit A

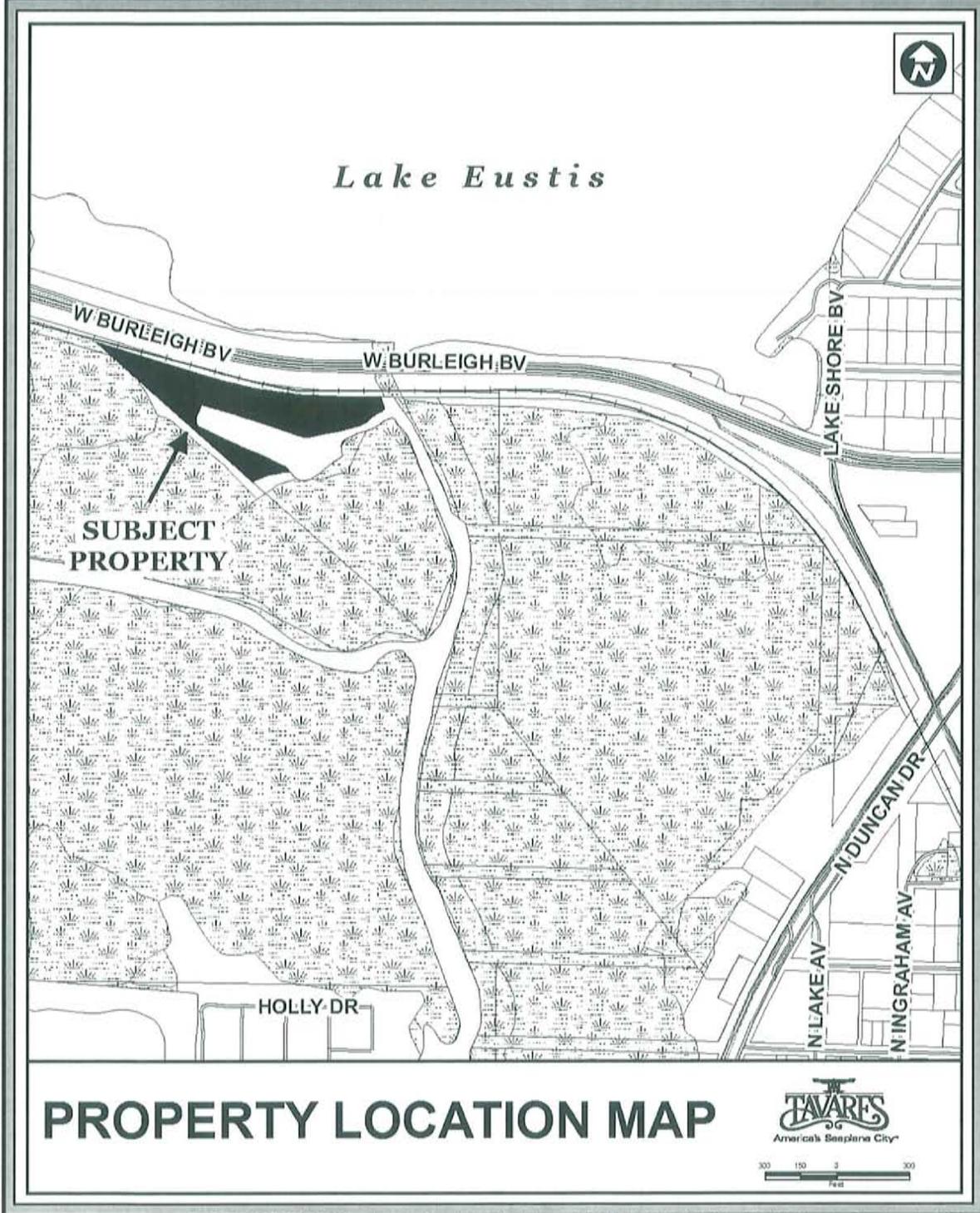
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17

Legal Description

THAT PORTION OF GOVERNMENT LOT 8, IN SECTION 30, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF THE ABANDONED SEABOARD AIR LINE RAILROAD RIGHT OF WAY, LESS THE LAND LYING WITHIN 170 FEET OF THE CENTERLINE OF THE DORA CANAL AND SOUTH OF THE SOUTH LINE OF THE DORA MARINA BOAT BASIN, AND LESS THAT PORTION LYING WITHIN THE RIGHT OF WAY OF US HIGHWAY 441.

EXCLUDING THOSE LANDS DESIGNATED WETLANDS AND CONSERVATION UNDER THE CITY OF TAVARES COMPREHENSIVE PLAN AND DESIGNATED WETLANDS PROTECTION AREA UNDER THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS.

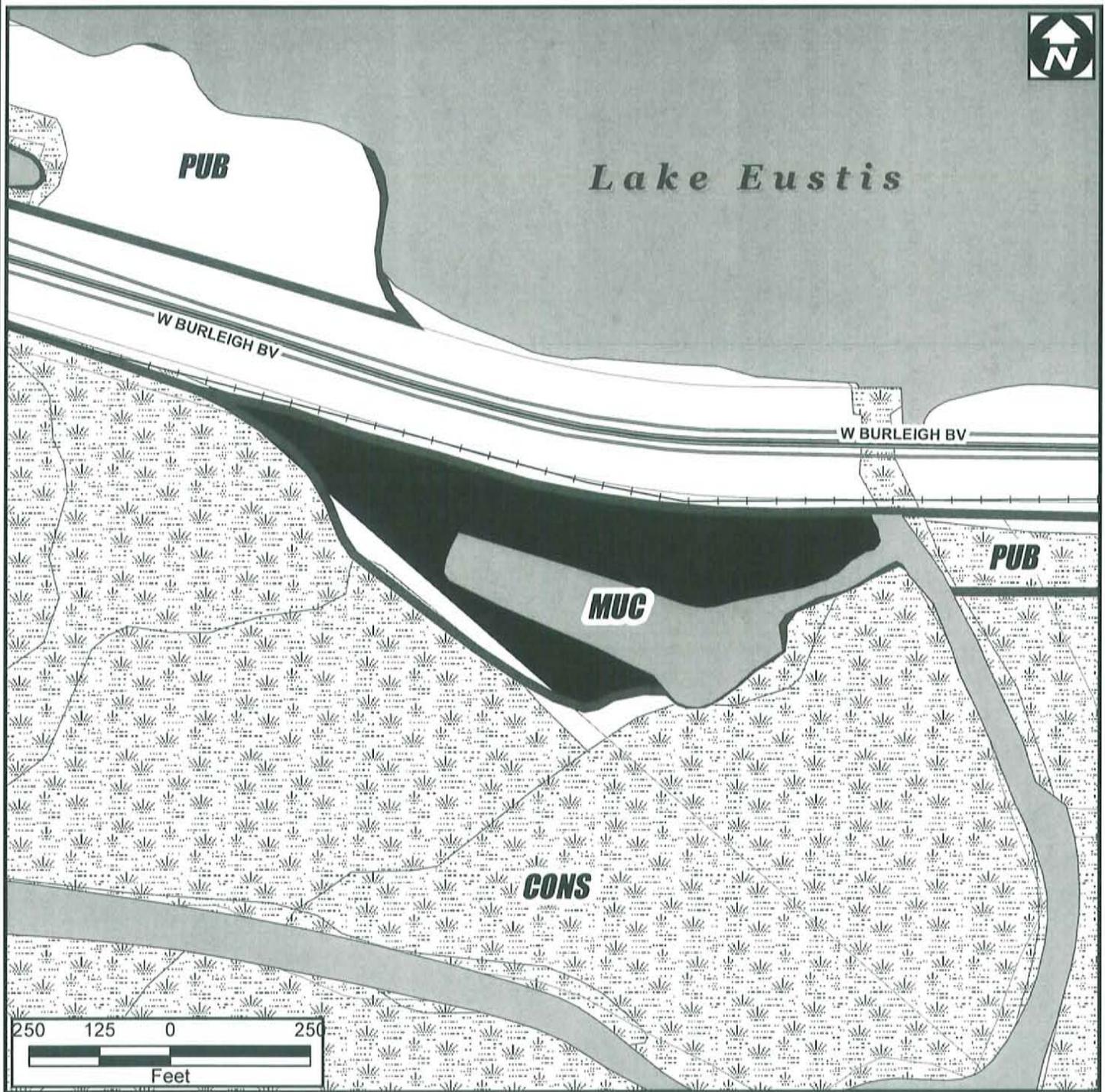
CITY OF TAVARES



Created By: City of Tavares GIS F:\P2\DATA\PROJECT FILES\Babinac Enterprises (formerly Quiet Waters). Rezone - SSFLUM - P2\2012-12\GIS\GIS_Maps\BABNEC_AD.mxd Map Created on 6/28/12

1

CITY OF TAVARES ORDINANCE # 2012-18



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

FUTURE LAND USE MAP ORDINANCE # 2012-18

Babinec Property

Current FLU: MUC
Proposed FLU: COM
06.2 ± Acres

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

1 **2) Babinec Property (fka Quiet Waters) - SSFLUM - Ordinance 2012-18**

2
3 Jacques Skutt, Community Development Director provided the following staff report;

4
5 Ordinance 2012-18 proposes a small scale amendment to the Future Land Use Map 2020 of the
6 Comprehensive Plan.

7
8 The subject property (Parcel Alternate Key Number 1782366) is 10.5 acres in size, located on the south
9 side of US Highway 441 adjacent to the Dora Canal. Approximately 4.35 acres of the property abutting
10 the Dora Canal is designated as a Wetland Protection Area under the City's Land Development
11 Regulations and Conservation under the Comprehensive Plan. The proposed Future Land Use
12 Amendment does not include the wetland area and only applies to the westerly 6.2 acres of the parcel.
13 These 6.2 acres includes 4.05 acres of uplands and a 2.15 acre marina. The westerly portion of this
14 property is presently designated Mixed Use Commercial. This ordinance would amend the Future Land
15 Use designation from Mixed Use Commercial to Commercial.

16
17 **Future Land Use Amendment/Compatibility**

18 The subject property is currently designated Mixed Use Commercial. A Commercial designation is most
19 compatible with property abutting US Highway 441.

20
21 **Site Conditions**

22 The subject property is currently vacant with the exception of a small vacated structure. The property
23 fronts onto US Highway 441 to the north. To the west, east and south is conservation area.

24
25 **Impact on City Services**

26 The subject property has access to municipal water and sewer utilities. It is anticipated that this
27 amendment will not result any significant increase on Levels of Service.

28
29 **FINDINGS**

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

- 32
33
34 1. A Commercial Future Land Use designation would serve as the most appropriate land use for
35 the subject property in accordance with Future Land Use policy 1-1.1.6.
36
37 2. Impacts of the proposed development of the subject property shall be monitored through the
38 City's Concurrency Management System. (Comp Plan, Chapter 7A)

39
40 Staff recommended that the Planning and zoning Board move to recommend approval of Ordinance
41 2012-18.

42
43 Chairman Adams asked if there was anyone in the audience who would like to make a comment.
44 There were no audience comments.

45
46 There was no discussion by the Planning & Zoning Board.

47
48 **MOTION**

49
50 **James Gardner moved to recommend approval of Ordinance 2012-18. The motion was**
51 **seconded by Norb Thomas. The motion carried 7-0.**

RETIRE SMART

Ask questions before jumping into annuity

BY JILL SCHLESINGER
Tribune Media Services

Guaranteed income for life, especially in the aftermath of a deep recession and financial crisis, sounds wonderful. That must be why insurance companies are raving up the marketing of annuities. Due to the complexity of annuities, I'll cover the basics this week, and then next week, I will set forth the pros and cons.

An annuity is a financial contract issued by a life insurance company that offers tax-deferred savings and a choice of payout options (income for life, income for a certain period of time or lump sum) to meet your needs in retirement. Because the contract enjoys tax-deferred treatment, the IRS may impose a 10 percent early withdrawal penalty for some distributions if they are taken before age 59½.

The concept of trading a lump sum of money for a stream of income is easy to understand, but annuities come in lots of flavors, which can make them confusing. The two big categories of annuities are "immediate" and "deferred."

In an immediate annuity, payments begin immediately or within one year of the policy's issue. These contracts are also referred to as "single premium immediate annuities" or SPIAs because they are usually purchased with a single deposit. SPIAs can help you manage the risk of "outliving your money," which is known as "longevity risk."

A deferred annuity has two phases: the accumulation phase, during which your money grows on a tax-deferred basis, and the payout phase, during which you begin to receive scheduled payments. There are several types of deferred annuities to consider:

- **Fixed annuity:** Insurance companies guarantee a fixed interest rate for a certain period of time. At the end of this period, the company will declare a renewal interest rate and another guarantee period. Most guarantee a minimum interest rate for the life of the contract.
- **Variable annuity:** For investors who want access to more investment options, variable annuities offer "sub-accounts" which look like mutual funds inside of an insurance policy.
- **Equity index annuity:** A

blend between a fixed and a variable, where the insurance company invests in a mix of bonds and stocks designed to return a targeted percentage of a particular index (e.g., S&P 500). The owner does not control the investment selection but can participate to a degree in stock market gains during a rising market. Conversely, if markets fall, the contract guarantees a minimum return, typically three percent.

When an insurance salesman, a financial adviser or a broker broaches the topic of annuities with you, here are six questions that you should

immediately ask:

1. What type of annuity is this, and why do you recommend it for me?
2. Exactly how much will I pay in the first year of the contract, and then how much in subsequent years?
3. What will be your first-year commission on the contract, and what will you earn in subsequent years? Annuities are notoriously expensive (more on the fees in next week's column), so you will want to understand the total costs, which include mortality and expense charges ("M&E"), administrative fees, underlying fund expenses, charges for special

features and the salesperson's commission.

4. Have I already maxed out other tax-deferred vehicles? One of the big selling points of annuities is that they offer tax deferral. That's great, but make sure that you are maximizing your 401(k) or IRA accounts first before investing in an annuity, because chances are, those are cheaper tax-deferred vehicles.
5. Should I tie up my

money with this contract? Once you sign up for an annuity, it's hard to get your hands on that money, and it can be expensive to do so. Make sure you have ample liquidity outside of the annuity before taking the plunge.

6. "How is this insurer rated by A.M. Best, S&P, Moody's and Fitch?" Before the financial crisis, this question seemed silly, but now we know that insurance companies can go broke. Since the

success of an annuity is predicated on the survival of the insurance company, it's important that the company be highly rated.

More to come next week on the upsides and downsides of annuities.

Jill Schlesinger is editor at large for CBSMoneyWatch.com. Contact her with questions and comments at askjill@moneywatch.com.

Client Name: City of Tavares
Advertiser: Lake Zone/D004/LAK
Section/Page/Zone: ordinance 2012 - 17
Description: B&W

Ad Number: 683433-1
Insertion Number: 3 x 10.5
Size: B&W
Color Type:

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

Orlando Sentinel

Publication Date: 07/23/2012

Golden Ox Liquors

Early Bird Special 1-4 daily.
\$2 Well Drinks - \$1 Drafts.
Large selection of Liquors at Low Prices

- Premium cigars
- Craft Beers
- We sell dogs

305 E. Burnight Blvd. US 441, Tavares, FL

Golden Ox Liquors

Drive Thru Liquor Open till 100am

Buy 1 get 1 on all 1.5L bottles
New! Get 2 for 1 on 1.5L bottles 12 noon until 10 pm

Exceptions

Blinds & Shutters
Exceptional Quality And Personal Service

- Faux Wood
- Shutters
- Cellular Shades
- Vinyls
- Roman Wood
- Anhed Window
- In-Home Service

We Do Repairs

COUPON REQUIRED
\$16.95/sq. ft. NO MINIMUM REQUIRED

COUPON REQUIRED
\$50 OFF purchase of \$400 or more

352.217.7556 • www.exceptionsblinds.com

Board Certified Family Practice

Scott A. Rodger, M.D.

NOW ACCEPTING NEW PATIENTS
Same or next day appointments are the norm

SPECIALIZING IN:

- SPORTS MEDICINE
- CHOLESTEROL
- HIGH BLOOD PRESSURE
- DIABETES • ARTHRITIS
- MINOR SURGERY
- In-Office Services
- X-RAY • EKG • PFT
- ULTRASOUNDS

Office hours: Monday - Friday
By Appointment only

Y STREET EUSTIS

(352) 483-1466
www.scottarodgermd.com

Asthma Immunology Center

ADULT & PEDIATRIC CARE

Complete Management of:

- Allergic Diseases of the Nose, Lungs and Skin
- Asthma • Sinus Disease • Hives and Angioedema
- Food, Drug and Insect Allergy
- Abnormalities of the Immune System

Thomas J. Shen, MD
Board Certified Allergy and Immunology

LEESBURG 3240 Crk 44, Leg-A Suite 1
Leesburg, FL 34706 352-314-2929

THE VILLAGES 916 Old Camp Rd., Suite 102
Lake Butler Landing Professional Park
The Villages, FL 32162 352-391-1437

Call From: 1-800-803-9500 • www.shenmd.org

DENTAL SAVINGS

FIRST VISIT FREE

(Except Emergencies)
ESTIMATE, EXAM D0140, X-RAYS, D0272,
SECOND OPINION, CONSULTATION

NEW PATIENT OFFER

\$55 Reg. \$225

All necessary X-rays, Exam by doctor, Prophylaxis cleaning by Hygienist unless evidence of present or prior periodontal disease.

DENTURES \$749 each
D00110 OR D00120
Expires 7/31/12

Now Accepting Care Credit

James P. Costello, DDS

LEESBURG Sunrise Dental
1380 N. Blvd. W. Leesburg 326-3368

MT. DORA Tri-Dental
1815 Hwy. 441 Mt. Dora 383-5377

The patient and any other person responsible for payment has the right to refuse to pay. Cancel payment at any time for payment for any other services, examination which is performed as a result of an initial 72 hours of rescheduling in the advertisement for the discounted fee or reduced fee service or treatment. Fees may vary due to complexity of case. This discount does not apply to those patients with dental plans. Fees are in kind.

THE CITY OF TAVARES

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Ordinance 2012-17 and Ordinance 2012-18 as follows:

ORDINANCE 2012-17

AN ORDINANCE OF THE CITY OF TAVARES REZONING APPROXIMATELY 6.2 ACRES LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF STATE ROAD 19 FROM PD (PLANNED COMMERCIAL DEVELOPMENT) TO C-2 (HIGHWAY COMMERCIAL), SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL, PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2012-18

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE FUTURE LAND USE MAP 2020 PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 6.2 ACRES OF LAND GENERALLY LOCATED ON THE SOUTH SIDE OF US HIGHWAY 441, WEST OF STATE ROAD 19 FROM MUC (MIXED USE COMMERCIAL) TO COM (COMMERCIAL), SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL, PROVIDING AN EFFECTIVE DATE.

Proposed Ordinance 2012-17 and Ordinance 2012-18 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board meeting on July 19, 2012, at 3 p.m.; and
2. Tavares City Council meeting on August 1, 2012, at 4 p.m. (Introduction and First Reading by Title Only); and
3. Tavares City Council meeting on August 15, 2012, at 4 p.m. (Second Reading)

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

Proposed Ordinance 2012-17 and Ordinance 2012-18 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

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

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

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

CITY OF TAVARES

PROPERTY LOCATION MAP

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

AGENDA TAB NO. 5

SUBJECT TITLE: Golden Triangle Summit Meeting – August 30, 2012

OBJECTIVE:

To discuss the upcoming Golden Triangle Summit Meeting in Mt. Dora on August 30, 2012 and suggested topics for discussion.

SUMMARY:

The next Golden Triangle Summit meeting is scheduled for August 30, 2012 at 5:30 p.m. at the City of Mt. Dora City Hall Board Room. This is an opportunity for Council to discuss any issues they would like to be brought forward at this meeting. All councilmembers are invited to attend. The City of Mt. Dora will publicly notice the meeting.

OPTIONS:

For Council discussion.

STAFF RECOMMENDATION:

That Council discuss and note any issues they would like to have discussed at this meeting.

FISCAL IMPACT:

n/a

LEGAL SUFFICIENCY:

Legally sufficient

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

AGENDA TAB NO. 6

SUBJECT TITLE: Request to name Dora Canal Bridge as “Clayton Bishop Memorial Bridge”

OBJECTIVE: To name the Dora Canal Bridge the “Clayton Bishop Memorial Bridge”

SUMMARY: The Dora Canal Bridge has been replaced. Vice Mayor Bobby Grenier would like to honor a Lake County citizen who is a rail road expert at 90 years young. Attached is more information on the requests as well as two letters from the Central Florida Chapter of the National Railway Historical Society and Lake County Historical Society supporting the request.

Staff has checked in with the owner’s representative of the bridge, Florida Central Rail Road, and he has indicated no objection to this request.

OPTIONS:

1. Approve the request.
2. Do not approve the request.

STAFF RECOMMENDATION:

Staff recommends that Council approves the request.

FISCAL IMPACT:

There is no cost to approving the request to naming the bridge. It is however recommended that if approved, the Council should budget funds during the budget process to place a permanent marker on the bridge. A permanent cast bronze plaque is estimated to cost \$350. The Council could also budget for larger signs for boaters and train riders to view as they pass by.

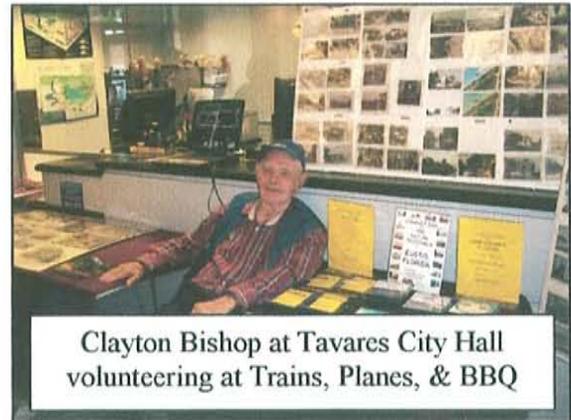
LEGAL SUFFICIENCY: YES

August 7, 2012

Mayor Wolfe and fellow Council Members

Greetings!

When the discussion began regarding re-building the Dora Canal Railroad Bridge, I thought, "what a wonderful opportunity this presents to honor yet another great citizen of Lake County."



As you know, I just returned from a road trip where I paid close attention to how local municipalities and counties honored their history and heritage. As I traveled through many states, I noticed every man-made thing was named in honor of someone. There were road bridges, railroad bridges, viaducts, tunnels, interchanges, overpasses, parks, trails, and even a retention pond named for people important to their community, county, or state. My resolve to get the Dora Canal bridge dedicated to the appropriate Lake County legend strengthened.

We would very much like to have the bridge dedicated as the **Clayton Bishop Memorial Railroad Bridge** after Lake County's most legendary and knowledgeable historian and "Railroad" expert, Clayton Bishop.

We all know Clayton and his lifetime of contributions and service to all of Lake County with a great amount devoted to Tavares. He is one of Lake County's true treasures whose dedication to the preservation and education of Lake County's history is invaluable. He has been a lifelong member in many of Lake County's community and civic organizations, especially as a member of the Rotary Club, achieving over sixty years of perfect weekly attendance at meetings.

Clayton was extremely helpful in obtaining Tavares a lead on the bridge's history, as he courageously made his way along the bridge's support beams to find the engraved plate that had the year the bridge was built and the serial number.

And with Clayton thankfully still with us at 90, makes this blessing even more of a reason why we would love to have this done – so that we may honor him while he is still with us, just as we did for Doris Ragan when she was inducted into the Lake County Woman's Hall of Fame a couple years back.

Included with my recommendation is a letter of support from the "National Railroad Historical Society" and the "Lake County Historical Society" to dedicate the bridge as the

Clayton Bishop Memorial Railroad Bridge

My sincerest gratitude,

A handwritten signature in cursive script that reads "Bobby Grenier".

Bobby Grenier

PS. The common assumption with the word Memorial in the title is that the person being honored is deceased, but that is incorrect. Many people are alive and well who have Memorials or share in a Memorial dedicated to them (i.e. The Veterans' Memorial in Leesburg, Baseball Hall of Fame, etc).



Central Florida Chapter
National Railway Historical Society



August 4, 2012

Mayor Robert Wolfe and the Tavares City Council
Tavares City Hall
201 East Main Street
Tavares, FL, 32778

Mayor Wolfe and Council Members:

The Central Florida Chapter of the National Railway Historical Society recently became aware of a recommendation to dedicate the new Railroad Bridge over the Dora Canal in honor of Clayton Bishop, a lifelong resident and historian of Lake County. The Chapter thinks it is very appropriate and recommends that the new bridge be dedicated as the **"Clayton Bishop Memorial Railroad Bridge."**

Mr. Bishop is a charter member of the Central Florida Chapter of the National Railway Historical Society; the Chapter was chartered on November 8, 1970. Over the years, Mr. Bishop has been instrumental in the growth and success of the Chapter. He is beyond any shadow of doubt Lake County's premier historian and railroad historian. He has made numerous presentations in Lake County and throughout Central Florida promoting Lake County history and its railroads. He has always been willing to help the Chapter in recording and preserving the history of railroads in Lake County and throughout Central Florida. Over the years he has amassed a fabulous collection of postcards and photographs documenting the history of Lake County and its railroads; he is always willing to share his postcards, photographs and personal history with anyone who is eager to learn about the rich history of Lake County and its railroads. He is truly a **Lake County Treasure.**

The Central Florida Chapter of the National Railway Historical Society fully supports and endorses the naming of the new railroad bridge over the Dora Canal as the **Clayton Bishop Memorial Railroad Bridge** in honor of this distinguished individual.

Sincerely,

Phil Cross
President

LAKE COUNTY HISTORICAL SOCIETY
317 W. MAIN STREET, P.O. BOX 7800
TAVARES, FL 32778-7800

PHONE: 352/343-9890
FAX: 352/343-9814



August 8, 2012

**Mayor Robert Wolfe and
the Tavares City Council
Tavares City Hall
Tavares, FL 32778**

Dear Sirs:

This letter is to bring to your attention a proposal to dedicate the new Dora Canal Railroad Bridge as the Clayton Bishop Memorial Bridge. The Lake County Historical Society is strongly in favor of this action and recommends its acceptance by the Tavares City Council.

Clayton Bishop is a legendary figure in Lake County, which his family has called home since the earliest days of the county. Clayton has long worked in support of bringing Lake County and its history before the public as only he can do it. With his specialty being "railroad history", this honor to Clayton is even more fitting and appropriate.

We urge Council to consider this action favorably as another way to demonstrate the strength of the attachment of Tavares to its historical past, and to honor the name of one who has been so important in helping build that strength. Clayton Bishop is the man.

Sincerely,

A handwritten signature in cursive script that reads 'Howard King'.

**Howard King, Vice-President
Lake County Historical Society**



THIS PAGE INTENTIONALLY LEFT BLANK



AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012

AGENDA TAB NO. 7

**SUBJECT TITLE: Consideration of Request to Extend Outdoor Music Hours
in Downtown Entertainment District**

OBJECTIVE:

To have City Council consider a request to extend outdoor music hours in the Downtown Entertainment District.

SUMMARY:

On August 19, 2009 City Council approved Ordinance 2009-28 establishing rules and regulations relating to the Downtown Entertainment District. Section 10.5-504 of the Ordinance sets the hours for outdoor music and entertainment in the Downtown Entertainment District.

Ruby Street Grill has sent a request that the Council consider amending the current regulations to expand the time frame where outdoor music and entertainment would be allowed in the Downtown Entertainment District (see attached letter). The attached chart shows the hours allowed under the current ordinance and the hours being requested by Ruby Street Grill.

OPTIONS:

1. Council considers the request and gives direction as to what changes, if any, should be made to the existing regulations.
2. Council chooses not to consider the request for extended hours.

STAFF RECOMMENDATION:

Staff recommends that the Council considers the request and gives direction as to what changes, if any, should be made to the existing regulations.

FISCAL IMPACT:

The direct fiscal impact is neutral.

LEGAL CONSIDERATIONS:

The City Attorney has reviewed the request.

RUBY STREET GRILLE

August 1, 2012

To whom it may concern,

Several years ago, the city of Tavares set out to create an environment consisting of food, fun, and music in a downtown entertainment district. This was a successful venture and the entertainment district of Tavares has become the newest and best hot spot in Lake County.

We are requesting that Tavares address the ordinance in place that restricts amplified music. We respectfully request that the ordinance hours be changed to 11pm on Monday and Tuesday nights, 12pm on Wednesday and Thursday nights, 1am on Friday and Saturday nights, and 12pm on Sunday nights.

Respectfully,

Andrew Saunders
Ruby Street Grille

Ruby Street Grille
221 E. Ruby Street
Tavares, FL 32778

PHONE 352-742-7829
EMAIL rubystreetgrille@yahoo.com
WEB SITE www.rubystreetgrille.com

HOURS FOR MUSIC & ENTERTAINMENT

Day	Hours - (No Later Than)
Monday	10pm
Tuesday	10pm
Wednesday	10pm
Thursday	Midnight
Friday	Midnight
Saturday	Midnight
Sunday	10pm

PROPOSED HOURS

Day	Hours - (No Later Than)
Monday	11pm
Tuesday	11pm
Wednesday	Midnight
Thursday	Midnight
Friday	1am
Saturday	1am
Sunday	Midnight

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

AGENDA TAB NO. 8

SUBJECT TITLE: Request to Approve a Work Authorization with Malcolm Pirnie for Preliminary Design of Three Water Main Projects

OBJECTIVE: To consider the approval of a work authorization for Malcolm Pirnie to complete preliminary design of three water main projects in the amount of \$35,997.

SUMMARY:

The City created a vision for enabling the future growth of businesses and residential developments in Tavares. The goal of the Utility Department is to meet and support that plan by providing adequate water, wastewater, reclaimed water, and stormwater infrastructure, which will enhance and sustain the growth and development in the community. The existing water main system is antiquated, with aged and undersized water piping. The City is working diligently to meet the future needs with numerous infrastructure projects. In addition to the antiquated system, there are some locations throughout the City that do not have water mains, which are necessary to provide adequate water quality and fire flow protection. The City currently has completed a design for water and wastewater infrastructure improvements within the CRA. The three proposed project areas are intended to complement the infrastructure improvements to the CRA.

The first project is for a water main to be installed from the end of Main Street at SR 19, cross under SR 19 and travel both north and south along SR 19 crossing under the Dora Canal to Dead River Road and connecting to an existing water main that ends in the vicinity of the businesses on SR 19. This project is essential in providing redundancy to the potable water system south of the Dora Canal. This project will provide additional hydraulic system looping, which will improve both fire protection and water quality.

The second project is along East Alfred Street (old 441) between the Disston Ave. and Dora Ave. Presently, there is no water main located in this area, which creates challenges in providing adequate fire protection for the Mobile Home Park and potable water supply for future development of the available land under certain conditions.

The last project is to extend a water main under Lake Junietta to connect and hydraulically loop the system for fire protection and water quality. This is a medical area that currently does not have redundancy of the potable water system and could be considered a highly visible area. The three projects are shown on the attached exhibit. (Exhibit of 3 projects enclosed)

The Utility Department is taking a cost effective approach for each of the above projects. We have identified a cost effective design budget to initiate and plan this process. The preliminary design effort will create a plan and investigation, which will include the permitting requirements, environmental issues, construction activities and project costs. With this information, we will be able to properly include this future construction in the operation and maintenance budget.

OPTIONS:

1. **Approve** the work authorization for Malcolm Pirnie to complete preliminary design of three water main projects in the amount of \$35,997.
2. **Do not approve** the work authorization for Malcolm Pirnie to complete preliminary design of three water main projects in the amount of \$35,997.

1. **STAFF RECOMMENDATION:**

Move to **approve** the work authorization for Malcolm Pirnie to complete preliminary design of three water main projects in the amount of \$35,997.

FISCAL IMPACT: This item was budgeted in the 2011-2012 operation and maintenance budget 4013302-533-64-25 with \$40,050.

LEGAL SUFFICIENCY: This meets legal sufficiency

**Work Authorization for
PRELIMINARY DESIGN OF THREE WATER MAIN PROJECTS**

City of Tavares, Florida

This Work Authorization constitutes a Project Agreement under the terms of the Agreement for Continuing Engineering Service per RFQ 2008-0001, between the City of Tavares (Owner) and Malcolm Pirnie, Inc. (now Malcolm Pirnie, the Water Division of ARCADIS, U.S. Inc.) (Engineer). Engineer will perform the Scope of Work described herein to design additional water system improvements to improve services in the downtown area.

Project Background

The Owner is implementing improvements to the potable water distribution and wastewater collection systems in order to reliably serve the additional demands within the Downtown CRA. The proposed improvements include approximately 77,450 linear feet of existing water main and 54,950 linear feet of sanitary sewer (gravity and force mains) within the CRA that encompasses approximately 60,000 linear feet of roadway. These proposed improvements are being funded through loans from USDA.

The Owner requested additional areas to be evaluated outside the CRA Water and Wastewater Improvement project. Three areas have been identified and located on the map in Attachment B and as follows:

1. SR 19 near Dora Canal – extend approximately 2,175 linear feet of 12-inch diameter water main along SR 19.
2. East Alfred Street (Old US 441) east of Disston Avenue –extend approximately 1,345 linear feet of 12-inch diameter water main along East Alfred Street.
3. US 500/SR 441 at Lake Junietta – extend approximately 1,700 linear feet of 8-inch diameter water main along SR 441.

The Owner intends on separating the above additional areas under a separate design project from the Downtown CRA Water and Wastewater Improvement Project. It is anticipated that the Owner will perform the construction work when funds become available. The intent of this scope of work will be to provide preliminary design and 30% drawing development. The following services are estimated to be included with this scope of work:

- Environmental assessment
- Engineering evaluation/preliminary design

This scope of work does not include as these will be developed under a separate scope closer to potential time of construction:

- Final Design
- Permitting
- Bidding or Construction Phase

The scope of services is detailed below.

SCOPE OF SERVICES

Task 1 –Site Investigation Services

Task 1.1 - Engineer will perform a site visit to each of the three locations to document the existing conditions.

Task 1.2 - Engineer will perform an environmental assessment of the three requested additional areas. The environmental assessment will include a site visit to each location and an evaluation of environmental conditions that may affect the project, including threatened and endangered species evaluation, potential wetland delineation, and identification of environmentally sensitive areas. This item will assist in identification of permitting during the final design phase for the project.

Task 2 – Preliminary Design/Route Report

Task 2.1- Engineer will obtain latest GIS site aerials, utility information, topography and land boundary information.

Task 2.2 - Engineer will evaluate potential routes and construction methods. Engineer will identify the most feasible route based on the available GIS information.

Task 2.3- Engineer will identify the construction methods for each route and present budget estimates for construction costs on the selected route for each location.

Task 2.4- Engineer will develop draft report and submit the information to the Owner. The report will include selected/recommended routes, construction budget estimates of selected routes, construction methods, and anticipated permit requirements for each project.

Task 2.5- Engineer will meet once with the Owner and receive comments on the Draft Report.

Task 2.6- Engineer will incorporate comments and develop the Final Report.

Task 2.7- Engineer will develop with the final report 30% drawings and table of contents for the technical specifications. The following drawings are anticipated to be developed as part of the project:

- Twelve (12) civil drawings both plan and profile

Schedule

Engineer will commence with this scope of work upon execution of this Work Authorization by the Owner, which will constitute the Notice-to-Proceed (NTP).

- Environmental assessment will be complete 21 calendar days from NTP
- The draft report will be submitted 45 calendar days from NTP

- The final report and 30% drawings will be submitted 30 calendar days from receiving written comments from the City on the draft technical memorandum. It is assumed that the City will have 10 calendar days from reviews.

Fee

Engineer will perform the scope of work described above for a lump sum fee of \$35,997.00. Refer to Attachment A. The Engineer will bill monthly based on estimates of completion for the work performed under this scope of services.

Execution

This Work Authorization for **ADDITIONAL SERVICES FOR DOWNTOWN CRA WATER AND WASTEWATER IMPROVEMENTS** shall be executed upon signed approval and acceptance below:

APPROVED BY:

CITY OF TAVARES

Signature

Date

Printed Name

Title

ACCEPTED BY:

MALCOLM PIRNIE, INC.

Signature

Date

Scott Shannon, PE Associate Vice President
Printed Name

Title

City of Tavares
PRELIMINARY DESIGN OF THREE WATER MAIN PROJECTS
 Attachment A

Engineering Services Fee Estimate

Task No.	Task Description	Project Officer	Associate	Senior Project Engineer	Senior Project Scientist	Project Design Engineer	Senior Technician / CADD	Clerical	Total hrs	Total Labor	Expenses	Total Labor Plus Expenses
1.0	Site Investigation Services	\$244.00	\$179.00	\$149.00	\$149.00	\$124.00	\$120.00	\$62.00				
1.1	Site Visit	0	0	8	16	12	4	2	42	\$5,668.00	\$111.00	\$5,779.00
1.2	Environmental Assessment			6		8		1				
2.0	Preliminary Design/Route Report	0	0	50	4	112	64	6	236	\$29,986.00	\$232.00	\$30,218.00
2.1	Obtain Site GIS information for Route Alternative			2	2	8	24	1				
2.2	Analyze Route Alternatives for each location			8	2	24	16					
2.3	Identify Construction Methods and Budget Costs for Routes			4		16						
2.4	Develop draft report and submit to the Owner			16		32		2				
2.5	Review with the City in one meeting			6		8		1				
2.6	Develop final report			4		8		1				
2.7	Develop twelve (12) Civil - Plan and Profile Sheets (30% Level) and table of contents for technical specifications			6		16	24	1				
	SUBTOTAL	0	0	58	20	124	68	8	278	\$35,654.00	\$343.00	\$35,997.00
	Subconsultant - Surveying											\$0.00
	TOTAL (Task and Subconsultants)									\$35,654.00	\$343.00	\$35,997.00

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

AGENDA TAB NO. 9

SUBJECT TITLE: Request to Approve Work Authorization with Malcolm Pirnie for Compliance Condition Activities for the Consumptive Use Permit (CUP)

OBJECTIVE: To approve a work authorization with Malcolm Pirnie for Compliance Condition Activities for the Consumptive Use Permit, to complete the CUP process with St. John's River Water Management District in the amount of \$78,474.

SUMMARY:

Under the previous direction of the St. John River Water Management District (SJRWMD) the renewal process for a CUP, typically takes a City or County (of comparable size to the City of Tavares) up to 5 years to receive a permit, at an average cost of approximate \$500,000. CUP's normally have a 5 year duration with these costs continuing on a yearly basis. The City has currently spent a total of \$345,088, and including this work authorization for \$78,474, will have spent a total of \$423,562. The City is years ahead of the typical 5 year process for renewing the CUP, and with this work authorization, the total cost is under the state average, and the City will have a CUP with an expected permit duration of 20 years. The primary objective is to reduce the overall costs associated with the CUP process. In addition, this work authorization will also enable the City to meet near-term compliance conditions once the new CUP is issued by SJRWMD and placing the new reclaimed water system in operation.

The City of Tavares CUP expired in October 2010 and is presently operating with a month to month permit that is being managed by Malcolm Pirnie until the City receives a new CUP permit. The City currently provides approximately 3 MGD of potable water to meet the present demands of the residents and service area. The City's objective is to secure a future water supply withdrawal to meet the growing demand for Commercial Enterprises, Governmental Agencies, Hospital, Schools, Residents and other uses in the City of Tavares, through the year 2030, from the present water supply. The CUP application and required supporting documentation was completed and submitted in October 2009, during Phase 1. Phase 2 was completed in July 2011, and consisted of responding to SJRWMD's Requests for Additional Information (RAI's) to clarify and, in many cases, significantly expand upon specific information included in the application. Phase 3 was the continuation of responding to SJRWMD's RAI's #3, as well as, designing, building and collecting data for the system hydraulic model to confirm the City future water usage and population, had no adverse impacts on the Floridan Aquifer. The process of collecting and presenting information to respond to these RAI's is very analytical and data intense.

The services to be performed under this work authorization are necessary to conform the operations of City's reclaimed water system with the requirements of the new CUP. The tasks include implementing a groundwater monitoring plan, developing approved operating protocols, and obtaining the required permits from the Florida Department of Environmental Protection. Additional tasks in this work authorization include assisting the City with developing and submitting compliance reports summarizing: 1. Water conservation activities, 2. Aquifer testing, 3. Level monitoring, and 4. Alternative water sources and reclaimed augmentation. These tasks

are required to secure the ability to supply reclaimed water within the City's customers as well as comply with the CUP conditions.

To date Tavares has spent 3 years and \$345,000 to accomplish the renewal process of a CUP. This total amount is less than other communities have spent during the CUP process. Total costs for CUP renewal plus providing compliance and operation of the reclaimed system will put the total engineering fees right in budget and on schedule with the original anticipated efforts.

OPTIONS:

1. **Approve** the work authorization with Malcolm Pirnie to complete the CUP process with the SJRWMD in the amount of \$78,747.
2. Do **not approve** work authorization with Malcolm Pirnie to complete the CUP process with the SJRWMD in the amount of \$78,747

STAFF RECOMMENDATION:

1. That Council move to **approve** work authorization with Malcolm Pirnie to complete the CUP process with the SJRWMD in the amount of \$78,747.

FISCAL IMPACT:

Funding Source: This work is below budget. Previously the city budgeted \$125,000 in the FY 11/12 budget and therefore sufficient funds remain to do the work. Line Item 401.3301.533.31.45.

LEGAL SUFFICIENCY: This meets Legally Sufficiency

Work Authorization for

COMPLIANCE CONDITION ACTIVITIES FOR THE CONSUMPTIVE USE PERMIT City of Tavares, Florida

This Work Authorization constitutes a Project Agreement under the terms of the Agreement for Continuing Engineering Services per RFQ 2008-0001, between the City of Tavares (City) and Malcolm Pirnie, Inc. (Engineer) (now Malcolm Pirnie, the Water Division of Arcadis, U.S. Inc.). Under the scope of work described herein, the Engineer will assist the City with meeting water supply permitting and water resource requirements associated with compliance conditions for the City's renewed Consumptive Use Permit (CUP) with St. Johns River Water Management District (SJRWMD).

Project Background

The City currently provides approximately 3 million gallons per day (mgd) of potable water to meet the demands of the customers in its utility service area. At present, the City's only potable water source is groundwater from the Upper Floridan aquifer. Withdrawals from the aquifer are regulated by the St. John's River Water Management District (SJRWMD) via CUP. The City submitted an application for a new CUP prior to the permit expiration in 2010. The City requires a new CUP to provide for future water demands through a planning period that may extend to 2030.

In the three previous phases of this permitting effort, the Engineer prepared and submitted a Consumptive Use Permit Application and supporting documentation on behalf of the City to SJRWMD. The Engineer also responded to SJRWMD's first, second, and third Requests for Additional Information (RAIs No. 1, No. 2, and No. 3). The result of this prior work will be a renewed CUP (forthcoming from SJRWMD).

The City is required to implement a public access reclaimed water system as a condition of its CUP to reduce withdrawals from groundwater. Malcolm Pirnie provided design services for Phases 1 through 4 of the City of Tavares reclaimed water distribution system. The City has recently planned and constructed Phase 1 of the reclaimed water distribution system and is now ready to distribute public access reclaimed water to portions of its utility service area.

As part of this work, SJRWMD requires the City to do the following in as part of the reclaimed system startup to meet CUP water allocations currently identified in the water usage tables:

- create a reclaimed water operating protocol,
- implement a groundwater monitoring plan, and
- submit a permit modification request to the Florida Department of Environmental Protection (FDEP) to place the reclaimed water system into service.

In addition, to meeting the requirements of its existing CUP, the City will have to meet the new CUP compliance conditions identified in the following scope of services.

SCOPE OF SERVICES

Task 1 – Meetings, Coordination and Invoicing

The Engineer will attend up to four (4) meetings to coordinate and discuss the permitting and compliance requirements determined in the CUP. In addition, the Engineer will participate in a maximum of forty (40) person-hours of discussions with the City and/or agencies via teleconference.

Task 2 – Reclaimed Water Operating Protocol and Permitting

Engineer will develop the reclaimed water protocol as follows:

- Request the City produce Fecal Coliform samples from the filter effluent prior to disinfection and develop the system “CT” factor for use in the disinfection portion of the protocol
- Incorporate the required monitoring protocol requested by the City to monitor the filter effluent TSS. The City requested the use of two (2) TSS monitoring devices as part of this protocol.

The Engineer will produce a draft protocol for the City to review. The Engineer will meet with the City to obtain comments and develop a final reclaimed water protocol. The Engineer will prepare the required permit application to place the reclaimed system on line and the City will reimburse the permit fees. The Engineer will meet with FDEP and answer one RAI.

Task 3 – Groundwater Monitoring Plan Implementation

The Engineer will review the location, feasibility of construction, and operator access of the permitted monitoring well locations within an existing neighborhood. The engineer will oversee construction of the monitoring wells and process and review the necessary documents to place wells in to service.

Task 4 – Compliance Conditions

The engineer will assist the City with the following compliance conditions determined by SJRWMD:

- Existing Well permitting, modification and/or abandonment
- Continue to attend Alternative Water Supply (AWS) programs as applicable to the City
- Develop and expand AWS as needed
- Provide guidance and review of annual Reclaimed Water Report
- Review and update City Ordinance development relating to water conservation

- Implement a high water users program
- Evaluate feasibility of capturing storm water for reclaimed system augmentation
- Evaluate incentive programs for reducing water consumption
- Evaluate and assist with aquifer testing program and water level monitoring initiatives
- Prepare a compliance report to include water supply sources, demands, and quality

Schedule

Engineer will commence with this scope of work upon execution of this Work Authorization by the Owner, which will constitute the Notice-to-Proceed (NTP).

Fee

Engineer will perform the scope of work described above for a lump sum fee of **\$78,747.00**. Refer to Attachment A. The Engineer will bill monthly based on estimates of completion for the work performed under this scope of services.

Execution

This Work Authorization **COMPLIANCE CONDITION ACTIVITIES FOR THE CONSUMPTIVE USE PERMIT** shall be executed upon signed approval and acceptance below:

APPROVED BY:

CITY OF TAVARES

Signature

Date

Printed Name

Title

ACCEPTED BY:

MALCOLM PIRNIE, INC.

Signature

Date

Scott Shannon, PE Associate Vice President
Printed Name

Title

Attachment A

City of Tavares
COMPLIANCE CONDITION ACTIVITIES FOR
THE CONSUMPTIVE USE PERMIT PROCESS
Attachment A

Engineering Services Fee Estimate

Task No.	Task Description	Project Officer	Associate	Senior Project Engineer	Project Design Engineer	Senior Technician / CADD	Clerical	Total hrs	Total Labor	Expenses	Total Labor Plus Expenses
		\$244.00	\$179.00	\$149.00	\$124.00	\$120.00	\$62.00				
1	Task 1 - Meetings, Coordination and Invoicing	4	20	12	28	0	6	78	\$11,380.00	\$345.50	\$11,725.50
1.1	Meetings	2	12	6	12	0	6				
1.2	Coordination	2	8	6	16	0	0				
2	Task 2 -Reclaimed Water Operating Protocol and Permitting	3	38	54	100	24	16	235	\$31,852.00	\$246.50	\$32,098.50
2.1	Develop Draft and Final Protocol	2	24	40	60	24	12				
2.2	Meeting with the City and FDEP	0	8	8	16	0	2				
2.3	Permitting	1	6	6	24	0	2				
3	Task 3 - Groundwater Monitoring Plan Implementation	0	6	8	48	8	8	78	\$9,674.00	\$323.00	\$9,997.00
3.1	Review and Locate Wells and Create Plan	0	6	8	24	8	8				
3.2	Construction Oversight	0	0	0	24	0	0				
4	Task 4 - Compliance Conditions	8	32	40	60	12	32	184	\$24,504.00	\$422.00	\$24,926.00
4.1	Compliance Tasks	8	32	40	60	12	32				
	SUBTOTAL	15	96	114	236	44	62	575	\$77,410.00	\$1,337.00	\$78,747.00
	TOTAL (Task and Expenses)										\$78,747.00

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: AUGUST 15, 2012**

AGENDA TAB NO. 10

SUBJECT TITLE: Authorize the filing of a State Florida Recreation Development Assistance Program (FRDAP) grant to fund the construction of the Wooton Park Expansion.

OBJECTIVE:

To obtain a State Florida Recreation Development Assistance Program (FRDAP) grant funds up to a maximum of \$200,000 to fund the construction of the Wooton Park Expansion.

SUMMARY:

As part of the Conceptual Site Plan for the Wooton Park Expansion, the construction of boat ramps, boat docks, parking area and restrooms are included. Staff believes that these projects enhance the overall use of Wooton Park and that applications for grant funding should be filed.

OPTIONS:

To approve filing of the State FRDAP Grant application.

To not approve filing of the FRDAP Grant application.

STAFF RECOMMENDATION:

Staff recommends that the Council approve the filing of the State FRDAP Grant application to fund construction of the Wooton Park Expansion and authorize all necessary signatures required.

FISCAL IMPACT:

Funding Source: The Grants requires a 50% match. It is proposed that currently budgeted funds for the Wooton Park Expansion project and/or in-kind services will be utilized to provide the required match.

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
August 15, 2012**

AGENDA TAB NO. 11

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY: Will be presented at meeting

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

- City Council Regular Meeting & Public Hearing on Fire Assessment, Tentative Millage FY 13, and Tentative FY 13 Budget – September 5, 2012 – 4 pm Regular Meeting; 5:05 p.m. Public Hearing
- City Council Regular Meeting (4 p.m.) & Second Public Hearing to Adopt Millage Rate & Final Budget and Fire Assessment – 5:05 pm - September 19, 2012
- Code Enforcement Special Magistrate – August 28, 2012 at 5:00 p.m.
- Lake County League of Cities – September 14, 2012 – 11:30 a.m.
- Lake Sumter MPO – August 22, 2012 – 2 p.m. – MPO Board Room – 1616 South 14th Street, Leesburg, FL
- Library Board – September 14, 2012 – 8:30 a.m. , Library Conference Room
- Planning & Zoning Board – August 16, 2012 – 3:00 p.m., Council Chambers

EVENTS

- Classic Car Show on Main Street – August 17, 2012 – 6:00 p.m. – 9:00 p.m.

August 18 th and 25 th , 2012 Saturday	<i>City of Tavares Babe Ruth League Registration – 9:00 am – Noon, Tavares City Hall 201 E. Main St. – Call 742-6477 or 742-6181 for more information.</i>
September 10, 2012 Monday	<i>Tavares Historical Society – Civic Center - Noon</i>
September 22, 2012 Saturday	<i>Harris Chain Bassmasters Fishing Tournament – Wooton Park</i>
December 1, 2012 Saturday	<i>City Christmas Light-Up – 5:30 pm – 9:30 pm – Wooton Park, Downtown Tavares Parade, Santa arrives by seaplane, festival, kids activities, entertainment</i>

•

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
August 15, 2012**

AGENDA TAB NO. 12

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

THIS PAGE INTENTIONALLY LEFT BLANK



**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 15, 2012**

**AGENDA TAB NO. 13
SUBJECT TITLE: Budget Workshop**

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

SUMMARY: Council has held several budget workshops focusing on the General Fund. Questions have been asked and answers provided. The budget has been adjusted as follows:

1. Todd Way Circle \$45,440 budgeted number reduced to reflect estimated cost of \$30,440 (\$15,000 savings)
2. Marina Seaplane Fuel revenue margin increased from 5% to 10%. (\$10,000 savings)
3. Splash Park personnel costs reduced by \$30,000
4. Pavilion On the Lake start up partial year funding reduced from \$103,000 down to \$50,000. (\$53,000 savings)
5. Library carpet replacement of entrance way only. Added \$10,000.
6. Increased Parks & Recreation program expenditures by \$10,000 due to dissolution of Booster Club and increased Park Program Revenues by \$10,000. Budget neutral.
7. Increased Election Expense by \$1,800.00 for costs related to referendum concerning "Council Seats".

Net Changes above total \$96,200 savings.

The following additional budget items need to be discussed:

1. Wooton Park Rail Road Safety Fencing: The estimated cost to install aesthetically pleasing rod iron looking safety fencing (it is actually aluminum) in Wooton Park along the Ruby Street portion of the Rail Road is \$30,000 (from Splash Park entrance to BBQ building on the street side). The landscaping and irrigation costs along the same area on the lake side of the Rail Road is estimated at \$25,000. Total cost is \$55,000. Staff has been successful in getting the Rail Road to commit to contribute to 50% of the cost of the fencing. This reduces the cost from \$55,000 down to \$40,000 for the city.

Currently pedestrians accessing Wooton Park cross anywhere along the tracks which can and does present a safety issue. Strollers get stuck, children fall down and the elderly trip. It is proposed that a four (4) foot high black rod iron looking aesthetically pleasing fence (see attached picture) be installed on the street side of the tracks with strategically placed vehicular and pedestrian crossings that have no trip hazards. Due to the increased number of visitors to the park and the new slightly raised tracks there is a concern that without safety fencing, people may trip as they try and cross the tracks from

the Wooton Park parking lot. The Fencing would channel people to safe areas to cross. The landscaping will soften the appearance of the fence and will also assist in channeling people to safe places to cross.

2. Central Florida Veterans has made a request to the city to contribute \$1,180 towards a \$1.5 million Memorial Park in Orlando. See attached letter.

Five Year Capital Improvement Program:

An opportunity is provided to discuss the Five Year Improvement Program. See attached list.

Enterprise Funds

The Finance Director will provide an over view of the Enterprise funds that are in the budget books as follows:

1. Water, Waste Water, Reclaim
2. Storm Water
3. Solid Waste
4. Seaplane Base/Marina

RECOMMENDATION:

Council review and discuss General Fund, Capital Improvement Program and Enterprise Funds.

ALUMINIUM

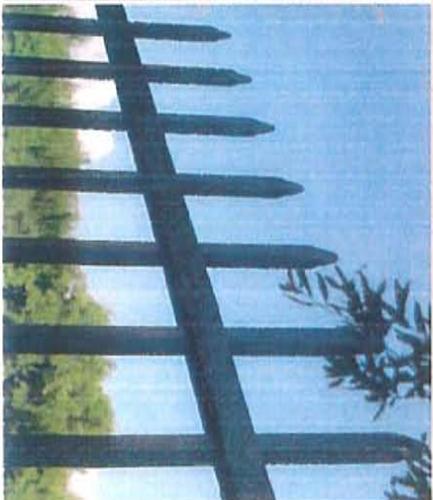
FENCE SUPPLY

The Superior Alternative



Classic Series

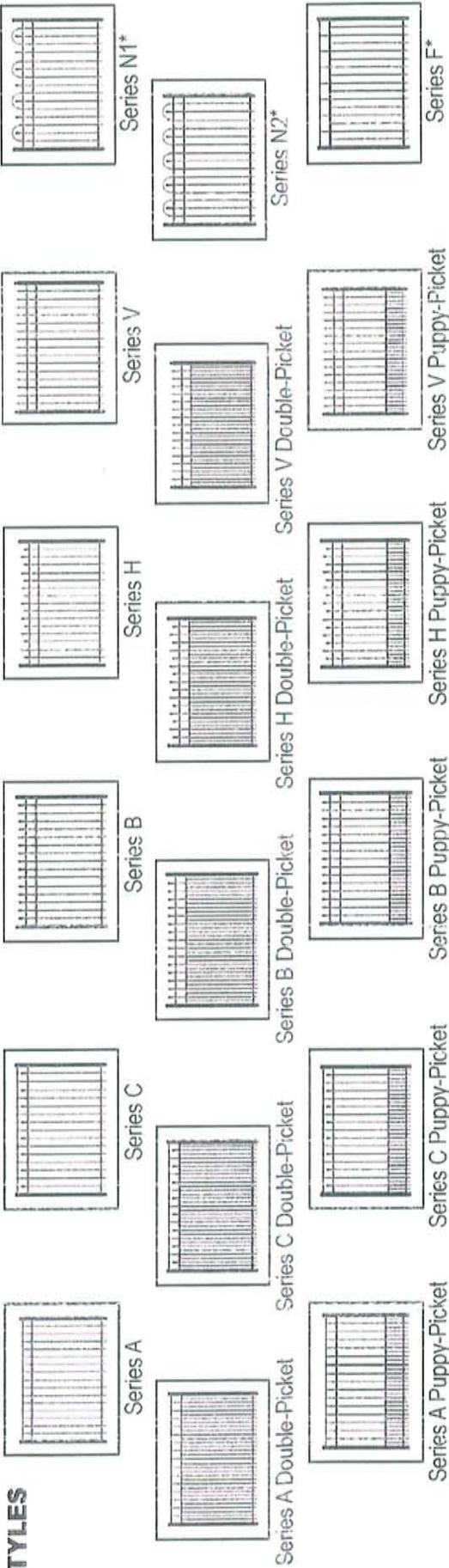
The Superior Alternative



ALUMINUM FENCE SUPPLY

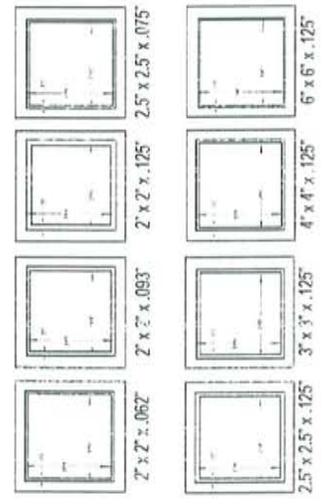
The Superior Alternative

STYLES

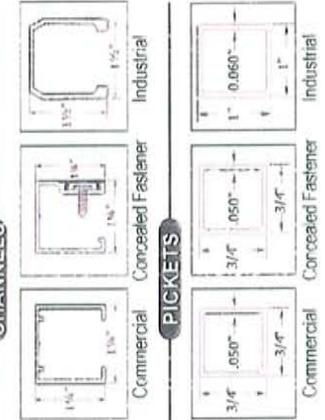


*Series N1, N2, and Series F are available in Residential Grade only.

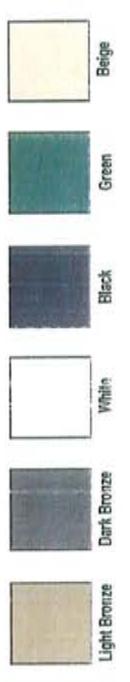
POSTS



GRADES



COLORS



**ALUMINUM
FENCE SUPPLY**
"The Superior Alternative"

ADORNMENTS



Your Local Authorized Aluminum Fence Supply Dealer:

Classic Series



CENTRAL FLORIDA VETERANS MEMORIAL PARK FOUNDATION, INC.

P.O. Box 4303
Winter Park, Florida 32793-4303
Phone 407-529-6925 Fax 407-679-1699
Email: jerry.pierce@CFVMPF.org
www.CFVMPF.org



Honorary Campaign Chairman
LTG Jay Garner

EXECUTIVE OFFICERS

Jerry E. Pierce, USA (Fmr)
Chairman of the Board
BG Stephen M. Seay, USA (Ret)
President
COL DeLloyd Voorhees, Jr.
USA (Ret)
Vice President
Billy Enfinger, USA (Fmr)
USCG Auxiliary
Secretary
LtCol Gene O'Baker, USAF (Ret)
Treasurer

BOARD OF DIRECTORS

Capt Bill Amidon, USMCR (Fmr)
Debbie L. Berry
CAPT Richard Black, USN (Ret)
Chaplain/Military Chaplain
Charlie Brenner, USAF (Fmr)
Past President, CFVI
BG William Carlson USA (Ret)
Honorable William Coleman
USA (Ret)
LTC Earle Denton, USA (Ret)
Vice President, SAIC (Ret)
Richard X. Gonzalez, USA (Fmr)
Col Joe Kittinger, USAF (Ret)
LTCol Steve Lauer, PH.D.
USMC (Ret)
LTC Robert M. LePage USA (Ret)
President, CFC, MOAA
Ronald W. Lowry, AIA
USA (Fmr)
MajGen Douglas Metcalf
USAF (Ret)
Honorable John L. Mica
US Congress, FL (7)
J. Wallace Schoettelkotte
Florida Civilian Aide
Secretary of the Army
Col William A. Tate, USMC (Ret)
CPT William C. Vose, USA (Ret)
Col Tom Walters, USAF (Ret)
President, CFVI

August 6, 2012

John Drury
City Administrator
City of Tavares
201 E Main Street
Tavares, FL 32778

Dear John,

I am honored to serve on the Board of Directors of the Central Florida Veterans Memorial Park Foundation. Our board is dedicated to find the funding for, construct, and thereafter maintain what will be Central Florida's premier that will honor fallen soldiers from a six county region including Lake. Located as part of and adjacent to the Nation's newest Veterans Hospital at Lake Nona, this park will be both a memorial and a place of healing for the families of those soldiers who gave their lives in defense of our freedom. The six counties include Lake, Seminole, Brevard, Osceola, Volusia, and Orange.

As of today, Total Pledges and Gifts for the Central Florida Veterans Memorial Park amount to \$1,44,764. These funds include a recent pledge from Orange County for \$500,000, one for \$250,000 from Massey Services, and \$100,000 from the Edyth Bush Foundation. The construction budget was estimated at \$1,500,000. Upon completion of construction, an estimated \$1,500,000 fund will provide for permanent maintenance and operation of the park. Therefore, we are seeking assistance from the City of Tavares to help make this important memorial a reality.

Fallen soldiers from the that were stationed anywhere in the world during World War 1, World War 2, and the Korean War will be memorialized by having their names engraved in granite at the Park. For all subsequent conflicts beginning with Vietnam, a service member who died within the specified action theater of operations will be included. To date we have identified 118 Lake County citizens who have died in conflicts beginning with World War 1. Our own Mrs. Doris Regan knew at least one and maybe two of these heroes.



CENTRAL FLORIDA VETERANS MEMORIAL PARK FOUNDATION, INC.

P.O. Box 4303
Winter Park, Florida 32793-4303
Phone 407-529-6925 Fax 407-679-1699
Email: jerry.pierce@CFVMPF.org
www.CFVMPF.org



Honorary Campaign Chairman
LTG Jay Garner

EXECUTIVE OFFICERS

- Jerry E. Pierce, USA (Fmr)
Chairman of the Board
- BG Stephen M. Seay, USA (Ret)
President
- COL DeLloyd Voorhees, Jr.
USA (Ret)
Vice President
- Billy Enfinger, USA (Fmr)
USCG Auxiliary
Secretary
- LtCol Gene O'Baker, USAF (Ret)
Treasurer

BOARD OF DIRECTORS

- Capt Bill Amidon, USMCR (Fmr)
Debbie L. Berry
- CAPT Richard Black, USN (Ret)
Chaplain/Military Chaplain
- Charlie Brenner, USAF (Fmr)
Past President, CFVI
- BG William Carlson USA (Ret)
Honorable William Coleman
USA (Ret)
- LTC Earle Denton, USA (Ret)
Vice President, SAIC (Ret)
- Richard X. Gonzalez, USA (Fmr)
- Col Joe Kittinger, USAF (Ret)
- LTCol Steve Lauer, PH.D.
USMC (Ret)
- LTC Robert M. LePage USA (Ret)
President, CFC, MOAA
- Ronald W. Lowry, AIA
USA (Fmr)
- MajGen Douglas Metcalf
USAF (Ret)
- Honorable John L. Mica
US Congress, FL (7)
- J. Wallace Schoettelkotte
Florida Civilian Aide
Secretary of the Army
- Col William A. Tate, USMC (Ret)
- CPT William C. Vose, USA (Ret)
- Col Tom Walters, USAF (Ret)
President, CFVI

Today, I ask that Tavares consider donating a modest \$10 per name for each of Lake County's fallen soldiers that will be remembered in this place of healing. Of course if your budget should allow for a more generous donation it will be put to good use.

I am including with this letter six copies of the most recent CFVMPF News. Please distribute this newsletter and copies of this letter to your City Council for their consideration.

Sincerely yours,

Richard X. Gonzalez
Richard X. Gonzalez

THIS PAGE INTENTIONALLY LEFT BLANK

