

**AGENDA
TAVARES CITY COUNCIL**

**JULY 03, 2013
4:00 P.M.**

TAVARES CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Pastor John Barham, First United Methodist Church of Tavares

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Tab 1) Minutes of Regular City Council Meeting, June 19, 2013

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Parks and Recreation Month

Mayor Wolfe

Tab 3) Presentation by Tavares Chamber of Commerce

Bill Neron

**Tab 4) Presentation of of Comprehensive Annual Financial
Report by Auditor**

Lori Houghton

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

VII. READING OF ALL ORDINANCES/RESOLUTIONS

VIII. CONSENT AGENDA

Tab 5) Mutual Aid Agreement with Astatula

Stoney Lubins

IX. ORDINANCES/RESOLUTIONS

FIRST READING

SECOND READING

RESOLUTIONS

X. GENERAL GOVERNMENT

Tab 6) Approval of Time Capsule Contents

John Drury

XI. FISCAL YEAR BUDGET 2014

Tab 7) Draft General Fund Budget Presentation -
Discussion of FY 2014 Draft General Fund Budget &
Maximum Tentative Millage Rate

John Drury

XI. OLD BUSINESS

XII NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 8) City Administrator

John Drury

Tab 9) Council Reports

City Councilmembers

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

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

**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
June 19, 2013
CITY COUNCIL CHAMBERS
4:00 p.m.**

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Kirby Smith, Vice Mayor
Bob Grenier, Councilmember
Norman Hope, Councilmember
Lori Pfister, Councilmember

STAFF PRESENT

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

I. CALL TO ORDER

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Chief Richard Keith gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

MOTION

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

IV. APPROVAL OF MINUTES

1 Kirby Smith moved to approve the minutes of May 15 and June 5, 2013, seconded by Bob
2 Grenier. The motion carried unanimously 5-0.

3
4 **V. PROCLAMATIONS/PRESENTATIONS**

5
6 **Tab 2) Certification of Completion of Advanced Institute for Elected Municipal Officials**

7
8 Mayor Wolfe presented Councilmember Hope with a certificate for completion of the Advanced
9 Institute for Elected Municipal Officials. He noted that Councilmember Hope had invested in his
10 own time to acquire additional training to assist in his duties as Councilmember.

11
12 **VI. QUASI JUDICIAL AND DISCLOSURE OF EXPARTE CONTACTS**

13
14 Attorney Williams gave the oath to those who wished to give testimony. He asked Council if they
15 wished to disclose ex-parte communications. There were none.

16
17 **VII READING OF ALL ORDINANCES/RESOLUTIONS**

18
19 Ms. Barnett read the following ordinances by title only under Second Reading:

20
21 **ORDINANCE 2013-08**

22
23 **AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES**
24 **OF THE CITY BY ANNEXING APPROXIMATELY 5.5 ACRES OF LAND**
25 **LOCATED ON THE NORTHEAST CORNER OF COUNTY ROADS 561 & 448;**
26 **SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED**
27 **BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY;**
28 **PROVIDING FOR AN EFFECTIVE DATE.**

29
30
31 **ORDINANCE 2013-09**

32
33 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE**
34 **LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 3, SECTION**
35 **2, DEFINITION FOR HOME OCCUPATION AND CHAPTER 8, SECTION-12(E),**
36 **HOME OCCUPATIONS, TO ALLOW THE LIMITED SALE OF MERCHANDISE**
37 **AND SERVICES IN A MANNER CONSISTENT WITH THE REGULATIONS**
38 **SPECIFIED IN THIS SECTION; SUBJECT TO THE RULES, REGULATIONS**
39 **AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL;**
40 **PROVIDING AN EFFECTIVE DATE.**

41
42 **RESOLUTION 2013-07**

43
44 **A RESOLUTION DECLARING AN OFFICIAL FLAG OF THE CITY OF**
45 **TAVARES**

46
47

1 **VIII. CONSENT AGENDA**
2

3 Mayor Wolfe asked if anyone in the audience wished to oppose any item on the Consent Agenda.
4

5 He noted that staff has requested to pull Tab 3 and Vice Mayor Kirby, Tab 4.
6

7 **Tab 3) Approval of Contract with New Commercial Boat Tour**
8

9 Mr. Neron noted that in 2011 City Council adopted minimum standards for various commercial
10 operations at the Seaplane Base and Marina. Section 14 regulates commercial boat tour
11 operators operating out of the marina, picking up or discharging passengers. Premier Boat Tours
12 has a current contract and Scott Alderman of Rusty Anchor has approached the City. He said Mr.
13 Alderman would like to address Council.
14

15 Scott Alderman owner of the Rusty Anchor in Mt. Dora said he does not wish to run a business
16 out of Tavares. He said all he wants to do is bring people to the city to go to the restaurants and
17 activities. He said he does not wish to schedule boat tours from Tavares. He questioned the
18 proposed fee to drop off and pick up passengers.
19

20 Mr. Drury noted that that the commercial standards were developed to ensure that the business is
21 licensed and properly insured and treats the public with respect and decency. He said this is
22 similar to other agreements the city has done. He asked Mr. Alderman if the only item he was
23 opposed to was the \$10 fee.
24

25 Mr. Alderman said the agreement also refers to “scheduled boat tours” and he does not intend to
26 schedule boat tours. He said it is similar to a taxi service.
27

28 Attorney Williams read from the contract language noting it referred to passengers embarking and
29 disembarking.
30

31 Vice Mayor Smith asked if Mr. Alderman intended to advertise to pick up passengers from
32 Tavares. Mr. Alderman said “no.” Vice Mayor Smith agreed with the comparison to a taxi service.
33

34 Councilmember Hope said he believed the city needed to have an agreement but he saw no
35 reason to charge the \$10 fee and that the language regarding boat tours could be removed.
36

37 Attorney Williams discussed the regulation of private usage of the docks. He said the law clearly
38 allows for the regulation of commercial use of public properties including a taxi cab service. He
39 said the city does have some liability with people who come onto the docks and therefore has an
40 interest in knowing that the business has insurance and is certified, etc. Whether or not to charge
41 a fee or regulate is a policy decision. Councilmember Pfister said she supports an agreement but
42 probably not a fee.
43

44 Councilmember Hope asked Mr. Alderman if he had any other objections to language in the
45 agreement. Mr. Alderman said it requires everyone to sign a waiver who goes onto the dock.
46 Attorney Williams said the insurance and indemnification clause would make signing the waiver
47 unnecessary.

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Councilmember Grenier said he would like to have the contract reviewed annually.

Mr. Drury said if Council moves forward with the changes as discussed staff will probably come back and request that Council update the minimum standards for commercial operations on the waterfront to address this issue. He noted that the goal of the city has been to become self sufficient at the marina and it is not. He said there is a General Fund subsidy of the marina and seaplane base. The only way to become self sufficient is to charge appropriate fees to the commercial operations. He noted there is an economic impact of bringing passengers which the city recognizes.

Councilmember Pfister asked if there is a fee for registration. Mr. Drury discussed the various fees and costs that are being charged at the marina. Ms. Pfister said she would support a fee to register.

Vice Mayor Smith suggested trying out the agreement with no fee for one year.

MOTION

Norman Hope moved to approve an amended contract with Rusty Anchor, with no fee at this time for one year with the details to be modified as discussed, including listing the city as additional insured, and to authorize the City Administrator to sign the contract, seconded by Lori Pfister.

Tab 4) Award of Bid for Sidewalk Improvements funded by Lake County CDBG Grant Program

Vice Mayor Smith noted the last time there was a sidewalk project he had gotten phone calls about city workers not being dressed appropriately. He asked if there was a clause in the contract. (It was noted that City Employees are regulated by a dress policy.)

Mr. Drury said if Council directs, the language can be included in all contracts. Discussion followed. Vice Mayor Smith stated that the City has the right to dictate what contracted employees wear. Attorney Williams said it would be a policy decision but was legal. Mr. Drury said he felt the real issue was the workers being seen not wearing shirts.

MOTION

Norman Hope moved the awarding of the bid of the contract with no contingencies, seconded by Lori Pfister. The motion carried 4-1 as follows:

- | | |
|---------------------|------------|
| Robert Wolfe | Yes |
| Norman Hope | Yes |
| Kirby Smith | No |
| Bob Grenier | Yes |
| Lori Pfister | Yes |

1 **IX ORDINANCES/RESOLUTIONS**
2

3 **Tab 5) Ordinance #2013-08 – Annexation of Lake Region & Boardman Property – 5.5 Acres**
4 **– County Road 561 and 448 – Second Reading**
5

6 Mr. Skutt stated this property is located on the northeast corner of CR 561 and CR 448. The
7 property is composed of two parcels and two owners who have petitioned for a voluntary
8 annexation. Both properties are vacant and classified as orange groves by the County Property
9 Appraiser. He noted the applicants are preparing to market the property and want to have it
10 receive city utilities. It is an enclave within city boundaries and should be annexed to ensure
11 efficient delivery of local government services. The Planning & Zoning Board recommended
12 approval and staff recommends approval.
13

14 **MOTION**
15

16 **Bob Grenier moved to approve Ordinance #2013-08, seconded by Kirby Smith.**
17

18 Mr. Veldhuis stated the property is a citrus grove and the owners would like to keep the
19 agricultural exemption until the buyer has been found. Attorney Williams said it is not the City's
20 issue. The City allows the continuation of the agricultural uses but it is a Property Appraiser
21 question.
22

23 **The motion carried unanimously 5-0.**
24

25 **Tab 6) Ordinance #2013-09 – Amendment to Land Development Regulations of Chapter 3**
26 **regarding Home Occupations – Second Reading**
27

28 Mr. Skutt said a question was received from a citizen asking whether limited and incidental sales
29 of merchandise could be allowed as part of a home occupation. He said he had reviewed this with
30 the City Attorney. As currently written the codes do not allow any sales or the rendition of any
31 services with a home occupation. The regulations are several decades old and did not anticipate
32 the advancement of technology and the internet. He said the proposed ordinance will ensure that
33 the home occupation businesses will not degrade the residential character but does allow limited
34 sales. He said the Planning & Zoning Board recommended approval and staff recommends
35 approval.
36

37 Councilmember Hope asked if this would prohibit an HOA from putting stricter regulations on
38 home businesses in their homes. Attorney Williams confirmed that it would not, adding that HOA
39 regulations can be more restrictive than city regulations. He said this ordinance is not intended to
40 allow multiple delivery trucks coming back and forth.
41

42 **MOTION**
43

44 **Kirby Smith moved to approve Ordinance #2013-09, seconded by Norman Hope. The**
45 **motion carried unanimously 5-0.**
46

47 **Resolution #2013-07 – Adoption of New City Flag**

1
2 Ms. Ross stated that in May Council approved an official city flag consisting of a solid white
3 background and city logo in the center. This resolution describes and adopts the new city flag.
4

5 **MOTION**

6
7 **Lori Pfister moved to approve Resolution #2013-07, seconded by Kirby Smith. The motion**
8 **carried 4-1 as follows:**
9

10	Robert Wolfe	Yes
11	Kirby Smith	Yes
12	Lori Pfister	Yes
13	Norman Hope	Yes
14	Bob Grenier	No

15
16 **X. GENERAL GOVERNMENT**

17
18 **Tab 8) Award of Bid for Uniform Contract**

19
20 Mr. Thompson reported as follows:

21
22 *The current uniform contract with Aramark Services was for a five year period and expired in*
23 *February of 2013. The City issued a request for proposals and two responses were received on*
24 *April 11, 2013. The current vendor did not submit a proposal. The request for proposals was*
25 *based on price for rentals, price for replacement uniforms, and specifications regarding quality*
26 *and service.*

27
28 *Two proposals were received:*

- 29
30 1. *Cintas Facility Solutions*
- 31 *4392 SW 34th Street*
- 32 *Orlando, FL*
- 33
- 34 2. *Alsco American Linen Supply*
- 35 *1213 South Division Avenue*
- 36
- 37 *Orlando, FL*
- 38

39 Mr. Thompson said a ranking committee was formed who discussed and ranked the firm Cintas
40 as number one. Uniforms are budgeted in each department and have been budgeted for fiscal
41 year 2014 for Council review.

42
43 Vice Mayor Smith asked if laundry was included. He asked if the contract was amendable if
44 Council decided to eliminate the laundry service during the budget process.

45
46 Mr. Rumble said the contract is amendable with 30 days notification.
47

1 **MOTION**

2
3 **Kirby Smith moved to award the bid for uniform services to Cintas per Contract 2013-006,**
4 **seconded by Norman Hope. The motion carried unanimously 5-0.**

5
6 **Tab 9) Setting of Calendar for Fiscal Year 2014 Budget Workshops**

7
8 Ms. Houghton said she had provided an updated calendar because of some minor errors. She
9 said this comprehensive calendar includes TRIM, budget process, and the fire assessment roll
10 update.

11
12 **There was consensus to accept the proposed budget workshop schedule.**

13
14 **Tab 10) Voting Delegate for the Florida League of Cities Annual Conference**

15
16 Mayor Wolfe asked Councilmember Hope if he would like to attend the annual conference in
17 August and be the voting delegate for the city. Councilmember Hope accepted the
18 recommendation if Council approves.

19
20 **Council consensus to approve the Mayor's recommendation.**

21
22 **Tab 11) Appointments to Florida League of Cities Policy Committees**

23
24 Mr. Drury asked if any councilmember would like to participate on a Florida League of Cities
25 policy committee. Councilmember Hope said if Mr. Drury felt council participation would be
26 beneficial to the city, he would be willing and would be most interested in economic development
27 or finance and taxation.

28
29 **Mr. Drury said he would provide this information and that of any staff members who wish**
30 **to participate on a committee, to the Florida League of Cities.**

31
32 **Tab 12) Air Quality Remediation at Fire Stations**

33
34 Mayor Wolfe asked Attorney Williams if he should disclose his conflict before the staff
35 presentation is made. Attorney Williams advised that Council could receive the presentation first.

36
37 Chief Keith reviewed the details of the agenda summary. He noted the objective is to receive
38 authorization to fund an emergency air quality fund for both fire stations. He noted that over the
39 last year the Fire Department believes it has experienced an inordinate amount of respiratory
40 related illnesses. The city put out an RFQ to do an air quality assessment and IAQS was
41 contracted to do the assessment which was done on May 15th. The results of both assessments
42 were included in the agenda packets. Neither building was considered immediately dangerous so
43 it did not require evacuation but it was found there were issues at both stations, especially for
44 staff who are exposed 24 hours.

45
46 Chief Keith then described in detail the various issues that will need to be addressed. He invited
47 the councilmembers to pay an onsite visit.

1
2 Mr. Drury commented that after completion of the initial phase the city will have the stations
3 retested at a cost of about \$300.00 and Council will be given the results of the second test.
4

5 Mayor Wolfe declared a conflict of interest as he was planning on submitting a bid on working on
6 either of the fire stations. He passed the gavel to Vice Mayor Smith.
7

8 Vice Mayor Smith asked if there were comments from the audience.
9

10 Van Joachim, 12619 Milwaukee

11
12 Mr. Joachim said it sounded like there was not a continuous maintenance program in place. He
13 suggested that Council address why this should be an unexpected surprise.
14

15 Denise Laratta, Royal Harbor

16
17 Ms. Laratta said she believed this was long overdue and did not go far enough. She questioned
18 how wallpaper will be removed from Fire Station 28 and suggested that a vapor barrier will
19 probably be needed. She said she has been concerned about the firefighters' health in that
20 building.
21

22 Council Comments

23
24 Councilmember Hope said he is not surprised as he has renovated older structures and is glad it
25 will be addressed and done correctly.
26

27 Councilmember Grenier commented on the interiors of the air handlers and evaporator coils
28 noting that it will need to be addressed. Mr. Drury commented that Councilmember Grenier had
29 recommendations that had been forwarded to staff and will be in the bid specs.
30
31

32 **MOTION**

33
34 **Lori Pfister moved to approve the transfer of \$20,000 from reserves as well as designing a**
35 **maintenance schedule to keep track of repairs and see that they are maintained, seconded**
36 **by Norman Hope.**
37

38 Vice Mayor Smith asked how long it will take to get the job completed. Chief Keith said he did not
39 have a date certain but the sooner the better.
40

41 Vice Mayor Smith said he did not see this as an emergency but it is an issue that he would
42 support coming out of reserves in this instance. He noted the City Administrator will be changing
43 the way the reserves are handled next year.
44

45 **The motion carried 4-0 unanimously with Robert Wolfe abstaining.**

46
47 **Vice Mayor Smith passed the gavel to Mayor Wolfe.**

1
2 **Tab 13) 2014 City Council Goals for City Administrator**
3

4 Mr. Drury read the following goals for the record:
5

- 6) Work on 2013 goals that are not completed (see attached listing in agenda summary)
7 2) Plan out SR 19 and 561
8 3) Maintain the historical integrity of the city
9 4) Pursue the establishment of more retail businesses in the downtown
10 5) Pursue a downtown community theater
11 6) Re-institute the façade program in the CRA
12 7) Plan out Old 441 corridor eastward towards Mt. Dora
13 8) Approach the School Board to have them contribute their fair share towards fire protection
14 costs
15 9) Apply for TDC funding for the pavilion seaplane boat dock
16 10) Implement the hardscape portion of branding (signs)
17

18 Mr. Drury asked Council to vote collectively on these goals.
19

20 Vice Mayor Smith said he was not in favor of reinstating the façade program due to adding
21 regulations. Mr. Drury said the program is to provide a grant to commercial businesses that elect
22 to place awnings and ADA upgrades. Mr. Neron noted it is a 50% match up to \$2000 per
23 applicant. Mr. Drury noted this is a program the city had in the past but has not done for a few
24 years. Councilmember Pfister spoke in support.
25

26 Mr. Drury said a description of the program will be sent to Vice Mayor Smith. Vice Mayor Smith
27 said he was not sure the budget will be able to include the grant program.
28

29 Vice Mayor Smith said in terms of the community theater he did not object to staff spending time
30 on the project but he did have an issue with the city spending money for a theater.
31

32 Councilmember Pfister said she is interested in expanding the entertainment district.
33

34 Mr. Drury noted the façade program will be a goal to work on along with the other items, and
35 always subject to budget.
36

37 **MOTION**
38

39 **Kirby Smith moved to approve the 10 goals for the City Administrator, seconded by**
40 **Norman Hope. The motion carried unanimously 5-0,.**
41

42 **XI. OLD BUSINESS**
43

44 **XII. NEW BUSINESS**
45

46 **XIII. AUDIENCE TO BE HEARD** - None
47

1 **Denise Laratta, Royal Harbor**

2
3 Ms. Laratta said she had hoped to speak when the topic of commercial licensing was discussed
4 for the boat operator. She said there was one aspect that was overlooked. She said when he
5 drops people off, the boat will stay on the dock and in that time the boat will get free advertising
6 and the public will not know the difference between an business licensed in Tavares or not.
7

8 **XIV. REPORTS**

9
10 **Tab 14) City Administrator**

11
12 Mr. Drury noted there was a list of upcoming meetings in the agenda packet. He noted the P&Z
13 Board meeting will not be held in July.
14

15 **Fire Chief**

16
17 Chief Keith said the 6th annual Fire Cadet academy is being held at the Bragg Center for Fire
18 Explorers and Fire Cadets who are having their summer camp in Tavares. He noted the opening
19 ceremony is tomorrow night and Mayor Wolfe will be attending and Vice Mayor Smith may attend.
20

21 **Community Services**

22
23 Ms. Rogers reminded everyone of the upcoming July 4th event and welcomed everyone's
24 participation.
25

26 **Tab 15) City Council**

27
28 **Councilmember Pfister**

29
30 Noted she had been in St. Augustine over the weekend and had been wearing her Tavares t-shirt
31 and had a conversation with a seaplane pilot who commented positively about the city.
32

33 **Councilmember Hope**

34
35 Commented on the League of City events, noting it allows him to be aware of other cities'
36 problems in the state, some of which are similar to Tavares and some of which are different. He
37 said it believes it helps him to make better decisions.
38

39 Noted that he budget process is starting up and encouraged those present to attend the budget
40 hearings and have input.
41

42
43 **Councilmember Grenier**

44
45 Commented on the Chicago Blackhawks' participation in the Stanley Cup.
46

47 **Vice Mayor Smith**

1
2 **Mayor Wolfe**
3
4 Mayor Wolfe said in attending the League meetings it was nice to be able to represent how
5 Tavares has moved forward in achieving its goals.
6

7 **Adjournment**

8
9 There was no further business and the meeting was adjourned at 5:33 p.m.

10
11 Respectfully submitted,
12

13
14 

15
16 Nancy A. Barnett, C.M.C.
17 City Clerk

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 3, 2013**

AGENDA TAB NO. 2

SUBJECT TITLE: Proclamation for Parks and Recreation Month

OBJECTIVE:

The mayor will read a proclamation designating July as Parks and Recreation Month.

SUMMARY:

See attached proclamation.

OPTIONS:

n/a

STAFF RECOMMENDATION:

n/a

FISCAL IMPACT:

n/a

LEGAL SUFFICIENCY:

Legally sufficient



Parks and Recreation Month
July 2013

WHEREAS, parks and recreation programs enhance our quality of life by contributing to a healthy lifestyle, increasing communication skills, building self esteem, teaching life skills and providing places for enjoyment; and

WHEREAS, parks and recreation programs boost the economy, enhance property values, attract new business, increase tourism and reduce crime; and

WHEREAS, recreation builds family unity, strengthens neighborhood involvement, offers opportunity for social interaction, enhances education, develops creativity, and promotes cultural diversity; and

WHEREAS, our parks and trails ensure ecological beauty, provide space to enjoy nature, help maintain clean air and water and preserve plant and animal wildlife; and

WHEREAS, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have been ill or disabled; and

WHEREAS, during the 2011-2012 fiscal year nearly 25 million people visited Florida's 171 state parks and state trails, contributing more than \$1.16 billion to Florida's economy and supporting 23,312 jobs; and

WHEREAS, Florida recognizes the benefits derived from quality public and private recreation and park resources at the local and state level; and

WHEREAS, the National Recreation and Park Association and the Florida Recreation and Park Association designated *JULY* as Parks and Recreation Month;

Now, Therefore, I, Robert Wolfe, Mayor, City of Tavares, do hereby extend greetings and best wishes to all observing July 2013 as *Parks and Recreation Month*.

DONE AND PROCLAIMED THIS 3rd DAY OF JULY 2013.

Robert Wolfe, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 3, 2013**

AGENDA TAB NO. 3

SUBJECT TITLE: Presentation by Tavares Chamber President

OBJECTIVE:

To receive a presentation from the President of Tavares Chamber of Commerce

SUMMARY:

The President of the Tavares Chamber has asked to present a report on the Chamber's activities to Council. Attached is information regarding their request for contribution and partnership and their activities.

OPTIONS:

- 1) Hear the presentation and discuss contribution during budget workshops
- 2) Do not hear presentation

STAFF RECOMMENDATION:

Receive presentation by Tavares Chamber President and discuss contribution during budget workshops.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

Tavares Chamber of Commerce

300 East Main Street
 Tavares, FL 32778
 Phone: 352.343.2531
 Fax: 352.343.7565
 www.TavaresChamber.com



Tavares Chamber Signature Trustee:
 Florida Hospital Waterman



May 14, 2013

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

Dear John,

In reviewing the City of Tavares Administrative Policy and Procedures, the Tavares Chamber of Commerce is requesting a Partnership with the City of Tavares.

Along with this partnership we are requesting an annual contribution of \$10,000.00. The relationship between the Chamber and the City is a benefit to both organizations in that we strengthen City events with advertising, volunteers, logistic coordination with events and overall support.

This year I have included a valuation for most of the areas where possible to ensure the City decision makers understand the value that we provide.

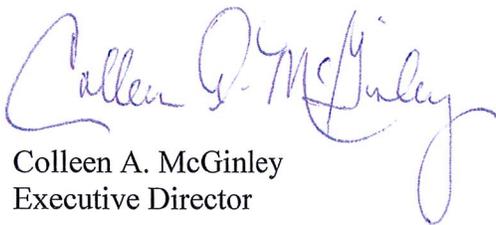
Advertising:	
<ul style="list-style-type: none"> ▪ City Related Event announcements on Chamber website <ul style="list-style-type: none"> ○ Website time ~ 44 hours (Hits during event period – Average 4800 hits/mo). \$4,400.00 ○ City Calls responded to 30-35 calls and walkins/week (based on old location) – 4K per 3 month event season (Feb, Mar, Apr)/1K other months. \$12,000.00 ▪ Event announcements bi-weekly email blasts (16 including photos, logos & links) \$525.00 ▪ Articles and event ads in Chamber monthly newsletters (10 publications plus freedom flag insert) \$4,560.00 ▪ Event posters displayed at Chamber and are distributed from the Chamber to members to post in their place of business. \$100.00 	
Volunteers - Value	
<ul style="list-style-type: none"> ▪ Provide Chamber board member, committee members, ambassadors or staff to support city events <ul style="list-style-type: none"> ○ Coordinate with organizations (RSVP, Disney, etc.), schedules and train volunteers (86*30 hours) on City/community, events and appropriate responses. \$2,580.00 ○ Facilitating logistics with the city and businesses to ensure cooperative communication <ul style="list-style-type: none"> ● Going to businesses for city on events downtown (i.e. TDC meeting) ● Attending Council meetings to support Econ Dev (Chamber communicates to BDC and members to attend and support) ● Provide administrative support for events (i.e., respond to city event inquires, media announcements, generate documents when necessary, etc.) (above) 	

<p>Events</p> <ul style="list-style-type: none"> ▪ City sanctioned events (Sunnyland, CRA, Dragon Boat, etc.) <ul style="list-style-type: none"> ○ Worked with Sunnyland providing brochures and packets for registrants for event. Assisted at event “as information guide”. ▪ Planes, Trains & BBQ - worked with City event coordinator ▪ Fishing Tournaments ▪ 4th of July – Event taken over from the City. Chamber pays for rentals (instead of City in past) and coordinates and organizes volunteers to expedite with minimal city services. ▪ Howl-O-Fest – Event taken over from the City by Chamber of Chamber with minimal city services. 	\$2,100.00
<p>Overall Support</p> <ul style="list-style-type: none"> ▪ Provide forum for City Grant Request presentations and “State of the City” address (Gala) (Host sponsor pays \$1500) ▪ Organize and coordinate beverage booth during events (splits with Rotary) ▪ Liaison meetings ensuring cooperation between the business community and the city <ul style="list-style-type: none"> ○ Instrumental in creating a document adopted by City for “Entertainment District” ▪ Attend meetings (City Council, TDC, event coordination, etc) to support City <p style="text-align: right;">Total</p>	\$1,500.00 \$120.00 \$28,005.00

(Many values are partial values due to intertwined relationship with the Chamber and City. Estimates are based on a lower hourly rate than staff wages.)

Please let us know if additional information is required for the City of Tavares Partnership approval of the Tavares Chamber of Commerce. Again, we want thank the City in advance for considering our request.

Warm Regards,



Colleen A. McGinley
Executive Director

cc: Tavares Chamber of Commerce Board of Directors

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 3, 2013**

AGENDA TAB NO. 4

SUBJECT TITLE: Presentation of Comprehensive Annual Financial Report (CAFR) for FY 2012 Budget

OBJECTIVE:

To hear presentation by auditor regarding FY 2012 budget.

SUMMARY:

Elden McDirmit of McDirmit Davis, City Auditor, will present the FY 2012 Comprehensive Annual Financial Report (CAFR)

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 17, 2013**

AGENDA TAB NO. 5

SUBJECT TITLE: MUTUAL AID WITH ASTATULA POLICE

OBJECTIVE: To obtain approval to enter into a mutual aid agreement with the Astatula police department.

SUMMARY: In an effort to provide both cities with assistance in times of need, shared resources and shared training opportunities, a mutual aid agreement was developed and is included in this agenda item. A formal and robust agreement will provide residents from both cities an added benefit for assistance when either department finds themselves short in officers and allows the departments to work close together in training. This is a cost effective and viable way to maximize and share resources on a moment's notice.

By entering into the agreement, neither city would position them in a way that would sacrifice their abilities. Operationally, all police departments are similar in enforcement of law.

This agreement is identical to the agreement the Tavares Police Department has with Howey in the Hills police department from 2011. This arrangement has proven beneficial to all parties.

OPTIONS:

1. To authorize staff to enter into a mutual agreement with Astatula PD
2. Do not authorize staff to enter into a mutual agreement with Astatula PD

STAFF RECOMMENDATION: Staff recommends the approval of option 1.

FISCAL IMPACT: None

LEGAL SUFFICIENCY: This agenda item has been reviewed by the city attorney

**COMBINED
VOLUNTARY COOPERATION AND OPERATIONAL ASSISTANCE
MUTUAL AID AGREEMENT**

WITNESSETH

WHEREAS, THE SUBSCRIBING LAW ENFORCEMENT AGENCIES ARE SO LOCATED IN RELATION TO EACH OTHER THAT IT IS TO THE ADVANTAGE OF EACH OTHER TO RECEIVE AND EXTEND MUTUAL AID IN THE FORM OF LAW ENFORCEMENT SERVICES AND RESOURCES TO ADEQUATELY RESPOND TO:

- (1) CONTINUING, MULTI-JURISDICTIONAL CRIMINAL ACTIVITY, SO AS TO PROTECT THE PUBLIC PEACE AND SAFETY, AND PRESERVE LIVES AND PROPERTY OF CITIZENS: AND;
- (2) INTENSIVE SITUATIONS, INCLUDING, BUT NOT LIMITED TO, NATURAL OR MANMADE DISASTERS OR EMERGENCIES AS DEFINED UNDER SECTION 252.34, FLORIDA STATE STATUTE: AND,

WHEREAS, THE TAVARES POLICE DEPARTMENT AND THE ASTATULA POLICE DEPARTMENT HAVE AUTHORITY UNDER SECTION 23.12, FLORIDA STATE STATUTE, et seq., THE FLORIDA MUTUAL AID ACT, TO ENTER INTO A COMBINED MUTUAL AID AGREEMENT FOR LAW ENFORCEMENT SERVICES WHICH:

- (1) PERMITS VOLUNTARY COOPERATION AND ASSISTANCE OF A ROUTINE LAW ENFORCEMENT NATURE ACROSS JURISDICTIONAL LINES: AND,
- (2) PROVIDES FOR RENDERING OF ASSISTANCE IN A LAW ENFORCEMENT EMERGENCY.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

SECTION I: PROVISIONS FOR VOLUNTARY COOPERATION

EACH OF THE AFORESAID LAW ENFORCEMENT AGENCIES HEREBY APPROVE AND ENTER INTO THIS AGREEMENT WHEREBY EACH OF THE AGENCIES MAY REQUEST AND RENDER LAW ENFORCEMENT ASSISTANCE TO THE OTHER IN DEALING WITH ANY VIOLATION OF FLORIDA STATE STATUTE, TO INCLUDE, BUT NOT NECESSARILY BE LIMITED TO, INVESTIGATING HOMICIDES, SEX OFFENSES, ROBBERIES, BURGLARIES, THEFTS, GAMBLING, MOTOR VEHICLE THEFTS, CONTROLLED SUBSTANCE VIOLATIONS, DUI CHECKPOINTS, DUI AND TRAFFIC VIOLATIONS, AND WITH THE BACK-UP SERVICES DURING PATROL ACTIVITIES, SCHOOL RESOURCE OFFICERS ON OFFICIAL DUTY WITHIN 1000 FEET OF A SCHOOL, AND INTER-AGENCY TASK FORCES AND/OR JOINT INVESTIGATIONS.

SECTION II: PROVISIONS FOR OPERATIONAL ASSISTANCE

EACH OF THE AFORESAID LAW ENFORCEMENT AGENCIES HEREBY APPROVE AND ENTER INTO THIS AGREEMENT WHEREBY EACH OF THE AGENCIES MAY REQUEST AND RENDER LAW ENFORCEMENT ASSISTANCE TO THE OTHER IN DEALING WITH ANY VIOLATION OF FLORIDA STATE STATUTE, TO INCLUDE, BUT NOT NECESSARILY BE LIMITED TO, DEALING WITH CIVIL DISTURBANCES, LAW ENFORCEMENT EMERGENCIES, LARGE PROTEST DEMONSTRATIONS, AIRCRAFT DISASTERS, FIRE, HURRICANES, TORNADOES, OR OTHER WEATHER RELATED CRISES, SPORTING EVENTS, COMMUNITY EVENTS, CONCERTS, PARADES, ESCAPES FROM DETENTION FACILITIES AND INCIDENTS REQUIRING UTILIZATION OF SPECIALIZED UNITS.

SECTION III: PROCEDURES FOR REQUESTING ASSISTANCE

IN THE EVENT THAT A PARTY TO THIS AGREEMENT IS IN NEED OF ASSISTANCE AS SET FORTH ABOVE, AN AUTHORIZED REPRESENTATIVE OF THE AGENCY REQUESTING ASSISTANCE SHALL NOTIFY THE AGENCY HEAD OR HIS/HER DESIGNEE FROM WHOM SUCH ASSISTANCE IS REQUESTED. THE AGENCY HEAD OR AUTHORIZED REPRESENTATIVE WHOSE ASSISTANCE IS SOUGHT SHALL EVALUATE THE SITUATION AND THE AGENCY'S AVAILABLE RESOURCES, CONSULT WITH HIS/HER SUPERVISOR IF NECESSARY AND WILL RESPOND IN A MANNER HE/SHE DEEMS APPROPRIATE.

THE AGENCY HEAD IN WHOSE JURISDICTION ASSISTANCE IS BEING RENDERED MAY DETERMINE WHO IS AUTHORIZED TO LEND ASSISTANCE IN HIS/HER JURISDICTION, FOR HOW LONG SUCH ASSISTANCE IS AUTHORIZED AND FOR WHAT PURPOSE SUCH AUTHORITY IS GRANTED. THIS AUTHORITY MAY BE GRANTED EITHER VERBALLY OR IN WRITING AS THE PARTICULAR SITUATION DICTATES.

SHOULD A SWORN LAW ENFORCEMENT OFFICER BE IN ANOTHER SUBSCRIBED AGENCY'S JURISDICTION FOR MATTERS OF A ROUTINE NATURE, SUCH AS TRAVELING THROUGH THE JURISDICTION ON ROUTINE BUSINESS, ATTENDING A MEETING OR GOING TO OR FROM WORK OR TRANSPORTING A PRISONER AND A VIOLATION OF FLORIDA STATE STATUTE OCCURS IN THE PRESENCE OF SAID PARTY, REPRESENTING AGENCY, HE/SHE SHALL BE EMPOWERED TO RENDER ENFORCEMENT AND ACT IN ACCORDANCE WITH LAW. SHOULD ENFORCEMENT ACTION BE TAKEN, SAID PARTY SHALL NOTIFY THE AGENCY HAVING NORMAL JURISDICTION AND UPON THE LATTER'S ARRIVAL, TURN THE SITUATION OVER TO THEM AND OFFER ANY ASSISTANCE REQUESTED, INCLUDING, NOT LIMITED TO, A FOLLOW-UP WRITTEN REPORT DOCUMENTING THE EVENTS AND THE ACTIONS TAKEN. THIS PROVISION SO PRESCRIBED IN THIS PARAGRAPH IS NOT INTENDED TO GRANT GENERAL AUTHORITY TO CONDUCT INVESTIGATIONS, SERVE WARRANTS AND/OR SUBPOENAS OR TO RESPOND WITHOUT REQUEST TO EMERGENCIES ALREADY ADDRESSED BY THE AGENCY OR NORMAL JURISDICTION, BUT IS INTENDED TO ADDRESS CRITICAL, LIFE-THREATENING OR PUBLIC SAFETY SITUATIONS, PREVENT BODILY INJURY TO CITIZENS, OR SECURE APPREHENSION OF CRIMINALS WHOM LAW ENFORCEMENT MAY ENCOUNTER.

SECTION IV: COMMAND AND SUPERVISORY RESPONSIBILITY

THE PERSONNEL AND EQUIPMENT THAT ARE ASSIGNED BY THE ASSISTING AGENCY HEAD SHALL BE UNDER THE IMMEDIATE CONTROL OF A SUPERVISING OFFICER DESIGNATED BY THE ASSISTING AGENCY HEAD. SUPERVISING OFFICERS SHALL BE UNDER THE DIRECT SUPERVISION AND COMMAND OF THE AGENCY HEAD OR HIS/HER DESIGNEE OF THE AGENCY REQUESTING ASSISTANCE.

CONFLICTS: WHENEVER AN OFFICER, IN RENDERING ASSISTANCE PURSUANT TO THE AGREEMENT, THE OFFICER SHALL ABIDE BY AND BE SUBJECT TO THE RULES AND REGULATIONS, PERSONNEL POLICIES, GENERAL ORDERS AND STANDARD OPERATING PROCEDURES OF HIS/HER OWN EMPLOYING AGENCY. IF ANY SUCH RULE, REGULATION, CONTRADICTED, CONTRAVENTED OR OTHERWISE IN CONFLICT WITH A DIRECT ORDER OF A SUPERIOR OFFICER OF THE REQUESTING AGENCY, THEN SUCH RULE, REGULATION, PERSONNEL POLICY, GENERAL ORDER OR PROCEDURE SHALL CONTROL AND SHALL SUPERCEDE THE DIRECT ORDER.

HANDLING COMPLAINTS: WHENEVER THERE IS CAUSE TO BELIEVE THAT A COMPLAINT HAS RISEN AS A RESULT OF A COOPERATIVE EFFORT AS IT MAY PERTAIN TO THIS AGREEMENT, THE AGENCY HEAD OR HIS/HER DESIGNEE OF THE REQUESTING AGENCY SHALL BE RESPONSIBLE FOR THE DOCUMENTATION OF SAID COMPLAINT TO ASCERTAIN AT A MINIMUM:

1. THE IDENTITY OF THE COMPLAINANT
2. AN ADDRESS WHERE THE COMPLAINING PARTY CAN BE CONTACTED
3. THE SPECIFIC ALLEGATION
4. THE IDENTITY OF THE EMPLOYEES ACCUSED WITHOUT REGARD AS TO AGENCY AFFILIATION.

IF IT IS DETERMINED THAT THE ACCUSED IS AN EMPLOYEE OF THE ASSISTING AGENCY, THE ABOVE INFORMATION, WITH ALL PERTINENT DOCUMENTATION GATHERED DURING THE RECEIPT AND PROCESSING OF THE COMPLAINT, SHALL BE FORWARDED WITHOUT DELAY TO THE AGENCY HEAD OR HIS/HER DESIGNEE OF THE ASSISTING AGENCY FOR ADMINISTRATIVE REVIEW. THE REQUESTING AGENCY MAY CONDUCT A REVIEW OF THE COMPLAINT TO DETERMINE IF ANY FACTUAL BASIS FOR THE COMPLAINT EXISTS AND/OR WHETHER ANY OF THE EMPLOYEES OF THE REQUESTING AGENCY VIOLATED ANY OF THEIR AGENCY'S POLICIES OR PROCEDURES.

SECTION V: LIABILITY

EACH PARTY ENGAGING IN ANY MUTUAL COOPERATION AND ASSISTANCE, PURSUANT TO THIS AGREEMENT, AGREES TO ASSUME RESPONSIBILITY FOR THE ACTS, OMISSIONS, OR CONDUCT OF SUCH PARTY'S OWN EMPLOYEES WHILE ENGAGED IN RENDERING SUCH AID PURSUANT TO THIS AGREEMENT, SUBJECT TO THE PROVISIONS OF SECTION 786.28, FLORIDA, STATE STATUTE, WHERE APPLICABLE.

SECTION VI: POWERS PRIVILEGES, IMMUNITIES AND COSTS

- A. EMPLOYEES OF THE TAVARES POLICE DEPARTMENT AND THE ASTATULA POLICE DEPARTMENT WHEN ACTUALLY ENGAGING IN MUTUAL COOPERATION AND ASSISTANCE OUTSIDE OF THEIR JURISDICTIONAL LIMITS BUT INSIDE THE STATE, UNDER THE TERMS OF THE AGREEMENT, SHALL, PURSUANT TO THE PROVISIONS OF SECTION 23.127(1), FLORIDA STATE STATUTE, HAVE THE SAME POWERS, DUTIES, RIGHTS, PRIVILEGES AND IMMUNITIES AS IF THE EMPLOYEE WAS PERFORMING DUTIES INSIDE THE EMPLOYEE'S POLITICAL SUBDIVISION IN WHICH NORMALLY EMPLOYED.

- B. EACH PARTY AGREES TO FURNISH NECESSARY PERSONNEL EQUIPMENT, RESOURCES AND FACILITIES AND TO RENDER SERVICES TO EACH OTHER PARTY TO THE AGREEMENT AS SET FORTH ABOVE; PROVIDED, HOWEVER, THAT NO PARTY SHALL BE REQUIRED TO DEplete UNREASONABLY ITS OWN PERSONNEL, EQUIPMENT, RESOURCES, FACILITIES AND SERVICES IN FURNISHING SUCH MUTUAL AID.

- C. A POLITICAL SUBDIVISION THAT FURNISHES EQUIPMENT PURSUANT TO THIS AGREEMENT MUST BEAR THE COSTS OF LOSS OR DAMAGE TO THAT EQUIPMENT AND MUST PAY ANY EXPENSES INCURRED IN THE OPERATION AND MAINTENANCE OF THAT EQUIPMENT.

- D. THE AGENCY FURNISHING AID PURSUANT TO THIS AGREEMENT SHALL COMPENSATE ITS APPOINTEES/EMPLOYEES DURING THE TIME SUCH AID IS RENDERED AND SHALL DEFRAy THE ACTUAL TRAVEL AND MAINTENANCE EXPENSES OF ITS EMPLOYEES WHILE THEY ARE RENDERING SUCH AID, INCLUDING ANY AMOUNTS PAID OR DUE FOR COMPENSATIONS DUE TO PERSONAL INJURIES OR DEATH WHILE WHILE SUCH EMPLOYEES ARE RENDERING AID PURSUANT TO THIS AGREEMENT. HOWEVER, THE REQUESTING AGENCY MAY COMPENSATE THE ASSISTING AGENCY DURING THE TIME OF THE RENDERING OF SUCH AID AND SHALL DEFRAy THE ACTUAL TRAVEL AND MAINTENANCE EXPENSES OF SUCH EMPLOYEES WHILE THEY ARE RENDERING SUCH AID, INCLUDING ANY AMOUNTS PAID OR DUE FOR COMPENSATION AS A RESULT OF PERSONAL INJURY OR DEATH WHILE SUCH EMPLOYEES ARE RENDERING AID PURSUANT TO THIS AGREEMENT.

- E. THE PRIVILEGES AND IMMUNITIES FROM LIABILITY, EXEMPTION FROM LAWS, ORDINANCES AND RULES, AND ALL PENSION, INSURANCE, RELIEF, DISABILITY, WORKERS' COMPENSATION, SALARY, DEATH AND OTHER BENEFITS THAT APPLY TO THE ACTIVITY OF AN EMPLOYEE OF AN AGENCY WHEN PERFORMING THE EMPLOYEE'S DUTIES WITHIN THE TERRITORIAL LIMITS OF THE EMPLOYEE'S AGENCY APPLY TO THE PERFORMANCE OF THE EMPLOYEE'S DUTIES EXTRA-TERRITORIAL UNDER THE PROVISIONS OF THE MUTUAL AID AGREEMENT. THE PROVISIONS OF THE SECTION SHALL APPLY WITH EQUAL EFFECT, PAID, VOLUNTEER AND AUXILIARY EMPLOYEES.
- F. NOTHING HEREIN SHALL PREVENT THE REQUESTING AGENCY FROM REQUESTING SUPPLEMENTAL APPROPRIATIONS FROM THE GOVERNING AUTHORITY HAVING BUDGETING JURISDICTION TO REIMBURSE THE ASSISTING AGENCY FOR ANY ACTUAL COSTS OR EXPENSES INCURRED BY THE ASSISTING AGENCY PERFORMING HEREUNDER.
- G. NOTHING IN THE AGREEMENT IS INTENDED OR IS TO BE CONSIDERED AS ANY TRANSFER OR CONTRACTING AWAY OF THE POWER OR FUNCTIONS OF ONE PARTY HERETO TO THE OTHER.

SECTION VII: LIABILITY INSURANCE

EACH PARTY SHALL PROVIDE SATISFACTORY PROOF OF LIABILITY INSURANCE BY ONE OR MORE MEANS SPECIFIED IN SECTION 768.28(15)(A), FLORIDA STATE STATUTE, IN ANY AMOUNT WHICH IS, IN THE JUDGEMENT OF THE GOVERNING BODY OF THAT PARTY, AT LEAST ADEQUATE TO COVER THE RISK TO WHICH THAT PARTY MAY BE EXPOSED. SHOULD THE INSURANCE COVERAGE, HOWEVER PROVIDED, OF ANY PARTY BE CANCELLED OR UNDERGOES MATERIAL CHANGE, THAT PARTY SHALL NOTIFY ALL PARTIES TO THIS AGREEMENT OF SUCH CHANGE WITHIN TEN (10) DAYS OF RECEIPT OF NOTICE OF ACTUAL KNOWLEDGE OF SUCH CHANGE.

SECTION VIII: FORFEITURE PROVISIONS

- A. IN THE EVENT AN AGENCY SEIZES ANY REAL PROPERTY, VESSEL, MOTOR VEHICLE, AIRCRAFT, CURRENCY OR OTHER REAL PROPERTY PURSUANT TO THE FLORIDA CONTRABAND ACT DURING THE PERFORMANCE OF THIS AGREEMENT, THE AGENCY REQUESTING ASSISTANCE IN THE CASE REQUESTED OPERATIONAL ASSISTANCE OR THE SEIZING AGENCY IN THE CASE OF VOLUNTARY COOPERATION SHALL BE RESPONSIBLE FOR MAINTAINING ANY FORFEITURE ACTION PURSUANT TO CHAPTER 932, FLORIDA STATE STATUTE, THE AGENCY PURSUING THE FORFEITURE ACTION SHALL HAVE THE EXCLUSIVE RIGHT TO CONTROL AND THE RESPONSIBILITY TO MAINTAIN THE PROPERTY IN ACCORDANCE WITH CHAPTER 932, FLORIDA STATE STATUTE, TO INCLUDE, BUT NOT LIMITED TO, THE COMPLETE DISCRETION TO BRING THE ACTION OR TO DISMISS THE ACTION.

B: IN THE EVENT THE AGENCY PURSUING FORFEITURE OF ANY ASSET(S) AFOREMENTIONED IN PARAGRAPH (A), IS AWARDED THE ASSET(S), UNDER THE FLORIDA CONTRABAND ACT, CHAPTER 932, FLORIDA STATE STATUTE, WHICH WAS SEIZED DURING ACTIVITIES ASSOCIATED WITH THIS AGREEMENT, THE AGENCY'S PARTY TO THIS AGREEMENT SHALL BE SHARE SAID ASSETS IN AN AMOUNT OF FIFTY PERCENT (50%) TO EACH AGENCY, AFTER COMPENSATION IS PAID FOR THE COST INCURRED DURING FORFETURE PROCEEDING, BY THE AGENCY PURSUING THE FORFEITURE OF SAID ASST(S), UNDER THE FLORIDA CONTRABAND ACT, CHAPTER 932, FLORIDA STATE STATUTE.

SECTION IX: EFFECTIVE DATE

THIS AGREEMENT SHALL TAKE EFFECT UPON AND APPROVAL BY THE HEREINAFTER NAMED OFFICIALS AND SHALL CONTINUE IN FULL FORCE AND EFFECT UNTIL CANCELLED. UNDER NO CIRCUMSTANCES MAY THIS AGREEMENT BE RENEWED, AMENDED OR EXTENDED EXCEPT IN WRITING.

SECTION X: CANCELLATION

ANY PARTY MAY CANCEL ITS PARTICIPATION IN THIS AGREEMENT UPON DELIVERY OF WRITTEN NOTICE TO THE OTHER PARTY OR PARTIES. CANCELLATION WILL BE AT THE DIRECTION OF ANY SUBSCRIBING PARTY.

IN WITNESS WHEREOF, THE PARTIES HERETO CAUSE THESE PRESENTS TO BE SIGNED ON THE DATE SPECIFIED.

STONE M. LUBINS
CHIEF OF POLICE
TAVARES POLICE DEPARTMENT

DATE: _____

WALTER HOAGLAND
CHIEF OF POLICE
ASTATULA POLICE DEPARTMENT

DATE: _____

JOHN DRURY
CITY MANAGER
CITY OF TAVARES

DATE: _____

MAYOR
CITY OF ASTATULA

DATE: _____

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**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 3, 2013**

AGENDA TAB NO. 6

SUBJECT TITLE: Approval of Time Capsule Contents

OBJECTIVE:

To request City Council approval of items to go into the time capsule.

SUMMARY:

At the May 15th City Council meeting, staff was directed to assemble items to be placed in a time capsule that will be inserted into the brick pedestal that will display Tavares Train Station plaques.

Where staff anticipates having the dedication ceremony in September in conjunction with the Rails & Rifle event in Wooton Park, the pedestal and time capsule will be completed this month.

The following are the items that were submitted and that will fit into the capsule:

City Council:

- Business cards for those in office in June 2013:
- Mayor Robert Wolfe
- Vice Mayor Kirby Smith
- Councilmember Bob Grenier
- Councilmember Norman Hope
- Councilmember Lori Pfister
- Letter from Mayor numerating time capsule items
- Book about Tavares by Bob Grenier

Department Heads:

- Business cards for all Tavares Department heads in June 2013

Library

- City of Tavares Public Library Ornament
- Library Booklet with messages from young people.

Public Communications

- "A Vision Becomes Reality" Newsletter
- Tavares Newsletter (March/April 2013)

Print articles:

1. Pulse magazine (Spring 2010 & 2013)

2. Lake & Sumter style magazine (July 2010)
3. Water Flying magazine (May/June 2010)
4. Orlando/Lake Sentinel (2006 Article and 7/24/2009 Article)

Fire Department

Note from Fire Chief
3 Battalion Chiefs business cards
Tavares Fire Rescue patch.

Parks and Recreation

Tavares Babe Ruth League Parent Information Brochure (Spring 2013)
Tavares Babe Ruth League opening day ceremony pamphlet
Tavares Summer Camp Parent Information Brochure (2013)
2013 Independence Day Poster and Tent Card
Pavilion on the Lake story.
American's Seaplane City Baseball

Public Works

Various pictures of public works employees and facilities.
Freedom Flag articles and pictures

Administration

John Drury's business card
Photo of opening ceremonies for the Seaplane Base/Marina.
Tavares America's Seaplane City Patent and Trademark letter/seal
Certificate of Election Results March 8, 2012. - Special election to allow bonds for purchase of expansion of public park land for Wooton Park at Lake Dora.
Minutes of October 21, 2009 when Seaplane Brand was approved

OPTIONS:

- 1) Move to approve the time capsule items as outlined above and authorize their placement into the pedestal monument in front of the train station.
- 2) Do not approve the items.

STAFF RECOMMENDATION:

Move to approve the time capsule items as provided in the agenda summary and authorize their placement into the pedestal monument in front of the train station.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: Legally sufficient

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: July 3, 2013**

**AGENDA TAB NO. 7
SUBJECT TITLE: Budget Workshop**

OBJECTIVE: To discuss the Fiscal Year 2014 Budget (October 1, 2013 through September 30, 2014).

SUMMARY: Council previously discussed the broad budget priorities for the City Administrator to use as guiding principles in developing a budget (see attached agenda summary and associated minutes). The City Administrator has incorporated those discussions into the draft budgets. It is recommended that this first budget workshop focus on the General Fund and that the remaining budget workshops include not only the General Fund but also the enterprise funds (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, Pavilion on the Lake and Capital).

GENERAL FUND BUDGET:

Taking into account the Council's broad budget priorities discussion, the City Administrator and his staff has developed a budget of \$13,467,555 for FY 14. A budget is made up of expenses and revenues. Below is overview commentary on the budgeted expenses and revenues.

EXPENSES:

1. Level of Service: A similar level of service has been maintained with the following exceptions:
 - Advance Life Support (ALS) has been added to the Fire Department's level of Service
 - A 15 mile Police road patrol officer vehicle take home program is included
 - Wooton Park has been expanded and will need to be improved and maintained
 - New ball fields have been added at Woodlea that need to be maintained
2. Budget Cuts: \$24,088,368 (across all funds) in identified needs was removed from consideration by the City Administrator (see attached list of "Budget Cuts"). These identified needs have value; however, in an effort to keep cost down they were cut.
3. Employee Compensation: An employee 2.5% pay adjustment is included.
4. Employee benefits remain the same at the same cost.
5. Police vehicles: 12 new Police vehicles are budgeted to replace 6 aging police vehicles with over 100,000 miles and six new vehicles are added to implement the 15 mile police road patrol officer vehicle take home program.
6. Police Officer: One new Road Patrol Officer is added at the end of the next fiscal year (September 2014).
7. Fire Fighter: One new ALS paramedic Fire Fighter position is added ½ way into the new fiscal year (April 2014).

8. Reductions to outside agencies: Reductions in funding to the Tavares Chamber of Commerce, Renaissance Fair, Historical Society and Dragon Boat Festival event are implemented.
9. Florida Retirement System: The State of Florida has increased employer contributions for all FRS members.
10. Employee Healthcare is offered to Council members.

REVENUES:

1. Non Property Tax Revenues: Each item was closely examined based on industry trends and predictions developed from state, federal and local indicator sources. See attached list of non property tax revenues. These may continue to be adjust up or down as updated information is obtained throughout the budgeting process.
2. Reserves: They have been budgeted at a total of 9% (\$1,162,901) of the total General fund budget. Of that number 90% (\$1,046,611) is reserved for unforeseen emergencies such as hurricanes and natural disasters and 10% (\$116,290) is reserved for unforeseen contingencies that occur during the fiscal year.
3. Property values: The property appraiser's estimated assessment role increase of 2.35% for Tavares has been reflected in the budget.
4. Taxes: The total needed from property taxes to balance the proposed budget is \$3,871,212 which reflects less than ½ of one mill increase (0.4960) from 5.985 mills to 6.4810 mills.
5. Assessments: The Fire Assessment remains the same as current year. No new contributions from other governmental agencies or not for profits have been proposed.

RECOMMENDATION:

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

Attachment to Tab 7

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: March 6, 2013**

AGENDA TAB NO. 12

SUBJECT TITLE: Establishment of FY 2014 Broad Budget Priorities

OBJECTIVE: To establish the City Council's broad budget priorities for the City Administrator to use in developing the FY 2014 budget (October 1, 2013 through September 30, 2014).

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

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

1. General Government (Revenues derived by property taxes, other taxes and fees)
2. Utilities - Water, Sewer & Reclaim (Revenues derived by fees – no property taxes)
3. Garbage Collection (Revenues derived from fees – no property taxes)
4. Storm Water (Revenues derived from fees – no property taxes)
5. Seaplane and Marina Enterprise (revenues derived from sales, rental income, general fund and CRA TIF Fund (Incremental property tax revenues within the CRA District).
6. Pavilion on the Lake (under construction, will open up in FY 14. Revenues derived from rental income and general fund)
7. Capital Projects. Revenues are derived from grants, impact fees, special tax revenues like "Infrastructure Sales Tax" and property taxes.

Attached to this summary are:

Exhibit A: Recent Historical Information Regarding the City Budget

Exhibit B: Future Budgetary Information

Exhibit C: Previous Budget & Staff Reductions

Exhibit D: Tavares by the numbers economic development department report

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

1. Maintaining or not maintaining a similar level of service?
2. Adding or not adding new programs and services (ALS)?
3. Employee compensation and benefits?
4. The Non property tax supported operations (Utilities, Garbage, Storm Water)
5. Capital Projects (Public Safety Complex, Public Works Complex etc...)

FISCAL IMPACT: Impacts FY 2014 budget and millage rate

LEGAL SUFFICIENCY: This is legally sufficient.

Exhibit A

Recent Historical Information Regarding the City Budget

The economic conditions of the United States and Florida are beyond the control of Tavares. These economic conditions have affected all cities in Lake County. Each city has taken a different approach to dealing with these economic realities. Tavares took an approach of investing in itself by creating America's Seaplane City, developing a Seaplane base, marina, entertainment district, splash park for Children, adding 16 major events to the down town, developing the Pavilion on the Lake to host conferences, events and weddings, recruiting manufacturing companies (Sea Rey, Wipaire and ICON), attracting medical related companies (several outpatient surgical centers and medical offices), recruitment of sporting related business (Big House, Dragon Boating teams, expansion of baseball fields), restaurants, retailers, upgrading its antiquated water and sewer systems, adding reclaimed water to its inventory of product and services it offers, investing in freight and commuter rail infrastructure (Dora Canal Bridge, continuous welded tracks to Orlando), paving its down town dirt roads, paver bricking its dirt alleyways, refurbishing its gateway entrance roads (Alfred Street and Caroline street), improving its lakeside road (ruby street sidewalk, fencing, crosswalks, landscaping, parking), adding tourist related venues (train station and seaplane rides) and creating a business friendly environment by removing barriers to the private sector to encourage private investment in Tavares (new hotels, restaurants, retail, mixed use, assisted living). In addition, the city created an Economic Development Department to hand hold each and every investor's transactions and their relocations to the city as well as the elimination of Impact Fees and deferral of building permit fees.

The city has reaped the benefits of this approach including an unprecedented number of Grants obtained (\$20 million plus in grants), many business relocating to and starting up in Tavares: medical, seaplane manufacturing, hospitality, sporting, tourist related, specialty retirement communities, restaurants, and retail. As a result many jobs were and are being created and, millions of private sector dollars have been and continue to be invested in Tavares. All of this economic activity created a significant shifting of the tax burden associated with operating this city from the residents to the business community. **In summary, the economic conditions in Tavares are on the road to recovery in terms of business start-ups, jobs, and prosperity.**

The fruits of this Council's, staff's and citizens labor have not come without challenges including depleting revenues, increased costs and the use of reserves to balance the annual budget. While the City was investing in itself and experiencing economic recovery, it did it amongst the back drop of some very challenging realities. In addition to the natural increasing cost to maintain the same level of service, the city added services (seaplane base, marina, pavilion, 16 special events, rail, reclaimed water, street beatification/irrigating, Aesop's Park improvements, Ingraham park improvements, Wooton Park expansion, additional ball fields at Woodlea etc..). The City worked hard to eliminate redundancy and create a more fair and equitable cost sharing program for the services it provides by eliminating its Communications Center programmed for April 2013 and transferring that responsibility to the Sheriff who provides the same service for other cities in Lake County as well as the implementation of a Fire Assessment similar to that with Lake County imposes. Storm water fees were adjusted to be more in line with costs of that service and the property tax rate was decreased to a level necessary to balance the budget. Employees were provided a cost of living increase of 2.5% this fiscal year and a new Police Union was formed.

The positive economic conditions that Tavares is beginning to enjoy today did not materialize without a tremendous amount of hard work by the City Council and all of its employees, civic entrepreneurialship, calculated risks, fiscal challenges and budget cuts.

Exhibit B

Future Budgetary Information

1. **Utilities: Water, Sewer & Reclaim:** Council previously addressed adequate future funding for this program by developing a five (5) year rate study and then instituting an automatic Consumer Price Index (CPI) plus 1% annual rate increases. These automatic rate increases provide sufficient revenues to keep up with the increased cost of delivering utility services of water, sewer and reclaim. The rate study will be updated this year to ensure that rates are adequate to meet the costs of delivery of services. .
2. **Garbage Collection:** Council previously addressed adequate future funding for this program by adopting automatic CPI increase annually on the residential side and negotiating a new agreement on the commercial side with its commercial vender.
3. **Storm Water:** Council previously addressed adequate funding for this program by raising the rate last year from \$4.50 to \$5.50 per Equivalent Residential Unit (ERU) to keep up with increased cost of delivering the service and making the necessary improvements. It may be appropriate to add a CPI index to maintain service levels as was done with utilities and garbage collection.
4. **Seaplane base and Marina Enterprise:** It is anticipated that revenues from sales will keep up with the natural increased cost that occur with delivering products and services. The goal of this Enterprise is self sufficiency over the next three to five years.
5. **Pavilion On The Lake:** It is anticipated that the facility will open up some time during the FY 14 and therefore partial fiscal year expenses and revenues will be realized in the new fiscal year as identified in the previously presented business plan.
6. **Capital Improvement Projects:** The City Council previously developed a five year program (see attached). This plan will need to be updated based on what has occurred and what this Council desires the outcome to be for FY 14 and out years.
7. **General Fund:** At this early point in time, it is virtually impossible to predict with precision the actual revenue or expenses that will occur for next Fiscal Year 2014 (October 1, 2013 through September 30, 2014) because the city does not know:
 1. how much property values will decrease if any?.
 2. what the State shared revenues will be?
 3. what the increased cost for fuel, electricity, insurance etc.. will be?

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

Revenues:

1. Property values decreasing by 3% as predicted by the County.
2. All other revenues increasing by a CPI of 2.5% over current year.

Expenses:

1. Operational expense increase by a CPI of 2.5%

2. ALS service being instituted in FY 14
3. Additional debt service coming on line for Pavilion
4. The deferred vehicle replacement program ending (new Police vehicles)

EXHIBIT C

PREVIOUS BUDGET & STAFF REDUCTIONS

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

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

Personnel reductions included the following positions:

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

- In the General Fund, during this period of time, the city added 1 Public Communications Director, 1 Part-time City Hall Receptionist, two ALS certified Fire Fighters and several reserve police officers.
- In the Sanitation Fund the city added one part – time Sanitation Staff Assistant.
- In the Seaplane Base and Marina Fund the city added four full-time employees and has four rotating part-time personnel.
- At the Splash Park, seven seasonal part-time employees are used during the summer splash park season.
- The Pavilion On The Lake will have 3 employees hired during the FY 14 time frame

EXHIBIT D

TAVARES BY THE NUMBERS Economic Development Department Report JANUARY 2013

SINCE APRIL 2010: TAVARES SEAPLANE BASE & MARINA

5,134 SEAPLANES HAVE LANDED AT TAVARES SEAPLANE BASE & MARINA

\$436,411 OF FUEL SALES

\$75,890 NET REVENUE AT THE PROP SHOP

71,524 SPLASH PARK PATRONS

SINCE OCTOBER 2011

30,000 PLUS ORANGE BLOSSOM CANNONBALL PASSENGERS

RESIDENTIAL/COMMERCIAL PERCENTAGES OF CITY TAX BASE

IN 2005, THE TAX BASE IN TAVARES WAS 80% RESIDENTIAL AND 20% COMMERCIAL. CITY COUNCIL IN 2007 SET A GOAL OF A TAX BASE OF 60% RESIDENTIAL AND 40% COMMERCIAL.

IN 2012, THE TAX BASE WAS 65% RESIDENTIAL AND 35% COMMERCIAL.

IMPACT FEE WAIVER PROGRAM – 2010-2012

IN JANUARY 2010, THE CITY BEGAN AN IMPACT FEE WAIVER PROGRAM FOR ALL CITY IMPACT FEES. IN THE FIRST THREE YEARS THE CITY WAIVED IMPACT FEES TOTTALLING \$2.3 MILLION RESULTING IN NEW CONSTRUCTION VALUED AT \$52.6 MILLION OF WHICH 51% WAS FOR COMMERCIAL CONSTRUCTION. EACH DOLLAR OF IMPACT FEE WAIVED RESULTED IN \$22.94 ON NEW CONSTRUCTION VALUE.

2012 CONSTRUCTION IN TAVARES

IN 2012 THE CITY ISSUES 57 SINGLE FAMILY PERMITS WHICH WAS 5 MORE TOTAL PERMITS THAN HAD BEEN ISSUED IN THE PREVIOUS 3 CALENDAR YEARS.

IN 2012 THE VALUE OF COMMERCIAL PERMITS WAS \$31.1 MILLION WHICH WAS AGAIN MORE THAN THE TOTAL VALUE OF COMMERCIAL PERMITS ISSUED IN THE PREVIOUS 3 CALENDAR YEARS.

IN 2012 THE TOTAL VALUE OF BUILDING PERMITS ISSUED WAS \$46.6 MILLION WHICH WAS A 6 YEAR HIGH EXCEEDING THE 2007 HIGH LEVEL BY ALMOST \$5 MILLION.

OTHER ACTIVITIES

BETWEEN 2007 AND 2012, THE CITY HAS GONE FROM 4 TO 16 PLUS MAJOR EVENTS AT WOOTON PARK

SINCE 2007, 24 PLUS NEW BUSINESSES INCLUDING 9 NEW RESTAURANTS HAVE OPENED IN DOWNTOWN TAVARES. ONE NEW HOTEL HAS OPENED WITH A SECOND HOTEL SLATED TO OPEN IN THE SPRING OF 2013.

1
2 **MOTION**

3 **Kirby Smith moved to approve the agreement with Malcolm Pirnie, seconded by**
4 **Norman Hope. The motion carried unanimously 5-0.**

5
6 **Tab 10) CDBG Application for Restrooms at Ingraham Park**
7

8 Ms. Rogers stated this is a request to make application for a grant to construct restrooms at
9 Ingraham Park. The grant has aided in construction of restrooms at Aesop's Park and Summerall
10 Park. The surrounding community has expressed a desire to have the restrooms in lieu of the
11 existing portalets. She said the grant will require an additional \$30,000 to be budgeted in the
12 fiscal year 2014 budget which is based on the amount budgeted previously for the other site built
13 restrooms.
14

15 **MOTION**

16
17 **Kirby Smith moved to approve the application for the CDBG grant, seconded by Norman**
18 **Hope. The motion carried unanimously 5-0.**
19

20 **Tab 11) Request to Waive Fees for the Use of Stover Field for Fundraiser**
21

22 Ms. Roger said this was a request from Nilus Hanawalt of the University of Central Florida
23 Business program to be able to utilize the Stover fields to have a home run derby fundraising
24 event have the fee of \$100 be waived. All of the proceeds will be donated to a fundraising cause
25 [New Hope for Kids].
26

27 Discussion followed regarding the issue of setting a precedent. It was noted that the city has
28 waived fees for some other fundraising events in the past but that these requests will continue to
29 be considered on a case by case basis.
30

31 Mr. Hanawalt addressed Council and answered questions.
32

33 **MOTION**

34
35 **Lori Pfister moved to approve the request to waive the rental fee, seconded by Bob**
36 **Grenier. The motion carried unanimously 5-0.**
37

38 **Tab 12) Establishment of Fiscal Year 2014 Budget Priorities**
39

40 Mr. Drury noted that he annually solicits broad budget priorities from Council prior to developing
41 the budget. He reviewed the seven different budgets: general government, Utilities, Garbage
42 Collection, Stormwater, Seaplane & Marina Enterprise, Pavilion on the Lake, and Capital
43 Projects, and the sources of the funding for each.
44

45 Mr. Drury noted that the projects that have been undertaken in the city have been considered in
46 two lights: will they help put people back to work and will they help to stimulate the economy and
47 create sustainable jobs. The other question that was asked was whether the projects could create

1 revenues in additional to economic stimulus. He reviewed the investments that have made in the
2 city from various sectors and the leaning of the city government that has also taken place.

3
4 Mayor Wolfe asked for Council comment.

5
6 Vice Mayor Smith

- 7
8
 - Continue the same level of service to the residents
 - Pursue the ALS option along with the Tri-City Fire District

9
10
11 Mayor Wolfe

- 12
13
 - Provide the same level of service to the residents
 - Pursue the ALS option
 - Compensation to employees if the revenues support

14
15
16
17 Councilmember Hope

- 18
19
 - Employee COLA and if possible re-instating the merit program
 - Finish the Pavilion on the Lake
 - Ruby Street Stormwater project and drainage pond
 - Public Safety building
 - Restrooms in Ingraham Park treated the same as the other parks
 - Same level of service to residents
 - Public Works complex

20
21
22
23
24
25
26
27 Councilmember Grenier

- 28
29
 - Pavilion on the Lake – include all the additional revisions presented at the last Council Meeting

30
31
32 Councilmember Pfister

33
34 Councilmember Pfister said she has not yet made a list. She asked when the residents would
35 receive a return on their investment noting the impact fees were waived to assist in balancing out
36 the commercial with the residential.

37
38 Mr. Drury noted there are national economic issues that are beyond the control of Council. He
39 said the other issues are the independent barometers such as the way that the city is reducing
40 the tax burden on the residents. He discussed the change in the commercial percentage versus
41 residential.

42
43 Ms. Pfister said she understood the changes in the commercial however she was concerned that
44 it has cost the residents more money.
45

1 Mayor Wolfe said this is a good question and he believed the citizens have reaped the benefits
2 such as the expansion of Wooton Park, the library flooring and the library events, expansion of
3 ball fields; and the growth of the medical facilities near Florida Hospital. Councilmember Pfister
4 said she has told people that she hopes the residents' reward has been the increase in their
5 property values.

6
7 Councilmember Pfister said she had voted against the fire assessment as she did not feel it was
8 a fair equitable distribution. She said she did not think it is fair that the residents and commercial
9 carry the weight and that the not for profits do not participate in the fire assessment. She asked
10 that that issue be re-addressed. Mr. Drury noted the City has approached the County to pay its
11 fair share. He noted this is a good question and he will put together information on the benefits to
12 the residents. He said he had been proud of the fact that Tavares had had the least drop in
13 property values and he had wondered if the Council had not decided to invest itself how the
14 Tavares' property values would have fared.

15
16 Councilmember Pfister said she is proud of what the city has done and wants to insure that the
17 benefit to the investors continues to be the basis for everything the city does. Vice Mayor Smith
18 spoke in support. Mayor Wolfe stated to the audience that the public is welcome to contact any of
19 the councilmembers to comment on the budget and that there will be public meetings in the future
20 to allow opportunity to address Council as whole on the budget issues.

21
22 Mr. Drury thanked Council for this discussion.

23
24 **XI. OLD BUSINESS**

25
26 Vice Mayor Smith asked about the status of the golf cart crossings.

27
28 Mr. Drury said the city has been advised that a letter has been sent from the Florida Department
29 of Transportation headquarters but it has not been received as yet. He said it is supposed to
30 allow a crossing at Dead River Road and SR 19 and after that has had some time to be in effect,
31 then FDOT would be willing to reconsider US 441 and St. Clair Abrams. He said he will share the
32 letter when it arrives.

33
34 **XII. NEW BUSINESS**

35
36 None

37
38 **XIII. AUDIENCE TO BE HEARD**

39
40 None

41
42 **XIV. REPORTS**

43
44 **Tab 14) City Administrator**

45
46 Mr. Drury referred to the list of upcoming meetings. He said he had provided a copy of an
47 upcoming events publication.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
July 3, 2013**

AGENDA TAB NO. 8

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY: Will be presented at meeting

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

- City Council Budget Workshop – July 10, 2013
- City Council Regular Meeting – July 17, 2013
- City Council Budget Workshop & Maximum Millage Rate – July 24, 2013
- City Council Regular Meeting & Budget Workshop – August 6, 2013
- City Council Regular Meeting & Budget workshop – August 21, 2013
- City Council Regular Meeting & Tentative Budget & Millage – September 4, 2013
- City Council Regular Meeting & Adoption of Budget & Millage Rate – September 18, 2013
- Code Enforcement – Special Magistrate Hearing – August 27, 2013 – 5:30 pm
- Lake County League of Cities – July 12, 2013 – 11:30 a.m.
- Lake Sumter MPO – No meeting in July – next Meeting August 28, 2013
- Library Board – July 12, 2013 – 8:30 a.m. Library Conference Room
- Planning & Zoning Board – July 18, 2013 – City Council Chambers

OTHER EVENTS

July 4 – 4th of July Celebration

September 14-15, Florida Bass Nation

September 27-29 – Rifles, Rails & History

October 5-6 – Fashion Designer's Showcase

October 19 – Z-Fest 2013

October 25-26 – Howl O Fest

October 26 – The Monster Splash

November 8-10 – Fall Thunder Regatta

December 7 – Christmas Parade & Celebration

**AGENDA SUMMARY
TAVARES CITY COUNCIL
July 3, 2013**

AGENDA TAB NO. 9

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.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

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