AGENDA
TAVARES CITY COUNCIL

AUGUST 7, 2013
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Doug Dykstra, Adventure Christian Church

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Tab 1) **Minutes of Regular City Council Meeting, July 3, 2013**
Minutes of City Council Budget Workshop, July 10, 2013

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Florida Water Professionals Week — **Mayor Wolfe**

Tab 3) Recycling Program Update — **Chris Thompson**

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

VII. READING OF ALL ORDINANCES/RESOLUTIONS

VIII. CONSENT AGENDA

IX. ORDINANCES/RESOLUTIONS

FIRST READING

Tab 4) Ordinance #2013-12 – Amendment to Utility Lien Ordinance — **Lori Houghton**

Tab 5) Ordinance #2013-10 – Amendment to LDR re: Abandoned Subdivisions and Infrastructure — **Jacques Skutt**

Tab 6) Ordinance #2013- 13- Revision to Special Events Ordinance re: Street Closure Procedures	**Bill Neron**

SECOND READING

RESOLUTIONS

Tab 7) Resolution #2013-08 – Variance for Reduced Sideyard Setback – 1024 Lake Elsie Drive	**Jacques Skutt**
Tab 8) Resolution #2013-09 – Award of Funding to BB&T & Approval of Closing Documents for Pavilion Funding	**Lori Houghton**

X. GENERAL GOVERNMENT

Tab 9) Request from Lake County to Submit Report for Time Capsule	**Mayor Wolfe**
Tab 10) Approval of Jet Ski Event August 24-25	**Bill Neron**
Tab 11) Request to Award RFQ for Independent Retirement Plan Advisor to Bogdahn Group	**Lori Tucker**
Tab 12) Discussion of Code Enforcement Notification Process	**Attorney Williams**
Tab 13) Board Appointment – Lake Community Action Agency	**Mayor Wolfe**
Tab 14) Interlocal Agreement with Lake County for TDC Funding for Partial Costs of Wooton Park Boat Ramp Expansion	**Bill Neron**
Tab 15) Request to Purchase Property from Duke Energy adjacent to Caroline Street Plant	**Brad Hayes**

XI. FISCAL YEAR BUDGET WORKSHOP 2014

Tab 16) Discussion of FY 2014 Budget	**John Drury**

XII. OLD BUSINESS

XIII NEW BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

Tab 17) City Administrator **John Drury**

Tab 18) Council Reports **City Councilmembers**

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

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

The Language of Local Government
Definition of Terms

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

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

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

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

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

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

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

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

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

contiguous – Sharing a common boundary.

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

DCA – Department of Community Affairs

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

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

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

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

FDOT – Florida Department of Transportation

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

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

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

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

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

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

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

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

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

PUD – Planned Unit Development

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

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

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

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

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

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

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

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

CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
July 3, 2013
CITY COUNCIL CHAMBERS
4:00 p.m.

COUNCILMEMBERS PRESENT

Robert Wolfe, Mayor
Bob Grenier, Councilmember
Norman Hope, Councilmember
Lori Pfister, Councilmember

ABSENT

Kirby Smith, Vice Mayor

STAFF PRESENT

John Drury, City Administrator
Robert Q. Williams, City Attorney
Susie Novack, Deputy City Clerk
Lori Houghton, Finance Director
Chris Thompson, Public Works Director
Joyce Ross, Communications Director
Bill Neron, Economic Development Director
Tamera 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

Pastor John Barham, First United Methodist Church of Tavares, gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

MOTION

Norman Hope moved to approve the agenda, seconded by Bob Grenier. The motion carried unanimously 4-0.

IV. APPROVAL OF MINUTES

Bob Grenier moved to approve the minutes of June 19, 2013, seconded by Norman Hope. The motion carried unanimously 4-0.

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Parks and Recreation Month

Mayor Wolfe read a proclamation declaring July 2013 as Parks and Recreation Month. Mayor Wolfe presented a proclamation to Ms. Rogers and the Parks Department staff. He commended staff for their hard work in preparation for the 4th of July (It's a Grand Old Flag) event.

Tab 3) Presentation by Tavares Chamber of Commerce

Orin Owen, President, Tavares Chamber of Commerce, thanked Council and presented the State of the Chamber. He noted that the Chamber has grown from 270 members in 2009 to 330 members in 2013 with a mix of memberships from Tavares businesses as well as Eustis, Mount Dora, Wiersdale, and other areas and cities in Central Florida.

Mr. Owen provided a 2013 Membership Growth Report to each Councilmember. Colleen McGinley, Executive Director, provided a Tavares Chamber of Commerce 2012 Annual Report to each Councilmember.

Mr. Drury expressed his appreciation for the working relationship that the City enjoys with the Chamber. He commended the Chamber for setting and achieving its goals.

Mr. Owen thanked T.J. Fish, Past President, for his contributions to the Chamber.

Mayor Wolfe said he would like the Chamber to increase their business hours to include events and weekends.

Mr. Owen said that the Chamber is planning to open on the weekends for a two month trial period beginning in August. Mayor Wolfe noted that August was not a busy season and recommended that the Chamber consider a trial period to include the city's event season.

Councilmember Hope and Grenier expressed their appreciation for the Chamber's efforts and communications with patrons.

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

Eldin McDirmit of McDirmit Davis, City Auditor, presented the FY 2012 Comprehensive Annual Financial Report (CAFR). He said the city received an 'unqualified' opinion which is the best opinion that the city can receive. He gave an overview of the assets and liabilities and said the assets rose from $81M to $86M this year. He said the liabilities increased from $33M to $39M primarily due to borrowing additional funds; general obligation note, SRF construction loan and land purchases. The total revenue and expenses for the General Fund were the same as the prior year and the unassigned fund balance of the General Fund went from 1.5 to 1.1 this year. As a percentage of the General Fund this year it was at 8.9%. He said that is a trend to watch but is within the city guidelines of 5-20%. He said he would like to see this closer to the 20%

guideline. Mr. McDirmit said the Enterprise Funds (water, sewer, sanitation, stormwater) are healthy with good operating profits. The Seaplane Base, while still getting off of the ground, had an operating loss but is projected to do better this year.

Mr. McDirmit said the audit reports indicate that there were no significant deficiencies or material weaknesses in the internal controls for this year. The city is in compliance with all laws, regulations, and grants as it relates to financial matters. The Auditor General report included one recommendation in accounting for inventory in the Water/Sewer Fund. Mr. McDirmit noted that the final report states that the city hires the auditor, and there were no significant deficiencies or difficulties related to the audit and all proposed adjustments were made by management.

Mr. McDirmit said he is available for questions. He commended Ms. Houghton and her staff .

Councilmember Pfister asked if all of the recommendations from the previous year were addressed.

Mr. McDirmit said there were no recommendations made last year.

VI. QUASI JUDICIAL AND DISCLOSURE OF EXPARTE CONTACTS

VII. READING OF ALL ORDINANCES/RESOLUTIONS

VIII. CONSENT AGENDA

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

MOTION

Lori Pfister moved to approve the Consent Agenda -Tab 5) Mutual Aid Agreement with Astatula, seconded by Bob Grenier. The motion carried unanimously 4-0.

IX. ORDINANCES/RESOLUTIONS

X. GENERAL GOVERNMENT

Tab 6) Approval of Time Capsule Contents

Mr. Drury noted that Council previously directed staff to assemble items to be placed in the fifty (50) year time capsule that will be inserted into a brick pedestal that will display Tavares Train Station plaques. Mr. Drury said staff has outlined the items collected to date and the items will be inserted and enclosed in July. He asked Council to please submit any additional items by Friday, July 12.

- Councilmember Grenier said he will be adding a book with a letter
- Chief Lubins is considering adding a patch and a badge from the Police Department
- Councilmember Pfister asked that a t-shirt be added

Mayor Wolfe said that he, Vice Mayor Smith and Jim Dolan will be completing the brick work to enclose the time capsule.

XI. FISCAL YEAR BUDGET 2014

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

Mr. Drury noted Council previously discussed the broad budget priorities for the City Administrator to use as guiding principles in developing a budget. The discussions have been incorporated into the draft budgets. The first budget workshop will focus on the General Fund and the remaining budget workshops will include the Proprietary Funds (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, Pavilion on the Lake), and Special Funds and Capital Improvement Program.

Mr. Drury said that taking into account the Council's broad budget priorities, the City Administrator and staff have developed a budget of $13,467,555 for FY14 including revenues and expenses with the following highlights:

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 half 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 adjusted 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 then 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.

Mr. Drury noted that Tavares is the only city in the county to have Basic Life Support (BLS) services which does not provide the opportunity for paramedics to respond to an incident. He said the budget includes one fire station to implement Advanced Life Support (ALS) services October 2013 and the other fire station will be programmed April 2014.

Ms. Houghton provided a PowerPoint presentation and summary of the General Fund Budgets with the following highlights:

- Initiatives - Downtown Master Plan implementation, Economic Development, Alfred Street realignment and construction, Tavares Pavilion on the Lake, water and sewer line replacements and stormwater improvements in the downtown CRA, completion of Phases 2 and 3 of the Water Reclamation Facility, Police & Fire Public Safety Facility, Advanced Life Support Services, and Wooton Park expansion.
- Constraints/Challenges – Moderate increases in property values, millage increase under .5 half mil, rising prices for fuel and other commodities, no reserve appropriations, national economic environment moving slowly, maintain similar level of service in environment of rising prices, manage service levels with reduced staffing, deliver service to greater population base, continue delay of many capital equipment replacements and major repairs.
- Slight increase for General Fund tax revenues generated from taxable property valuations which have had a decreasing trend since 2008.
- Slight increase for General Fund tax receipts which is 29% of the General Fund and have had a decreasing trend since 2008.
- State shared revenues are 8% of the General Fund and have declined.
- Utility taxes, permit & zoning, and franchise fees are 25% of total General Fund Revenues and are showing an increase.

Ms. Houghton provided a summary of expenditures for each General Government department including salaries and benefits, operating expenditures, and capital outlay highlights. She said the

revenues equal the expenditures. Ms. Houghton thanked the City Administrator and Department Directors for assisting with the budget and ensuring the timelines were met in order to present the budget to Council and allow for additional budget workshops.

Mayor Wolfe asked if Council has any questions. He noted that he would prefer any discussions to be held when the Vice Mayor is present.

Mayor Wolfe asked for comments or questions from the audience.

Shuffleboard Courts

Alan Gronsfield (33143 Beachview Drive) Leesburg, said the shuffleboard courts need resurfacing. He noted that there are 14 clubs over the northern district which contributes to the local economy and the Tavares court provides an outlet for senior citizens.

John Ross, Lake Francis Estates, said the courts were improved 7-8 years ago. He noted that club participants come from Clearwater, Tampa, Seabring, Melbourne and other surrounding communities. He said the state tournaments set a court surface critera that must be met. Mr. Ross said the estimated cost to resurface the courts is $16,000 and 8-10 courts of the courts need immediate attention. Mr. Ross noted the Tavares club is the most active in the district and is a year round facility. He said that this year is the 100 year anniversary of shuffleboard.

Mayor Wolfe said this will be brought forward for consideration during the budget process.

Councilmember Hope said that he has reviewed the budget and would like to schedule time with Ms. Houghton for specific questions.

Councilmember Grenier said he would like to meet with Chief Lubins.

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. AUDIENCE TO BE HEARD

Brenda Smith, Historical Society of Tavares, thanked Council for their support.

XV. REPORTS

Tab 8) City Administrator

Golden Triangle Fire District

Mr. Drury noted the City of Eustis has indicated that they are having a discussion on whether or not to continue with the Golden Triangle Fire District initiative. Mr. Drury said Mt. Dora and Tavares are still moving forward and wanted to confirm with Council that the direction given over the last four years has been to form that partnership with the three cities. Mr. Drury said that

staff will continue to work with Mt. Dora and the City Attorneys to bring forward the initiative until Council directs otherwise.

Lake Community Action Agency

Mr. Drury said that Council appointed him as the City Representative to the Lake Community Action Agency. He said that although he has made all the meetings, with the exception of 1-2, it has been difficult to provide the level of attention that the agency needs in addition to the meetings required to run the city as the LCAA meets evenings and weekends. He asked the Council if they would be amenable to advertise for the position to be filled by a member of the general public.

There was a consensus of Council to advertise for a representative to be filled by the general public.

Public Works

Mr. Thompson noted the lights on Ruby Street are being installed today, but may not be hooked up until Friday.

Community Services

Ms. Rogers said she would see everyone at the 4th of July celebration.

Mr. Skutt said the golf cart crossing on State Road 19 and Dead River Road has been approved and implemented and it is now legal to cross at that intersection. Tavares is the first city that has been granted approval for crossing a state road under the new criteria

Councilmember Pfister said that she would like that information on added to the time capsule.

Ms. Houghton said that the budget should be online for public viewing this evening.

Tab 9) City Council

Councilmember Pfister

Councilmember Hope

Councilmember Grenier

Councilmember Grenier said that the theme of the July 4th Celebration is 'It's a Grand Ole Flag' and noted a song written by George M. Cohan (born July 3, 1878) called 'It's a Grand Ole Rag.' Mr. Grenier said that Mr. Cohan was inspired to write the song after standing next to a Civil War veteran who had been carrying his carefully folded but ragged regimental around for over 40 years and referred to it as 'a grand old rag.'

Councilmember Grenier recognized that it is the 150 year anniversary of the battles of Gettysburgh and Vicksburg.

Councilmember Grenier showed those present an advanced copy of his 5th book, to be released on Monday, July 8th; The Images of America – Leesburg. He said the cover picture is of a group called the Whippoorwills and was taken in the back yard of Captain Haynes daughters home in Leesburg.

Vice Mayor Smith

Mayor Wolfe

Mayor Wolfe said he hoped everyone would be attending the 4th of July celebrations. He said the event starts at 3:00 p.m., parade is at 5:00 p.m., and the fireworks begin at 9:00 p.m. He said he will be in the dunk tank at 7:30 p.m. and challenged everyone to dunk him.

Adjournment

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

Respectfully submitted,

Susie Novack

Susie Novack, MMC
Deputy City Clerk

CITY OF TAVARES
CITY COUNCIL BUDGET WORKSHOP
MINUTES
JULY 10, 2013
CITY COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT

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

ABSENT

Bob Grenier, Councilmember

STAFF PRESENT

John Drury, City Administrator
Susie Novack, Deputy City Clerk
Lori Houghton, Finance Director
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 4:00 p.m.

II. Fiscal Year 2014 Proprietary Budget Summary

City Administrator Presentation

Mr. Drury said this budget workshop is the second of a three part budget delivery process for the FY14 Budget. Mr. Drury provided a brief recap of the General Fund. He said that once the three deliveries *(1. General Fund, 2. Proprietary Funds, and 3. Special Funds and Capital Improvement Program)* are completed Council will have the entire budget.

Mr. Drury provided a high level overview of the Proprietary Funds :

- Water: Treatment/Distribution. Fees based on Rate Study to cover operational and debt Service costs. Major upgrades to the CRA are proposed this fiscal year and into next fiscal year.

- Sewer (Waste Water): Treatment/Collection. Fees based on rate study to cover operational and debt service costs. Major upgrades (includes replacement of clay pipes installed in the late 1800's) to the CRA are proposed this fiscal year and into next fiscal year.
- Reuse (Reclamation/Reclaim/Recycled) Treatment/Distribution. Fees based on rate study to cover operational and debt service costs. This year we have hooked up several orange groves and residential developments. We plan to keep adding others next year.
- Stormwater: Collection/Treatment. Rates based on Revenue Sufficiency Analysis to cover operational and debt service costs. Rates are based on a revenue sufficiency analysis to cover operational costs and debt service.
- Solid Waste (Sanitation/Garbage Collection): Includes – Household waste (Yard Waste, Bulk Pick-up), Recycling and Commercial. Commercial is contracted out to Waste Management. Rates based on an in-house analyses to cover cost of service and debt service.
- Seaplane Base: Includes Propshop Retail Store, Boat Marina, Airport Operations, Splash Park, Wooton Park Maintenance. Revenues are made up of Operational Sales, CRA tax funds and General funds. Operational sales include: fuel sales, boat slip rentals, retail sales, fuel sales, gazebo rentals, Flight training &Seaplane scenic tour operational business lease rental payments, splash park wristband sales). Rates based on market conditions.
- The Pavilion On The Lake: This includes the operation of and accommodation of a conference center, wedding facility and special events. Rates are market driven. It is budgeted for a partial year as it does not open until half way into the fiscal year.

Mr. Drury said the next budget workshop will include the delivery of the third part of the FY14 budget which include Special Funds (Police Forfeiture) and 5 Year Capital Improvement Program.

Finance Director Presentation

Ms. Houghton said the budget is based on the city's vision and initiatives. She said the largest initiatives are the completion of the reclaimed facility on Woodlea and the downtown water/wastewater line replacements in the CRA.

Ms. Houghton gave the following budget highlights:

- One new position for Water/Wastewater treatment that will be shared by the water and sewer departments.
- One new position for Stormwater.
- Three new positions to staff the Pavilion on the Lake. It is the hope to bring this position on board before the pavilion is complete to assist in getting the operation up and running and turning a profit in a short period of time.

- Increase Finance Budget Specialist Accountant position from part time to full time. This is a shared cost with the utility proprietary fund.
- General Liability Insurance is budgeted at a 10% increase.
- Workers' Compensation is budgeted at a 5% increase.
- 2.5% Pay Adjustment for employees effective October 1, 2013.
- No Merit Increases for employees
- Health insurance premiums remain stable with no increase budgeted
- FRS employer contribution rate increases effective July 1, 2013. Regular class is 7.53% rate & 18.742% for Senior Management class.

Ms. Houghton provided a PowerPoint overview of each fund account (Water, Wastewater, Reuse, Stormwater, Seaplane Base & Marina and Pavilion on the Lake) highlighting the Revenues, Services, Salary & Benefits, Operating Expenditures, Capital Outlay/Debt Service, Transfers, Grants & Aid.

Dump Truck

Vice Mayor Smith asked if the dump truck budgeted at $17,000 in the Stormwater Fund is a used truck. Mr. Hayes said yes.

Councilmember Hope inquired about the total cost of the truck. Mr. Hayes said it is $51,000 and spread over three departments.

Budget Specialist Position

Councilmember Hope asked who the Budget Specialist position would report to. Ms. Houghton said the position will report to her but will also work with Mr. Drury in budget matters. Mr. Hope asked if they would have other responsibilities other than the budget. Ms. Houghton said they will be 90-95% budget work but it is inner related with financial aspects that they will need to be familiar with and bring into the budget area. Mr. Hope asked for confirmation that this will be strictly a budget specialist position and Ms. Houghton confirmed.

Councilmember Smith said he would be in support of the budget specialist position having other duties unless it interfered with budget duties.

Mr. Drury said that a job description will be provided and the Budget Specialist position will be budget oriented and concentrated. There will be a clause in the job description for other related duties as there may be a time when they are completing a financial issue. He said every department is a business and the position will be working on budgets all year. Mr. Hope said he would like the position to concentrate on the budget and not diluted into other responsibilities that take away from that main emphasis.

Personal Services

Councilmember Hope inquired about the personal services increases above the 2.5% pay increase. Ms. Houghton said they include FRS and Workers Compensation increases which are all combined into the personal services and it is not strictly salaries.

Stormwater

Ms. Houghton noted the Stormwater fees will move from $5.50 to $6.25 in FY14. She said the stormwater fee analysis used for the stormwater revenues last year had not been fully completed for commercial accounts which is based on equivalencies of Equivalent Residential Units (ERU) . She said they have completed most of that now so the revenue is pretty straightforward for all of the accounts. She said they will probably be coming back with some adjustment on the stormwater revenues for the FY14. She said that in FY14 there is $52-$53,000 budgeted to go back into reserves.

Mr. Drury said for clarity that the increase will be .75 cents per month per resident ERU. He noted there is a mathematical equation based on impervious surface to determine a commercial rate. Ms. Houghton noted that an ERU is 3000 square feet of impervious area. She said most cities have a smaller amount of square footage for an ERU's than Tavares which equates to higher charges for commercial.

Councilmember Hope asked how .75 cents equates to a 4.2% increase. Ms. Houghton said the revenues for the current year are correct. Ms. Houghton said the 4.2% is the change from the prior year budgeted revenues. She said the budget revenues will be adjusted in the current year and that percentage will be higher when the revenue is decreased.

Stormwater Position

Vice Mayor Smith inquired about the new Maintenance Worker 1 position.

Mr. Hayes said that the city has more communities requesting street sweeping services. He said the city is already maxed out at 5 days a week and the city should be sweeping 7 days a week. Mr. Smith inquired how many employees we have. Mr. Hayes stated two employees with two trucks. He said this position will also include repairing pipes and other in-house repairs.

Solid Waste Truck

Councilmember Hope inquired about the cost and lease for the automated truck. Mr. Thompson said there is currently one truck to service the mobile home parks which is also used as a backup and is very old. He said $80,000 is for a truck that needs a complete overhaul.

Ms. Houghton discussed the capital lease program and noted the cost will be $77,940 for five years.

Splash Park

Councilmember Pfister stated she is not in support of increasing the entrance fee to the splash park from $2 to $3 and felt it would not be affordable to the citizens. She inquired about the reduced hours.

Mr. Neron noted that the boat tour operator is no longer operating out of the Seaplane Base and Marina. The sale of gas and oil has declined as the Twin B is no longer based in Tavares and the Beaver has been purchasing fuel elsewhere. Gazebo and other rentals are up. Mr. Neron said the $50,000 in revenues in the current budget is an overestimate and the Splash Park fees need to be reviewed. He said that June was one of the highest months for Splash Park attendance. Mr. Neron said the Splash Park has been in operation for five years and staff felt that a dollar increase in the fee would be appropriate to help offset rising expenditures over the years.

Councilmember Hope inquired about the revenue estimate of $50,000. Mr. Drury said this was budgeted for FY13 and we are currently in the middle of the fiscal year. He said Splash Park revenues will continue until we close in October. Mr. Drury said staff will provide an update from the opening in April and projected revenues for the next three months.

Vice Mayor Smith asked for all of 2012 and 2013 revenues. Mr. Neron said he will provide a three year trend to Council. Ms. Houghton said the revenues in 2012 were $39,000.

Mr. Neron said that to cut back on expenses the Splash Park hours were reduced to weekends only through the month of September and the month of October was cut out entirely as attendance is reduced during the week once school starts.

Prop Shop

Mayor Wolfe inquired if boat flags have been ordered. Mr. Neron said he did not know the current status, but that staff is working on a program to improve on line sales.

Mr. Smith asked Mr. Neron to look into purchasing a pole for the flags that go into a boat anchor light.

Mr. Smith inquired about the hourly wage for seasonal employees. Ms. Houghton said the Splash Park seasonal employees receive $9 per hour. She said the 2.5% pay adjustment increase and FRS only applies to full time employees.

Mr. Neron said that in this year's budget the fixtures along with the new splash park flooring were painted, and this year the budget includes painting the seaplane fixture. Ms. Houghton said there will be other miscellaneous repairs within that line item and the total amount is not intended for just the painting of the splash park seaplane.

Mr. Neron noted the city receives continual compliments on the cleanliness of the park restrooms.

Pavilion on the Lake

Vice Mayor Smith asked Mr. Drury about the revenue projections for the pavilion. Mr. Drury discussed the business plan, marketing plan and budgeted reserves.

Ms. Houghton discussed the budgeted reserves noting that after a full 12 months of operation they will start with approximately $65,000 in reserves.

Ms. Houghton noted the grand opening is budgeted at $37,500. Ms. Rogers said the grand opening plan will be brought before Council. She said the goal is to have a black tie gala as an experiment to roll out the facility at no cost to the citizens. Councilmember Pfister said this is half the cost of the opening of the Seaplane Base & Marina.

Councilmember Hope said he has specific questions regarding the grand opening budget and would like to see the plan.

Mr. Drury said the plan will be coming before Council consideration within the next 30-60 days. He said the plan is for the facility to be budgeted by revenues and to be self sufficient.

City Council Discussion

Mayor Wolfe asked for Council questions and comments.

Health Insurance for Councilmembers

Vice Mayor Smith inquired about healthcare budgeted for Councilmembers included in the Council budget. Mr. Drury said it is a new program which provides the opportunity for Councilmembers to join the healthcare program the same as an employee. Vice Mayor Smith said Council has already approved to piggyback on the city healthcare insurance as long as each member pay 100%. He stated that he is not in support of this cost to the citizens.

Councilmember Hope said he was in agreement with Vice Mayor Smith and will not avail himself to the program. Mr. Hope said he does not have a problem with offering it to Council on an individual basis but does not like the fact that citizens would pay for it. He said that if it will assist some Councilmembers in their service he can see why it would be offered. He said that he does not consider himelf an employee of the city but an elected official.

Councilmember Pfister said she spends many extra hours in meetings, events, research etc, and believes this is a fair benefit. She said there are other cities who offer this benefit.

Mr. Drury said it is varied depending on the city across Lake County. Leesburg provides it for all of its Councilmembers' and Mt. Dora does not. He said this is a policy decision.

Vice Mayor Smith said that he would like those monies removed and used for a fire rescue truck for ALS service.

Mayor Wolfe said that he gets calls every day, every night, and on the weekends. He said he attends meetings throughout the week and at times every day. He noted that a meeting can equal 3-4 hour time away from his job. He said that when Obama Care is implemented the city will have to pay for insurance. Mayor Wolfe noted that the citizens voted to increase Council pay and when he talks to citizens and employees they already think the City Council has healthcare paid by the city.

Mower

Councilmember Smith noted a mower in the Parks & Recreation budget is listed as a Jacobsen 5410D. He said that Jacobsen does not make that model and it is a Toro. Vice Mayor Smith said a 2009 Toro can be purchased for $18,000.

Ms. Rogers said she will check that information.

Retirement Contribution

Vice Mayor Smith noted that the contribution to retirement is high. Mr. Drury said the Governor wanted the pension to be funded from a current 90% to 100%. In an unfunded mandate the state has increased the pension contribution for each agency. He anticipates it will be decreased in the future. Ms. Houghton said most of the increase is to fund the unfunded liability.

Legal Fees

Vice Mayor Smith asked for a breakdown of legal fees to acquire the Sparks property and miscellaneous items.

Police

Vice Mayor Smith inquired about the $320,000 increase to the Police Budget f or vehicle purchases. Mr. Drury explained the vehicle lease procedure and how it is budgeted for the first year.

Vice Mayor Smith inquired about the contractual services for Spillman that went from $15,000 to $34,000. Mr. Drury said this is the inner phase between the laptops and computer system with the Sheriff's Office. Chief Lubins said the cost was split between two divisions in the past year between dispatch and patrol.

Fire Department

Vice Mayor Smith inquired about $5,000 included in the budget for paramedic training. Chief Keith said that is for a current employee who is an EMT to become a paramedic.

Chief Keith noted that he took a rescue truck out of the budget because they are not ready for it at this time. He said that the goal eventually is to not run fire trucks to rescue calls.

Adjournment

There was no further business and the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Susie Novack

Susie Novack, MMC
Deputy City Clerk

AGENDA SUMMARY
TAVARES CITY COUNCIL
August 7, 2013

AGENDA TAB NO. 2

SUBJECT TITLE: Proclamation for Florida Water Professionals Week

OBJECTIVE:

The Mayor will read a proclamation designating August 12-16, 2013 as Florida Water Professionals Week.

SUMMARY:

The Mayor will read the proclamation requested by the Florida Water & Pollution Control Operations Association recognizing water industry professionals.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

America's Seaplane City™

Florida Water Professionals Week
August 12-16, 2013

WHEREAS, the Florida Water & Pollution Control Operators Association is a statewide organization composed of water industry professionals who dedicate themselves to the production and distribution of safe drinking water, as well as the proper collection, treatment, reuse, and disposal of wastewater and stormwater; and

WHEREAS, this organization is committed to protecting the health of Florida's citizens and our state's natural resources, and supports the training, certification, and licensing of water industry personnel as a means to achieve these goals; and

WHEREAS, this organization, in recognizing the importance of the Florida Statutes and Administrative Code that regulate the water industry, acts as liaison between the Florida Department of Environmental Protection and industry personnel; and

WHEREAS, each year the Florida Water & Pollution Control Operators Association recognizes all those who have played a significant part in operation and maintaining drinking water, wastewater, and stormwater systems in Florida by celebrating *Florida Water Professionals Week*, which applauds their constant efforts to protect our health and environment.

NOW, THEREFORE, I, Robert Wolfe, Mayor, City of Tavares, do hereby extend greetings and best wishes to all observing August 12-16, 2013 as *Florida Water Professionals Week.*

IN WITNESS WHEREOF, I have hereunder set my hand this 7th day of August, 2013.

_____

Robert Wolfe, Mayor

Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

July, 20th 2013

The Honorable Robert Wolfe, Mayor
City of Tavares
PO Box 1068
Tavares FL 32778-1068

RE: Proclamation request for *Florida Water Professionals Week*

Dear Mayor Wolfe:

The Florida Water & Pollution Control Operators Association (FW&PCOA) is a non-profit organization whose members are engaged in the production and distribution of drinking water, and the collection, treatment and disposal of wastewater and storm water. Our goal is to protect the health of citizens and preserve natural resources. We accomplish this by advancing the professional status of all water industry employees, arranging educational programs for treatment plant operators and customer service representatives, and providing a training and certification program for system operators.

The FW&PCOA embarked on a program in 2007 to recognize all water industry employees for their dedication and hard work providing safe drinking water to Florida's citizens and protecting Florida's environment and natural resources. We did this by proclaiming a week during the month of August as *"Florida Water Professionals Week."*

The FW&PCOA has scheduled this year's *Florida Water Professionals Week* for August 12 - 16, 2013. We would like to invite you and the City of Tavares to join us in recognizing the efforts of water professionals in your community. You can do this by executing a proclamation recognizing the event.

I am enclosing a sample proclamation for your reference. Please send your executed proclamation to my address, stated below, so we can recognize the City of Tavares's participation in this year's celebration. If you would like an officer from our association to accept the proclamation at your commission meeting, please contact regional Secretary Frank Kelsey at (386)561-8605. Thank you in advance for your anticipated participation!

Sincerely, Frank Kelsey Region 9 Secretary

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TAVARES

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AGENDA SUMMARY
TAVARES CITY COUNCIL
August 7, 2013

AGENDA TAB NO. 3
SUBJECT TITLE: Update for the Single Stream/Recyclebank Program

OBJECTIVE:

To update Council on the progress of the Single Stream / Recyclebank Program, Janie Coleman, Municipal Services Manager, Waste Management Inc. of Florida will make a brief presentation.

SUMMARY:

A single stream recycling program was negotiated into the 5 year, 2012 commercial solid waste collection contract with Waste Management Inc. of Florida. In late January, of this year, residents received their recycling carts along with information about recycling and creating a Recyclebank account. On February 4th, the Single Stream / Recyclebank Program officially started. The success of this program has been outstanding. Customer participation continues to increase signaling a positive life style change for many of our residents.

OPTIONS:

Comments and questions will be addressed.

Staff Recommendations:

N/A

FISCAL IMPACT:

N/A

Legal Sufficiency:

N/A

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 7, 2013

AGENDA TAB NO. 4

SUBJECT TITLE: Ordinance #2013-12 – Amendment to Utility Lien Ordinance, Section 17-57 – First Reading

OBJECTIVE:

To consider the approval of Ordinance #2013-12 to amend Section 17-57 of the Utility Lien ordinance related to collection of charges.

SUMMARY:

On October 5, 2011, the City Council adopted Ordinance No. 2011-12 which amended Section 17-57 of the Land Development Regulation which provided for liens for unpaid utility charges incurred by property owners. **The City Attorney has recommended a revision to Ordinance #2011-12.**

The current ordinance authorizes the City to impose a lien for unpaid utility charges and penalties and provides "interest late fees, attorneys fees, and costs." The ordinance states that if the unpaid service charge continues for a period of ninety (90) days, the City will send a notice by certified mail and that if the City has not received payment 10 days after that date the City is entitled to impose a lien as allowed by law.

Charges on unpaid accounts may continue to accrue after the lien has been recorded which may result in a higher fee than what has been recorded initially. The ordinance has been amended to specify that the lien secures and includes subsequent unpaid utility and base rate charges so that all costs are addressed when the City takes action to release and satisfy the lien when it is paid.

OPTIONS:

1. Move to approve Ordinance #2013-12 to amend Section 17-57 of the utility lien ordinance #2011-12
2. Do not approve Ordinance #2013-12

STAFF RECOMMENDATION:

Move to approve Ordinance #2013-12 to amend Section 17-57 of the Utility Lien Ordinance #2011-12

FISCAL IMPACT: None

LEGAL SUFFICIENCY:

The ordinance was prepared by the City Attorney.

ORDINANCE 2013-12

AN ORDINANCE AMENDING SECTION 17-57 OF THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS RELATING TO LIENS FOR UNPAID WATER, WASTEWATER, RECLAIMED WATER CHARGES; PROVIDING THAT SAID LIEN, WHEN RECORDED, SHALL ALSO INCLUDE AND SECURE SUBSEQUENT UTILITY CHARGES, BASE RATES AND PENALTIES UNTIL SATISFIED; PROVIDING AN EFFECTIVE DATE.

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

Section 17-57 of the City of Tavares Land Development Regulations is hereby amended to provide as follows:

Sec. 17-57 <u>Collection of Charges; Late Fees</u>.

<u>(A)</u> All water, reclaimed water, and wastewater utility treatment charges shall be due and payable at the city hall within twenty (20) days following the date of billing. There shall be added to and collected on each and every charge for water, reclaimed water, wastewater provided by the city, and not paid within twenty (20) days from the date of billing, a late fee of five (5) percent of the total bill.

<u>(B)</u> If the failure to pay the service charge continues for a period of ninety (90) days from when said charge has become due, the City shall send to the person responsible for said bill a notice that a lien for the unpaid utility service charges will be placed upon the real property so served. This notice shall be sent by certified mail return receipt requested. If, within ten (10) days of the mailing of this letter, the City has not received payment in full, it shall be entitled to impose a lien upon the real property so served as allowed by law. This lien shall be recorded in the Public Records of Lake County, Florida and may be foreclosed upon in a manner as provided in Section 159.17, Florida Statutes. The City will be authorized to include in the lien amount the late fees, its attorneys' fees, and costs in the foreclosure proceedings. <u>The lien shall be a continuing lien on the property and shall include and secure all subsequent utility charges, base rates and related penalties incurred on the subject property until such time as the lien is satisfied.</u> The lien shall have priority over all other liens on such lands or premises served except the lien relating to State, County and municipal taxes and shall be on a parity with the lien of such State, County and municipal taxes.

This Ordinance shall take effect immediately upon adoption.

PASSED AND ORDAINED this ____ day of _____, 2013, by the City Council of the City of Tavares, Florida.

_____

Robert Wolfe, Mayor
Tavares City Council

ATTEST:

_____

Nancy Barnett, City Clerk

Approved as to Form:

_____

Robert Q. Williams, City Attorney

Passed First Reading:_____

Passed Second Reading:_____

AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 7, 2013

AGENDA TAB NO. 5 **FIRST READING**
SUBJECT TITLE: **Ordinance 2013-10**
Amendment to City's Land Development Regulations
Abandoned Subdivisions-Acceptance of Public Infrastructure

OBJECTIVE:

To consider updated text amendments to the City's Land Development Regulations that pertain to the acceptance of public infrastructure in subdivisions that have been abandoned.

SUMMARY:

The economic decline has resulted in the abandonment of several residential subdivisions within the city. Our present code provides for a continuous two year process for the inspection, acceptance and maintenance of new public infrastructure. With the abandonment of subdivisions, this process has not been carried through in some instances and it has been the city's policy to require the reinspection and repair of any abandoned public infrastructure that has not been used or maintained to insure that deterioration or neglect has not damaged any component of the system, before any new building permits are issued. This policy has worked well, and staff would like to officially implement this policy by adding it to our Land Development Regulations.

OPTIONS:

No Council action required at First Reading.

PLANNING & ZONING BOARD RECOMMENDATION:

At its July 18th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Ordinance 2013-10.

STAFF RECOMMENDATION:

At Second Reading, staff will recommend that City Council moves to approve Ordinance 2013-10.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ORDINANCE 2013-10

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 16, SECTION 16.9, ACCEPTANCE OF PUBLIC INFRASTRUCTURE, BY ADDING CLAUSE (D), ABANDONED SUBDIVISIONS, REQUIRING THE REINSPECTION OF PUBLIC INFRASTRUCTURE BEFORE BEING PUT INTO USE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the economic decline has resulted in the abandonment of several subdivisions within the City of Tavares, and

WHEREAS, the city's Land Development Regulations presently provides for a continuous two-year process for the inspection, acceptance and maintenance of new public infrastructure; and

WHEREAS, city policy has been to require the reinspection and repair of any abandoned public infrastructure that has not been used or maintained to insure that deterioration or neglect has not damaged any component of the system; and

WHEREAS, the City of Tavares desires to implement this policy by amending the Land Development Regulations to include this policy as a regulation, and

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

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

Section 1. Text Amendments

That the City of Tavares Land Development Regulations be hereby amended as follows:

Section 16.9 Acceptance of public infrastructure.

Acceptance of the dedicated public improvements shall occur after the required improvements have been installed, and the design engineer has certified to the City that all such improvements have been constructed according to the approved plans and specifications.

(A) Testing. The City Administrator or designee, in his discretion, may require the developer to have testing or laboratory services performed prior to acceptance of said infrastructure. The expense of such testing or laboratory services shall be the responsibility of the developer.

(B) As built drawings. The subdivider shall be required to submit "as built" drawings signed and sealed by the design engineer for all such required improvements in both standard paper format and electronic format.

(C) Maintenance bond.

(1) The subdivider shall submit a maintenance bond equal to twenty percent (20%) of the cost of the subdivision improvements, in a form acceptable to the City Attorney, guaranteeing all required improvements for a period of two (2) years from the date of their acceptance.

(2) Prior to the end of the maintenance bond period, the improvements shall be inspected by the City Engineer or his designee. If the improvements after this time are still in conformance with the City's regulations, the bond may be released and final acceptance by the City will occur. If the improvements contain any defects, the bond will guarantee that any defects shall be corrected by the developer prior to final acceptance.

(3) During the maintenance period, the developer will be expected to provide any maintenance required, at no cost to the City. This includes, but is not limited to:

(a) Repair and replacement of any utility system component, or failed section of paving.

(b) Control of erosion, replacement of sod, removal of soil washed onto the pavement or into the drainage system.

(4) Upon correction of all deficiencies and at the end of the required warranty period, the maintenance bond will expire.

<u>(D) Abandonment of Subdivision. If the subdivider abandons or loses control of the subdivision, for any reason, prior to the end of the two year warranty period or prior to putting in use any publically dedicated improvements, subsequent successors in interest or owners of the Subdivision must comply with the requirements of this Section by requesting a reinspection of the dedicated improvements, by repairing or replacing any deficient improvements before any new Building Permits are issued..</u>

Section 2. Severability and Conflicts

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

Section 3. Effective Date

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

PASSED AND ADOPTED this _____ day of _____, 2013 by the City Council of the City of Tavares, Florida.

_____
Robert Wolfe, Mayor
Tavares City Council

First Reading: _____

Second Reading: _____

ATTEST:

_____
Nancy A. Barnett, City Clerk

Approved as to form:

_____
Robert Q. Williams, City Attorney

1) **Resolution 2013-08 LDK Builders, Inc. - Variance**

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

This is a variance application from LDK Builders for a reduction of the required minimum sideyard setback of 10 feet on property located at 1024 Lake Elsie Drive. The owner of the property desires to build a new single family dwelling on this vacant lot with a proposed northerly sideyard setback of 5.49 feet. The mandatory 50 foot environmental setback from Lake Elsie limits the buildable area of this property. The proposed reduced sideyard is adjacent to property on which a city lift station is located so that the requested reduction will not impact an abutting residential neighbor.

Vice Chairman Santoro asked if there was anyone in the audience who would like to make a comment.

Troy "Danny" Teems, a representative of LDK Builders, 2801 South Bay Street, said he was available to answer questions.

Deborah Mulhern, 1018 Lake Elsie Drive, the neighboring property, said she is not opposed to the variance.

MOTION

Morris Osborn moved to recommend approval of Resolution 2013-08. The motion was seconded by Richard Root. The motion carried 4-0.

2) **Ordinance 2013-10 – Land Development Regulation Amendment – Abandoned Subdivisions**

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

The economic decline has resulted in the abandonment of several residential subdivisions within the city. Our present code provides for a continuous two year process for the inspection, acceptance and maintenance of new public infrastructure. With the abandonment of subdivisions, this process has not been carried through in some instances and it has been the city's policy to require the reinspection and repair of any abandoned public infrastructure that has not been used or maintained to insure that deterioration or neglect has not damaged any component of the system, before any new building permits are issued. This policy has worked well, and staff would like to officially implement this policy by adding it to our Land Development Regulations.

Vice Chairman Santoro asked if there was anyone in the audience who would like to make a comment.

There was no one.

Vice Chairman Santoro turned the discussion over to the Planning & Zoning Board.

There was a discussion about maintenance bonds.

MOTION

Richard Root moved to recommend approval of Ordinance 2013-10. The motion was seconded by Howard Haynes. The motion carried 4-0.

CITY OF TAVARES

MEMORANDUM

TO: Lake Sentinel
FROM: Mike Fitzgerald, Community Development Department
DATE: July 29, 2013
RE: Advertisement (LDR Change, Ord. 2013-10)

Please publish the following advertisement on ***Monday, July 8, 2013***. Please furnish a proof of the publication to:

Mike Fitzgerald, Community Development Department
City of Tavares
P. O. Box 1068
Tavares, FL 32778
Phone: (352) 742-6408
Fax: (352) 742-6087
mfitzgerald@tavares.org

The advertisement must state:

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 2013-10 titled as follows:

ORDINANCE 2013-10

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 16, SECTION 16.9, ACCEPTANCE OF PUBLIC INFRASTRUCTURE, BY ADDING CLAUSE (D), ABANDONED SUBDIVISIONS, REQUIRING THE REINSPECTION OF PUBLIC INFRASTRUCTURE BEFORE BEING PUT INTO USE; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

Proposed Ordinance 2013-10 will be considered at the following public meetings:

1. Tavares Planning & Zoning Board meeting on July 18, 2013, at 3 p.m.; and
2. Tavares City Council meeting on August 7, 2013, at 4 p.m. (Introduction and First Reading by Title Only); and
3. Tavares City Council meeting on August 21, 2013, 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 2013-10 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

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

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

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

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TAVARES

America's Seaplane City

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 7, 2013

AGENDA TAB NO. 6
SUBJECT TITLE: Ordinance #2013-13 - Amendment to Special Events Ordinance

OBJECTIVE:

To consider approval of Ordinance #2013-13 to allow City Administrator to approve street closures related to Special Event Permit Applications.

SUMMARY:

Ordinance 2013-13 revises the procedures and guidelines relating to the issuance of a Special Events permit which requests road closures.

The current ordinance (#2008-26) calls for City Council approval of any event that necessitates street closings, city co-sponsorship or crowd attendance in excess of 2,000 people per day at least 60 days prior to the event. All other non Council required approvals only require a 30 day notice prior to the event.

When any special event permit application is filed with the Community Development Department, it is then circulated for review by Police, Fire, Parks and Recreation, Economic Development and other agencies depending on the type of the event. After review, it is sent to the City Administrator for approval unless it meets the criteria that it must be sent to the City Council for approval.

In an effort to streamline the Special Event permitting process and save time in the Special Event approval process, it is being requested that the current ordinance be amended to allow the City Administrator to approve all Special Event permits including those that involves a street closure, city co-sponsorship or crowd attendance in excess of 2,000 people per day.

Over the last several years the number of special events hosted by the City has increased from 5 to over 20 events per year. Many of these events are held annually for the last 5 years and the staff and community are very familiar with the event requirements. If a new event is programmed or if an event requires funding from the City, street closures, or is expected to generate 2,000 plus visitors, the City Administrator has in the past and would continue to keep the Council apprised in his City Administrator report, annual budget presentation and during his one- on - one meetings.

This ordinance will be advertised in the newspaper for second reading per legal requirements.

OPTIONS:

1. Move to approve Ordinance #2013-13 to authorize the City Administrator to approve all special event permit applications including those that involve a street closure, city co-sponsorship or crowd attendance in excess of 2,000 people per day.

2. Do not approve Ordinance #2013-13

RECOMMENDATION

1. Move to approve Ordinance #2013-13 to authorize the City Administrator to approve all special event permit applications including those that involve a street closure, city co-sponsorship or crowd attendance in excess of 2,000 people per day.

FISCAL IMPACT:

Approximately $25 to advertise the ordinance. Note: Any co-sponsored events are approved by Council during the budget process and/or by written agreement.

LEGAL SUFFICIENCY:

The City Attorney has reviewed and approved of the proposed changes from a legal sufficiency standpoint.

ORDINANCE 2013-13

AN ORDINANCE AMENDING SECTION 294, 297 AND 298 OF ARTICLE IX OF CHAPTER 10.5 OF THE CITY OF TAVARES CODE OF ORDINANCES RELATING TO THE APPROVAL OF STREET CLOSURES FOR SPECIAL EVENT PERMITS; PROVIDING DEFINITIONS; PROVIDING FOR AUTHORITY; PROVIDING FOR PROCEDURES; PROVIDING FOR A FEE; PROVIDING FOR PUBLICATION ACCORDING TO LAW; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Tavares wishes to regulate special events that occur within the City of Tavares and which may impact the public infrastructure, public safety, sanitation, and general welfare of the residents of Tavares; and

WHEREAS, the City of Tavares wishes to establish a procedure for organizers of special events to apply for permitting and review by City Staff in order to ensure that the proposed event will not have an adverse effect on public infrastructure, public safety, sanitation and the general welfare of the residents of the City of Tavares; and

WHEREAS, the City of Tavares desires to encourage outdoor special events but also desires to regulate such events in such a manner so as to ensure public safety; therefore

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

Section I. Article IX of Chapter 10.5, Licenses and Business Regulations of the City of Tavares Code of Ordinances is hereby created, as follows:

Section 10.5-281 – 10.5-289 Reserved

Article IX. Special Events

Section 10.5-290. Short Title

This article may be known and cited as the City of Tavares Special Events Ordinance.

Section 10.5-291. Purpose

The purpose and intent of this article is to establish a permitting process for special events held on private or public property that, because of their nature, may create potential traffic control, crowd control, noise, public safety, sanitation, and other public health, safety and welfare issues or potential environmental impacts sufficient to require review by City Staff.

Section 10.5-292 Definitions

Special Event: A Special Event is a type of temporary use event providing a community-wide activity which is temporary in nature and would not typically be permitted on a permanent basis and which therefore requires a Special Event Permit.

Special Event Activities are defined as, but not limited to, any organized public activity held or conducted on a temporary basis which is apart from or in addition to, activities and uses normally associated with and permitted at that specific location. This definition does not include functions put on by the City of Tavares on its own property, or functions in structures that have been issued a Certificate of Occupancy permitting such uses. This ordinance specifically applies only to those events in which attendance is expected to exceed 300 persons per day (including staff, volunteers and attendees).

Public Property means property owned by the City of Tavares, Lake County School System, Lake County Government, State of Florida, the United States Government and any other authorized governmental entity.

Special Events Permit: is a permit issued by the City of Tavares that authorizes the special event.

Event Organizer: is defined as a business, corporation, limited liability company, or any other legal entity or individual which organizes, sponsors, or operates a special event.

Property Owner means the owner of record according to the Lake County Property Appraiser of the property on which the Special Event will be held.

10.5-293 – Permit Required

No person shall advertise, engage in, organize or otherwise hold any Special Event within the City of Tavares unless a Special Event Permit has first been obtained as required by this Article. Persons engaged in a Special Event without a permit or in violation of a permit shall be subject to enforcement of this ordinance by City Police or Code Compliance Officers as provided by the Tavares Code of Ordinances and all other applicable Federal, State and local laws. Violation of this Section shall be punishable as set forth in Section 1-15 of this Code.

10.5-294 –Application for Permit

~~a)~~ A Special Event application, provided by the City of Tavares, shall be signed by authorized representatives of the event organizer and property owner and shall be completed and submitted to the City of Tavares at least thirty (30) days prior to the proposed date of the event~~. If the event requires Council approval as set forth in Section 10.5-297, the application must be submitted at least sixty (60) days prior to the date of the event.~~.

b) The applicant may be required to produce proof of general liability insurance coverage, depending on the nature of the event, in an amount deemed appropriate by the City. This requirement may be waived by the City Administrator if it is

determined that this requirement would be unduly financially burdensome.

c) The application shall be given final approval by the City Administrator or his designee upon the determination that such Special Event application satisfies the approval criteria contained in this Article.

d) The Event Organizer and owner shall sign an indemnification agreement on a form supplied by the City that shall stipulate, contract and agree that they will jointly and severally indemnify and hold the City of Tavares harmless against any and all liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, environmental resources, and injury to or death of persons arising out of or resulting from the Special Event.

e) The declaration of an emergency or threat, including extreme weather, shall be just cause for the denial or revocation of a Special Events Permit. Under extreme weather conditions, including lightning storms, the City may temporarily suspend all operations or cancel an event.

f) Event Organizers, planning a Special Event that may exceed 200 persons per day, shall notify the City. The City shall review the event's attendance expectation, may revise the number if underestimated and require the Event Organizer to obtain a Special Event Permit.

10.5 – 295 – Events held on Public Property

Applications for Special Events proposed to be held on public property, including city parks, will granted on the basis of availability and scheduling. City parks are maintained for the enjoyment of the general public and the granting of Special Events Permits within city parks may be limited by this policy.

10.5 – 296 – Approval Criteria

a) The permit application has been fully completed.

b) Sufficient city support personnel are available to assist in the conduct of the event.

c) Adequate support facilities are available for the event. Support facilities include but are not limited to parking, refuse collection, sanitation, fire protection, police protection, emergency medical services and safe electrical service and lighting.

d) No conflict exists with the requested event and other approved and previously scheduled events at the same location.

e) The event will not result in the over-utilization of city facilities or one area of the city.

f) No outstanding balances are due the city for assistance from previous activities from the applicant.

g) Amplification of sound has been justified and is established at a level acceptable to the community.

h) Crowd size has been determined to be a manageable size for the proposed event.

i) The event is generally compatible with the character of the City and/or the locale requested.

j) All Special Events must be designed and operated in manner to be in compliance with the Florida Accessibility Code under the Americans with Disabilities Act where required by State and Federal law.

k) The applicant complied with terms and conditions of any previously granted permits.

l) The applicant has obtained all permits and licenses from the Federal Government, the State of Florida or agencies with jurisdiction as may be required by law for the event.

~~**10.5 – 297 – Council Approval**~~

~~City Council is required for any event that necessitates street closings, city co-sponsored or crowd attendance in excess of 2,000 people per day.~~

10.5 – 298 – Notice of Permit Application Decision

The City Administrator or designee shall act promptly on any timely filed and complete Special Event application received and give notice of decision to the applicant within thirty (30) days, excluding holidays and weekends, of receiving such application ~~or within sixty (60) days if Council approval is required.~~.. If the Special Event application is denied, the City Administrator or designee shall include the reasons for such denial in the notice of decision.

10.5 – 299 – Appeal to City Council

Any party directly affected by the decision of the City Administrator or his/her designee shall have the right to appeal the denial of the Special Event Permit by appealing the decision to the City Council by submitting written notice of intent to appeal to the City Clerk within ten (10) days of the City Administrator's decision. Upon receipt of a written notice of appeal, the City Clerk shall place the special event application on the agenda for the next regularly scheduled City Council meeting.

The City Council shall review the application together with all supporting documentation and departmental comments, if any, and shall either uphold or overturn the decision of the City Administrator.

10.5 – 300 – Exemptions

Nothing contained herein shall be construed as requiring a Special Event Permit for the following:

(a) Activities conducted by a public or private school on school grounds.

(b) Activities conducted by any church on church grounds bearing a tax-exempt status.

(c) Funerals and funeral processions.

10.5 – 301 – Permit Fee

The City Council may establish a reasonable fee to cover the City's costs of reviewing any application submitted under this Article. Said fee may be amended from time to time by resolution of the City Council.

10.5 – 302 City Support Staff, Facilities and Equipment

Prior to issuance of a permit, the event organizer may be required to enter into an agreement with the City providing for financial compensation for expenses incurred by the city should the city be providing support staff, facilities and equipment. The economic benefits that the City may derive from the proposed Special Event will be considered when determining the required financial compensation.

Section 2. All ordinances or parts of Ordinances in conflict here with are hereby repealed.

Section 3. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not effect the validity of the remaining sections, sentence, clauses or phrases of this ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4. It is the intention of the City Council of the City of Tavares that the provisions of this Ordinance shall become and be made a part of the City of Tavares Code of Ordinances and that the word "Ordinance" may be changed to "Section", "Article" or such other appropriate word or phrase to accomplish such intentions.

Section 5: This Ordinance shall be published in accordance with requirements of law.

PASSED AND ORDAINED this ____ day of _____, 2013, by the City Council of the City of Tavares, Florida.

_____
Robert Wolfe, Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST

_____
Nancy Barnett, City Clerk

Approved as to Form:

_____
Robert Q. Williams, City Attorney

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 7, 2013

AGENDA TAB NO. 7

SUBJECT TITLE: **Resolution 2013-08-Variance-Reduced Sideyard Setback 1024 Lake Elsie Drive**

OBJECTIVE:

To consider a variance for a reduced sideyard setback for 1024 Lake Elsie Drive in Oak Haven Subdivision.

SUMMARY:

This is a variance application from LDK Builders for a reduction of the required minimum sideyard setback of 10 feet on property located at 1024 Lake Elsie Drive. The owner of the property desires to build a new single family dwelling on this vacant lot with a proposed northerly sideyard setback of 5.49 feet. The mandatory 50 foot environmental setback from Lake Elsie limits the buildable area of this property. The proposed reduced sideyard is adjacent to property on which a city lift station is located so that the requested reduction will not impact an abutting residential neighbor.

OPTIONS:

1. That City Council moves to approve Resolution 2013-08.
2. That City Council denies the proposed variance application.

PLANNING & ZONING BOARD RECOMMENDATION:

At is July 18th meeting, the Planning & Zoning Board voted unanimously to recommend approval of Resolution 2013-08.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve Resolution 2013-08.

FISCAL IMPACT: N/A.

LEGAL SUFFICIENCY:

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

RESOLUTION 2013-08

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, GRANTING A VARIANCE TO THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS, TABLE 8-3, DEVELOPMENT STANDARDS, MINIMUM SIDEYARD SETBACKS FOR AN RSF-1 ZONING FOR PROPERTY LOCATED AT 1024 LAKE ELSIE DRIVE IN OAK HAVEN SUBDIVISION; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, LDK Builders, Inc. is the owner of property addressed 1024 Lake Elsie Drive located on the east side of Lake Elsie Drive and legally defined as:

A PORTION OF LOT 1 AND 2, BLOCK 3, OAK HAVEN, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE 38, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, FUTHER DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF LOT 1, BLOCK 3, OAK HAVEN, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE 38, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, RUN NORTH 80°39'00" EAST 132.41 FEET TO THE WATERS OF LAKE ELSIE AND POINT A, RETURN TO POINT OF BEGINNING; THENCE RUN SOUTH 16°28'50" EAST ALONG THE EASTERLY RIGHT OF WAY LINE OF ELSIE DRIVE 86 FEET, THENCE RUN NORTH 73°01'24" EAST, 139.30 FEET TO THE WATERS OF LAKE ELSIE, THENCE RUN NORTHWESTERLY ALONG SAID WATERS OF LAKETO POINT A.

and,

WHEREAS, the subject property is zoned Residential Single Family (RSF-1) and,

WHEREAS, the minimum side yard setback for a single-family dwelling in an RSF-1 zoning district is ten (10) feet; and,

WHEREAS, the property owner desires to build a new single-family residence on said property with a proposed side yard setback of 5.49 feet at the northeast corner; and,

WHEREAS, the required fifty (50) foot environmental setback from Lake Elsie limits the buildable area of this property; and

WHEREAS, the proposed reduced side yard is adjacent to property on which a city lift station is located and a reduction in this setback would not directly impact an abutting residential neighbor; and

WHEREAS, the City Council finds the requested variance to be in harmony with existing site conditions and will not be detrimental to the surrounding neighborhood; therefore,

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

The applicant is hereby granted a variance to allow for the following specified development standards:

1. The required side yard setback from the north lot line of this property to the

proposed dwelling is reduced to 5.49 feet.

THIS RESOLUTION will become effective upon approval by the Tavares City Council.

PASSED AND RESOLVED this ____day of _____ 2013 by the Tavares City Council.

_____
Robert Wolfe, Mayor
Tavares City Council

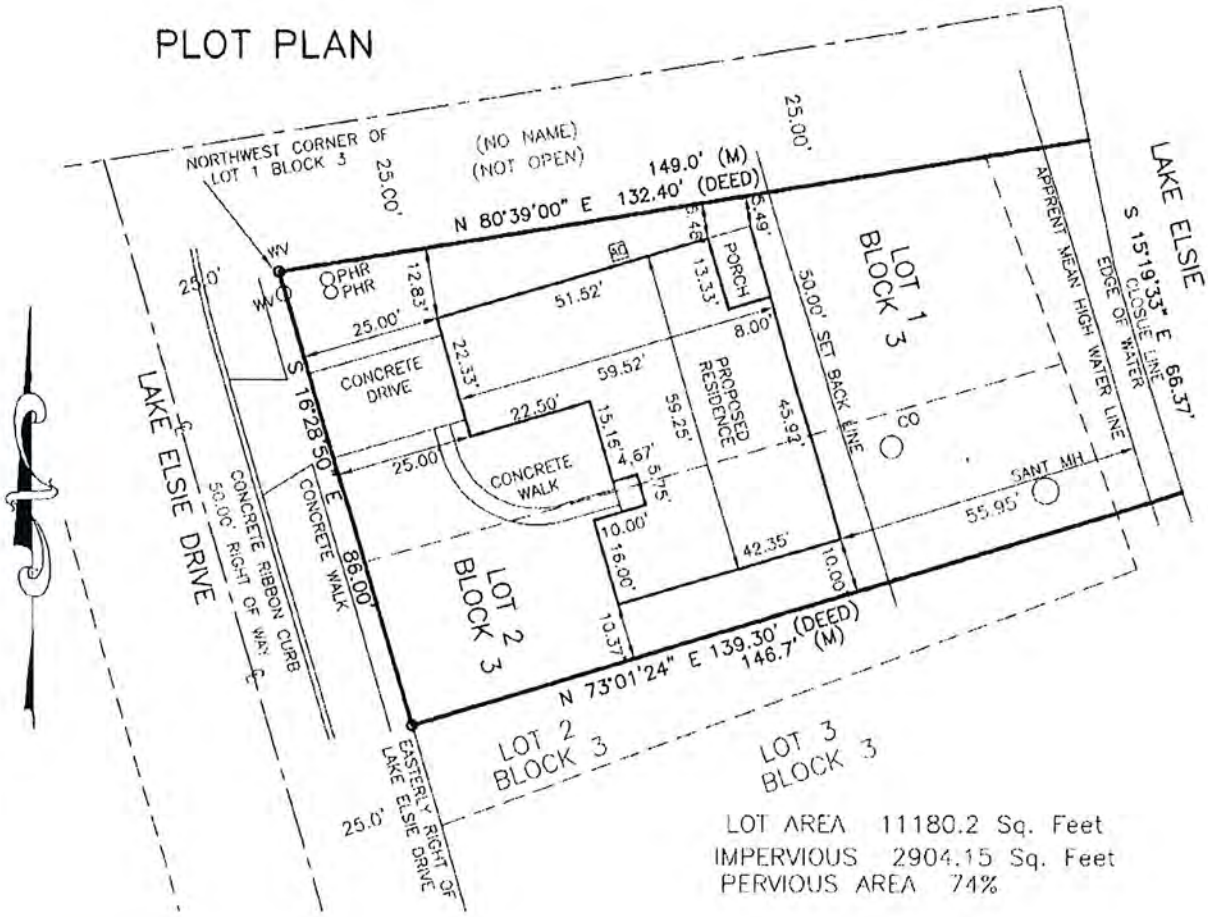
ATTEST

_____
Nancy A. Barnett, City Clerk

Approved as to form and legality:

_____
Robert Q. Williams, City Attorney

PLOT PLAN



DESCRIPTION:

A PORTION OF LOT 1 AND 2, BLOCK 3, OAK HAVEN, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE 38, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, FUTHER DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF LOT 1, BLOCK 3, OAK HAVEN, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE 38, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, RUN NORTH 80°39'00" EAST 132.41 FEET TO THE WATERS OF LAKE ELSIE AND POINT A, RETURN TO POINT OF BEGINNING; THENCE RUN SOUTH 16°28'50" EAST ALONG THE EASTERLY RIGHT OF WAY LINE OF ELSIE DRIVE 86 FEET, THENCE RUN NORTH 73°01'24" EAST, 139.30 FEET TO THE WATERS OF LAKE ELSIE, THENCE RUN NORTHWESTERLY ALONG SAID WATERS OF LAKETO POINT A.

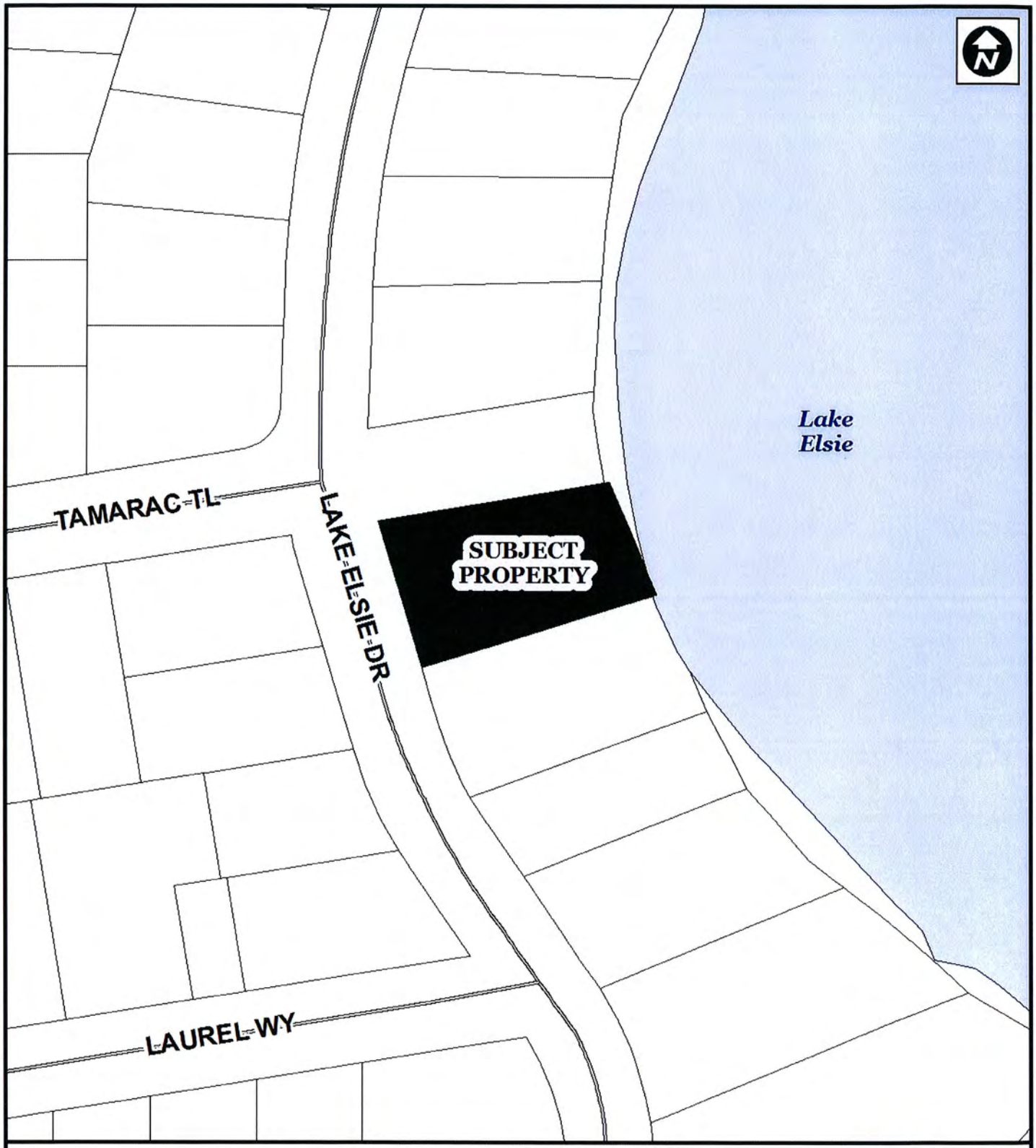
ABBREVIATIONS

CONC = CONCRETE
℄ = CENTERLINE
(D) = DEED
IR = IRON ROD
IP = IRON PIPE
LB = LICENSED BUSINESS
(M) = MEASURED
ORB = OFFICIAL RECORD BOOK
PG = PAGE
PCP = PERMANENT CONTROL POINT
PRM = PERMANENT REFERENCE MONUMENT
(P) = PLAT
PB = PLAT BOOK
PC = POINT OF CURVATURE

SURVEYORS NOTES:

1
2

CITY OF TAVARES



PROPERTY LOCATION MAP
1024 Lake Elsie Dr.

TAVARES
America's Seaplane City

40 20 0 40
Feet

Created By: City of Tavares GIS

T:\pzd\DATA\PROJECT FILES\LDK Builders; Variance (1024 Lake Elsie Dr) - PZ2013-09\GIS\GIS_Maps\LDK_AD.mxd

Map Created on 6/13/13

1) **Resolution 2013-08 LDK Builders, Inc. - Variance**

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

This is a variance application from LDK Builders for a reduction of the required minimum sideyard setback of 10 feet on property located at 1024 Lake Elsie Drive. The owner of the property desires to build a new single family dwelling on this vacant lot with a proposed northerly sideyard setback of 5.49 feet. The mandatory 50 foot environmental setback from Lake Elsie limits the buildable area of this property. The proposed reduced sideyard is adjacent to property on which a city lift station is located so that the requested reduction will not impact an abutting residential neighbor.

Vice Chairman Santoro asked if there was anyone in the audience who would like to make a comment.

Troy "Danny" Teems, a representative of LDK Builders, 2801 South Bay Street, said he was available to answer questions.

Deborah Mulhern, 1018 Lake Elsie Drive, the neighboring property, said she is not opposed to the variance.

MOTION

Morris Osborn moved to recommend approval of Resolution 2013-08. The motion was seconded by Richard Root. The motion carried 4-0.

2) **Ordinance 2013-10 – Land Development Regulation Amendment – Abandoned Subdivisions**

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

The economic decline has resulted in the abandonment of several residential subdivisions within the city. Our present code provides for a continuous two year process for the inspection, acceptance and maintenance of new public infrastructure. With the abandonment of subdivisions, this process has not been carried through in some instances and it has been the city's policy to require the reinspection and repair of any abandoned public infrastructure that has not been used or maintained to insure that deterioration or neglect has not damaged any component of the system, before any new building permits are issued. This policy has worked well, and staff would like to officially implement this policy by adding it to our Land Development Regulations.

Vice Chairman Santoro asked if there was anyone in the audience who would like to make a comment.

There was no one.

Vice Chairman Santoro turned the discussion over to the Planning & Zoning Board.

There was a discussion about maintenance bonds.

MOTION

Richard Root moved to recommend approval of Ordinance 2013-10. The motion was seconded by Howard Haynes. The motion carried 4-0.

Orlando Sentinel
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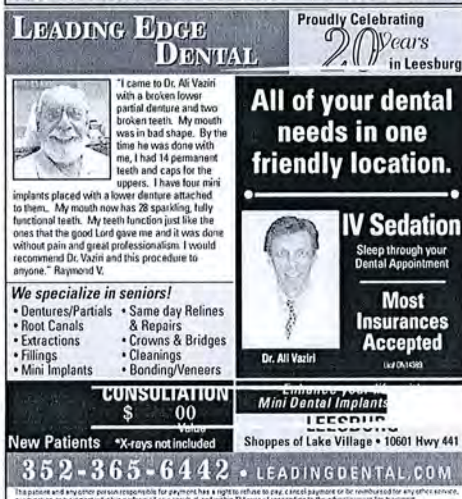
Insertion Number:		Advertiser:	City of Tavares
Size:	3 x 10.5	Section/Page/Zone:	Lake Zone/E002/LAK
Color Type:	B&W	Description:	Res-13-08



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 Resolution 2013-08 titled as follows:

RESOLUTION 2013-08

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, GRANTING A VARIANCE TO THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS, TABLE 8-3, DEVELOPMENT STANDARDS, MINIMUM SIDEYARD SETBACKS FOR AN RSF-1 ZONING FOR PROPERTY LOCATED AT 1024 LAKE ELSIE DRIVE IN OAK HAVEN SUBDIVISION; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

Proposed Resolution 2013-08 will be considered at the following public meetings:
1. Tavares Planning & Zoning Board meeting on July 18, 2013, at 3 p.m.; and
2. Tavares City Council meeting on August 7, 2013, at 4 p.m.

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

Proposed Resolution 2013-08 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 be heard with respect to the proposed resolution. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings is made.

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

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

CITY OF TAVARES

PROPERTY LOCATION MAP
1024 Lake Elsie Dr.

YOUR COMMUNITY IN BRIEF

Leesburg Food Truck-N-Flick Night to show 'Talladega Nights'

By Debbie Manis
Staff Writer

Leesburg will have Food Truck-N-Flick Night from 5:30 to 9 p.m. Saturday in Towne Square, 510 W. Main St. downtown.

Jeff Whitfield will perform.

Participants also can watch a free movie at 8:30 p.m. on a 24-foot-high outdoor movie screen. The Free Movie Nights film will be the comedy "Talladega Nights: The Ballad of Ricky Bobby" starring Will Ferrell and John C. Reilly. Ferrell is a NASCAR stock car racing champ who does not welcome competition.

Jeff Whitfield also will perform.

Families are encouraged to bring a blanket or lawn chairs to watch the movie.

Details: foodtrucknflick-leesburgpartnership.com.

Mote-Morris House

The historic Mote-Morris House, 1195 W. Magnolia St., Leesburg, will be open from 10 a.m. to 2 p.m. Saturday for regular free tours. The Queen Anne-style house was built in 1892.

Details: 352-787-5969 or leesburgheritagesociety.com.

Scholarship banquet

The fifth annual Usos Foundation Lia Maivia Fundraising Scholarship Banquet is scheduled for 5 p.m. Aug. 3 in the recreation center at Minneola City

... hula dance contest, silent auction, 50-50 drawing, door prizes and scholarship presentation.

The nonprofit organization, which offers positive alternative choices to young people, was started by professional wrestling legend Afa Anoa'i, a member of the famous wrestling duo "The Wild Samoans," and his wife, Lynn, in 1999.

Afa Anoa'i runs the Wild Samoan Training Center in Minneola.

Tickets are $50 and available online at usosfoundation.org and click on "events" or contact Lynn Anoa'i at usosfoundation@aol.com or 352-988-5499.

Financial management

The University of Florida Institute of Food and Agri...

...borough, Duval and Okaloosa counties extension offices will offer the following free financial management "webinars" (seminars on the Web).

■ July 18 is "Financial Planning When Retirement is Near." Calculate expense needs, strategies to make assets last, required minimum distributions and how to choose a financial professional. Register at bit.ly/RetireIncome.

■ Aug. 15 is "Reverse Mortgages." Learn how reverse mortgages work, eligibility, costs and loan types. Register at bit.ly/RevMort.

■ Sept. 26 is "Funeral Planning." The program includes a discussion about preplanning, final disposi...

All webinars are from 12:30 to 1:30 p.m.

For more information, call Julie England at 352-343-4101, Ext. 2721, or email julieeng@ufl.edu.

Classic-film series

W.T. Bland Public Library will offer its classic-film series program during the summer.

The free series is at 7 p.m. the second and fourth Wednesday of each month through August at the library, 1995 N. Donnelly St., Mount Dora.

Complimentary popcorn and lemonade will be provided.

For the name of the film or details, call 352-735-7180, Option 5, or stop by the library for handout.

Garden tour

... Wednesday of every month at the Marion County Extension Service, 2232 N.E. Jacksonville Road, Ocala.

Participants will tour shade, butterfly, herb, vegetable and tropical demonstration gardens.

The Master Gardeners also will offer a gardening series at 10 a.m. the second Tuesday of each month through December at the Extension Service. The series will cover a variety of gardening topics.

Participants will learn about the benefits of capturing rainwater during a hands-on rain-barrel workshop on Tuesday.

Both events are free. Details: 352-671-8400.

dmanis@tribune.com.

LAKE THINGS TO DO

Aquatics

LEESBURG AQUATICS for swimmers from 5 through masters (19 and older) is inviting recreational swimmers looking to develop their swimming skills. Fees: $35-$55 per month and other fees for meets and USA Swimming registration. Year-round and summer recreational programs are available. Details: leesburgaquaticsclub.com, 407-421-8049 or email leesburgaquaticsclub@hotmail.com.

GOLDEN TRIANGLE YMCA is running swim-lesson program for students from 6 months old to adults. Fees: $45 for members for eight sessions, $90 for nonmembers for eight sessions. Details: Contact aquatics director Pam Sanders, psanders@cfymca.org.

SAFE START program by the Central Florida YMCA teaches youngsters to float, rest, breathe and swim to the wall. It is a six-week program taught five days a week for 10 minutes by Heather Worrell, certified Safe Start instructor. Details: 352-343-1144, Ext. 235, or email heathersafestart@gmail.com.

CITY OF EUSTIS Parks & Recreation Department will be offering Aqua Zumba classes at the Eustis Aquatic Center. Classes are instructed by certified Zumba instructor Michelle Deesi. Classes are one hour and begin at 9:30 a.m. Classes are ongoing. Fee: $40 per month, two classes per week, or $20 per month, one class per week. Details: Eustis Aquatic Center at 352-357-3264.

NTC AQUATICS is for children who are competitive swimmers or would like to learn the basic fundamentals of swimming in a team atmosphere. Ages: 5-18. This is a year-round program offering seven different categories/teams based on skill level. Details: Ozzie Quevedo at ozzie.quevedo@orlandohealth.com or 352-241-7144, Ext. 4293.

Archery

JOSEPH STEED'S ARCHERY offers beginning, intermediate and advanced archery classes Saturdays and Sundays at 8 a.m. in Montverde. Ages: 9-90. All experience levels welcome. Details: Joseph Steed, 407-913-4140 or josephsteedsarchery.com.

Baseball

LAKE-SUMTER STATE COLLEGE High School Showcase will be Aug. 11 at the LSSC Baseball Complex on the Leesburg campus. For players from high schools graduating classes, 2014, 2015, 2016. Registration cost: $90. Coaches attending: LSSC coaching staff, Jonathan Holt (Flagler College, NCAA Division II), Steve Crabtree (Webber University, NAIA). Details: LSSC coach Josh Holt, 352-408-3002 or email holtj@lssc.edu.

LAKE-SUMTER STATE COLLEGE youth baseball camp will be Aug. 12-16 and the LSSC baseball Complex in Leesburg. Ages: 7-12. Time: 9 a.m.-noon. Registration: $80. Camp focuses on fundamentals. Details: LSSC coach Josh Holt 352-408-3002 or email holtj@lssc.edu.

CENTRAL FLORIDA RED-HAWKS travel baseball teams are looking for players 8-13 years old to play. Our coaches are experienced and former baseball players who have your child's development in mind. We have a 7,000-square-foot, state-of-the-art indoor-training facility where we use the same training techniques as many college and Major League Baseball teams. For info on Red-Hawks Spring/Summer Travel Baseball Team, call 352-735-0015 or email cfredhawks@gmail.com.

MOUNT DORA BASEBALL ACADEMY is offering training sessions Mondays from 6-8 p.m. There are 12 hitting stations, a speed and agility workout. Program is for players 7-12. Fee: $15 per session or $50 a month, and special pricing is available for families. Reservations are taken at 352-735-0015 or at mtdorabaseballacademy@gmail.com. Private lessons, camps and clinics also are offered.

*Please turn to **Page E7***

PICKLES

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LAKE NEWS ONLINE
LakeSentinel.com

Delivery issues, wet paper complaints, vacation stops, manager contact:
1-800-359-5353

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TAVARES

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